

Aberdeen City & Aberdeenshire

A R C H I V E S

BIENNIAL REPORT

April 2020- March 2022

Introduction

The cover of our last biennial report featured a picture of an exhibition relating to the centenary of the Spanish Flu epidemic between 1918 and 1920. Two years later, and we now have first-hand experience of living through the Covid-19 pandemic.

Events since 2020 had a profound impact on the service: the necessity to work from home for much of the time meant that we had to engage with the public through online means such as blogs, recorded talks and “virtual” volunteering projects all of which had a significant reach and will continue to be part of our outreach programme.

It is to the great credit of staff (one of whom joined the team on the very day of the first lockdown) that they showed the imagination, creativity, and resilience to get us through what was a demanding and uncertain time. One upside of living through such an unusual episode in our history was that it gave us a chance to collect material relating to the pandemic that will be of future interest to the public.

Among the main achievements of the past two years are:

- The completion of the externally funded Aberdeen Harbour Board cataloguing project, which could so easily have fallen victim to the circumstances of the pandemic.
- The acquisition of a manuscript for £15,000 relating to the prominent 17th century Quaker and twice Provost of Aberdeen, Alexander Jaffray, following successful grant applications to the National Fund for Acquisitions and the Friends of the National Libraries.
- The procurement of ‘Preservica’ as a repository for born-digital records.
- A long-awaited upgrade to our cataloguing system, CALM.
- The release of “Strange Sickness”, a computer game devised by a team from the University of Aberdeen and based on real events detailed in our medieval Aberdeen Burgh Registers.
- The employment of a “Kickstart” intern to assist with the digitisation of photographs from the 1950s originally created by the Ordnance Survey.
- Taking our contribution to Granite Noir online for 2021: a webcast that reached a global audience.
- Contributing research for one of the episodes of the latest series of the ever-popular television programme, “Who Do You Think You Are”?

The service continues the process of integrating within the relatively new structure of “Aberdeen Archives, Art Gallery and Museums”. This relationship has already proved itself to be very beneficial for increased cooperation and joint working and presents many opportunities for the future.

Phil Astley, City Archivist

June 2022

2020-2022 in numbers



103,890

entries in the cataloguing database by April 2022



188

visitors



£15,000

Funds raised to purchase the 17th century Jaffray Manuscript



1093

enquiries responded to by the team



11,293

followers on Facebook by April 2022



128

new collections received



30,000+

Harbour arrivals register entries transcribed by online volunteers



4251

Ordnance survey images digitised ready for online publication



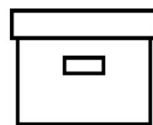
16,819

visits to our website's homepage



83,988

items searchable in the online catalogue by April 2022



4247

items produced for researchers



49,807

Visits to the Archive's blogs

The Coronavirus Pandemic

Along with the rest of the Council we were directed to work from home at the start of the pandemic in March 2020. Little did we imagine that it would be May the following year before we were able to open our doors to researchers, with Covid safety measures in place.

Whilst working from home, we maintained a remote enquiry service, signposting users to online resources or ensuring they were familiar with our collections so they could visit to see them when possible. Staff members also worked on cataloguing projects from home, utilising the time to tidy catalogues and add them to CALM (to be checked on site when this became possible).

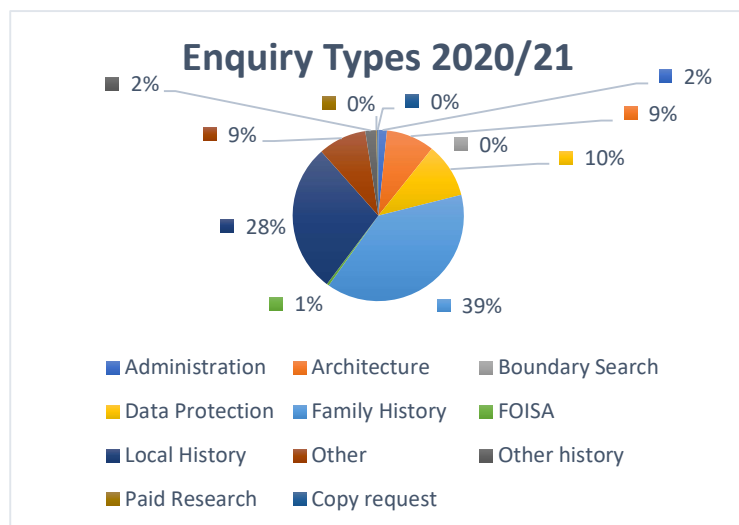
We also launched three major projects during this period:

- Covid diaries/collecting
- CALM upgrade
- Parochial Board Indexing

Access and Enquiries

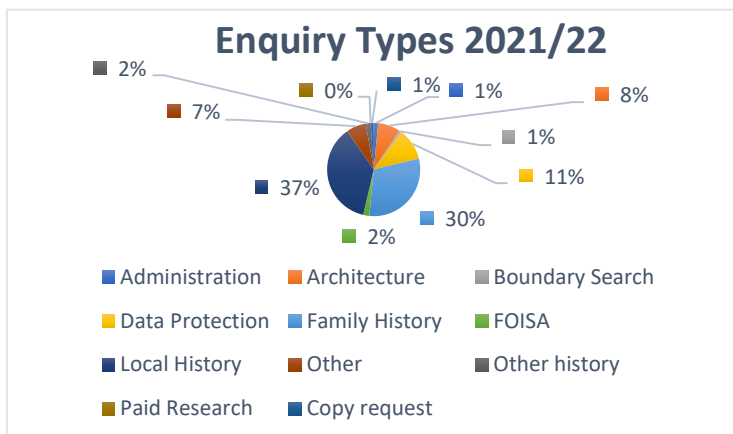
Visitors, Productions and Enquiries

Enquiries and visits to access archive items come from individuals in the North East of Scotland, from further afield in Scotland, England and abroad, and also from within the two councils that fund the service.



The number of enquiries has remained consistent with previous years (see appendix for full details). The number of visitors continues to trend downwards: this may in part be explained by the increased availability of digitised material online through our partnership with Ancestry. Additionally, new Data Protection legislation, which came in in 2018, has reduced the amount of access we can provide to school records, one of our most popular collections. Family history continues to be a significant source of enquiries to the

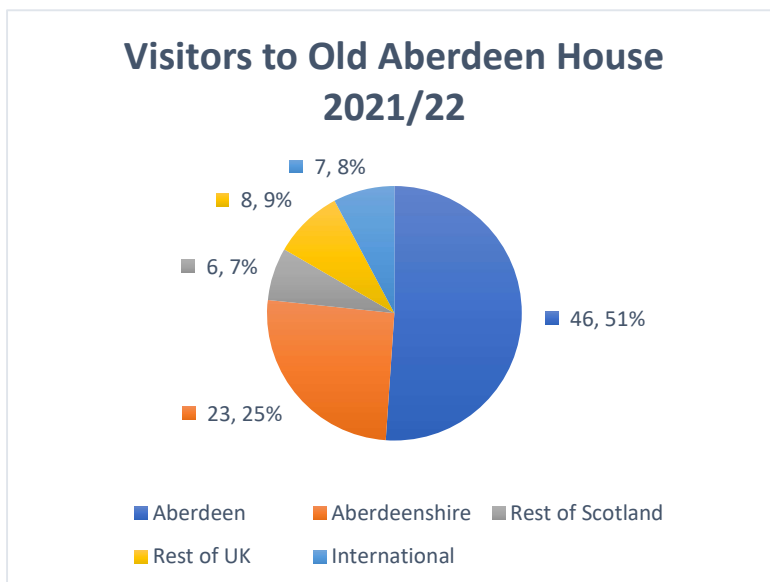
service, but this has reduced proportionately since the last biennial report, and in 2021/22 was overtaken by local history enquiries. This may in some cases be related to new data protection



legislation. The increase in local history and architectural enquiries (the latter mainly relate to people research the history of their house or architectural students researching a particular building) was significant across this period. The service has continued to contribute to both Councils' responses to the Scottish Child Abuse Inquiry, providing advice to colleagues and conducting research in records relating to past practices and the care of

specific individuals.

Due to the Covid-19 pandemic visitor numbers cannot be displayed for 2020/21 because of restricted access. In 2021/22 Aberdeen City remains the highest source of visitors to the search rooms, although the downward trend noted in the last biennial report has continued. There has also been a steady increase in international visitors owing to the relaxation of travel restrictions.



