



Cyngor Archifau a
Chofnodion Cymru
Archives and Records
Council Wales



Introducing your Archive Service



Ariennir gan
Lywodraeth Cymru
Funded by
Welsh Government



Archives are the written record of our lives – providing evidence of the activities of institutions, businesses, people, and communities. Archive services across Wales collect and keep these records safe, so that they are accessible now and in the future, and can be used to support organisational goals and strategic priorities. This reference guide provides you with information on what archives are, why they are important, and what your archive service can do for you and your organisation.

This guide has been produced by Archives and Records Council Wales, the representative body for institutions and organisations all over Wales involved with caring for archives.¹ We hope this guide is useful as an introduction to your archive service and the benefits it provides. Links are provided below to further more detailed information if required; separate case studies illustrate the contribution of specific services to key agendas.

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¹ <https://archives.wales/archives-and-records-council-wales/>
<https://archives.wales/archives-and-records-council-wales/arcw-projects/>

What are Archives?

Archives are the authentic written record of the world we live in.² We all keep records as part of our daily life and work – records of transactions and ownership, records of decisions, and records of our experiences. Often unique and irreplaceable, many of these records will have importance for legal and evidentiary purposes, needing effective management throughout their life cycle to control information risk and ensure statutory compliance. Yet archives also have a wider value, reflecting our social, cultural and community life, telling the stories of our diverse communities, promoting understanding, inclusion and equality.

Those records selected, collected and preserved as archives, are deemed to have this long-term value – either for their creators, or for their broader historical significance. For many organisations their archive is an important asset, a tool for effective decision-making and action, and the means to demonstrate transparency, integrity and good governance.

Archives, as with records themselves, come in many forms, both physical and digital. They evoke the past, but they evidence their present, in the words and media of their time – from the medieval charter, handwritten letter, or typewritten minute, to today's digital database. Captured historically on physical media, most archive services hold significant collections of administrative files, reports and correspondence, together with multimedia elements, such as maps, drawings, photographs, films, and sound recordings.



However, today's archives are increasingly created in digital formats, as organisations and individuals shift to digital working and recordkeeping.

This 'digital shift' provides unprecedented opportunities for organisations to connect with their communities and audiences, but also brings with it huge challenges. Born-digital and digitised records are inherently ephemeral (dependent on constantly changing software and hardware), and digital archives – databases, files, emails, multimedia – need specific preservation measures to ensure their survival.³

Your archive service is the means by which the archives important to your constituency are selected, collected and preserved for use now and by future generations. It is a key resource for your organisation, which should be better understood and utilised.

3 Digital Preservation Policy for Wales - <https://archives.wales/wp-content/uploads/2018/02/digital-preservation-policy-for-wales.pdf>
Digital Preservation Policy for Wales: Technical Appendix - <https://archives.wales/wp-content/uploads/2018/02/digipres-policy-technical-appendix.pdf>

Archive Services in Wales

Across Wales there are archive services based in local authorities, higher education institutions, and our national bodies.⁴

These archive services work on behalf of their parent body to meet its obligations to safeguard and provide access to archives, and to ensure that the potential of this unique resource is fully realised.

Your archive service will identify and collect records of enduring value for your organisation and the community it serves; keep them secure in storage environments designed to preserve them for the future; and promote access to this archive both physically and online, to support the wider organisation's mission and activities. How they do this is framed by legislation, professional standards and best practice, and validated through a UK-wide accreditation process based on the Archive Service Accreditation Standard.⁵

Councils have statutory obligations to keep records of their decisions and to manage and make those records available; they also have the right to acquire and preserve archives of local significance created by other bodies.⁶

Local authorities in Wales have a statutory duty to provide archive services under the Local Government (Wales) Act 1994 – section 60 of which requires councils to maintain a scheme for the proper care, preservation and management of its records (and historic archives). Compliance is overseen by the Welsh Government, through the Archive Service Accreditation scheme, with services expected to achieve and maintain Accredited status.

4 Find your Archive here: Welsh Archive Services -
<https://archives.wales/welsh-archive-repositories/>

5 Archive Service Accreditation -
<https://www.gov.wales/archive-service-accreditation>
<https://www.nationalarchives.gov.uk/archives-sector/archive-service-accreditation/>

6 Statutory basis of local authority archives -
<https://www.nationalarchives.gov.uk/archives-sector/legislation/statutory-basis-of-local-authority-archives/>
Local Government Acts -
<https://www.nationalarchives.gov.uk/information-management/legislation/other-archival-legislation/local-government-acts/>



Archive services within higher education institutions will usually have a specialist research focus, and hold collections of international significance in these areas, supporting research and teaching agendas, and attracting funding and students.

Archives of national importance to the culture and history of Wales, are held by our national bodies – the National Library of Wales, National Museum and Gallery of Wales, and Royal Commission on the Ancient and Historical Monuments of Wales.

For these services Archive Service Accreditation is an important marker of service quality, reassuring stakeholders and funders that the service meets professional standards and has a visible and long-term commitment to its archive collections.

Many archive services in Wales are also appointed as legal Places of Deposit⁷ to hold locally generated public records (for example, the records of courts, coroners, hospitals and prisons) on behalf of central government, in line with the Public Records Act 1958. Places of Deposit are again expected to achieve and maintain Accredited status.

A well-managed archive service is a key organisational resource, making your archives work for you, supporting good governance, and enabling compliance with wider information legislation regimes.⁸ It has the professional expertise to deliver a sustainable, connected service, that supports your organisation to deliver its mission and meet its statutory duties to manage, maintain and provide access to the information it holds.

7 Places of Deposit
<https://www.nationalarchives.gov.uk/archives-sector/legislation/approved-places-of-deposit/>
 Public Records Act – Frequently Asked Questions
[\(https://www.nationalarchives.gov.uk/information-management/legislation/public-records-act/pr-faqs/](https://www.nationalarchives.gov.uk/information-management/legislation/public-records-act/pr-faqs/)

8 Freedom of Information Act
<https://www.nationalarchives.gov.uk/information-management/legislation/section-46/>
 General Data Protection Regulation -
[\(https://www.nationalarchives.gov.uk/archives-sector/legislation/archives-data-protection-law-uk/gdpr-faqs/_](https://www.nationalarchives.gov.uk/archives-sector/legislation/archives-data-protection-law-uk/gdpr-faqs/)

Why do Archives Matter?

Archive services are a powerful resource for supporting organisational goals and strategic priorities. Archives are records selected, collected and preserved for the future because of their enduring value to us today, and for generations to come. Investing in your archive service to realise that value can deliver benefits across a range of key agendas.

Evidence

Fulfilling a legal imperative, or as a source of reference for public or private decisions or action – demonstrating transparency and accountability.

Archives preserve the records of government, of institutions and of business - used to assert rights, evidence abuses, and inform future action.

Case Studies :

Supporting business needs; Supporting statutory inquiries

Research

As a unique and primary record of innovation, history and culture – providing a rich resource for learning and development.

Archives preserve the records that are the foundation of research activity - used to understand our past, and innovate for the future.

Case Studies :

University bicentenary; Supporting research

Community

Telling the stories of our diverse local communities – supporting placemaking, community cohesion, and a sense of belonging and local pride.

Archives preserve the records of the peoples and groups that make up our communities – used to promote understanding, inclusion and equality.

Case Studies :

Bridging Cultures; Digital volunteering; Reflecting diverse audiences; Reflecting LGBTQ+ audiences; Working with refugee communities



People

Connecting people to their past, helping them understand their personal identity and place in society – evidencing identity and individual rights.

Archives preserve the records of individuals and of places and institutions they connect with – used to affirm personal identity, and promote health and wellbeing.

Case Studies :

Adopted and care-experienced people; Overseas electors; Social Prescribing

Wales

Archives are central to our national identity, culture and language – revealing our past, explaining our present, and guiding our future as a resilient and proud nation.

Archives preserve the collective memory of a nation – used to understand our national story, and inform sustainable development for future generations.

Case Studies :

Memory of a Nation; Welsh Women's Peace Petition Project

Action

Archives are a unique and rich resource for learning, skills development, community resilience, and social engagement – enabling sustainable action.

