**London Archives Partnership**

Network Meeting

Thursday 23rd November 2017

Museum of Croydon

10:00 – 12:30

**NOTES AND ACTIONS**

**Attendees:**

**Croydon, City of London, TNA, Richmond, Ealing, Hackney, Tower Hamlets, Gunnersbury Park Museum, Westminster/Kensington & Chelsea/Hammersmith & Fulham, Kingston, Lambeth, Brent, Bexley, Historic England, London’s Screen Archives**

**Apologies:**

**Bromley, Waltham Forest**

1. **Welcome and Project updates** Geoff Pick & Lindsay Ould

Welcome from Geoff Pick to the London Archives Partnership Network Meeting – with the theme of **making connections**. Welcome to Museum of Croydon from Lindsay Ould. Brief intro to museum’s history, its focus on oral histories, current exhibition ([Gujarati Yatra – Journey of a People](http://www.museumofcroydon.com/ixbin/indexplus?record=ART9419)), temporary exhibitions in association with [Croydon Art Society](http://www.croydonartsociety.org.uk/), and LB Croydon’s [Gig Buddies](http://www.gigbuddiescroydon.co.uk/) project. Round the table introductions. Thanks to Museum of Croydon for hosting the meeting.

**LAP and advocacy** Geoff Pick & Owen Munday

Work on LAP’s advocacy document progressing but more content needed – stories, stats, quotes, case studies, and especially images. Similar documents produced in West Midlands and Greater Manchester circulated. **LAP members to send any content, ideas, questions to** [**Owen Munday**](mailto:owen.munday@nationalarchives.gsi.gov.uk) **at TNA**. Themes to focus on are:

Growth & regeneration, Public health, Place making, Good governance, Tackling social isolation, Education, Tourism, with an emphasis throughout on Partnership.

**LAP board to hold special meeting to discuss advocacy document on 8 Dec**.

**AIM25/LAP project** Geoff Pick & Lindsay Ould

Geoff explained the project, to build on work done back in 2014 to enable LB archive services to get collections information onto the AIM25 platform, increasing the online availability of London Borough archive services’ catalogues. AIM25 and LAP now want to get more LB collections up on the platform. We are looking to take advantage of a variety of external funding opportunities to do so, and need to match these with different services’ needs, readiness, and current capacity to get involved. By helping services to get more of their collections information ready for inclusion in AIM25, this work and funding will help services to make that information available through other complementary platforms such as Archives Hub and TNA’s Discovery. As a first step, **all LB services were asked to complete an** [**online survey**](http://www.smartsurvey.co.uk/s/J6STZ/), updating the information gathered in 2014, to allow services to be matched with different funding opportunities. Anyone yet to complete this survey is requested to do so as soon as possible. If you cannot find the information needed to answer a particular question, please don’t worry too much. An incomplete response is preferable to no response.

Lindsay Ould reported that the Museum of Croydon are almost ready to input collections-level data from their AtoM catalogue to AIM and Archives Hub. If anyone is interested in this process, please [**contact Lindsay**](mailto:Lindsay.Ould@croydon.gov.uk).

There was some discussion of how the various platforms overlap/connect, and the importance of coordination between e.g. AIM25, Archives Hub and Discovery was discussed.

**Consortium digital archive** Tamsin Bookey

Tamsin Bookey from Tower Hamlets spoke about plans for a consortium digital archive for LB services based on AIM25 principles and expertise. Tamsin is speaking to Geoff Browell (AIM25 and King’s College London). The plan is to adopt a joined-up approach and system, with some practical goals in mind, along the lines of similar initiatives in the East of England (using AtoM, Archivematica and Archivum) and elsewhere, here in London. Early adopters interested in getting involved should contact [**Owen Munday**](mailto:owen.munday@nationalarchives.gsi.gov.uk) at TNA, who will forward expressions of interest on to Tamsin.

**British Library Unlocking Our Sound Heritage update** Geoff Pick

Work is due to start in summer 2018, for three years. To include extensive outreach and learning strands. Approx. 4 posts (to be advertised soon) will be based at LMA (as London centre/regional partner), including 1 part-time rights officer post. LMA (and London) will get to keep the equipment purchased once the project ends.