Remote Access

Website

We refreshed our webpages on the Council's website, with the aim of making the site easier to navigate with more collections' information available to researchers. We added guides for business collections, family and personal collections, and maritime records. Direct links to our online catalogue were added for a wide range of collections, making it easier to see the collection's hierarchy. We also updated our page on electoral registers and ensured our contact and visiting information was always relevant in line with local and national covid restrictions.

The following pages were also updated:

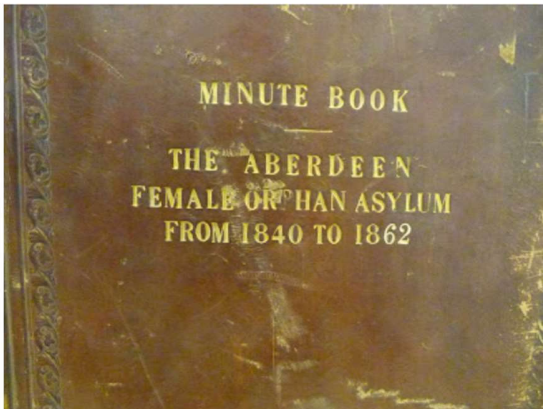
- Update on advice to depositors, including for Covid Diaries 2020
- Collaborative Projects
- Aberdeenshire Assessed and Property Tax Rolls
- Education records

The following indexes were added to the website:

- Aberdeen City Enactment Book 1758-1782
- Aberdeen City Tax Stent Rolls 1604, 1655, 1712
- Aberdeen Police Commissioner's Rent Roll 1795
- Aberdeen Propinquity Book 1706-1746
- Aberdeen House of Correction Incarceration Book (transcription)
- Aberdeenshire Parochial Board Minutes for the parishes of Alford, Banff, Garvock, Fettercairn
- Account of Prisoner's Aliments (Tolbooth 1776-1777)
- Gardenstown Fisherman Petition 1884
- List of men 16 and over in Aberdeen 1759
- Nigg Church War Memorial (names on the interior)

Blogs

The service has also maintained a blog site, highlighting collections for both Aberdeen City and Aberdeenshire or showing material related to a specific and time sensitive topic. The blog was introduced in March 2020 and provides staff members the opportunity to write in more detail about specific collections. Since March 2020 there have been 21 individual posts, 10 posts about the Home Front during WW2 and 20 posts transferred from the website tagged as 'Document of the Month'. The most popular posts have included:

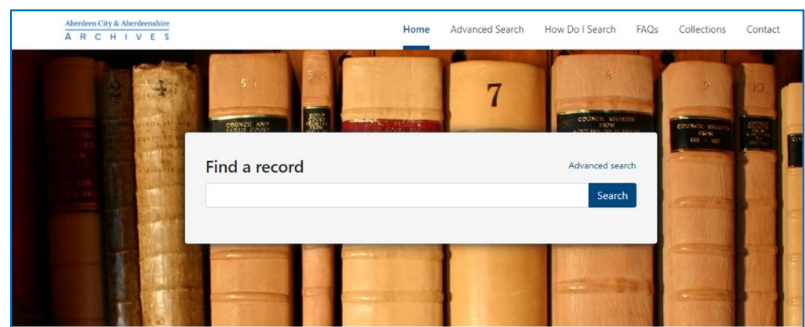


- The Aberdeen Female Orphan Asylum (1037 views)
- Ordnance Survey captures bygone times in Aberdeen (763 views)
- A History of Portsoy (472 views)

Our City Archivist has also created regular content for the Criminal Portraits Blog. This is particularly popular and regularly brings in over 1000 views a month.

Catalogue

The public interface of our catalogue (CALMView) has been updated to a new version. The site has a more modern aesthetic and greatly improved functionality, which allows our users to investigate our service and collections more thoroughly. There is a detailed FAQ page and a page providing different ways to search the catalogue.