Archives preserve our history, heritage and identity – used by and with people to support initiatives that address societal needs and improve quality of life.

Case Studies :

Climate Change in the archives; Energy efficient archive storage; Memory Archives

Find out more

1 Archives and Records Council Wales (ARCW) was established in May 1995 as a representative body for institutions and organisations all over Wales involved with caring for archives. ARCW also manages grant schemes (with funding from the Welsh Government) to support the work of member services in preserving and providing access to archival resources. For further information on ARCW see:

<https://archives.wales/archives-and-records-council-wales/>
<https://archives.wales/archives-and-records-council-wales/arcw-projects/>

2 What are Archives?
(<https://archives.wales/what-are-archives-2/>)

3 Digital Preservation Policy for Wales
(<https://archives.wales/wp-content/uploads/2018/02/digital-preservation-policy-for-wales.pdf>)

and Digital Preservation Policy for Wales: Technical Appendix
(<https://archives.wales/wp-content/uploads/2018/02/digipres-policy-technical-appendix.pdf>)

4 Find your Archive here: Welsh Archive Services
(<https://archives.wales/welsh-archive-repositories/>)

5 Archive Service Accreditation
(<https://www.gov.wales/archive-service-accreditation>)
(<https://www.nationalarchives.gov.uk/archives-sector/archive-service-accreditation/>)

6 Statutory basis of local authority archives
(<https://www.nationalarchives.gov.uk/archives-sector/legislation/statutory-basis-of-local-authority-archives/>)

Local Government Acts
(<https://www.nationalarchives.gov.uk/information-management/legislation/other-archival-legislation/local-government-acts/>)



7 Places of Deposit fall under the oversight of The National Archives, and are expected to meet the requirements of the Archive Service Accreditation Standard. See:

Places of Deposit

(<https://www.nationalarchives.gov.uk/archives-sector/legislation/approved-places-of-deposit/>)

Public Records Act – Frequently Asked Questions

(<https://www.nationalarchives.gov.uk/information-management/legislation/public-records-act/pract-faqs/>)

The National Archives (TNA) based in Kew acts as the national archive service for the United Kingdom, England and Wales. It fulfils a leadership role for the English archive sector, but also provides professional advice and guidance for Places of Deposit in Wales, and overall management of the Archive Service Accreditation scheme.

8 Freedom of Information Act

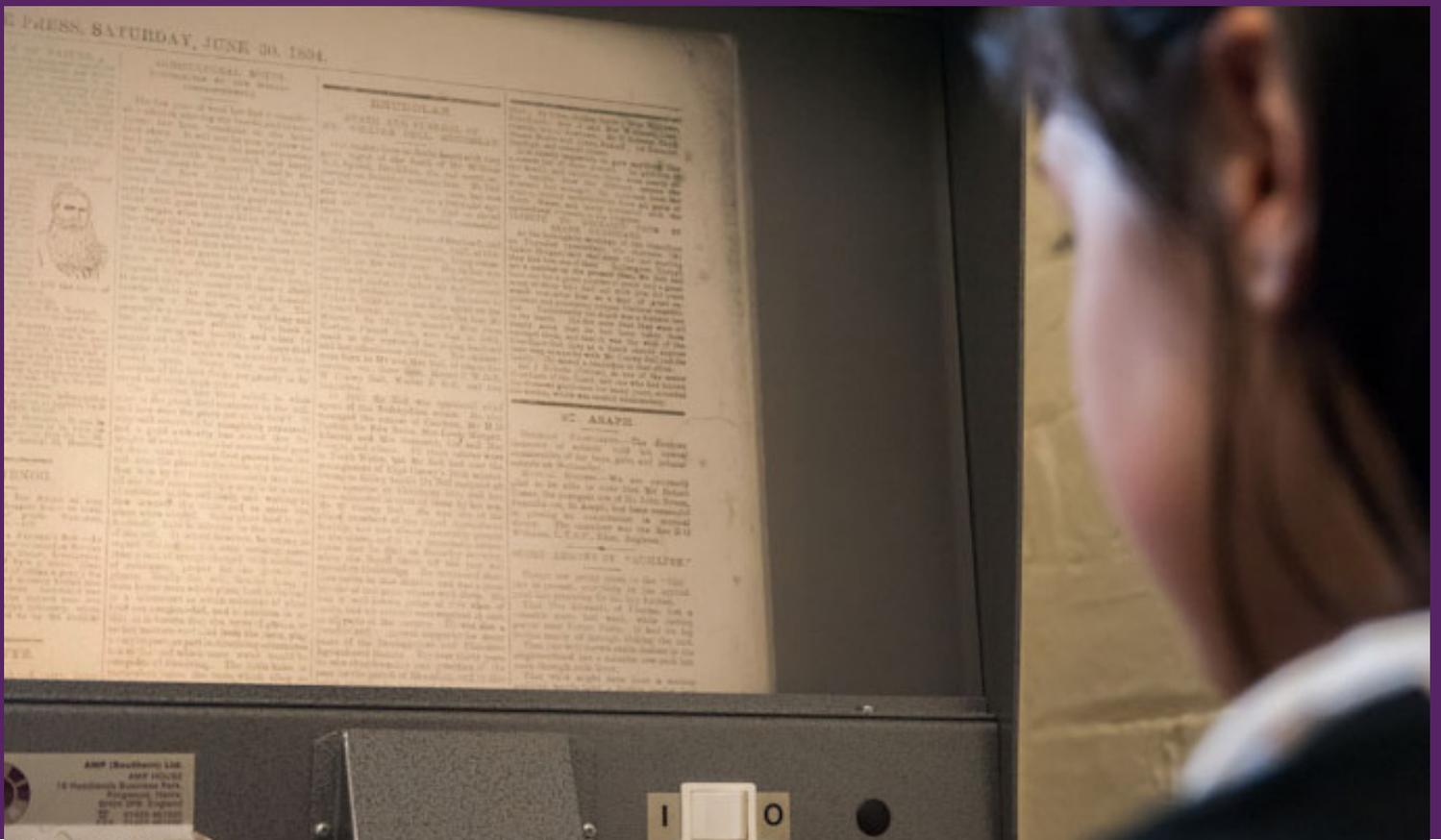
(<https://www.nationalarchives.gov.uk/information-management/legislation/section-46/>)

General Data Protection Regulation

(<https://www.nationalarchives.gov.uk/archives-sector/legislation/archives-data-protection-law-uk/gdpr-faqs/>)

Case Studies





Supporting current business needs

Ceredigion Archives works with both the current records and historic archives of the council to support the day-to-day business of the local authority.

Summary

Ceredigion Archives, Information and Records Management provides an integrated archives and records management service to Ceredigion County Council – maintaining its corporate memory, enabling statutory compliance, and ensuring that information assets are effectively managed, and available to support everyday business as required.

