

User Forum – August 2016

Date of Meeting: 18/08/2016
Time of Meeting: 12.30 to 13.45
Location: The National Archives, Kew

Item	Approx time	Subject	Presenter
1.	12:30 – 12:40	Welcome and Matters arising – May minutes	Lee Oliver – Head of Quality and Excellence Department
2.	12:40 – 12:55	Cataloguing Treasury Correspondence - with computer assistance	Katy Fox– Advice and Records Knowledge Department & Mark Bell – Digital Preservation Department
3.	12:55 – 13:10	User Advisory Group (UAG) feedback	Kristina Bedford – Map and Large Document Reading Room delegate
4.	13:10 – 13:35	The National Archives: highlights over the last 12 months	Jeff James – Chief Executive and Keeper, The National Archives
5.	13:35 – 13:45	Open Discussion	

Tea and biscuits are available from 12:15, so the meeting can start at 12:30.

Next meeting: Tuesday 22 November 2016, 12:30-13:45