Hierarchy Browser

- ED - Education and School Records for Aberdeen City and Aberdeenshire
 - 1049 - Grampian Regional or Aberdeen County Council Education Department: Slides of various research centres in Aberdeen
 - 1154 - GRC Education Department records relating to the openings of schools
 - AC5 - Aberdeen County Closed Schools
 - AT5 - Aberdeen City Closed Schools
 - BC5 - Banff County Closed Schools
- GR6S - School records for Aberdeen City and Aberdeenshire
 - A1 - Records of Abbotswell Primary School (Aberdeen)
 - A2 - Records of Airyhall Primary School (Aberdeen)
 - A3 - Records of Ashgrove Infant School (Aberdeen)
 - A4 - Records of Ashley Road School (Aberdeen)
 - A5 - Records of Balgownie School (Aberdeen)
 - A6 - Records of Balnagask Infant School (Aberdeen)
 - A7 - Records of Bankhead Academy (Aberdeen)
 - A8 - Records of Braeside Infant School (Aberdeen)
 - A9 - Records of Bramble Brae Infant School (Aberdeen)
 - A10 - Records of Bridge of Don Academy, previously Bridge of Don School (Aberdeen)

Researchers can also view the collection hierarchies (tree) in an accessible format, which encourages independent searching of our collections' database.

Some of our major collections are now highlighted on the site, including the records of the Aberdeen Harbour Board, Hall Russell, NORCO, and the Grampian Police collections.

Welcome to the Aberdeen City and Aberdeenshire Archives online catalogue.

We hold the records of Aberdeen City and Aberdeenshire Councils and their predecessor local authorities, along with those of many businesses, organisations and individuals from the North East of Scotland

The catalogue contains collection and item level descriptions of our catalogued collections. To begin searching, enter text in the search box above or click on the Advanced Search option.

It is best to contact us in advance of your visit to arrange an appointment and order materials.

[Browse the collection](#)



Major Collections

Browse some of our major collections



Aberdeen City Records



Aberdeenshire Records



School Records



Police Records

[Explore Major Collections](#)



Ordnance Survey Image Project

In 2021 we recruited a n intern through the Kickstart scheme, Jonathan Stevenson, to digitise our Ordnance Survey revision point photographs (DD638) and produce detailed metadata spreadsheets about the location and subjects of these images.

The photographs were taken by Ordnance Survey staff around Aberdeen in the 1950s. Although this is now an obsolete method of mapping built-up areas, the images represent an important snapshot of Aberdeen in the mid-20th century. Long-gone businesses, new housing estates under construction and familiar city landmarks are captured in the background as the Survey staff point to the specific objects used as revision points.

Jonathan produced a [blog post](#) on the topic, which has had 770 views to date. The two correlating Facebook posts have had 300 reactions.

Conservation & Preservation

Conservator Emma Fraser was commissioned to carry out an assessment on a set of records in September 2021, and to complete repair work on these items in 2022/23. The conservation budget for 2021/22 and 2022/23 have been combined along with a donation to fund conservation work on several Aberdeenshire school registers, a Crathie burial yard plan, Stonehaven shore dues table and a damaged guard book containing over 200 documents about prisons and juvenile delinquency in the North East.



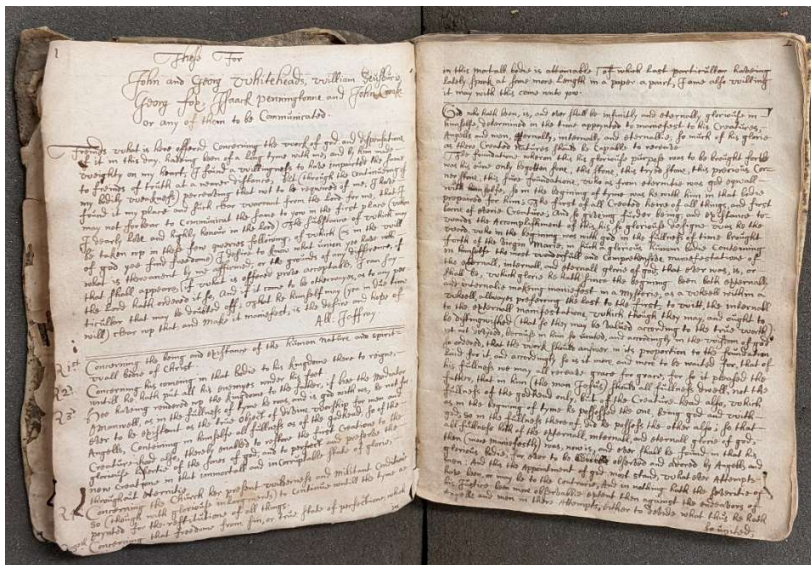
1 Damaged guard book which will be undergoing conservation treatment