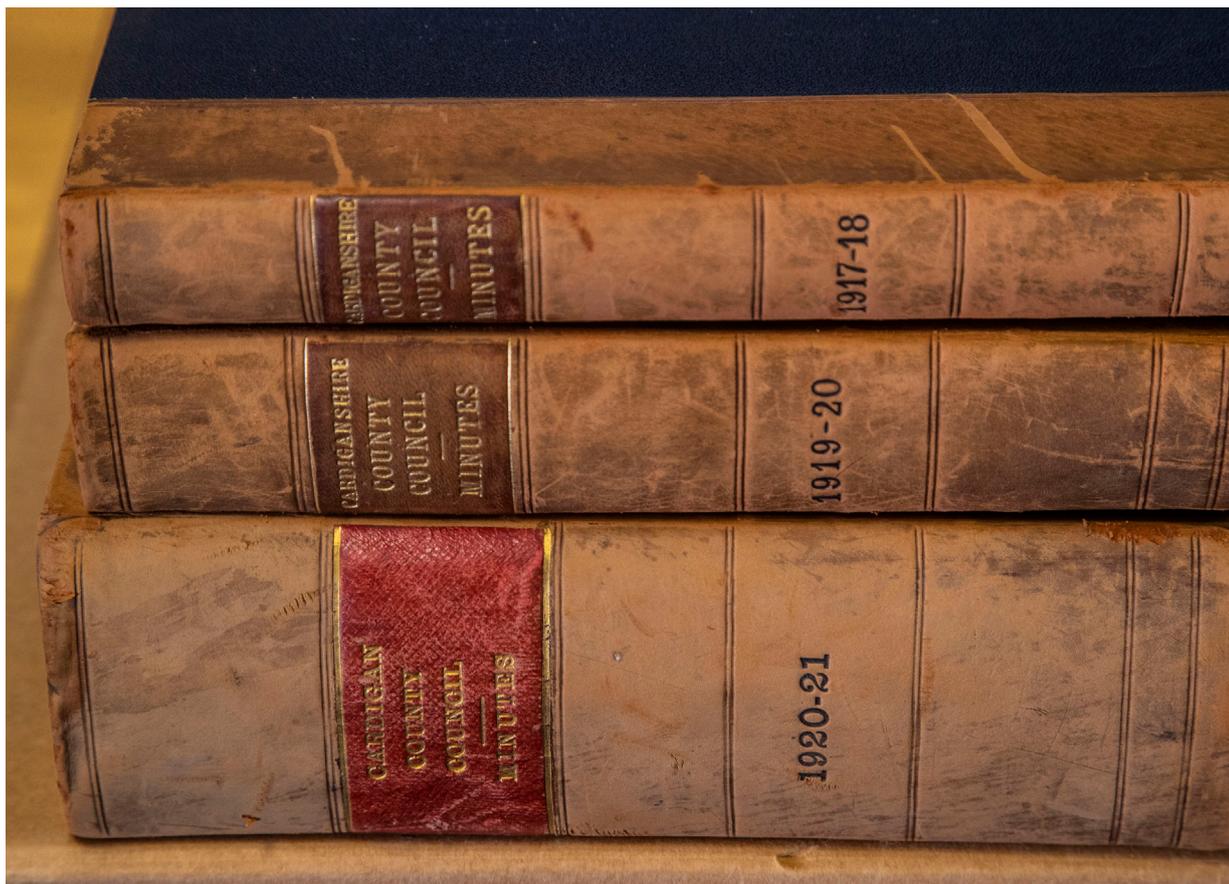
Strategic / Organisational priorities

Local authorities, in common with other public sector bodies, have statutory duties to provide access to information, and to meet associated legal and statutory requirements relating to record-keeping – notably compliance with Data Protection and Freedom of Information law. Effective information and records management supports Ceredigion County Council to deliver value for money, sustainable services, in line with its Corporate Strategy 2022-27 and the Well-being of Future Generations (Wales) Act 2015.

Activity

All organisations create, collect and manage significant bodies of information essential for the effective and efficient administration of their core business – supporting policy formation and decision-making; protecting organisational interests; demonstrating accountability to stakeholders; and ensuring compliance with legal and statutory requirements. Some of this information is held within current business systems, but records of longer term value can be found in the archives where they are available for reference when needed.

Ceredigion Archives, Information and Records Management works as an integrated team to deliver a full records management service for the local authority, as well as providing for its historic archives. Its role includes: advising on traditional and digital records management; responsibility for



Data Protection and Subject Access Requests; staff training on information security and Data Protection; and support for Freedom of Information compliance.

The service supports council business by providing timely access to relevant records (including archives) for legal services, planning and social care departments in particular.

It has also enabled key corporate initiatives such as the adoption of Microsoft 365 for electronic data management, where development of a new retention schedule ensures that records are retained only for as long as necessary, and then disposed of appropriately.

Impact

Archive services are a key repository of knowledge for their parent body, and work with current information and records management colleagues to ensure the organisation can access the information and evidence it needs. They are a key resource for effective operation, for accountability, and for compliance with legal and statutory requirements.

Find out more:

archifyd-credigion.org.uk/policies.php

www.ceredigion.gov.uk/media/5079/

[information-and-records-management-policy-v20.pdf](#)

Supporting statutory inquiries

Archive services across Wales were important sources of evidence for the Infected Blood Inquiry, a statutory public inquiry into the impact of the use of infected blood products on men, women and children treated by the NHS.

Summary

The Infected Blood Inquiry took evidence between April 2019 and January 2023, with archive services supporting Inquiry teams by providing information on and access to their collections for evidential research. This evidence will form part of the findings of the Inquiry, and contribute to ensuring that the circumstances around the use of infected blood products, and the impact of their use, are fully understood.

Strategic / Organisational priorities

Archive services hold records not only for their cultural or organisational value, but because they are evidence of action and decision-making that can be used to hold our public institutions to account – to assert rights, evidence abuses, and inform future action. Many archive services in Wales are appointed as legal Places of Deposit under the Public Records Act 1958, holding locally generated public records, including health records, on behalf of central government. Places of Deposit in Wales were encouraged to assist the Inquiry with access to relevant public records; as a formal public inquiry, under the Inquiries Act 2005, the Inquiry also had powers to compel production of the evidence required.

Activity

In July 2017 the UK government announced an Inquiry into infected blood and blood products. This was an independent public statutory Inquiry, established to examine the circumstances in which men, women and children treated by national Health Services in the United Kingdom were infected with hepatitis C and/or HIV through infected blood and infected blood products since the 1970s.



Those working on the Inquiry heard a wide range of evidence from those affected, their families and representative organisations, and archive services supported the Inquiry teams by providing information on and access to their collections for evidential research.

Archive services (Places of Deposit) were asked to provide information to the research teams about health records in their care that could be of use to the Inquiry, and teams of researchers visited archive services to examine these records for evidence. These included records from hospitals and health boards: minute books of hospital management and sub-committees; health board minutes and reports; operations registers; consultation documents; correspondence, circulars, reports, newsletters and much more.

Impact

The evidence gained from the research in the archives has fed into the Inquiry Report, which will examine why men, women and children in the UK were given infected blood and/or infected blood products; the impact on their families; how the authorities (including government) responded; the nature of any support provided following infection; questions of consent; and whether there was a cover-up.

Find out more:

www.infectedbloodinquiry.org.uk

200 years of higher education in Wales

Special Collections and Archives at University of Wales Trinity Saint David played a significant role in its bicentenary celebrations.

Summary

The University of Wales Trinity Saint David (UWTSD) is the oldest Royal Chartered University in Wales. Its bicentenary in 2022 provided the opportunity to celebrate the history of the UWTSD Group and its contribution to education in Wales, and promote its continuing success as a provider of higher education.

Strategic / Organisational priorities

UWTSD's Strategic Plan 2017-22 and 2022-24 is committed to learners and to Wales, with the Well-being of Future Generations (Wales) Act 2015 at the core of its planning. It recognises its local, national, international and civic role as a provider of higher education, and seeks to celebrate the vibrant culture, heritage and language of Wales.

Activity

UWTSD Special Collections and Archives played a significant role in the bicentenary celebrations, collaborating closely with other corporate departments, to tell the university's history, and promote the UWTSD Group to future students.

During the year-long celebration, it mounted over twenty online and physical exhibitions, hosted lectures on a variety of subjects from the collections, and completed a project to write short biographies of two hundred of the university's most prominent former staff and students. *200 Biographies – Celebrating Lampeter's Bicentenary* was published in four printed volumes, and reproduced in an online database on the university's website.

Special Collections and Archives were also the key resource for the production of an illustrated book, *Treasures: the Special Collections of the University of Wales Trinity Saint David*, published by the University of Wales Press. Written by members of the Special Collections team, and past and present members of the academic staff, it celebrated forty objects from the Special Collections.



Renealmia nutans, Robert John Thornton, *New illustration of the sexual system of Carolus von Linnæus* (1799-1807) UWTSD Special Collections and Archives

Impact

The work undertaken by UWTSD's Special Collections and Archives was central to the bicentenary celebrations, promoting the university and its contribution to education in Wales and raising its profile. The Treasures book has brought numerous visitors to the university to view its collections, and the 200 Biographies publication is now being used by UWTSD's marketing department to support student recruitment.

Find out more:

<https://www.uwtsd.ac.uk/library/special-collections-and-archives>

Supporting research and cultural understanding

Using the collections at Bangor University Archives and Special Collections to support research, and explore diverse social and cultural issues.

