

**From:** Foi Enquiries  
**Sent:** 07 August 2019 16:35  
**To:** [REDACTED]  
**Subject:** FOI-19-0939 - Digital Preservation  
**Attachments:** V3 - Further Information - Right to Review & Appeal.pdf

Dear [REDACTED],

Thank you for your information request of 10 July 2019. Aberdeen City Council (ACC) has completed the necessary search for the information requested. Our response is now detailed below.

- 1. Please provide information outlining the business/funding model that underpins your organisation's digital preservation activities, including any current or planned strategies to improve or safeguard the long-term economic sustainability of those operations.**

Aberdeen City Council does not currently use any proprietary digital preservation software to manage its digital collections nor is there a specific budget allocated to digital preservation. A pilot project to assess the quantity of digital records requiring long-term preservation is currently underway and it is the intention to create a Digital Preservation Policy for the Archives Service as we work towards 'Accredited Archive' status.

ACC is unable to provide you with information on **the business/funding model that underpins your organisation's digital preservation activities** as it is not held by ACC. In order to comply with its obligations under the terms of Section 17 of the FOISA, ACC hereby gives notice that this information is not held by it.

- 2. Please provide information outlining the strategies, policies or practices your organisation has in place to improve, enhance or maximise the accessibility and usability of your organisation's digital heritage collections. This should also include any strategies for promoting the content of, and encouraging participation in, your organisation's digital collections.**

Aberdeen City Council does not have a policy or strategy relating to improving, enhancing or maximising access specifically to its digital collections. We do, however, utilise a number of platforms to make specific series of records available to the public. For example, older burial registers are available through Deceased Online while Ancestry hosts our historical electoral registers. The earliest Council Registers have been made available to the public through a collaborative project with the University of Aberdeen, "Aberdeen Registers Online – 1398-1511". The primary point of access to our collections is our online catalogue: <https://archives.aberdeencity.gov.uk/CalmView/>

ACC is unable to provide you with information on **the strategies, policies or practices your organisation has in place to improve, enhance or maximise the accessibility and usability of your organisation's digital heritage collections** as it is not held by ACC. In order to comply with its obligations under the terms of Section 17 of the FOISA, ACC hereby gives notice that this information is not held by it.

- 3. Please provide information outlining any strategies, policies or practices your organisation has in place to ensure the reduction or minimisation of the environmental impact of the systems and services utilised in your digital preservation activities. This should include any "climate change mitigation" steps taken with respect to your digital preservation activities as part of the public bodies climate change duties under part four of the Climate Change (Scotland) Act 2009.**

Given that our digital preservation activities are at a very early stage, we do not currently have any strategies, policies or practices relating to the environmental impact of the associated systems and services.

ACC is unable to provide you with information on **any strategies, policies or practices your organisation has in place to ensure the reduction or minimisation of the environmental impact of the systems and services utilised** as it is not held by ACC. In order to comply with its obligations under the terms of Section 17 of the FOISA, ACC hereby gives notice that this information is not held by it.

## INFORMATION ABOUT THE HANDLING OF YOUR REQUEST

ACC handled your request for information in accordance with the provisions of the Freedom of Information (Scotland) Act 2002. Please refer to the attached PDF for more information about your rights under FOISA.

We hope this helps with your request.

Yours sincerely,



**Tomina Egbuson** | Access to Information Officer

Aberdeen City Council | Access to Information Team | Customer Feedback | Customer  
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