**Social media** Owen Munday

A volunteer was requested to help establish and oversee LAP Twitter account, providing a social media presence for the network, sharing news from LAP and also helping to further circulate events and projects publicised on LB archive service Twitter accounts. **Tahlia Coombs at Hackney volunteered to help with this**. Details will be circulated to all once account up and running.

**Joint programme with the London Museum Development Team** Owen Munday

The Strong and Safe training programme, coordinated by the London Museum Development Team in collaboration with The National Archives, continued to deliver a number of successful events through the summer and autumn. Topics included Evidence & Outcomes, Influencing & Advocacy, and Workplace Resilience.

The final event of this round will be the **networking event “Creating Resilient Services: Thinking outside the box”** to take place **Wednesday 24 January 2018, 5 – 7pm** at the Museum of London, London Wall.

This networking event will give you an opportunity to find out about some of the new and innovative approaches to delivering effective services happening in London’s Museums and Archives via presentations from colleagues, discussion and exchange of ideas. There will be an opportunity to continue discussions in relaxed fashion after 7.00 pm, over a glass of wine and snacks, in the London Wall Bar and Kitchen at London Wall. Confirmed speakers include: Jo Moulton, HO Libraries, Museums and Archives, Royal Borough of Kingston upon Thames; Simon McKeon, ‎Local Studies and Archives Manager - ‎London Borough of Bexley; Len Reilly, Archives and Library Manager, London Borough of Lambeth; Kirsty Macklen, Collections Manager, Hall Place, London Borough of Bexley.

Details of this event will be finalised shortly. **Please register your interest with Yvette Shepherd, MDO Organisational Health,** [**yshepherd@museumoflondon.org.uk**](mailto:yshepherd@museumoflondon.org.uk)

**Action plan** Geoff Pick

The LAP action plan is on the agenda for the next LAP board meeting in Jan 2018.

1. **London’s Screen Archives overview** Bea Harbour

Bea Harbour, Manager of [London’s Screen Archives](https://www.londonsscreenarchives.org.uk/content/about-us/), introduced LSA and the HLF-funded Bigger Picture project, which is now coming to the end of its three years. LSA been in existence for 12 years, and now has over 80 partners, including the London Borough archive services. Bea spoke about the complementary collecting remits of the BFI and LSA, and how each help tell the story of London.

The Bigger Picture project has been very successful in reaching diverse communities in the Outer London boroughs taking part in the project and elsewhere in the city, through its use of mobile screenings with the KinoVan (now in the custody of LMA), schools and community events, reminiscence screenings, and volunteer training programme, alongside its work to collect, catalogue and digitise large quantities of film content. The project will be celebrated tomorrow (24 Nov 2017) with the Screen Heritage Conference hosted by the Museum of London, where the successes of the project will be shared through case studies and presentations, and the future of LSA and film archiving will be discussed in expert panels.

LSA is now ready to build on the success of A Bigger Picture to support and work with all London Borough archive services in areas such as outreach and community engagement; film screenings and outdoor events; dementia-friendly screenings; inspection, cataloguing and digitisation of film donations; volunteer programmes and training; online outreach; film editing for bespoke screenings. LSA is also developing a new website, and looking to work more closely with LB partners (e.g. on collaborative funding bids, licensing and income generation). New funding streams are being explored, including a bid to HLF Resilient Heritage. LSA will be contacting all of its partners as part of the Stage 1 bid to HLF.

The next major challenge for LSA in terms of content is video. This material will require more of an emphasis on preservation, as well as an updated audit of partner collections. LSA will be carrying out a survey of partners’ video collections soon, the findings of which will be used to build the strongest possible case to safeguard London’s video collections. Bea explained that the digitisation process for VHS would normally result in the loss of the VHS, replaced by the new digital surrogate. Copyright issues will need to be mitigated against, with only video originals (i.e. not copies of broadcasts or copies of film originals) being covered. Help from expert conservators at the BFI would be available for managing the many different video formats. Bea will be in touch with LSA partners soon about this new strand of work.

