Summary of meetings

Management Board

29 January 2007

The Chief Executive welcomed three new Non-executive Directors to the Board.

Information Management Assessments

Following a successful pilot programme, the Section 46 Programme Manager outlined the launch of a major rolling programme to work with government departments to assess their records and information management practices. The programme (the framework for which is Section 46 of the Freedom of Information Act 2000) will look at the working practices of 100 main government departments in England and Wales.

The Board agreed that for The National Archives to build a reputation as an Information Management lead across government, the scope of the reviews should be broadened to cover all aspects of Information Management in a single review process.

Remuneration Committee

Following review and discussion the Board agreed a Senior Civil Service Remuneration policy for The National Archives. As a sub committee of the Management Board the Remuneration Committee will comply with Cabinet Office instructions and report annually to Cabinet Office although The National Archives will operate separate TNA remuneration rather than join a bigger department.

A Non executive Director will act as Chair.

1911 Census procurement

The Head of Strategic Development presented the context, risks and background to current plans to digitise and transcribe the 1911 Census returns. The Procurement process to appoint a commercial organisation to digitise and act as a co branded online partner has reached the final stage with final stage bidders expected to deliver a high quality product and service for The National Archives.

The Board was asked to scrutinise the evaluation recommendations to agree the supplier for the 1911 online census returns. The decision to appoint a supplier will need to be agreed by 19 February 2007.