

MonLife DMT – Service/Staffing Decisions.

Date for submission to DMT: 7th August 2024

Service/Staffing Changes: Transfer of Dixton Parish Records to Herefordshire Archive and Records Centre

Service Manager: Rachael Rogers

Please note this form represents an overview to capture DMT decision. Managers must ensure that the principles in the Protection of Employment policy and service redesign guidelines are followed prior to making a submission. [People Services HUB - Restructure](#)

Reasons for doing this – Why the changes are needed / reasons for doing this / Implementation Plan / Consultation / For new posts then role profiles attached.

We have held this collection of documents since 1985. However, under the Parochial Records and Registers Measure of 1978 they should have gone to the designated Diocesan Record Office. Herefordshire Archive hold the rest of the parish records for Dixton and allow free access to them for the public. They are also in a better position to store and conserve them than we are at MonLife Museums.

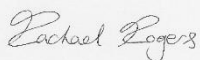
Options appraisal – Required if this is a permanent arrangement.

This is a permanent arrangement, but one that guarantees that these will continue to be available to the public.

Resource Implication – Costs / Savings.

This frees up a small amount of space in our store rooms.

Approved by Service Manager – Signature / Date / Comments.



Recommendations and Sign Off – Agreed / Refused and DMT comments.

Date sent to SLT (if required):

Recommendations and Sign Off – Agreed / Refused and SLT comments.