

Board of Trustees

15 February 2019

Council Chamber

10.00 – 1.00

Present:

Rhodri Glyn Thomas (President)
Gwilym Dyfri Jones
Iwan Davies

Lee Yale-Helms (Treasurer)
Hugh Thomas
Lord Aberdare

Eleri Twynog Davies
Richard Houdmont

Executive Team:

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| Linda Tomos | Chief Executive and Librarian |
| David Michael | Deputy Chief Executive and Librarian |
| Pedr ap Llwyd | Deputy Chief Executive and Librarian |

Also in attendance:

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| Carol Edwards | Governance Manager and Clerk to the Board of Trustees (Minutes) |
| Paul Jackson | Partnership Council |
| Doug Jones | Partnership Council |
| Nia Wyn Dafydd | Partnership Council |
| Mary Ellis | MALD |
| Peter Owen | MALD |

1.1 President's Welcome and Opening Remarks

The President welcomed all those present to the meeting. He stated that the time had come to officially bid Linda Tomos farewell, as this would be her last Board meeting. Without a doubt, Linda has transformed the Library's position since her arrival, and has achieved two things - Linda has presented a very clear vision for the future, and it is her perseverance that has secured Welsh Government support for the National Broadcast Archive Project. Secondly, Linda's dealings with staff and stakeholders who contact the Library, have been praiseworthy, and this is also responsible for the improved relationship that now exists with the unions, both locally and nationally.

Linda thanked the President for his kind words, stating that it had been an honour to work with such excellent staff, and she especially thanked Pedr ap Llwyd, David Michael and Carol Edwards for ensuring such good teamwork. She also expressed her gratitude to Mary Ellis, MALD, for the good relationship that exists between the Library and Welsh Government. Linda wished everyone well as she prepares to leave the Library, which she considers as one of Wales' most important institutions.

The President went on to report that the Deputy Minister for Culture, Sport and Tourism had visited the Library the previous day, and wished the President to convey his gratitude to the Trustees for handling the discussions involving the National Broadcast Archive so professionally. The Deputy Minister greatly

appreciated the fact that no public statement had been made regarding the situation, and that a dialogue had continued between both parties.

The Deputy Minister has now confirmed by letter his support for the project and has authorised £1m of capital funds for the project.

Members proceeded to vote on whether or not to proceed to submit a formal Round 2 bid to the Lottery Heritage Fund, and unanimously voted to proceed with the bid; this will have to be done by 5th March 2019. Although they were unable to attend, Steve Williams and Dyfrig Jones had corresponded with the President to state that they were happy to support proceeding to submit the bid.

1.2 Appointing a Chief Executive and Librarian - formal ratification of the Nominations Panel's nomination

The President stated that the interview panel on 12th December was unanimously in favour of appointing Pedr ap Llwyd as successor to Linda Tomos in the post of Chief Executive and Librarian. The appointment was unanimously ratified by all Trustees.

The President thanked the Trustees who were present at the presentations on 12th December, namely Gwilym Dyfri Jones, Hugh Thomas, Richard Houdmont, Iwan Davies and Susan Davies for providing the panel with their feedback.

Pedr thanked the Trustees for their support and their trust in him, stating that he was proud to accept the post. Pedr looks forward to continuing with the excellent work accomplished by Linda and to working with the Board and Welsh Government to ensure that the Library continues to go from strength to strength.

1.3 Apologies for Absence

Apologies had been tendered by Liz Siberry, Dyfrig Jones and Steve Williams and were duly noted.

1.4 Declaration of Interests

The President declared that he is Trustee on the Board of the National Botanic Garden of Wales.

Gwilym Dyfri Jones declared that he is a member of staff at University of Wales Trinity Saint David and Director of Coleg Cymraeg Cenedlaethol.

Richard Houdmont declared an interest as associate tutor with Cardiff Metropolitan University.

David Michael declared that he is an independent member of the Heritage Lottery Fund Audit Committee.

Pedr ap Llwyd declared that he is a Non-Executive Director with Coleg Cymraeg Cenedlaethol.

1.5 To approve the minutes of the meeting held on 23rd November and discuss matters arising

The minutes of the meeting held on 23rd November were approved as a correct record of the matters discussed, subject to the addition of interests declared by Gwilym Dyfri Jones. The minutes were proposed by Hugh Thomas and seconded by Iwan Davies.

1.5.1 Brexit

David Michael stated that Brexit could affect supply chains in the short term, and that the Library has started to stock-up on items that would be necessary to keep the building open e.g. cleaning products. It could also affect the capital works programme e.g. tariffs and importing building materials. Legal advice received suspects an increase in tariffs, which could lead to building materials remaining in Calais, and this could extend the timetable for the building works.

One member of staff at the Library comes from the EU and the HR Manager is in regular contact with that member to provide support and advice.

It was also stated that there could be problems with regards to sharing information. The UK can send information to countries in the EU, but arrangements for returning information continue to be unclear, and there may be a need to introduce guidance on sharing data.

