



THE LORD CHANCELLOR'S
ADVISORY COUNCIL ON
NATIONAL RECORDS AND ARCHIVES

SUMMARY

Date: 14 July 2011

Time: 1:30pm-4pm

Venue: The Supreme Court

Chair: Lord Neuberger of Abbotsbury, Master of the Rolls (MR)

Minutes: Trish Humphries

Members: Ms Else Churchill
Mr John Collins CBE
Dr Jeevan Deol
Dr Clive Field OBE
Dr Bendor Grosvenor
Mr Graeme Herd
Professor Arthur Lucas CBE
Mr Hamish Macarthur
Mr John Millen
Ms Janet Smith
Professor Michael Moss
Mr Ian Soutar
Ms Stephanie Williams
Ms Sarah Fahy
Mr Stephen Hawker

Non-members:

Mr Oliver Morley, Chief Executive, The National Archives
Ms Carol Tullo, Director of Information Policy and Services, The National Archives
Ms Julia Stocken, Head of Information Management and Practice, The National Archives
Mr Stuart Abraham, Freedom of Information Centre and Accessions Manager, The National Archives
Ms Julie Lennard, Head of Chief Executive's Office, The National Archives
Mr Peter Farr, Private Secretary to the Master of the Rolls

Mr Paul Edwards, ACNRA Secretariat
Mr Martin Tucker, Head of Archives, Foreign and Commonwealth Office
Mr John Thompson, Sensitivity Reviewer, Foreign and Commonwealth Office.

1. Welcome, apologies and introductions

- 1.1 The Chairman welcomed attendees to The National Archives.
- 1.2 The Chairman introduced Mr Stephen Hawker, a new member of the Council and Mr Paul Edwards, the new Secretary to the Advisory Council.
- 1.3 Apologies of absence were received from Ms Elizabeth Lomas and Ms Christine Gifford.

2. Minutes of the last meeting

- 2.1 The minutes of the Advisory Council meeting on 12 May 2011 were approved as a correct record by all Advisory Council members present.

3. Matters arising

- 3.1 Access to public records; The Advisory Council was given an update by Mr Abraham on the queries from the previous meeting relating to applications of public records designated as closed.

4. Migrated Archives

- 4.1 Representatives from the Foreign Office met the Advisory Council to discuss the Migrated Archive.

5. Statutory Instrument Charging

- 5.1 Mr Morley advised that the proposed fees order previously brought to Advisory Council needed to be realigned to ensure cost recovery for each individual service.
- 5.2 The Advisory Council approved the revised proposal, which will be taken to Treasury.

6. Access to Public Records; records designated as closed

- 6.1 The Advisory Council considered the applications for the closure of records. Those not subject to queries were approved.

7. Access to public records: application for retention

- 7.1 The Advisory Council considered the applications for retention of records. All the applications were approved.

8. Update from the Chief Executive

Speaker: Mr Oliver Morley, Chief Executive

- 8.1 The speaker gave the Advisory Council an update on the following:

- **The National Archives Annual Report** Mr Morley advised that The National Archives Annual Report, which includes ACNRA's annual report, has now been published and is available online. A limited number of hard copies were made available for Council members at the meeting.
- **Public Bodies Bill** Mr Morley confirmed that consultation on the Public Bodies Bill commenced on 12 July 2011 and will run until October 2011.
- **Transfer of MLA Services** Mr Morley advised that the funding for the transfer of services has now been agreed for the CSR period. The National Archives are expecting the transfer of the services to take place the 1st October 2011.

9. AOB

- 9.1 Members discussed the Terms of Reference for the Forum on Historical Manuscripts and Academic Liaison. The Advisory Council had agreed that recommendations from the Forum should be made to the Advisory Council for approval in the first instance.
- 9.2 Copies of the minutes of recent meetings of the Forum on Historical Manuscripts and Academic Liaison were presented and noted.
- 9.3 The next meeting of the Advisory Council will be held on Thursday 24th November. The location of the meeting will be confirmed in due course.