

## Gloucestershire Archives @ The Hub

### Gloucestershire Archives Public Task Statement

This statement sets out the functions carried out by [Gloucestershire Archives](#) and what information is available for re-use under the [Re-Use of Public Sector Information Regulations 2015](#).

#### 1. The Public Task

Gloucestershire Archives gathers, keeps and shares historic archive collections relating to Gloucestershire and South Gloucestershire - and local and family history resources relating to Gloucestershire. A brief overview of our collections is provided in our [collections development policy](#) and on our [website](#).

Gloucestershire Archives is a [Gloucestershire County Council](#) service and provides an archives service for [South Gloucestershire Council](#) under a service level agreement. The core functions are carried out within a complex legal framework including

- Local Government (Records) Act 1962
- Local Government Act 1972
- Public Records Acts 1958 and 1967
- Constitutional Reform and Governance Act, 2010
- Parochial Registers and Records Measure, 1978 (amended 1992)
- Manorial Documents Rules 1959 (amended 1963 and 1967)
- Public Libraries and Museums Act 1964.

#### 2. Information available for re-use

You can see, copy and re-use information that is produced by the service (e.g. [catalogues](#), [indexes](#), [policies](#), [procedures](#)) free of charge provided it is not subject to Data Protection or a third party agreement.

You can also see archives and publications held at Gloucestershire Archives free of charge during our [opening hours](#). You can make a copy of most of these items for personal use but the law for re-use is more restrictive. Constraints include copyright and Data Protection and are outlined in our [copying policy](#). The copying policy, arrangements and charges are on our [website](#).

### 3. Queries and complaints

If you have any queries or complaints about the re-use of information, please submit them to [archives@gloucestershire.gov.uk](mailto:archives@gloucestershire.gov.uk)

### 4. Document control

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<b>Approval Body</b>	Gloucestershire Archives Management Team (GAMT); Gloucestershire County Council's Director of Policy, Performance & Governance; South Gloucestershire Archives Liaison Group.
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### 5. Version history

Version	Version date	Summary of Changes
1.0	July 2015	Original statement approved by Libraries' Senior Management Team
2.0	January 2017	Revised to update links and references; to reflect update to new Gloucestershire Archives website.
2.1	January 2018	Reviewed, reformatted on Heritage Hub template and web links updated.
2.2	October 2020	Reviewed and links updated.

### 6. Date of next revision: 2023