The President and Linda Tomos will meet with Alun Cairns MP and Nick Bourne MP on 5th March, and will discuss with them the Library's situation post Brexit.

1.6 Action points from the meeting held on 23rd November

All points have been actioned.

Section 2 Matters for discussion or decision

2.1 Broadcast Archive Project

As stated previously, the Library has now received a letter from the Deputy Minister supporting the project and approving £1m capital funds, and as a result the Board unanimously agreed that the Library should submit a Round 2 bid to the Lottery Heritage Fund. The Board appreciated the discussions that had taken place with Welsh Government regarding the Archive, and wished to specifically thank Peter Owen and Mary Ellis for their support in facilitating the sharing of information with the Minister.

Peter Owen stated that he was proud to support the project, and that Welsh Government appreciated the essence of the project, which was public engagement. The Deputy Minister was concerned that the project could create financial problems for the Library in the long term, and so

the changes made to the bid are to be welcomed. Peter was also pleased to state that Mary Ellis had been invited to be a member of the National Broadcast Archive Project Board.

Welsh Government support for the project is subject to certain conditions, and these are stated in the letter. One of those conditions is;

“that the Board of Trustees confirms that it will pay the additional revenue costs for the running of the National Broadcast Archive after 2024, using the Library's unrestricted private funds unless other means are identified”.

The Board unanimously agreed to confirm that it is happy to execute the project in accordance with this condition.

Pedr ap Llwyd stated that it was therefore fair to ask Welsh Government to support us in seeking finance to fund the pay increase, and the President stated that the Deputy Minister had agreed to talk to the First Minister about the 3.5% funding increase that has been promised to the Library.

Section 3 Information and Updates

3.1 The 9th Shanghai International Library Forum

The Forum was attended by the President and Douglas Jones, the Library's Published Collections Project Manager. The theme for the Forum was "Library for All: Towards a Smarter and Inclusive Society". The President presented a paper entitled, "Beyond These Walls: A National Library for Wales", that discussed a number of key themes, especially the use of digital technologies to make the Library's collections more accessible to our users in Wales and globally. The visit was an opportunity to further develop the Library's partnership with Shanghai Library, and to discuss the possibility of undertaking an assessment of the Chinese works that are part of the Hawkes Collection and the possibility of developing a project to produce online records for the collection and to digitise part of the collection. Discussions are now underway, and Doug Jones will provide an update on this work to the Board at a future meeting.

Bet Davies, Secretary of the Wales Japan Club, will visit the Library in March, and we hope that the Library will be able to participate in the activities held from September onwards when the Wales Japan Year begins. A concert of Japanese music is due to be held in the Drwm and there will be an exhibition from the Hawkes Collection to coincide with the University of Wales Film Festival. Further details will appear in the Autumn programme of activities. There is also a British campaign to plant Japanese cherry blossom trees with learning disability schools and the Library will register to be part of the campaign.

3.2 Unlocking Our Sound Heritage

A paper was presented for the attention of Trustees outlining the Library's latest project. This is a five-year project funded by the Lottery Heritage Fund and led by the British Library. The aim is to digitally preserve rare and unique sound recordings, sound recordings that are in danger of

physically deteriorating and sound recordings that are in danger of being lost because the medium for playing them is no longer available. Ten Network Audio Preservation Centres have been established across the United Kingdom and the Library is the only centre in Wales. It was stated that this project aligns with the Broadcast Archive project, and is therefore of great importance to the Library.

3.3 Y Gen October – December 2018

This report illustrates the Library's activities during October - December 2018. Trustees had no questions or comments, but were very pleased to receive such a well-presented report.

3.4 Executive Plan October - December 2018

This report sets out the Library's achievements against its targets in the Executive Plan from October - December 2018. Again, Trustees were pleased to note the progress achieved against the targets. There were no questions on the content.

3.5 Fundraising

The report presented to the Board sets out the Library's current fundraising activities and campaigns and the next steps that could be considered to expand on this and to raise the profile of the Library's fundraising activities.

It was suggested that a Task Finish Group should be formed to look at this and to report back to the Board. Richard Houdmont agreed to chair the Group, and Lord Aberdare and Eleri Twynog Davies will join the Group on behalf of Trustees. Pedr ap Llwyd will represent the Executive Team. Richard was also keen to ask Phil Cooper to join, and there were no objections to this.

Section 4 Financial Matters

4.1 Management Accounts until the end of December 2018

David Michael presented the accounts and stated that there were no concerns to highlight. Trustees had no questions or comments.

Section 5 Committee Reports

5.1 Draft Minutes of the Buildings Advisory Committee held on 11.01.19

It was noted that the asbestos issue is ongoing, and that the issue is now with the Library's lawyers. A full report on developments will be presented to the next meeting of the Audit and Risk Committee and the Board. The President and Treasurer have delegated responsibility for dealing with this issue to Hugh Thomas and Liz Siberry, chairs of the Audit and Risk Committee and the Buildings Advisory Committee, and Trustees stated that they were happy with this arrangement.