Management of Archives

New Accessions

New accessions have been somewhat curtailed, as a result of the restrictions and measures taken to reduce the spread of Covid-19 throughout the past two years. Many of the accessions taken on in 2020 in particular were entirely digital in nature, and a number of them have strongly reflected the ongoing situation of the global pandemic. Accessions 3035 and 3036 collate the covid-related announcements of Aberdeen City Council and Aberdeenshire Council respectively. As well as official documents, the Archives have been actively seeking out and encouraging deposit of “lockdown diaries” as well as other recordings and projects designed to give a more encompassing perspective of the North-East's experiences during the pandemic. These materials include written journals, digital copies of blog posts, environmental health regulations, government information, and NHS leaflets.

As part of the expansion of the LGBT+ collections, we have received archival material relating to the first Aberdeen Grampian Pride Parade (2018) as well as the annual reports of the Four Pillars charity.



Working in conjunction with the Friends of the National Libraries and the National Fund for Acquisitions, the Archives were able to secure funding to add manuscript works of one of the earliest luminaries of the Society of Friends (known as the Quakers), Alexander Jaffray, to our collections. The papers in question were formerly housed in the library of Archbishop Alberto Castelli, and are a magnificent addition to our excellent records on life in 17th Century Scotland. Jaffray's

works represent “an extraordinary example of an individual articulating their moral and spiritual viewpoint at a time of significant change within society” and remain one of the earliest extant examples of the recorded beliefs and spirituality of the Society of Friends. We look forward to making these remarkable works more accessible and available in the future.

Cataloguing

Catalogues are created on our cataloguing database CALM, and in most cases made available to the public to view in the online catalogue.¹

Progress on our existing cataloguing plans was challenging during the pandemic, as access to the collections was impossible. However, we were able to use the time to review existing paper, Word and Excel lists and add them to the catalogue database. Once back on site these could be checked and opened to the online catalogue, making a significant impact on our cataloguing backlog.

We were able to meet the following targets from our cataloguing plan at OAH:

1. Checking and updating collections listed on CALM but marked as "Uncatalogued" or "Draft".
2. Adding existing paper/Word/Excel lists into CALM.
3. Adding Valuation and Electoral Rolls into CALM.
4. Making Aberdeen/Banff/Kincardine County collections available in online catalogue.
5. Completing work on Aberdeen Harbour collection.
6. Appraising and listing Fraserburgh School Board papers.
7. Completing cataloguing of DD414 (Macqueen and Findlater).

	<i>April 2018</i>	<i>April 2020</i>	<i>April 2022</i>
Collections in the online catalogue²	473	655	734
Individual records in the online catalogue	50,083	63,168	83,988

	<i>2018/2019</i>	<i>2019/2020</i>	<i>2020/21</i>	<i>2021/22</i>
Individual records added to CALM	2,044	6,460	9769	7,410

	<i>April 2020</i>	<i>April 2022</i>
Total entries in CALM³	86,711	103,890

¹ The exceptions are: catalogue entries which contain personal information about living individuals, which cannot be made publicly accessible; entries relating to Moray’s archives (returned to them in 2017 but retained in CALM for reference); and work in progress.

² Doesn’t include collections for 119 School Boards, 106 Parochial Boards or 520 individual schools.

³ Discrepancy between difference between these figures and totals for 2020/1 & 2021/22 is due to deletion of duplicate catalogue entries in 2020-2022.

Notable collections added to the online catalogue in 2020/21 and 2021/22 include:

Ref_No	Title	Date	Extent
AHB	Aberdeen Harbour Board	1762-2014	80 linear metres
ASActy	Aberdeen County Council	1760 - 1975	
ASBcty	Banff County Council	1890 - 1975	168 volumes, 18 bundles, 48 files, 30 pamphlets, 43 booklets, 6 boxes, 100 items, 16 documents, 3 plans
ASKcty	Kincardine County Council	1844 - 1983	6.54 Linear Metres (448 volumes, 12 box files, 9 ringbinders, 48 files, 31 bundles, 54 envelopes, 12 pamphlet, 64 items)
CA/26	Aberdeen City: Children's/Social Work Department records	1941-2015	23 volumes, 2 envelopes
DD030	Corporation of the City of Aberdeen Public Health records	1872-1988	124 volumes, 24 files, 20 pamphlets, 7 documents, 2 ringbinders
DD78	Jaffray Diary & letters of Robert Barclay	1656-1854	2 bundles of paper, 1 volume, 15 documents
DD286	Aberdeen Property Investment Building Society	1851 - 1960	98 volumes, 4 files, 1 box
DD414	Macqueen and Findlater, solicitors, Aberdeen	1866 - 1971	20 linear metres
DD1563	Records of the Aberdeen & North East Deaf Society	1895-2010	62 volumes, 65 files, 108 pamphlets, 30 items, 1 folder, 1 notebook, 6 photo albums, 4 photographs
DD3106	Callan Collection: Papers of George Symmers of Cults House and title deeds for property in Golden Square	1797 - 1986	1 bundle, 7 documents
ER	Electoral Rolls	1918-2021	100 sets of rolls
VR	Valuation Rolls	1855-2011	428 sets of rolls, 191 volumes

Digital Archives

The City Council have procured the software Preservica to enable the Archives to manage born-digital records that need to be kept permanently. The system provides deep cloud storage, alongside a database and automated software to check on the condition of records and carry out repairs or migration of records. This will ensure their long-term preservation and ensure continued access to the records in the future. Staff members have completed 4-6 training sessions through the software provider and began ingesting the City's digital holdings into the system in 2022.

Additionally, our Archivist Kim completed the 'Management and Preservation of Digital Records' module at the University of Dundee. This module covered topics including: the Open Archival Information System (OAIS), Trusted Digital Repository Standards, digital preservation actions, and metadata standards and maintenance. Coursework that assessed the status of the service against the NDSA Levels of Digital Preservation could be used in the future to improve or re-focus the policies and processes of the team.

Harbour Board Project



In 2019 the Archive made a successful application to the UK National Archives' "Archives Revealed" programme and received a grant of £39,145 to fund cataloguing work on the Aberdeen Harbour Board collection, alongside a contribution from the Harbour Board. The funding enabled us to hire a Project Archivist, Mollie Horne, to complete the listing of the collection to archival standards in our catalogue. Mollie started working on the collection in December 2019 and, although her progress was somewhat hampered by the pandemic, the collection is now all in our online catalogue and available for researchers to access.

The collection covered over 80 metres of records, ranging from sailing and arrival ledgers, correspondence and photographs to buildings plans, salmon sale registers and logbooks. It contains a wealth of information about the Harbour and the people who worked there in the 19th and early 20th century. Over 12,500 catalogue entries have been added to the catalogue. Mollie documented her work on the project in this blog:

<https://aberdeenhharbourboardarchive.blogspot.com/>.

2 AHB/3/4/32 Aberdeen Harbour Arrivals Register for a week in June 1916. The register notes the loss of the military leader Lord Kitchener at sea.

On this day in history

[Today in 1914](#)
[Today in 1915](#)
[Today in 1916](#)
[Today in 1917](#)
[Today in 1918](#)
[Today in 1919](#)
[Today in 1920](#)

Date	Weather
29-04-1914	Wednesday 29th. First and middle part fine. Latter showery. Sea smooth
29-04-1915	Thursday 29th Fine weather and smooth sea
29-04-1916	Saturday 29th light airs, calm ... the day and smooth sea.

Date	Vessel	Number	Registered Port	Master	Registered Tonnage	Port of Origin	Cargo	Activity	Checked
29-04-1914	St Margaret	1137	British	McKenzie	401	Kirkwall	Goods		Yes
29-04-1914	Earnholm	1138	British	McDonald	191	Leith	Goods		Yes
29-04-1914	Utopia	1139	British	Smith	64	Kirkcaldy	Coal		Yes
29-04-1914	Brandenburg	1140	British	Reid	775	Reval	Flax		Yes
29-04-1914	Spray II	1141	British	Lawrence	580	Sunderland	Coal		Yes
29-04-1914	Thrift	1142	British	Mackay	253	Blyth	Coal		Yes

3 On this day feature at <http://www.tulip.asae.co.uk/> using data from the Harbour Arrivals Registers

Mollie also worked on an online transcription project for the Harbour's World War One era Arrivals Registers with local charity Code the City. The ledgers record incoming vessels, cargo and wind and weather, and a running daily commentary by the clerk describing events in the City and on the continent. A team of volunteers transcribed information from images of the ledger entries from 1914-1920. This data was then used to generate visual representations of the data.

