

# Norfolk Records Committee

Item No.

<b>Report title:</b>	<b>Norfolk Archives and Heritage Development Foundation – Progress and Impact</b>
<b>Date of meeting:</b>	<b>29 June 2018</b>
<b>Responsible Officer:</b>	<b>Steve Miller, Assistant Director, Culture and Heritage</b>
<b>Strategic impact</b> Working in partnership with the Norfolk Archives and Heritage Development Foundation is an important way of providing sustainable archive services which work to delivery benefits in terms of heritage, community growth and wellbeing.	

## Executive summary

Periodic reports on the work and development of the Norfolk Archives and Heritage Development Foundation (NOARH) has been presented to the Records Committee over the last two years. This report provides further details of the Supporter Scheme and the consolidates information on the grants NORAH has made.
<b>Recommendations:</b> <b>That Committee consider this report and its proposals</b>

### 1. Proposal (or options)

- 1.1. That the Records Committee considers the impact of grants and ways in which to develop the Supporter Scheme.

### 2. Evidence

- 2.1. The Norfolk Archives and Heritage Development Foundation (NORAH) was established as a Charitable Incorporated Organisation (CIO), in May 2016. It acts as a charitable partner for the Norfolk Record Office and supports activities using archive and related resources.

The objects of NORAH are “the advancement of education for the public benefit, in the history of Norfolk by working in conjunction with the Norfolk Record Office and its partner organisations by funding;

- The acquisition, preservation and processing of records and printed materials worthy of permanent retention so they can be made accessible to the public by the Norfolk Record Office and its partner organisations,
- Projects and activities that engage different audiences with records and printed materials worthy of permanent retention.

- 2.2 NORAH’s constitution allows for a maximum of twelve Trustees; these trustees are the only persons eligible to be Members of the charity. The Chair of the Norfolk Records Committee, currently Dr Christopher Kemp (South Norfolk District Council), is an ex officio member and the Records Committee has the power to nominate an addition Trustee. NORAH’s trustees have also nominated one of their members, Alan Steynor, to act as a co-opted member of the Norfolk Records Committee. NORAH currently has eleven Trustees with the Chair occupied by Peter Williams CBE (former Chief Executive of the Quality

### **Grants Awarded**

- 2.3 Over the last 18 months NORAH has raised around £30,000. This has enabled it to provide grants for:
- I. The Morningthorpe Appeal. Soon after its establishment, NORAH was able to spring into action to launch a fundraising appeal to fund the purchase documents from a large sale of historical archives. As well as raising £23K for the purchase of over 90 lots of documents for the Record Office and the Norfolk Heritage Centre, the appeal attracted enabled NORAH to attract new interest in Norfolk's archives with donations coming from all over the UK and from as far afield as New Zealand.
  - II. Drawing Workshops for School Children. A grant from NORAH enabled the Record Office to run a series of workshops for schoolchildren, providing transport and tutors.
  - III. Conservation and Engagement in Great Yarmouth. A grant from NORAH enabled the Record Office to conserve the first ever Great Yarmouth parish register dating from 1558 to 1653 and run a small exhibition and event in the town's Minster. As well as its huge local significance, this register has international interest as it contains the baptism of two women executed during the Salem witch trials.
  - IV. Change Minds. NORAH was able to provide a grant to the Restoration Trust to run 'Cultural Therapy' workshops at the Record Office for people with mental health problems.
  - V. Norwich Cathedral Library. NORAH provided a grant so that the Library could purchase bespoke archive boxes from the Record Office to help preserve some of its rare books.

### **NORAH Supporter Scheme**

- 2.4 A soft launch of the NORAH supporter scheme was held at the NRO's Exploring Your Community Conference, on 12 May. This conference was aimed at community archives and local history groups and focused on digital activities.
- 2.5 The aims of the NORAH Supporter Scheme are to:
- i. Widen participation in the NORAH and its activities
  - ii. Provide an annual income stream so that NORAH can continue to fund archive projects.
- 2.6 The Supporter Scheme is open to individual and joint membership with an annual minimum charge of either £25 or £40.
- 2.7 The benefits of membership are:
- Regular news updates
  - Free attendance at a paid, single day event at the NRO
  - An A4 archival box
  - Attendance at an annual NORAH supporters event
- 2.8 At the NORAH Trustees meeting on 5 June, Trustees were encouraged to recruit new members to the Supporter Scheme through their own contacts.
- 2.9 The Supporter Scheme will be promoted at the Norfolk Record Office, at NORAH

events and through social media. NORAH details will be included in the paperwork presented to those depositing records at the NRO.

- 2.10 NORAH has applied for grant funding to enable it to further promote and develop the Supporter Scheme.

### **3. Issues, risks and innovation**

- 3.1. Officers have considered all the implications of which members should be aware. Apart from those listed in the report (above), there are no other implications to take into account.

### **4. Background**

- 4.1. NORAH was established in 2016 as a Charitable Incorporated Organisation

### **Officer Contact**

If you have any questions about matters contained in this paper or want to see copies of any assessments, eg equality impact assessment, please get in touch with:

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