### User Advisory Group – final agenda

**Date of Meeting:** 14/03/2017  
**Time of Meeting:** 12.00 to 14:30  
**Location:** The National Archives, Kew

<table>
<thead>
<tr>
<th>Item</th>
<th>Approx time</th>
<th>Subject</th>
<th>Presenter</th>
<th>Paper number</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>12:00 – 12:05</td>
<td>Minutes, Introducing new delegate, Matters arising and general updates</td>
<td>Caroline Ottaway-Searle - Director of Public Engagement (Chair)</td>
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<td>2.</td>
<td>12:05 – 13:05</td>
<td>UAG: Overall Effectiveness – a facilitated session to look at how we maintain and develop the group</td>
<td>Caroline Ottaway-Searle - Director of Public Engagement</td>
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<td>3.</td>
<td>13:05 – 13:30</td>
<td>Lunch</td>
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<td>4.</td>
<td>13:30 – 13:35</td>
<td>Reading Room changes</td>
<td>Lee Oliver – Head of Quality and Excellence Dep</td>
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| 5.   | 13.35 – 13:55 | Delegate submitted items:  
- Ancestry/Fold 3 update  
- Fold 3 demonstration  
- Restaurant issues – table spacing and queues  
- User Accessibility issues – location of noticeboard and wheelchair access among library shelves  
- TNA and Transport for London  
- TNA attendance at WDYTYALive 2017 |  
Jacqui Kirk  
Jacqui Kirk  
Anne Samson  
Anne Samson  
Jacqui Kirk  
Gary Thorpe & Dean Hanlon – Licensing Department to attend  
Lee Oliver to respond  
Lee Oliver to respond  
Lee Oliver to respond |  |
| 6.   | 13:55 – 14.00 | Paper Updates on:  
- Cataloguing  
- Digitisation | Paper updates distributed in advance | UAG 140317 1a  
UAG 140317 1b  
UAG 140417 1c |
| 7.   | 14:00 - 14:25 | TNA’s Digital Strategy | John Sheridan – Digital Director |  |
| 8.   | 14:25 – 14:30 | Any other business |  |  |
Next meeting: Tuesday 20 June 2017, 12:00-14:30