

**MINUTES OF THE MEETING OF THE AGMA STATUTORY FUNCTIONS COMMITTEE
ANNUAL GENERAL MEETING HELD ON 2 OCTOBER 2023
AT 10:30 AM**

MEMBERS PRESENT:

Councillor Nadeem Ayub	Bolton Council
Councillor Charlotte Morris	Bury Council
Councillor Tim Whiston	Manchester City Council
Councillor Peter Dean	Oldham Council
Councillor Janet Emsley	Rochdale Council
Councillor Neil Emmott (Chair)	Rochdale Council
Councillor Hannah Robinson-Smith	Salford Council
Councillor Frankie Singleton	Stockport Council
Councillor Sangita Patel	Tameside Council
Councillor Catherine Hynes	Trafford Council
Councillor Paul Prescott	Wigan Council

LEAD CHIEF EXECUTIVE

Alison McKenzie-Folan	Wigan Council
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OFFICERS IN ATTENDANCE:

Neil MacInnes	Manchester City Council
Jenny Hollamby	GMCA
Helen Davies	GMCA

SFC/01/23 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Vimal Choksi, Tameside Council, Councillor Sangita Patel was substituting.

BOLTON
BURY

MANCHESTER
OLDHAM

ROCHDALE
SALFORD

STOCKPORT
TAMESIDE

TRAFFORD
WIGAN

**SFC/02/23 APPOINTMENT OF THE CHAIR AND VICE-CHAIR FOR THE
2023/24 MUNICIPAL YEAR**

A nomination for Councillor Janet Emsley to be appointed as Vice-Chair was received and approved.

RESOLVED/-

1. To note that the GMCA Portfolio Lead for Culture (Councillor Neil Emmott, Rochdale) be the Chair of the AGMA Statutory Functions Committee for the 2023/24 Municipal Year.
2. To note that Councillor Janet Emsley, Rochdale Council, be the Vice-Chair of the AGMA Statutory Functions Committee for the 2023/24 Municipal.

**SFC/03/23 TO NOTE THE MEMBERSHIP OF THE AGMA STATUTORY
FUNCTIONS COMMITTEE 2023/24**

RESOLVED/-

That the Membership for the 2023/24 municipal year be noted as below:

Councillor Nadeem Ayub	Bolton Council
Councillor Charlotte Morris	Bury Council
Councillor Tim Whiston	Manchester City Council
Councillor Peter Dean	Oldham Council
Councillor Janet Emsley	Rochdale Council
Councillor Hannah Robinson-Smith	Salford Council
Councillor Frankie Singleton	Stockport Council
Councillor Vimal Choski	Tameside Council
Councillor Catherine Hynes	Trafford Council
Councillor Paul Prescott	Wigan Council

**SFC/04/23 MEMBER'S CODE OF CONDUCT AND ANNUAL DECLARATION
FORM**

In respect of agenda item nine, Greater Manchester County Record Office and Greater Manchester Archives and Local Studies Partnership, Councillor Tim Whiston declared a personal interest by virtue of working as a Library Assistant for Manchester Metropolitan University, Manchester M15 6BH.

RESOLVED/-

1. That the GMCA's Code of Conduct be noted.
2. That it be noted that all Members be requested to complete an annual register of interest form and return it to the Governance Officer.

SFC/05/23 TO NOTE THE COMMITTEE'S TERMS OF REFERENCE 2023/24

RESOLVED/-

That the Terms of Reference for the Committee be noted.

SFC/06/23 CHAIR'S ANNOUNCEMENTS AND URGENT BUSINESS

There were none.

SFC/07/23 DECLARATIONS OF INTEREST

The Chair noted that Councillor Tim Whiston had made a declaration at agenda item four.

RESOLVED/-

There were no further declarations of interest received at the meeting.

**SFC/08/23 TO NOTE THE MINUTES OF THE LAST MEETING HELD ON
22 JANUARY 2022**

The Committee noted, that at the last meeting as part of the Greater Manchester County Record Office and Greater Manchester Archives and Local Studies Partnership, part of the resolution had been:

That the Committee noted that Manchester Central Library was one of three locations in England and Wales where individuals could view full records free of charge from the 1921 census.

an update on this was requested.

Officers noted that free of charge access to the 1921 census could currently be viewed at:

- The National Archives in Kew
- National Library of Wales; and
- Manchester Central Library

The request to expand free of charge access points had been given to the National Archive and this was currently under consideration.

RESOLVED/-

That the Committee approved the minutes of the last meeting held on 22 January 2022 be received as a correct and accurate record.

**SFC/16/22 GREATER MANCHESTER COUNTY RECORD OFFICE AND
GREATER MANCHESTER ARCHIVES AND LOCAL STUDIES
PARTNERSHIP**

A report was presented by Sam Elliott, Head of Service, Bolton Council

Neil MacInnes, Head of Libraries, Galleries and Culture, Manchester City Council, and Phillip Cooke, Citywide Services Manager, Libraries and Archives, Manchester City Council.

The report provided an update on the progress of Archives+ and the Greater Manchester Archives and Local Studies Partnership.

The Committee noted that it was 9-years since Manchester Central Library re-opened to the public following significant transformation, and in the last 12-months there had been over 1.3 million visitors to the library, an increase of 10% on the previous year. Pre-Pandemic, over 2-million people visited annually making Manchester Central Library the most visited public-library in the country.

Key areas of focus from the report were highlighted to the Committee, it was noted that 2024 saw some significant anniversaries in the Archive+ Partnership and planned projects across GM.

The Committee asked for an update on the Royal Northern Digitisation and the Project Officer for Image Collection. Officers agreed to update on that area of work at the next meeting. Clarity was sought on the four GM Authorities that have gone live with archives catalogues, Officers agreed to provide further information at the next meeting.

The Committee was advised that the Assheton Collection, was to be housed within Manchester Central Library in the Archive. Officers agreed to circulate a presentation to Members that gave further information on the collection and the significant external funding that had been levered in as a result of this acquisition.

The Committee queried if any of the contents of the archives were accessible to library users in district libraries across Greater Manchester. Officers noted that the British Film Institute (BFI) Weekly was a scheme available in all district libraries across the UK. There were 134 libraries across GM and accessibility was considered across the network, alongside promotion of the unique resources in each of the ten districts within archives and collections, with particular emphasis on the growing popularity of family, social and local history for residents. Further information on this area of work would be brought back to the next meeting. Officers noted the significant benefit of the GM archive partnership both to residents and reputationally for the region.

RESOLVED/-

That the report be received and noted.

**SFC/17/22 TO NOTE THE FOREVER MANCHESTER, GREATER MANCHESTER
RELIEF FUND, ANNUAL IMPACT REPORT 2022-23**

RESOLVED/-

That the report be received and noted.

SFC/18/22 DATES AND TIMES OF FUTURE MEETINGS

That meetings be organised in accordance with the Committee's Terms of Reference (at least twice a year) and circulated to Members.

RESOLVED/-

That dates and times be circulated to Members.