Following that, LSA may look at a London-wide collecting project, possibly encompassing film and video uploaded via social media platforms such as YouTube.

The slides from Bea’s presentation will be circulated to LAP members.

**Please send any comments or questions to** [**London’s Screen Archives**](mailto:screenheritage@filmlondon.org.uk).

1. **Creating educational resources around LSA: A Bigger Picture** Rob Shakespeare

As part of the LSA: A Bigger Picture project, Rob Shakespeare (Heritage Manager, Museum of Croydon) coordinated the development of a new learning resource, tying in with the national curriculum at Key Stage 2, for London Borough archive services to use in their work with schools. This is now undergoing final checks and branding at LSA. The emphasis is on archive film and why it is precious, and aims to encourage the next generation of film archivists. The resource covers 6 lessons (half a term) at the Upper Key Stage 2 level (ages 7-11). It is designed to be used across subjects, not just history.

Lessons cover what archive/early film looks like; different genres (e.g. newsreel, public information, home movies); film detective activities (e.g. finding your LB films on LSA web and contributing comments, catalogue info).

Each lesson will have full lesson notes, objectives, background info for teachers and activity sheets. An appendix will feature some suggestions for recommended films from each LB (Bigger Picture partner) to fit each genre. The aim is to get schools looking at and using Bigger Picture content.

The resource will be made available online (on the LSA website) in early 2018, and there is potential to adapt and add in content from other LB collections. LSA could also help deliver lessons, with the KinoVan.

Mainly it is designed to be a resource for LSA partner archives to work with their local schools, but it will also be available for use by schools directly, via the LSA website.

**Please send any comments or questions to** [**London’s Screen Archives**](mailto:screenheritage@filmlondon.org.uk).

1. **Historic England’s cultural programme** Tamsin Silvey

Tamsin Silvey (Programme Curator at Historic England) explained the different remits of Historic England and English Heritage after the two organisations separated in 2015. Historic England continues to fulfil its role as “the public body that looks after England's historic environment.” This work includes managing the National Heritage List for England, and looking after the Historic England archive. Tamsin’s role involves curating and delivering Historic England’s cultural programme of exhibitions, events and activities. Since its launch in late 2015, the cultural programme has delivered projects such as ‘[Out There: Our Post-War Public Art](https://historicengland.org.uk/get-involved/visit/exhibitions/past-exhibitions/public-art/)’ at Somerset House; and the ‘[Save the Sunbathers](https://historicengland.org.uk/get-involved/protect/save-the-sunbathers/)’ campaign to restore a rediscovered sculpture from the 1951 Festival of Britain.

Recent projects include ‘[Another England: Mapping 100 Years of our Black & Asian Heritage](http://anotherengland.co.uk/)’, which had its launch at LMA in October 2017. The project’s online map allows anyone to contribute to the story with local knowledge, memories, and photos. LB archive services are encouraged to add to the map themselves or to think about hosting a community workshop. A London event is planned for the near future.

[London History Day](https://historicengland.org.uk/get-involved/protect/keep-it-london/london-history-day/) is a new annual celebration of London’s history and heritage. Starting in 2016, the day takes place every **31 May** (the date chosen by members of the public, marking the day Big Ben first chimed). On this day each year, museums, archives, galleries and other organisations across the city hold special events and display rare objects that show how London's people and places have contributed to the city's unique identity. Over 40 organisations took part in 2017’s inaugural event. Historic England are keen for more archives and local studies libraries to take part in 2018. LAP members are encouraged to get involved, and contributions can be large or small: highlighting something amazing from your collection, holding an event, doing something special online or on social media. In addition, Historic England are again partnering with the GLA to deliver a London History Day schools day, to take place on **25 May** (the last day before the school holidays). In 2017, children were encouraged to dress up as London characters for the celebrations. More details for London History Day 2018 will be added to the [website](https://historicengland.org.uk/get-involved/protect/keep-it-london/london-history-day/) soon. If anyone wants to contribute something, or has any questions, **please contact** [**Tamsin at Historic England**](mailto:Tamsin.Silvey@HistoricEngland.org.uk).

