

Summary of meetings

Management Board

23 May 2007

Matters Arising

Following a meeting of the Non executive Directors, the Chair of the Audit Committee reported that the Management Board and Audit Committee rolling agendas for 2007/08 were consistent with good governance practice.

Digital Preservation

The Chief Executive presented a background to the digital preservation shared service in government initiative being led by The National Archives. The Director Collections and Technology will lead the project.

Government departments will be pledging £3.2 million over the next 2 – 3 years to deliver the project.

The Management Board agreed the project's governance structure and reviewed the key risks associated with delivery and government uptake of what is a major initiative for The National Archives.

The Management Board discussed options that will allow the Director of Collections and Technology to focus more of his time on the shared services project over the next two years. The Board agreed that the Executive Team should make the final decision on leadership roles, backfill and staff development. The outcome of Executive Team discussion will be reported to next Management Board in July 2007.

Online Strategy

The Head of IT Strategy outlined the proposed framework for The National Archives' Online strategy.

The Management Board agreed that this is a core business strategy for The National Archives.

The Management Board agreed the broad strategy outlined. This is subject to the caveats discussed and agreed.

The Head of IT Strategy will regularly update the Management Board on progress.

Kew 2008 – update and budget

In a discussion led by the Director of Finance and Corporate Services, Management Board agreed project budget changes. Management Board gave approval for Kew 2008 to go out to tender.

The Director Corporate Services and Finance reported on the OGC Gateway project review. The Management Board agreed actions to ensure future good management of the project.

Year End Performance Report

Presented by the Director of Corporate Services and Finance, the Management Board reviewed and approved the Year End 2006/07 Performance Report.

The National Archives achievements in hitting nearly all of its targets was noted and applauded.

Any other business

Annual Report 2006/07: The Management Board agreed the format for this year's reporting. The Annual Report will be laid before Parliament in July 2007.