Summary

Archives such as the Penrhyn Castle collection have huge potential for academic research and for the understanding of issues of political, cultural, religious and social contention. They are a unique resource, providing valuable research and learning tools for staff and students, and a means to engage diverse communities and promote understanding.

Strategic / Organisational priorities

Bangor University's Strategy 2030 offers a vision of how it can contribute to a sustainable world for future generations, in line with the goals of the Well-being of Future Generations (Wales) Act 2015. It aims to be a research-led University of and for North Wales, with a positive impact on society regionally, nationally and internationally.

Activity

Archives and Special Collections at Bangor University hold a wide range of archival collections, with a particular focus on estate and family papers. The Penrhyn Castle collection is its largest estate collection which covers not only the administration of a country estate in Wales, but how its owners, the Pennant family, built their fortune through the sugar trade in Jamaica, and invested these profits in the Welsh slate industry. It spans a period of over 700 years, and has huge research potential, with significant elements relating to slavery overseas, and industrial unrest in early C20th Wales.

Such collections can be used to explore a range of areas of research interest – the impact and legacy of slavery; the emergence of workers' rights; or even data relevant to solving today's environmental challenges. Activity is delivered through the Archives and Special Collections and in partnership with research centres such as the Institute of Welsh Estates, and includes: academic lectures and teaching support; successful grant funding applications for research, cataloguing and conservation work; exhibitions (physical and online); workshops; participation in podcasts; and support for PhD research.

These collections also enable participation in wider collaborative projects, such as Deep Mapping Estate Archives, a research council funded project to digitally map historic records to real-world locations, facilitating in-depth analysis of landscape continuity and change.



List of Slaves in Penrhyn Estate Nov 31st December 1712

No.	Name	Designation	No.	Name	Designation	No.	Name	Designation
1	Juan	Slave	45	George	Slave	80	John	Slave
2	James	Slave	46	John	Slave	81	John	Slave
3	John	Slave	47	John	Slave	82	John	Slave
4	John	Slave	48	John	Slave	83	John	Slave
5	John	Slave	49	John	Slave	84	John	Slave
6	John	Slave	50	John	Slave	85	John	Slave
7	John	Slave	51	John	Slave	86	John	Slave
8	John	Slave	52	John	Slave	87	John	Slave
9	John	Slave	53	John	Slave	88	John	Slave
10	John	Slave	54	John	Slave	89	John	Slave
11	John	Slave	55	John	Slave	90	John	Slave
12	John	Slave	56	John	Slave	91	John	Slave
13	John	Slave	57	John	Slave	92	John	Slave
14	John	Slave	58	John	Slave	93	John	Slave
15	John	Slave	59	John	Slave	94	John	Slave
16	John	Slave	60	John	Slave	95	John	Slave
17	John	Slave	61	John	Slave	96	John	Slave
18	John	Slave	62	John	Slave	97	John	Slave
19	John	Slave	63	John	Slave	98	John	Slave
20	John	Slave	64	John	Slave	99	John	Slave
21	John	Slave	65	John	Slave	100	John	Slave
22	John	Slave	66	John	Slave			
23	John	Slave	67	John	Slave			
24	John	Slave	68	John	Slave			
25	John	Slave	69	John	Slave			
26	John	Slave	70	John	Slave			
27	John	Slave	71	John	Slave			
28	John	Slave	72	John	Slave			
29	John	Slave	73	John	Slave			
30	John	Slave	74	John	Slave			
31	John	Slave	75	John	Slave			
32	John	Slave	76	John	Slave			
33	John	Slave	77	John	Slave			
34	John	Slave	78	John	Slave			
35	John	Slave	79	John	Slave			
36	John	Slave	80	John	Slave			
37	John	Slave	81	John	Slave			
38	John	Slave	82	John	Slave			
39	John	Slave	83	John	Slave			
40	John	Slave	84	John	Slave			
41	John	Slave	85	John	Slave			
42	John	Slave	86	John	Slave			
43	John	Slave	87	John	Slave			
44	John	Slave	88	John	Slave			
45	John	Slave	89	John	Slave			
46	John	Slave	90	John	Slave			
47	John	Slave	91	John	Slave			
48	John	Slave	92	John	Slave			
49	John	Slave	93	John	Slave			
50	John	Slave	94	John	Slave			
51	John	Slave	95	John	Slave			
52	John	Slave	96	John	Slave			
53	John	Slave	97	John	Slave			
54	John	Slave	98	John	Slave			
55	John	Slave	99	John	Slave			
56	John	Slave	100	John	Slave			

Penrhyn (Jamaica) manuscripts before conservation, and a list of the enslaved from the Penrhyn Castle Papers ©Archives and Special Collections, Bangor University

Impact

The Archives and Special Collections have become a focus for research activity, working with Research Institutes and Centres to assist the University to achieve its strategic aims in relation to research excellence and increasing research income. These collections also provide a unique selling point, helping to attract both undergraduate and postgraduate students. Working with specific collections researchers and archivists can also promote wider understanding around a range of issues that impact society today.

Find out more:

- www.bangor.ac.uk/archives-and-special-collections
- <http://iswe.bangor.ac.uk/index.php.en>
- play.acast.com/s/storiesoffourtimes/thelegacyofpenrhyncastle-pt2-deep-mapping-estate-archives-rcahmw
- hub.arcgis.com/

Bridging Cultures with Archives

The Richard Burton Archives worked with partners at Swansea University on a project to promote inclusivity and celebrate diversity in the university.

Summary

The Richard Burton Archives worked with Swansea University's Academy for Inclusivity to support the Bridging Cultures project, to educate, celebrate and inform students and staff about acceptance and tolerance of people from different cultural backgrounds.

Strategic / Organisational priorities

Swansea University has a strong commitment to inclusivity and widening access, to increasing participation of students from under-represented groups and communities, and to providing a safe and inclusive environment that ensures all students are supported to reach their full potential. Swansea Academy of Inclusivity works to provide inclusive academic and pastoral support for the diverse student population, through projects that support student retention, progression, and academic outcomes.

Activity

For The Richard Burton Archives, the project was an opportunity to explore the ways in which the Archives could celebrate diversity, build representative collections, and engage with new audiences, in line with the wider University commitment to inclusivity.

The project involved a combination of workshops and a physical exhibition at Swansea University. The Archives Workshop focused on the history of international students at Swansea, and the contribution they have made to shaping the University's story – using the organisation's own archives collection to show how students from across the world joined the University from the 1920s onwards. Participants used photographs, application documentation, student newspapers, correspondence, and other materials to explore where students came from, the subjects they studied, and the challenges they faced.

The University collections also provided evidence of aspects of student life – with student newspapers being a particularly rich resource for exploring what they did for fun, and their attitudes to gender, relationships, race and religion. The personal experiences of international students were, however, often absent from this written record, and the opportunity was taken to collect oral histories from workshop participants to help rectify this.



Students' cultural dance performance at the Bridging Cultures exhibition launch event at Swansea University' (Swansea Academy of Inclusivity 2023).

The Bridging Cultures exhibition provided a physical culmination to the project, showing how different cultures are represented in the archives, and presenting the stories from the oral history interviews, now themselves part of the archives, alongside the written records.

Impact

Bridging Cultures provided the opportunity for The Richard Burton Archives to reflect on its collections and explore ways in which to make them more representative and diverse, while making connections with colleagues across the University. It gave students a sense of pride and identity, hearing and seeing people who look like them represented in the Archives. The project will also form the basis for new opportunities and partnerships in the future.

Find out more:

swanseauniarchives.home.blog/2023/12/03/bridging-cultures/

Crowd Cymru: digital volunteering for Wales

#CrowdCymru provided digital volunteering opportunities to people from communities across Wales, to enrich access to our collective national memory.

Summary

Crowd Cymru is a digital volunteer crowdsourcing project, which used a bilingual online platform to enable remote volunteers to tag, annotate and describe digital heritage collections. The project improved access to important archive collections, provided opportunities for people to develop new skills and boost their wellbeing, and serves as a model for future collaborative projects supporting sector resilience and impact.

