

Derbyshire County Council

Meeting with Cabinet Member, Health & Communities

06 May 2014

Report of the Strategic Director, Health & Communities

TEMPORARY RENTAL OF STORAGE SPACE AT DERBYSHIRE RECORD OFFICE

1 Purpose of the report

To request permission from the Cabinet Member: Health & Communities to rent storage space at the Derbyshire Record Office to Nottinghamshire County Council's Archives Service on a temporary basis.

2 Information and analysis

- 2.1. Derbyshire Record Office (DRO) has been approached by Nottinghamshire Archives to provide temporary storage for part of their collections whilst building works take place to extend Nottinghamshire Archives' premises. The space would be required for approximately one year, beginning in late May/early June 2014.
- 2.2. The DRO's new repository block is made up of four identical strong rooms, each offering 1km of shelf space. DRO has now taken in all its records which were previously held in outstores, and these collections are accommodated in two of the new strong rooms. DRO requires one free strong room to assist with moving collections within the building, and to accommodate new deposits. In the medium term this leaves one free strong room which can be allocated to Nottinghamshire Archives without any disruption to DRO.
- 2.3. DRO proposes to charge Nottinghamshire Archives £0.25 per shelf per week, which equates to £13.00 per shelf per year. For one strong room, this would bring in a one off income of approximately £13,000. The price for renting the space has been calculated on the basis of the premise costs for the storage areas and has been benchmarked against other archive services who offer a similar service. The stores will be needed by DRO in the medium to long term, so there will little opportunity to make any further revenue from them once Nottinghamshire Archives have moved their material back to their own building.
- 2.4. The proposal to rent storage space at DRO contributes to the County Council's priority of *a local Derbyshire: an ambitious and dynamic*

council, by making use of opportunities to increase revenue to the Council.

3 Financial considerations

There are no costs to Derbyshire County Council in offering storage space to Nottinghamshire County Council all costs will be covered by Nottinghamshire.

4 Legal considerations:

Subject to approval, Derbyshire County Council's Legal Services will draw up a suitable contract with Nottinghamshire County Council to ensure that any risks to Derbyshire County Council in renting space to Nottinghamshire are mitigated.

5 Other considerations:

In preparing this report the relevance of the following factors has been considered: prevention of crime and disorder, equality and diversity, human resources, environmental, health, property and transport considerations.

6 Background papers

None

7 Key Decision:

No

8 Call-in:

Is it required that call-in be waived for any decision on this report?
No

9 Strategic Director's recommendation:

That the Cabinet Member, Health and Communities approves the temporary rental of storage space at the DRO to Nottinghamshire County Council as outlined in the report.

David Lowe
Strategic Director
Health & Communities