

<b>Report title:</b> Essex Records Office - Update	
<b>Report to:</b> Corporate Policy and Scrutiny Committee	
<b>Report author:</b> Sam Kennedy, Director for Environment and Climate Action	
<b>Date:</b> 2 <sup>nd</sup> March 2021	<b>For:</b> Information
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<b>County Divisions affected:</b> All ECC	

## 1. Purpose of Report

- 1.1 To update the committee on the work of the Essex Records Office (ERO) and the impact of the pandemic on office operations.

## 2. Background

- 2.1 Members have been approached to receive an update on the work of the Essex Records Office.
- 2.2 The update will include information on:
- Income generation and the impact of Covid-19.
  - Statutory/legal basis for the ERO
  - Document preservations
  - ERO facilities
  - Current projects
  - Challenges and opportunities

## 3. Session Aims

- 3.1 Members are asked to discuss the update with the Cabinet Member and officers, providing feedback and asking questions.

## 4. List of Appendices

- 4.1 Appendix A: ERO update presentation.