The slides from Tamsin’s presentation will be circulated to LAP members.

1. **Borough news round up**

There was not time to hear updates from everyone during the meeting but the following pieces of news were either reported during the course of the meeting or received in writing beforehand:

**Bromley**

We are now managed by GLL but very much business as usual for the time being – as a result we have a new email address: [historic.collections@gll.org](mailto:historic.collections@gll.org)

**Ealing**

The big news for us is that we'll be relocating the public facing part of our work to West Ealing Library as the central library closes for a major refurb and reduction in space/physical resources. It is not known exactly when this will happen; December/January are being talked of but there is no known timetable as yet. Meanwhile the majority of stock, from various locations, will be rehoused in central Ealing. Questions of storage and transport are yet to be ascertained, as the majority of stock will be offsite. Opening hours will be changed, too.

**Gunnersbury Park Museum**

The Museum’s first archivist is due to start in two weeks’ time. Work is underway to catalogue the archive using CALM. The Museum is due to reopen following its renovation in 2018, and will feature a new archive reading room.

**Kingston**

- We submitted out archive accreditation application at the beginning of November

- We're starting to look at improving our management of digital material and are interested to know of any other London boroughs which have made progress in this area.

**Richmond**

- September saw another successful heritage festival, with 32 events held across the Borough.

- We are running several workshops this week for Explore Your Archive.

- The summer volunteer placement went well and resulted in an up-to-date finding aid for all storerooms.

- An autumn volunteer placement is underway, which aims to send a number of boxes to remote storage.

- Local Studies will be closed 4-16 December for annual stocktake.

**Tower Hamlets**

- Our strongroom has been full since 2005 but despite many attempts, redevelopment of the site has not yet proved possible. Following an Internal Audit in March which was critical of the lack of storage space, there is added urgency for corporate leadership to finally do something about this. I am working with senior managers on a few different options, one of which involves remaining in the existing location but expanding onto neighbouring land owned by Queen Mary, University of London.

- Following the audit mentioned above, we have submitted a Growth Bid to LBTH for 3 new staff, fixed for three years, to help tackle the cataloguing backlog. This looks like it will be successful!

- We are currently holding A necessary fiction exhibition by ceramics artist Basil Olton inspired by black radicalism in the 1930s East End. We did extensive fundraising to support this from Arts Council, Canary Wharf and three trade unions. Some of the artist’s work explores redaction in official archives and how this prevents learning about black history. The exhibition is on till 20 January 2018.

- We will shortly be advertising our permanent Learning & Participation post due to a resignation (move abroad).

- I have spent much time this year developing a partnership with Four Corners, East End Women’s Museum and Alternative Arts. The partnership has just submitted a large HLF bid re. celebrating the East London Federation of Suffragettes during 2018. If successful, this will create a 0.4 Volunteer Manager post for the extensive outreach programme

- Reading Room user numbers are steady. Since April we have been reporting at the beginning of every month internally on the following: number and origin of visitors; diversity criteria; archives produced (by fonds); local studies library productions (by format); remote enquiries; exhibition and events evaluations.

**TNA**

**Archives Revealed**This [new funding scheme](http://www.nationalarchives.gov.uk/archives-sector/finding-funding/archives-revealed/scoping-grants/) from TNA and its external funding partners has now launched. The deadline for phase 1 of the Cataloguing Grants strand is **12 Jan 2018**. The Scoping Grants strand will launch in **Feb 2018**.

1. **Actions and Next steps (including ideas for future meetings)**

**DATE OF NEXT MEETINGS:**

TBC

(likely venues Tower Hamlets and Gunnersbury Park Museum)

Ideas for future meetings:

Workshop on different digital preservation platforms/solutions, and how a consortium approach might work

Any additional ideas please send through to Owen Munday: [owen.munday@nationalarchives.gsi.gov.uk](mailto:owen.munday@nationalarchives.gsi.gov.uk)