



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

SUMMARY

Date: 09 March 2012
Time: 12:45pm- 16.05pm
Venue: Department for Energy and Climate Change
Chair: **Master of the Rolls**
Minutes: Paul Edwards - Advisory Council Secretariat

Members:

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

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

Ms Christine Ferguson - Head of Information Management Department, and Departmental Records Officer, Foreign and Commonwealth Office

Mr Martin Tucker - Head of Corporate Records, Foreign and Commonwealth Office Foreign and Commonwealth Office.

Mr Bruce Cleghorn - Sensitivity Reviewer, Foreign and Commonwealth Office.

Presentation from Department of Energy and Climate Change:

The Advisory Council received a presentation from Mr Edward Hogg, Strategy, and Ms Catherine Harding, Head of Information Management at DECC

Item 1. Welcome, apologies and introductions

1.1 The Master of the Rolls welcomed attendees to The Department of Energy and Climate Change

Item 2. Minutes of the previous meeting

2.1 The minutes of the Advisory Council meeting on 24 November 2011 were approved as a correct record by all Advisory Council members present.

Item 3. Matters arising

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 applications for retention.

Item 4. - Access to public records designated as closed

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

Item 5. Access to public records: application for retention

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

Item 6. Migrated Archive.

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

Item 7. Update from the Chief Executive - Mr Oliver Morley

7.1 Mr Morley informed the Advisory Council that The National Archives is currently undertaking a refresh of the Archives for the 21st Century programme. He agreed to keep members updated.

7.2 Mr Morley advised that the Home Guards digitisation pilot project is due to go live in the summer of 2012. He said that The National Archives would look to provide a demonstration of the project at a future Advisory Council meeting.

8. Any Other Business

8.1 Some members noted recent consultations from the Intellectual Property Office (IPO) on copyright and the Department for Culture Media and Sport regarding non print legal deposit to libraries. The Advisory Council noted that in the past the Secretariat had kept members informed on consultations and asked if this could continue.

8.2 Members were advised whilst the Secretariat could provide details of consultations, any response by the Advisory Council would need to be led by the members themselves.

8.3 The next meeting of the Advisory Council will be held on 22 May 2012 at the Supreme Court

There being no further business, the meeting closed at **16:05pm**.