Strategic / Organisational priorities

The project was developed by a cross-sector partnership comprising Cardiff University, Glamorgan Archives, Gwent Archives and the National Library of Wales. It enabled them to respond to key agendas, such as the Welsh Government's Digital Strategy for Wales which aims to improve lives and public services through digital collaboration and innovation. Funded by the National Lottery Heritage Fund, the project addressed strategic aims to better identify and explain heritage collections, improve sector resilience, and help people to develop new skills and have greater wellbeing. It also met many of the goals set out in the Well-being of Future Generations (Wales) Act 2015 for a sustainable future.

Activity

Following the pandemic, archive services have looked to ways to adapt their services to reach audiences more effectively online. Project partners worked together to develop a crowdsourcing platform already created by the National Library of Wales, so that it could host over 4000 digital items – from the handwritten letters of First World War poet Edward Thomas, to studio photographs of residents of Cardiff's Butetown district.

From July 2022 to November 2023, a project officer was employed to recruit, train and support the remote volunteers, and by the end of November ninety volunteers had contributed over 1400 hours of their time. They improved access to six collections from the partner services by creating new collection data in a variety of ways, including full page transcriptions, captions and descriptions, and subject tagging. A sense of community was built and nourished throughout the lifetime of the project by running regular online social events and creating a dedicated space on social media for project participants.



Cardiff University students attending an Optometry lecture, 1970s, Cardiff University Special Collections and Archives
 Portrait of war poet Edward Thomas (1878-1917), by Frederick Evans, 1904, Cardiff University Special Collections and Archives
 Cardiff Dockland Community Photographs Collection, Glamorgan Archives
 Cardiff Dockland Community Photographs Collection, Glamorgan Archives

Impact

The project was able to offer safe and welcoming opportunities to volunteers from across Wales and further afield, to interact with their heritage, develop new skills and boost their wellbeing. By the end of the project, volunteers had improved digital skills (enhancing employability and digital literacy), and had a better understanding of archives and their local history, many also felt that their wellbeing had improved as a result of taking part. The project also allowed archive services to develop new models for remote volunteering and access, reducing environmental impacts, and improving online services.

Find out more:

gwentarchives.gov.uk/en/partnership-and-projects/crowdcymru

Reflecting Diverse Audiences

Working with local and international communities to provide new voices and perspectives on Black History in North Wales.

Summary

The lived experiences and stories of people from different cultural backgrounds and communities can be found in archive collections across Wales. Conwy Archive Service has used its collections to explore local Black histories, working with local schools, community groups, and African people to provide new interpretations of these stories.

Strategic / Organisational priorities

Conwy Archive Service, as with archive services across Wales, seeks to ensure that its collections reflect the diversity within the communities it serves. For local authority and other public sector bodies, equality, diversity and inclusion are key priorities, ensuring that they are meeting the public sector Equality Duty (Equality Act 2010) – and contributing to national initiatives such as the Welsh Government’s Anti-racist Wales Action Plan.

Activity

Archive services across Wales have been working to improve awareness of, and access to, cultural collections for people within our diverse communities – with initiatives such as Revealing the Lived Experience of Black, Asian, and Minority Ethnic People in Wales developing guidance and resources to support this work.

Conwy Archive Service, in partnership with Conwy Museum Service, took part in a collections review funded through the Welsh Government’s Anti-racist Action Plan to assess its collections for materials of significance for these communities, as well as for the history of colonialism and slavery - providing new interpretations of local collections.

The Joe Taylor project started with a blurred image of a Black man in a photograph of Edwardian Llandudno, but revealed a multi-faceted life which brought him from America to North Wales, where he became a well-known and respected member of the community. His story was used as the inspiration for an online exhibition and school art project.

Re-imagining Colwyn Bay’s Congo House is exploring the collections from Congo House, a training institute for young Africans that was set up in Victorian Colwyn Bay. This is a contentious local story for which it was important to provide new interpretations with many voices. A new exhibition using archive and museum materials has been co-produced with local schools, community groups and African people from the areas where the institute’s students originated, to revisit this story from different perspectives.



Joe Taylor (far left), Llandudno Football Club [1910], courtesy of Conwy Archive Service

Impact

Projects such as these enable people to learn about Wales unique, diverse and valued cultural heritage, uncovering new voices and untold stories. They create a foundation for developing collections with diverse communities, ensuring that their lived experience is an integral part of our national record, and they help build understanding between people from different cultural backgrounds, fostering good relationships, and combatting prejudice.

Find out more:

archives.wales/archives-and-records-council-wales/arcw-projects/black-asian-and-minority-ethnic-communities-in-wales/

conwyculture.com/learn-culture/resources-from-the-archives/who-was-joe-taylor

Case Study: Reflecting LGBTQ+ Audiences

How a bilingual research guide to LGBTQ+ history in the archives, is improving understanding of historical and contemporary LGBTQ+ experience.

Summary

Glamorgan Archives published *Queering Glamorgan: A Research Guide to Sources for the Study of LGBT History* to assist researchers and historians with the study of lesbian, gay, bisexual, trans-gender and queer history, and to improve access to relevant materials within its own collections. Recognising that this history is not always well represented in official collections, the guide also provided an opportunity to encourage LGBT individuals and groups to consider depositing their records with the service.

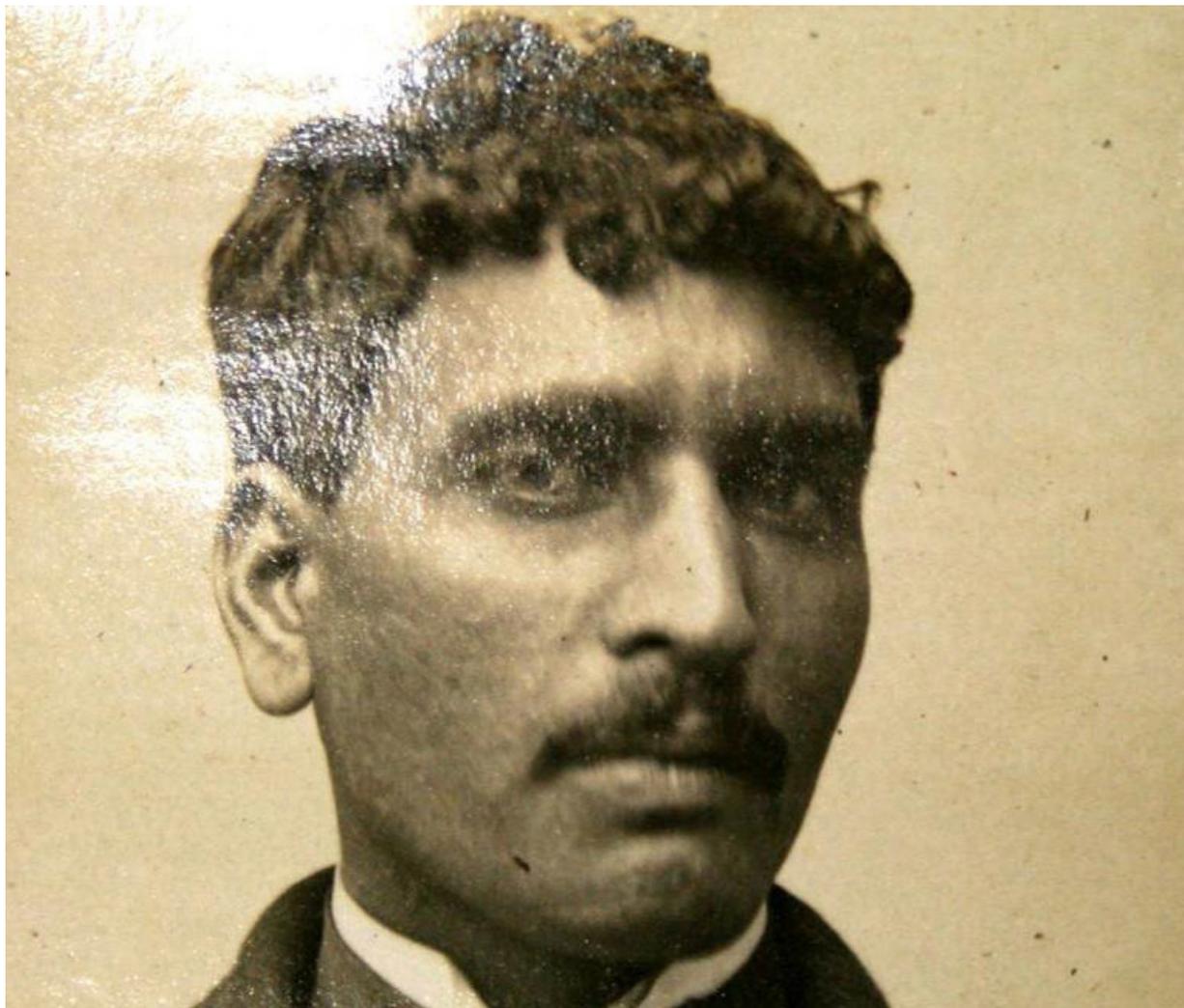
Strategic / Organisational priorities

Glamorgan Archives, as with archive services across Wales, seeks to ensure that its collections are representative of the communities it serves, reflecting the diversity within those communities as well as geographical boundaries. For local authority and other public sector bodies, equality, diversity and inclusion are key priorities, ensuring that they are meeting the public sector Equality Duty (Equality Act 2010) – shaping policy and delivering services that eliminate discrimination, advance equality of opportunity, and foster good relations between different people.

