

**Adroddiad i'r Grwp Rheolaeth Prosiect
Report to Project Management Group**

Martin Locock

1. Meetings attended

14/12/04 Newsplan Cymru meeting: ANW presentation

2. Staff

The team is continuing to work to target.

3. FLD creation

Currently there are 2,537 records live on the website (including 10 sub-fonds descriptions), of which 654 were not transferred from the Hub . A further 90 Glamorgan records and 150 NLW records are awaiting final editing before making live.

The database currently holds 5,021 records, of which 889 are awaiting checking by partners and 1,215 are awaiting checking by the Project Manager. The access points include 4,181 corporate names, 1,435 places, 2,588 personal names and 6,539 subjects. Enhancement of the index displays to show ISAAR(CPF) elements is nearing completion.

Partner	Target no. FLDs	Live	To be checked by partner	To be checked by Project Manager
NLW	813	123	129	204
Anglesey	150	178	0	0
Carmarthenshire	272	(24)	274	0
Conwy	27	37	0	0
Ceredigion	77	(4)	108	0
Flintshire	137	56	122	0
Denbighshire	142	(27)	160	0
Glamorgan	649	76	96	340
Gwent	680	(25)	0	152
Gwynedd	436	(36)	0	410
West Glamorgan	353	(24)	0	9

The creation of records for Anglesey, Conwy, Carmarthenshire, Ceredigion, Flintshire, and Gwynedd is complete. Work on Gwent's catalogues will proceed later in the project, when further catalogues are supplied. Work has started on West Glamorgan data, which is available as Word files. Work on Pembrokeshire should start in March.

Batches of records for NLW and Glamorgan, and all records for Ceredigion, Carmarthenshire, Denbighshire and Flintshire, have been submitted to partners for checking prior to going live.

4. Software

Transfer of the Hub partners data from EAD has been completed. The descriptions have been made live and work on merging the access points with those already in ANW has been commenced.

5. Website

Period	Key statistics			English page hits	Welsh page hits	Unique users	Sessions/user
	Total hits/month	User sessions	Average hits/session				
2004							
January	45,004	3,156	14.3	40,682	4,322	2,326	1.36
February	55,548	2,952	18.8	50,338	5,210	2,386	1.24
March	87,020	4,561	19.1	75,184	11,836	2,359	1.93
April	98,471	6,407	15.4	80,847	17,624	2,810	2.28
May	114,132	6,438	17.7	93,306	20,826	2,926	2.20
June	188,484	7,093	26.6	144,981	43,503	3,007	2.36
July	172,301	9,488	18.2	124,067	48,234	3,783	2.51
August	171,348	8,686	19.7	121,583	49,765	3,115	2.79
September	212,152	7,268	29.2	153,504	58,648	3,500	2.08
October	215,710	9,618	22.4	164,910	50,800	4,604	2.09
November	282,448	15,164	18.6	226,316	56,172	6,069	2.50
December	219,671	17,049	12.9	164,425	55,426	6,505	2.62

The November usage figures, as reported elsewhere, showed an increase in page hits of 30%, probably partly because of the BBC "Who Do You Think You Are" series, and although in December this dropped back, there were more users and sessions. There was a further increase, to 78%, of non-search engine (human) visits. The website has now had over 2 million page hits and 100,000 visits, by just under 50,000 users. The S4C "Hel Achau" series will be shown in January-February, and the ANW team has been working on the live content and indexes in preparation for an increase in interest.

6. Outreach and publicity

There was a presentation on the project to representatives of libraries in Wales at the NEWSPLAN Cymru meeting.

7. Budget and finance

Quarterly budget, October-December 2004

	Projected	Actual to date
EXPENDITURE		
Project Manager	8800	8800
Project Officers 1-4	23889	23889
Project Officer	6181	6129
Travel & Subsistence	186	230

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Equipment	0	0
Software	0	0
System Development	0	0
ICT Support	313	0
Administrative Support	325	0
Training	300	0
Publicity & Marketing	0	0
INCOME		
NLW	0	
Other partners	0	2166
HLF Grant (74%)	31883	

Three partners have paid their full contribution for the project previously. Nine partners so far have been invoiced for their contributions for the current financial year. Seven have not yet been invoiced.

A formal Service Level Agreement has been drawn up for the next PMG meeting.

8. National meetings

The meeting of the Linking Arms partnership to discuss feedback from the HLF has been arranged for 11 January.

9. Project Management Group and Project Board

The next PMG will be a video conference on 24th or 25th January, at NLW, Aberystwyth, and UWS, Swansea.

The next Project Board will be on 11th March in NLW, Aberystwyth.