

## CITY AND COUNTY OF SWANSEA

### MINUTES OF THE WEST GLAMORGAN ARCHIVES COMMITTEE

HELD AT COMMITTEE ROOM 1/2, CIVIC CENTRE, PORT TALBOT ON  
FRIDAY, 12 SEPTEMBER 2014 AT 11.00 AM

**PRESENT:** Mr D B Lewis (HM Lord Lieutenant) (Chair) Presided

#### Representatives of the City and County of Swansea:

<b>Councillor(s):</b>	<b>Councillor(s):</b>	<b>Councillor(s):</b>
K E Marsh	J Newbury	R V Smith

#### Representatives of Neath Port Talbot County Borough Council:

<b>Councillor(s):</b>	<b>Councillor(s):</b>	<b>Councillor(s):</b>
D W Davies	J Dudley	P A Rees

#### Representatives of the Associated Organisations:

Dr L Miskell - University College, Swansea  
Mrs J L Watkins - Neath Antiquarian Society

#### Officers:

K Collis - County Archivist  
T McNulty - Head of Cultural Services  
D Michael - Head of Legal, Neath Port Talbot County Borough Council  
W John - County Librarian, Neath Port Talbot County Borough Council  
G Borsden - Democratic Services Officer

#### 7 WELCOME.

The Chair welcomed Tracey McNulty, Swansea Council's new Head of Cultural Services to her first meeting of the Committee.

#### 8 APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillors N J Davies, C Thomas, A Wingrave and Canon S J Ryan and Venerable R Williams.

9 **DISCLOSURES OF PERSONAL AND PREJUDICIAL INTERESTS.**

In accordance with the Code of Conduct adopted by both Authorities, the following interest was declared.

Mr D Michael – Committee member of the Neath Antiquarian Society.

10 **MINUTES.**

**RESOLVED** that the Minutes of the meeting of the West Glamorgan Archives Committee held on 13 June 2014 be approved as a correct record

11 **MATTER ARISING**

The Democratic Services Officer reported on the resignation received from Venerable Robert Williams, Archdeacon of Gower as he was unable due to his various other diocesan commitments. He indicated that the Diocese had nominated Mr Andrew Dulley the Honorary Diocesan Archivist to replace him on the Committee.

Committee thanked Venerable Williams and wished to place on record their thanks for his contribution and input to the meetings over the years.

**AGREED** that Mr Andrew Dulley's nomination to sit on the West Glamorgan Archives Committee be accepted.

12 **REPORT OF THE COUNTY ARCHIVIST.**

**SERVICE ISSUES AND SERVICE PERFORMANCE**

The County Archivist reported the service had in again taken part in June in the Public Service Quality Group's 'Survey of Visitors to UK Archives'. The results of which will be reported to Committee later in the year.

He outlined a meeting with officers of the Welsh Government Agency CyMAL to create timetable for application by the Service for Archives Accreditation. The new Accreditation Standard will replace The National Archives' 'Standard for Record Repositories' and the self-assessment process for archives and if successful offers a badge of external recognition and endorsement for the Service.

He reported that the Neath Abbey Ironworks are formally inscribed onto the UK register of UNESCO Memory of the World programme at a ceremony in Edinburgh in June. The collection is the first Welsh archive collection held outside the National Library of Wales to be recognised in this way.

He detailed the ongoing discussions relating to the future of local government archive services responding to the UK government policy document 'Archives in the 21<sup>st</sup> Century', and the possibility of a more regional based approach in south west Wales. The options for potential co-operation and collaboration with Swansea University were also outlined.

The County Archivist outlined the statistics for the last quarter relating to usage of the Archive Service facilities.

### **SERVICE OUTREACH**

The County Archivist referred to the service's involvement with the recent BBC Wales production of 'Welsh Towns at War'.

He also reported on two displays of First World War exhibitions over the centenary of the outbreak of war, '1914-1918: Some Things we Forgot to Remember' held at Neath Civic Centre and the '1914-1918: Remembering Our Heroes' display in Pontardawe Community Centre.

He reported that the WW1 exhibitions will be displayed in Swansea Civic Centre foyer during October and November and the opening will coincide with the launch of Bernard Lewis's book on WW1, all Members of the Committee will be sent invitations to this event as well as to a WW1-themed Archives Open Day in November which will be launched by the Welsh Government Deputy Minister for Culture, Sport and Tourism.

### **PROFESSIONAL MEETINGS AND PARTNERSHIP WORKING**

The County Archivist reported on the various meetings and events attended by staff during the quarter.

### **STAFF CHANGES**

The County Archivist reported that Rosemary Davies had left the Service under voluntary redundancy since the last meeting and Rachel Brown had joined as the Archive Trainee for 2014/15.

### **ACCESSIONS OF ARCHIVES**

The County Archivist detailed the various accessions received by the Service during the last quarter.

### 13 **DATE OF MEETINGS FOR 2014/15.**

The dates of the meetings of the Committee for the remainder of the Municipal Year were noted.

The meeting ended at 12.02pm

**CHAIR**