Activity

Queering Glamorgan was compiled for Glamorgan Archives by historians and writers specialising in LGBTQ+ research and history. Its primary aim is to encourage better understanding of historical and contemporary LGBT experience, and to prompt individuals and campaign groups from the LGBTQ+ community to consider depositing their own records – ensuring their experience is fully reflected in archive collections.

Key elements within the guide include a glossary of words and phrases which can be used to research sexual orientation and gender identity in historical records. Modern terminology cannot easily be used to understand this aspect of the past, and researchers are often confronted with negative attitudes and language within the records. Case studies, using materials from the archive collections, then demonstrate how the story of an individual or organisation can be pieced together from a range of sources.



DCONC3/2/5: Cardiff Police, Fingerprint & Photographic Register, 1918-1921, photograph of Abdulla Taslameden, Glamorgan Archives

The guide has also been used as the basis for bilingual training sessions to archive, library and museum professionals across Wales and beyond – building knowledge and expertise on how to recognise, search for, and showcase LGBTQ+ content in historic collections.

Impact

Queering Glamorgan is widely recognised as an exemplar for how archives can be used to explore and reflect LGBTQ+ histories and experience. Since publication in 2018 it has been accessed over 2,500 times and shared as a resource by many organisations in the UK and beyond. Training based on the guide has enabled archives, libraries and museums to reach out to local communities, and to use the archives to elicit new stories, so that the full extent of the LGBTQ+ experience is reflected in the archival record.

Find out more:

glamarchives.gov.uk/wp-content/uploads/2018/08/Queering-Glamorgan-28Aug2018.pdf

Working with refugee communities

Working with the Ukrainian Community to record their experiences in settling in North-East Wales, and to support community understanding and cohesion.

Summary

North East Wales Archives has been working to collect the stories of refugees from the war in Ukraine, ensuring that their experience is recorded for the future, and promoting understanding of the different cultures and communities that have settled in the local area.

Strategic / Organisational priorities

Support for asylum seekers and refugees is a strategic priority for local authorities across Wales, in line with the Welsh Government's Nation of Sanctuary – Refugee and Asylum Seeker Plan. Denbighshire County Council's Corporate Plan 2022-27 aims to support and resettle refugees, as part of this declaration to be a Nation of Sanctuary, and Flintshire County Council is part of the 'City of Sanctuary' local authority network, signed up to its vision and values to support and welcome refugees and asylum seekers.

Activity

North East Wales Archives (NEWA) provides a joint archive service for the counties of Denbighshire and Flintshire. It collects records relating to these areas, and preserves them for future generations and for use today, to support the priorities of both councils, and to engage with people from across its diverse communities and beyond.

With both counties welcoming refugees from the war in Ukraine, it was important for NEWA to ensure that their experiences were reflected in the documentary record of the area. Staff from NEWA therefore contacted the Ukrainian Hubs in Denbighshire and Flintshire, to meet with members of the community and start the process of collecting their stories for posterity.

After these initial meetings at the Hubs, bilingual (English and Ukrainian) leaflets were distributed for circulation to the community, asking for their help. A pilot session was also held with Ukrainian staff employed by Flintshire County Council, which produced audio recordings and solicited written accounts of their experience. NEWA is now working with libraries across the two counties on plans to extend this work. This would include holding further sessions with people from the community, using a range of approaches to help them capture their experience – including video, audio, written and art-work projects.



Archifau Gogledd Ddwyrain Cymru
North East Wales Archives

Архів Північно-Східного Уельсу

ПОДІЛІТЬСЯ СВОЇМИ ІСТОРІЯМИ



Ми є архівною службою Північно-Східного Уельсу і збираємо історії нашої спільноти

Ви є частиною нашої спільноти, і ми хотіли б зібрати ваші історії, щоб зберегти їх на майбутнє

Для майбутніх поколінь важливо знати ваш досвід виїзду з України та проживання в Північно-Східному Уельсі

Ви самі вирішуєте, чи хочете ви це робити



The Ukrainian language leaflet advertising the event at North East Wales Archives.

Impact

As a Nation of Sanctuary, Wales seeks to ensure that refugees and asylum seekers are supported to rebuild their lives and make a full contribution to Welsh society. NEWA's work to collect the stories of Ukrainian refugees in North East Wales is important so that people in the future know what happened not just at an international level, but to individual people who made this journey to Wales. It also supports cultural understanding, promoting community cohesion, inclusivity and equality for people seeking sanctuary and a new life.

Find out more:

www.newa.wales/wp-content/uploads/2023/11/NEWA-Newsletter-Issue-7-Nov-2023-ENGLISH-comp.pdf

Records of adopted and care-experienced people

Ensuring good practice in the management of the records of adopted and care-experienced people, for personal identity and wellbeing.

Summary

Archive services in Wales were partners in the development of new guidance for record-keepers and care professionals in England and Wales on good practice in the management of the records of adopted and care-experienced people. These records are vital to the personal identity of the individuals involved, but also have wider historical significance, reflecting changing societal attitudes and practices.

Strategic / Organisational priorities

Local authorities have statutory responsibilities under the Children Act 1989 for 'looked-after' children, and under the Adoption and Children Act 2002 for maintaining an adoption service, including services provided in conjunction with registered adoption societies. Statutory guidance and regulations set out requirements for creating, maintaining and providing access to associated adoption and case records, which should be kept for 100 and 75 years respectively. Good management of these records is essential for the people concerned, and for accountability (for example, as evidence in historical abuse inquiries).

Activity

This guidance was developed by the Chief Archivists in Local Government Group (CALGG) in recognition of the critical need for better and more consistent record-keeping practice, and in light of the centenary of the original legislation, the Adoption of Children Act 1926.

For care-experienced or adopted people reconstructing their personal histories is often dependent on the records created about them by social workers and care providers. Thousands of requests to view records for this purpose are made each year in England and Wales, however, accessing social care records can be difficult, both practically and emotionally – not least because of inconsistencies in their management across the public, private, and voluntary care sectors.

In recognition of these issues a range of partners, including The National Archives in England, the Welsh Government, and archive services themselves, provided funding for CALGG to develop this project. This enabled work to gather information on the extent



and format of these records, and where they are held – whether in independent agencies or local authorities – and to explore the viewpoints of those who create and manage the records, and of care-experienced and adopted people themselves, on what was needed to improve management and access.

Impact

The resulting guidance provides a ‘best practice’ model for managing the records of adoption and ‘looked-after’ children, with the aim of bringing consistency to standards of record-keeping and supporting the work of both care and record-keeping professionals and the organisations for which they work. Importantly, it also considers the perspectives of care-experienced and adopted people, providing practitioners with a greater understanding of their needs and the challenges they face in accessing these records.

Find out more:

www.archives.org.uk/care-and-adoption-records

Supporting registration of overseas voters

Archive services across Wales are supporting British citizens living overseas to register to vote in elections to the UK Parliament.

