



City and County of Swansea

Minutes of the **West Glamorgan Archives Committee**

Multi-Location Meeting - Gloucester Room, Guildhall / MS

Teams

Friday, 16 December 2022 at 10.00 am

Present: Louise Fleet (Chair) Presided

Councillor(s) - Swansea

| | | |
|-----------|---------------|-----------|
| P M Black | L R Jones | R V Smith |
| E J King | J E Pritchard | |

Councillor(s) – Neath Port Talbot

| | | |
|-------------|---------|----------|
| W Carpenter | R Mizen | S Renkes |
| N Jenkins | | |

Associated Organisations

| | |
|---------------|---------------------------|
| Janet Watkins | Neath Antiquarian Society |
|---------------|---------------------------|

Officer(s)

| | |
|-----------------|-----------------------------|
| Gareth Borsden | Democratic Services Officer |
| Kim Collis | County Archivist |
| Craig Griffiths | Head of Legal - NPT |
| Wayne John | County Librarian - NPT |
| Tracey McNulty | Head of Cultural Services |

Apologies for Absence

A Dulley & L Miskell

6 Election of Neath Port Talbot Vice Chair for the Municipal Year 2022-2023.

Resolved that Councillor Wayne Carpenter be elected Neath Port Talbot Vice Chair of the committee for 2022-2023.

7 Disclosures of Personal and Prejudicial Interests.

In accordance with the Code of Conduct adopted by both Authorities, no interests were declared.

8 Minutes.

Resolved that the Minutes of the West Glamorgan Archives Committee meeting held on 30 September 2022 be approved as a correct record.

9 Report of the County Archivist.

The County Archivist presented a report which outlined the work of the Joint Archive Service during the period September - November 2022.

Use of the Service

He reported on the figures relating the use of the service via its various platforms both in person and online. The numbers using the service continue to rise slowly.

The figures relating to the online usage for 2021 would be circulated following the meeting.

He indicated that unfortunately the problem with the broadband at the Mechanics Institute remains ongoing. He outlined that he has a meeting with Officers in NPT next week to try and progress the issue.

Ancestry staff had attended Swansea Civic Centre during the quarter to re-digitise in high definition and colour the parish registers held by the service, this will improve the online provision for the public. Volunteers from the Glamorgan Family history Society had also returned for the first time since the pandemic to continue their indexing of records held by Archives.

National Broadcast Archive

He outlined that progress on the project remains slow, some of the hardware has been installed at Swansea Civic Centre but the facility is unlikely to be open to the public until possibly next summer due to the delays from the National Library for Wales.

Outreach and Educational Activity

He outlined that 2 of the bids for funding had been successful, unfortunately the digitisation project relating to Wales' link to the slave trade had not proved successful.

School visits had re-commenced for the first time since the pandemic with four visits being undertaken.

He outlined that Archives staff have been involved with discussions with the regional education body Partneriaeth regarding the use of information and documents held by the service as part of the new curriculum for Wales that is being introduced.

Professional Meetings and Training

He outlined the various professional groups and meetings that he had attended during the quarter.

Relocation of the Archives

He indicated that the design for the new archives facility is currently at RIBA stage 4. This stage relates to the technical design and the key important factor is that the new facility conforms to BSI 4971.

Some amendments have been made to the design relating to the cavity wall around the storeroom since the last meeting following input from the National Conservation Service. A dehumidifier will also now be installed.

Further updates on the progress of the scheme will be provided at future meetings.

Accessions of Archive Collections

He detailed on the archives received by the Service during the quarter.

The meeting ended at 10.41 am

Chair