Outreach and Promotion

The Archive Team made a series of four YouTube talks as a means of promoting the service and our collections during the pandemic when our usual outreach methods were not an option. These were titled 'Introduction to the Collections', 'Aberdeen Harbour Board', 'Family History' and 'Aberdeenshire School Records'. An additional talk was added on Aberdeen Cinemas and Theatres in collaboration with the wider AAGM team. These talks are available on a playlist on the [Aberdeen Archives, Galleries and Museums YouTube channel](#), and have had over 400 views.

We contributed online talks to the Aberdeenshire Libraries' Crime Month and Local History Month programmes. A display of wanted posters from the police collections was put on at Stonehaven Library for Book Week Scotland in November 2021. We contributed online talks to two Scottish Council on Archives Community Archives training programmes in May and February 2021, looking at Cataloguing and Digitisation. We delivered an online seminar for the University of Aberdeen's "Approaching Archives" course in February 2021, and we hosted visits from two university groups and a group from the Look again festival once lockdown restrictions had lifted in 2022.

Granite Noir

The service participated in Aberdeen Performing Art's Granite Noir Festival in both February 2021 and 2022. In 2021, our City Archivist, Phil, did a live online webinar on the criminal portraits held in the Police collections. This attracted 584 viewers on the day and 225 subsequent views via the Granite Noir YouTube channel.



In February 2022, the event was able to be in-person again. Phil and Dr Dee Hoole had an audience of 150 people at the Cowdray Hall for their talk titled 'Grace McIntosh: The Life of a Victorian Criminal'. Additionally, the exhibition 'The Grit in the Granite: The Darker Side of Victorian Aberdeen', on display at the Music Hall and the Lemon Tree, was seen by around 3000 people.

Burgh Records Project

Since 2012, the Archive service has been involved in several research projects with colleagues at the University of Aberdeen which have focused on understanding the content of and expanding access to our UNESCO-recognised Council Registers spanning the period 1398-1511. This collaboration has even spawned a computer game, "Strange Sickness", released in December 2021 following a crowd-funding campaign, it was devised by a team from the University of Aberdeen and based on events described within pages of these volumes.

In December 2019, £500,000 was awarded by the Arts and Humanities Research Council and the German Research Foundation for researchers at the University of Aberdeen and the University of Mainz to compare the records of Augsburg with the early records of Aberdeen. This ongoing, three-year project will further enhance understanding of the records held by the Archive and examine the place of these records in a wider European context.

Part of the output of this project was an in-person conference held at the University of Aberdeen in November 2021 at which the City Archivist presented a paper.

Social Media

The service increased its presence on social media by creating regular content detailing information relating to collections and joining national digital archive campaigns. We created a new Instagram page in November 2020. The table below shows the increase in the number of followers for each platform from April 2020-April 2022. In particular, the Facebook and Instagram pages have successfully grown.

	April 2020	April 2021	April 2022	Increase
Facebook	6590	6978	7810	1220
Twitter	2380	2609	2665	285
Instagram		609	920	920

The team took part in several social media campaigns organised by ARA Scotland. These included #ArchiveA-Z May-October 2020; Womens History Month 2020; #Archive30 April 2021; #ArchiveHoliday July-September 2021; Explore Your Archive November 2020 & 2021; Christmas Advent 2020 & 2021.

@explorearchives @exploreyourarchive @ExploreYourArchives

EYA Week Themes

Sat 20th - Small	Thurs 25th - Collaboration
Sun 21st - Big	Fri 26th - Conservation Nightmare
Mon 22nd - Handwriting	Sat 27th - Achievements
Tues 23rd - Going Digital	Sun 28th - Watch This Space
Wed 24th - Archive Shelfie	

#Archive30

1 #YourArchive	11 #Misconceptions	21 #ArchivePeople
2 #WhereYouStarted	12 #SportArchives	22 #ArchiveFashion
3 #HealthArchives	13 #UntoldStories	23 #ArchiveInclusion
4 #SomethingSmall	14 #FavouriteItem	24 #MiniMilestones
5 #ArchivesFromHome	15 #YourWorkplace	25 #ConservationWin
6 #UnusualItem	16 #ArchiveEnvironment	26 #SomethingScary
7 #ArchiveFoodAndDrink	17 #ArchiveAdvice	27 #ArchiveCollection
8 #ArchiveOutreach	18 #ArchiveBuilding	28 #SomethingBig
9 #ArchiveObject	19 #ArchiveMystery	29 #ArchiveGoals
10 #DigitalArchives	20 #SomethingNew	30 #WhyArchives