Section 6 The Librarian's Business

6.1 Event at the House of Lords on 05.03.19

The reception will be held on 5th March, and around 50 invitees have confirmed their attendance. Lord Aberdare will open the evening and welcome everyone, and present Alun Cairns MP, Secretary of State for Wales; it is also expected that Rhodri Glyn Thomas and Linda Tomos will address the audience.

Items from the Library ephemera collection will also be displayed, as well as a website of Illingworth Cartoons.

Section 7 The President's Business

7.1 Appointments to the Board of Trustees

The closing date for receiving applications is 12th March; interviews for the post of Vice President will be held on 30th April, and for Trustees on 1st - 3rd May. It is anticipated that the successful applicants will commence their duties on 1st July 2019. The posts will be advertised widely on social media, in the press and by targeting specific individuals.

7.2 Committee Membership

Carol Edwards was due to present a paper to this meeting on committee constitutions and terms of references, however Pedr ap Llwyd has requested more time to consider this issue further before making any recommendations to the Board.

However, one member is required to join the Financial Planning Committee, as there are only three members and three is the minimum needed for a quorum. The Treasurer suggested that the new Vice President should join this Committee once appointed, and the Trustees agreed with this suggestion. In the interim, the President asked one of the Trustees to agree to attend the Committee meeting in April, and asked members to advise Carol as soon as possible.

7.3 Trustees for the Pension Scheme Board

Although Susan Davies' term as Trustee has ended at the end of December 2018, Susan was also Trustee on the Pension Scheme Board, and following the President's permission, had attended the meeting of the Pension Scheme Board held the previous week. Trustees were therefore asked if they were willing for Susan to continue in her role as Trustee on the Pension Scheme Board - this was proposed by Hugh Thomas and seconded by Iwan Davies.

7.4 Public Leadership Forum

The President and Pedr ap Llwyd attended the meeting of the Forum in Newport on 31st January, but there is nothing further to add to what was reported by Julia Douch in her presentation to the Trustees earlier in the meeting. Members had expressed an interest in holding the next Forum meeting at the Library in June, but it was felt that this would not be practical due to the building work that will be underway. An invite will be extended to the Forum to hold a meeting at the Library another time.

Section 8 Any Other Business

8.1 Medium Term Financial Plan

The President suggested that this paper should be discussed by the Financial Planning Committee at its April meeting; the paper has already been distributed and the Treasurer has received comments from Members.

8.2 2019 – 2020 Budget

The budget was presented for the attention of Trustees, who were happy to approve the budget for 2019-2020.

8.3 Purchasing Grant

As the last meeting of the Financial Planning Committee due to be held on 1st February had been postponed, this paper is presented to the full Board for approval. The annual Purchasing Grant has now been used, and so the Board is asked to approve releasing £100k from contingency funds to allow the purchase of items should they appear on the market before the end of March. It was agreed that this request be approved until the end of the current financial year.

8.4 Repertory

Pedr ap Llwyd presented a paper outlining a very important project for the Library, the Repertory of Dr Daniel Huws - the authoritative work on Welsh manuscripts to be published in 2020. The Board is requested to consider supporting the project by approving financial assistance for six months to employ a researcher to assist Dr Daniel Huws to complete the outstanding tasks. The Centre for Advanced Welsh and Celtic Studies has already funded six months.

The University of Wales Press has agreed to publish all three volumes. It is anticipated that 150 copies of the work will be available based on a subscription model with a retail price of around £500.

An international conference has already been organised as well as an event at the Library. Pedr will meet with University of Wales Press on Monday to discuss the publication, and we hope that there will be no additional costs to the Library, but that we will be able to attract plenty of sponsors and subscriptions.

The Treasurer asked Pedr to prepare a paper on assurance for the Financial Planning Committee and the Board on this issue, and, based on that, Trustees were happy to approve the request.

8.5 Board of Trustees External Evaluation

This will be tabled as an item on the agenda in the meeting in April.

8.6 Mumph Collection

Politicians have shown quite an interest in this collection, and a number of them have suggested that the Library should purchase it. The Library continues to discuss the price with the cartoonist Malcolm Humphries and a report will be presented to the Financial Planning Committee and the Board on this issue following consultation with the President and Treasurer. Trustees were happy for the Library to continue discussions with the cartoonist.

8.7 Portrait of Elin Jones, the Assembly's Presiding Officer

The Library has agreed to purchase the portrait of the Assembly's Presiding Officer, Elin Jones, AM from the artist David Griffiths. The intention is to invite Elin here to unveil the portrait in a ceremony later on in the year.

8.8 Llyfr Coch Hergest

A report on the commercial opportunities arising from the digitisation of Llyfr Coch Hergest has been prepared, and comes to the conclusion that this is not practical, as the processes involved are so complicated and the cost would be prohibitively high. However, it is recognised that this could be feasible for other items in future. Another complexity is the fact that the Library does not own the copyright on the work, and so there would have to be consultation with the copyright owner and costs would need to be shared etc.

**** END OF MEETING ****