



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

Date: 14 February 2013

Time: 12:45pm- 16.00pm

Venue: The Blue Room, The National Archives

Chair: Sir David Durie KCMG

Minutes: Trish Humphries - Advisory Council Secretariat

Members:

Ms Else Churchill
Mr John Collins CBE
Dr Jeevan Deol
Dr Clive Field OBE
Ms Christine Gifford
Mr Graeme Herd
Ms Elizabeth Lomas
Professor Arthur Lucas CBE
Mr Hamish Macarthur
Mr John Millen
Professor Michael Moss
Mr Ian Soutar
Mr Stephen Hawker CB
Ms Sarah Fahy
Professor Harry Dickinson
Dr Bendor Grosvenor

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
Ms Julie Lennard, Head of Chief Executive's Office, The National Archives
Ms Andrea Dowsett, representing The Master of the Rolls
Mr Stuart Abraham, Accessions and FOI Centre Manager, The National Archives
Ms Helen Potter, FOI Manager, The National Archives

1. Welcome, apologies and introductions

The Chairman welcomed Ms Andrea Dowsett to the meeting, who was representing the Master of the Rolls on this occasion. Apologies of absence were received from the Master of the Rolls and Mr Peter Farr.

2. Minutes of the previous meeting

The minutes of the Advisory Council meeting on 20 November 2012 were reviewed. Subject to two minor amendments, the minutes were approved as a correct record.

3. Matters arising from the previous meeting

3.1 The Advisory Council was given an update by Mr Abraham on queries from the previous meeting in relation to applications for public records designated as closed and retained.

4. Independent Hillsborough Panel

Ms Gifford presented a summary of the outcomes of the Independent Hillsborough Panel and shared the lessons she had taken from her time on the panel. The Advisory Council members discussed the implications of having a member of the Council on the panel and Ms Gifford advised that her position on, and relationship with, the Advisory Council had been valued and her experience aided the resolution of disclosure difficulties. The Chairman thanked Ms Gifford for her comprehensive report and for her hard work and dedication to the panel.

5. Crown Prosecution Service Revised Sensitivity Review Process

At the March 2012 meeting, a paper from the Crown Prosecution Service on the proposed revision of the sensitivity file reviews had been considered, following which the Advisory Council had requested an update after 12 months as to whether the revised procedure had been successful. Mr Abraham provided a brief update to members.

6. Access to Public Records for Retention and Closure

6.1 Access to public records; application for closure – 14 February 2013

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

6.2 Access to public records; application for retention – 14 February 2013

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

7. ACNRA Annual Report

A draft of the Annual Report for the Advisory Council on National Records and Archives had been circulated to members for consideration and members were asked for comments. The Advisory Council agreed that once the requested amendments have been made, a final version of the report would be circulated and approved offline.

8. Update on Historic Houses Association Seminar

Advisory Council members were given an update on the Consultative Meeting for Historic House Owners with Private Archives, which had been held on the 11 December 2012 and jointly hosted by The National Archives and the Historic Houses Association. Members of the Lord Chancellor's Forum on Historical Manuscripts and Academic Research had also taken part.

It was agreed that a rounder report on Forum activities should be presented at each Council meeting.

9. Update from the Chief Executive – Mr Oliver Morley

Mr Morley provided the Advisory Council with updates on the following issues:

9.1 Discussions with Ministers

Visits to The National Archives had been made by the Minister, Helen Grant, and the Permanent Secretary, Ursula Brennan.

9.2 ACNRA Reappointments

Mr Morley provided a brief summary of the Lord Chancellor's views regarding the recent reappointment process.

9.3 Records Transfer Report

Council members were advised that the Lord Chancellor had expressed a keen and supportive interest in the 20 year record transfer approach.

9.4 20 Year Rule Phase 2

Discussions on how to take this phase forward are now underway. Consultation with public record holders and places of deposit will take place.

9.5 Release of Records

Mr Morley advised that some Cabinet Secretary papers relating to the Permanent Under Secretary are due to be released shortly before the next meeting.

9.6 Archiving Social Media

Advisory Council was advised that The National Archives now has the technology to archive social media sites such as Twitter and YouTube.

9.7 Information Tribunals

Council noted that The National Archives had been involved in three 1st tier tribunals during 2012, two of which had issued findings.

10. Any Other Business

10.1 Meeting Dates

The Advisory Council was advised that the date of the July meeting has been changed, to 25 July 2013.

10.2 HM Treasury

Council agreed to invite Treasury to a future meeting to give an update on their Accelerated Transfer project.

10.3 FOI Panel Report

The Advisory Council noted the FOI Panel update report.

There being no further business, Sir David closed the meeting at 16:00.