Summary

Following the introduction of 'votes for life' from 2024, all British citizens living overseas are now eligible to register to vote in UK parliamentary elections, provided that evidence of previous voter registration or residence in the UK can be verified. Archive services are supporting local authorities to identify and verify evidence from electoral registers held within the archives, to enable them to meet their statutory duties, and to uphold the democratic rights of British citizens living overseas.

Strategic / Organisational priorities

Registration of parliamentary and local government voters is the statutory responsibility of local councils which, under the Representation of the People Act 1983, must appoint an officer of the council to be registration officer to maintain registers (the electoral roll) of parliamentary and local government electors. Eligibility to register as an overseas voter is set out in legislation, the Representation of the People Act 1985 as amended.

Activity

Previously British citizens living abroad had only been able to vote in United Kingdom parliamentary elections for 15 years after they left the UK. On 16 January 2024 the rules on eligibility changed, and the 15 year rule was abolished under the 'votes for life' policy. Following this change, all overseas voters are eligible to vote provided they were either previously registered to vote in UK elections (including as an overseas voter) or resident in the UK before moving to an address abroad.

Overseas voters apply to register in the local authority of the last address where they were registered to vote or resident, and electoral registration officers within that authority must verify the information provided, usually with reference to historic electoral registers.

Local authorities have consistently deposited these electoral registers with their archive service. Archive services are therefore a key resource for their parent authority in supporting these requirements, providing access to, or searching the registers, to identify the evidence needed to verify applications.



Impact

At the December 2019 General Election there were 233,000 overseas voters registered; it is estimated that ending the 15 year rule will mean that around 3.5 million British citizens living overseas would become eligible to register to vote. The support provided by local authority archive services for this process will be essential to enable local authorities to meet their electoral responsibilities, and thereby ensure overseas voters can exercise their right to vote.

Find out more:

commonslibrary.parliament.uk/research-briefings/sn05923/

Using archives for Social Prescribing

Building partnerships to empower people with learning disabilities, break down barriers to access to archives, and improve health and wellbeing.

Summary

Glamorgan Archives' work with Cardiff People First shows the impact of social prescribing approaches, connecting people with learning disabilities to community assets that allowed them to explore and understand their own experience, and to develop new skills in telling that story. Building on the connections made through this partnership, Glamorgan Archives is now working with other People First groups in the communities it serves.

Strategic / Organisational priorities

Archives across Wales seek to work alongside different community organisations to ensure that everyone can connect with the history and heritage of their local area. The Welsh Government's new *National Framework for Social Prescribing* formalises the principles of using community assets, such as archive services, to empower people and communities to improve personal health and wellbeing. Local authorities across Wales can use this approach to deliver their objectives under the *Well-being of Future Generations (Wales) Act 2015* and to support the physical, mental and social wellbeing of their local communities.

Activity

Glamorgan Archives and Cardiff People First, a self-advocacy group run by and for people with learning disabilities, began working together in 2011 on the Ely Hospital Project. Members of Cardiff People First used the records held at the Archives to discover more about the history of Ely Hospital, where some of them had been residents, and to inform the creation of their own project exhibition. Their story was also filmed, to show how they had used the archives – a film which went on to win an award in 2016: Cardiff People First Film.

Since then, the two organisations have worked together on several successful projects, including *Our Cultural Lives*, which saw members using archives to explore the history of diverse communities in South Wales, adding to their own personal stories and developing their own heritage trails. This was followed by the People First *Takeover Days*, now an annual event, where members 'took over' the Archives and did the jobs of staff for the day, working with the documents and the public, and leading tours behind the scenes.



Cardiff People First Take Over the Glamorgan Archives Searchroom, 2017

Following on from this partnership, new connections were made with other ‘People First’ groups in the local area, as well other community partners – housing groups, employment agencies, and special schools. Glamorgan Archives is also now working with self-advocacy groups and archives across the UK on a project led by the Open University to create an archive of learning disability history.

Impact

Using archives has helped empower participants to recognise their own needs, strengths, and personal assets, improving health and wellbeing. Working with Cardiff People First on the Ely Hospital Project has also broken down many barriers – challenging preconceived ideas on both sides and leading to positive changes for accessibility in the future. Together, Glamorgan Archives and Cardiff People First have proved that archives are for everyone.

Find out more:

www.cardiffpeoplefirst.org.uk/wp-content/uploads/2021/03/cpf_takeover_evaluation.pdf

Memory of a Nation

Preserving the archives that help us understand our national story, and inform sustainable development for future generations.

Summary

The National Library of Wales (NLW) was established in 1907 by Royal Charter, and serves as the repository for the archives of many of our national organisations and institutions, as well as the papers of families and individuals who have made significant contributions to our national life. It works alongside other national bodies, including National Museum Wales, and the Royal Commission on the Ancient and Historical Monuments of Wales, to preserve and provide access to archives that are central to our national identity, culture and language.

Strategic / Organisational priorities

NLW's Strategic Plan 2021-26 A Library for Wales and the World emphasises its place at the heart of our national life, in a changing world. It places the Well-being of Future Generations (Wales) Act 2015 at the core of its planning to cultivate and care for the nation's memory, promote the Welsh language, and support the knowledge economy, learning and research.

Activity

NLW holds and promotes access to a wide range of archives that capture and celebrate our national life. From personal, family and estate papers, to corporate archives, literary papers and manuscripts, and the collections in the Welsh Political Archive and Welsh Music Archive.

It has significant photographic collections related to Wales, and a Screen and Sound Archive that preserves, promotes and celebrates our sound and moving image heritage. In 2023 the Wales Broadcast Archive opened to the public at the Library. This is the first national broadcast archive in the UK, bringing together the archives of BBC Wales, ITV Wales and S4C to give access to more than a century of television and radio.

Together these collections form the basis for wide-ranging education, research and creative projects that celebrate a Wales of vibrant culture and a thriving Welsh language. NLW works to share these collections physically and online, and create opportunities for people to participate and learn, both through its day-to-day services, and specific projects and partnerships. This includes projects with local communities, and permanent access points in Haverfordwest, and at Broadcast Archive 'Clip Corners' across Wales.



©National Library of Wales

Impact

Our national collections embody our nation's memory – revealing our past, explaining our present, and helping to guide our future as a resilient and proud nation. NLW's archive collections, and its role in capturing contemporary Wales in all its diversity, make it a key resource for connecting communities, promoting shared understanding, and supporting research and innovation for a sustainable future.

Find out more:

www.library.wales/catalogues-searching/about-our-collections/archives

www.library.wales/catalogues-searching/about-our-collections/screen-sound-archive <https://www.library.wales/wales-broadcast-archive>

The Welsh Women's Peace Petition Project

Celebrating the Centenary of Wales' Women's Peace Appeal of 1923-24.

Summary

The 1923 Welsh Women's Peace Petition to America is an inspiring example of the 'hidden histories' to be found in our archives. A Memorial petition, signed by 390,296 Welsh women, was presented to the women of America in 1924, and held in Washington DC, until it was transferred to the National Library of Wales in 2023. Its call for peace has resonance today, with its story now a focus for activity to inspire new generations to strive for a warless world.

Strategic / Organisational priorities

This project derives from the work of the Welsh Centre for International Affairs (WCIA), and Academi Heddwch, Wales' first 'peace institute', which seek to place peace firmly on Wales' national agenda, with a particular focus on peace heritage. Their partner, the National Library of Wales, aims to empower "the people of Wales with a deep awareness of their past, an understanding of the present, and inspiration to shape their future." This project embodies these ideals in the context of both the peace movement and women's history, providing a focus for activity promoting a fairer and more peaceful world.

Activity

The Women's Peace campaign of 1923 was organised by the Women's Committee of the Welsh League of Nations Union following the horrors of the Great War. It was an appeal for the women of America to join those of Wales in calling for peace, and for the United States to join and lead the new League of Nations.

A remarkable Wales-wide effort, the campaign involved almost every household in Wales, with peace activists, supported by county and community organisers, going door-to-door to collect signatures. A peace delegation then travelled from Wales to America in March 1924 for a two month 'Peace Tour' with support from American women's organisations. The petition and the oak chest that housed it were then preserved and exhibited at the National Museum of American History (part of the Smithsonian Institution), in Washington DC.

