

SERVICE UPDATE

<u>Name of Function:</u>	City Development & Regeneration
<u>Date:</u>	18/03/2024
<u>Title of Update:</u>	Opening times for Archives Service 2024
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UPDATE:

This Service Update provides details of changes to the opening days and hours for the Archives' public search-room in light of the need to pack and decant the archives collection from Old Aberdeen House to make way for the redevelopment and expansion of St Peter's RC School.

Current opening times are:

Old Aberdeen House open (by appointment and drop-ins)

Mon-Wed 09:30 to 16:30

Town House open (by appointment and drop-ins)

Wed-Fri 09:30 to 16:30

The service operates both sites on Wednesdays.

Broad timeline impacting the Archives public access:

Date	Activity
Apr 2024	Partial closure of all public access to archives to facilitate full audit, packing and transport of archive collection from Old Aberdeen House Old Aberdeen House open Mondays (by appointment only) 09:30 to 16:30 Town House open Fridays (by appointment only) 09:30 to 16:30
Jun 2024	Full closure of Old Aberdeen House archive Old Aberdeen House and Town House closed.
Jul 2024	Town House (ground floor) to be made ready for temporary relocation of archives (focus on most regularly accessed)
Sep 2024	Key elements of the archives collection to be transferred to temporary storage in Town House (ground floor)
Dec 2024	All stores to be packed and decanted to 3 rd party storage
Mar 2025	Site to be cleared of all content for retention
Early 2025	Work on site for the school expansion are scheduled to begin

	(FY 2025/26).
Apr 2025	Town House search room will reopen for public access 5 days/week by appointment and for drop-ins

Message on webpages, social media and in email responses will be:

Following the decision by Aberdeen City Council to convert Old Aberdeen House into a new and expanded St. Peter's Primary School, Aberdeen City & Aberdeenshire Archives will be vacating the building in early 2025.

To prepare, pack and move the archive collections it is necessary for our opening hours to reduce from April 2024.

1 April - 3 June

Old Aberdeen House open Mondays (by appointment only) 09:30 to 16:30

Town House open Fridays (by appointment only) 09:30 to 16:30

10 June onwards

Old Aberdeen House and Town House closed. Town House search room to reopen in Spring 2025

Our research service has also been temporarily suspended and, whilst e-mail enquiries remain open at archives@aberdeencity.gov.uk, we may not be able to answer all queries whilst access to our collections is limited.

We look forward to updating you with our plans in the future.