In 2019 a new Women's Peace Petition partnership was formed, working with the National Library of Wales, to borrow the chest and some of the petitions to celebrate the centenary of the original appeal. Discussion eventually resulted in a permanent transfer of the petition and its chest to the National Library of Wales, where it has been catalogued and digitised.



The 1923 Welsh Women's Peace Petition, presented to the women of America. Pictured above in Washington, March 1924, are (L-R) Mrs Gladys Thomas, Miss Mary Ellis, Annie-Jane Hughes-Griffiths and Miss Elined Prys. ©WCIA.

With funding from the National Lottery Heritage Fund, a national project is underway to transcribe the names of signatories – using crowdsourcing to create a publicly available and searchable resource – building on the legacy of the original campaigners.

Impact

As well as the work of digitisation and transcription, the petition will be exhibited across Wales, engaging people in discovering, learning about, and sharing the role that women in Wales played in the country's peace movement. The resulting educational resources will also encourage schools, young people's organisations and community groups to learn about and participate in Welsh peace heritage.

Find out more:

<https://www.library.wales/peacepetition>

<https://www.wcia.org.uk/academiheddwch/peacepetition/>

Climate Change in the Archives

Using archives to increase knowledge and understanding of the impact of climate change on our coastal heritage, and to plan for the future.

Summary

The Royal Commission on the Ancient and Historical Monuments of Wales (RCAHMW) working with partners in Wales and Ireland, led a six-year (2017-23) EU funded project *Climate, Heritage and Environment of Reefs, Island and Headlands* (CHERISH) to explore the impact of climate change on heritage assets on land and beneath the sea, and develop best practice for future climate change adaptation.

Strategic / Organisational priorities

RCAHMW works to support the goals of the *Well-being of Future Generations (Wales) Act 2015* with a key focus in its Operational Plan 2022-26 on fieldwork and research that address the climate and nature emergency. It seeks to increase knowledge, capacity and resilience to deal with how climate change impacts Wales's heritage, and to ensure that today's heritage decisions are environmentally sustainable.

Activity

The CHERISH project used a range of techniques and methods to study heritage sites in Wales and Ireland which are being impacted by climate change, through rising sea-levels and weather events. Archival research was a key element of this work, using historical documents, maps, and illustrations to assist with the analysis of coastal change.

Historic atlases, maps, charts and surveys, provide contemporary evidence of how the coast looked in the past, which can be compared with the site today. Antiquarian drawings and old photographs illustrate and support understanding of navigation and use of coastal sites. Historical documents also provide precisely dated and detailed descriptions of weather observations – for example, those found in harbour, coastguard and lighthouse log books evidencing weather conditions that pre-date modern meteorological records.

The CHERISH project used records from its study areas to inform its own work, and as part of wider initiatives to rescue weather data for scientific climatological research. Archival sources such as personal diaries and correspondence, travelogues, newspaper reports, and log books were used to gather evidence of historical storms, flooding and coastal change. Such sources also deepen understanding of people's experience of extreme weather, how prepared they were, and how they responded to and coped with specific events.



CH2022_067_001: CHERISH Project reconstruction image of Dinas Dinlle coastal fort, Gwynedd, from the north-west. Artwork by Wessex Archaeology (Tristan Bradburn, Jonathan Sutton and Will Foster). Produced with EU funds through the Ireland Wales Co-operation Programme 2014-2020.

Impact

The legacy of this project is a set of ‘adaptation tools’ contributing directly to Government Strategies on Climate Change, and providing a set of open-access data to inform decision-making in the future. The baseline data produced by the project will enable future monitoring of climate change in the project study areas, and management data and plans identify sites at risk from future loss. Its work with citizen scientists has also increased knowledge, skills and awareness in coastal communities.

Find out more:

<https://cherishproject.eu/en/tool-kit/archives/>

<https://rcahmw.gov.uk/about-us/our-recording-work/cherish-climate-change-and-coastal-heritage-eu-funded-project/>

Energy efficient archive storage

Developing a new energy efficient archive facility for Carmarthenshire Archives, alongside Carmarthen Library.

Summary

Carmarthenshire Archives reopened to the public in July 2022 after a major project to relocate the service to new purpose-built accommodation alongside Carmarthen Library. The new facility was designed to meet Passivhaus standards, and provide environmentally sound, energy-efficient accommodation for the county's archive collections.

Strategic / Organisational priorities

The Well-being of Future Generations (Wales) Act 2015 requires public bodies in Wales to think about the long-term impact of what they do, and improve the environmental well-being of Wales. This project was therefore designed to meet sustainable development criteria, particularly low carbon design, energy efficiency and waste minimisation. Carmarthenshire Council went further in 2019, declaring a climate emergency and making the commitment to become a net zero carbon local authority by 2030, with a clear focus on reducing its measurable carbon footprint.

Activity

Energy efficiency and environmental sustainability were therefore at the heart of plans to develop the new archive facility, which needed to provide for the secure storage of Carmarthenshire's internationally significant archive collections.

The preservation of these collections depends on maintaining a stable storage environment with controlled temperature and humidity – to provide optimum conditions for the survival of archival materials, and prevent damp and mould damage. Previously the approach to achieving this has been through use of building management systems, which utilise heating and dehumidification to maintain environmental conditions – systems which are energy intensive and increasingly expensive to run and maintain. Carmarthenshire decided therefore to develop its new storage facility to meet Passivhaus standards.

Passivhaus is a rigorous European specification that works by insulating the building to the most effective levels, ensuring a high level of energy efficiency. Building construction uses materials with a high thermal inertia and high levels of insulation to maintain stable internal space temperatures. Airtight construction also minimises natural air infiltration and moisture ingress to maintain stable humidity levels.



Impact

Carmarthenshire Archives is now able to maintain appropriate environmental storage conditions for its collections throughout the year, with greatly reduced energy costs. It is actively contributing to corporate goals to reduce carbon emissions; preserving its collections for future generations; and delivering a sustainable service for the county.

Find out more:

www.carmarthenshire.gov.wales/home/council-services/libraries-archives/carmarthenshire-archives/

Memory Archives for health and wellbeing

Using archives for reminiscence with people living with dementia, promoting health and wellbeing.

Summary

Memory Archive is a People's Collection Wales initiative led by the Royal Commission on the Ancient and Historical Monuments of Wales (RCAHMW) which provides a set of curated digital archive materials to facilitate reminiscence work with people living with dementia.

Strategic / Organisational priorities

RCAHMW works to support the goals of the *Well-being of Future Generations (Wales) Act 2015* with a key focus in its *Operational Plan 2022-26* on supporting the Welsh Government commitment to being an age-friendly nation. It seeks to promote health and wellbeing, and create opportunities for social prescribing to tackle isolation, support wellbeing in vulnerable and disadvantaged groups, and create opportunities for people of all ages and backgrounds.

Activity

The *Memory Archive* is hosted on the People's Collection Wales site, providing a set of free curated digital archive materials suitable for reminiscence work with people living with dementia. It comprises thirty collections of images, video clips and sound recordings, organised by time period (1940s to 1980s) and theme (for example, Christmas, farming, school life, music), but all within living memory.

These collections were put together with the help of healthcare professionals, and can be easily downloaded and printed for use in reminiscence sessions. A series of Memory Tree and Timeline posters are also provided for use with reminiscence activities.

In addition, the *Memory Archive* provides a teaching resource for young people aged 3 to 16 to help raise dementia awareness – explaining the idea of reminiscence and why it is important for people living with dementia.



Maths lesson, Teilo Sant Welsh Primary School, 1960 ©Ysgol Gynradd Gymraeg Ysgol Teilo Sant

Impact

Archives have huge potential as source material to create activities, walks, stories and artworks that help stimulate reminiscence and memory for those living with dementia – supporting the health and wellbeing of those living in the community and in social care environments. RCAHMW are continuing to work with People’s Collection Wales, and partners at the National Library of Wales and Amgueddfa Cymru-National Museum Wales to develop the *Memory Archive* project further. Other local archive services also have the potential to use their collections to support similar activity in their communities.

Find out more:

www.peoplescollection.wales/users/29941

rcahmw.gov.uk/memory-archive-promoting-health-and-wellbeing

rcahmw.gov.uk/about-us/corporate-information/equality-and-diversity/memory-archive/