ARA Archives & Records Association UK & Ireland @ARAScot

ARCHIVE EXPLORED

#ArchiveAdventCalendar

1 #Snow	40 #ChristmasJumper	49 #Presents
2 #Tree	41 #Candles	50 #Chimney
3 #HolidaySpirit	42 #Toys	21 #FestiveLights
4 #WarmFire	43 #FestiveClothes	22 #Stedding
5 #Angels	44 #FestiveFood	23 #Star
6 #Shopping	45 #Family	24 #Santa
7 #CarolSingers	46 #Decorations	25 #MerryChristmas
8 #WinterSports	47 #Coal	
9 #Reindeer	48 #FestiveTraditions	

ARA Archives & Records Association UK & Ireland @ARAScot @ara_scotland

Some of our most successful Facebook and Instagram posts have included:

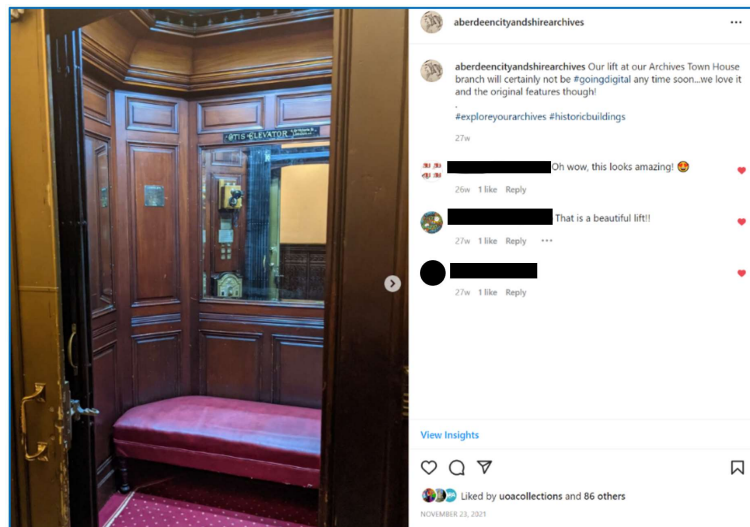
#FavouriteItem for Archive 30, April 2021



#ArchiveFashion for Archive Holiday July 2021



#GoingDigital for Explore Your Archives Nov 2021



Volunteers

For the majority of 2020-2022, it has not been possible to have volunteers on site due to the pandemic and local or national restrictions on access to our sites. Our Project Archivist Mollie had volunteers working on an online volunteer project with Code the City on the Aberdeen Harbour Board material (see Harbour Board Project) and in March 2021, the service introduced another volunteer project, detailed below.

Volunteer Project: Parochial Board indexing

In March 2021, the team launched an online volunteer project to index Parochial Board Minutes from Aberdeenshire, Kincardineshire and Banffshire. Where General Registers of the Poor and Registers of Applications for Poor Relief do not exist or have not survived, it can be useful to search minutes instead, and as such the parishes chosen were those without these other records available. Indexes include the meeting date, names of individuals requesting or requiring poor relief from the parish board, and additional notes on their cases where applicable.

There have been six Facebook posts detailing the project, which have encouraged 50 interested participants to get in touch, of which **34** have completed indexing of **2570 pages** of the parishes detailed below:

County	Parish	Reference of Minute Books	In Progress	Complete	On website
Kincardine	Fettercairn	KC7/5/1-6	Volume 2	Volume 1	Volume 1
	Fordoun	KC7/7/1-4	Volume 1		
	Garvock	KC7/8/1-2		Volume 1-2	Volume 1-2
Aberdeen	Alford	AC6/3/1-2		Volume 1-2	Volume 1-2
	Clatt	AC6/11/1		Volume 1	
	Culsalmond	AC6/17/1-3	Volume 1		
Banff	Banff	BC6/3/1, 5		Volume 5	Volume 5
	Fordyce	BC6/10/1-6	Volume 3	Volume 1-2	Volume 1

Indexes have been added to the Poor Relief information pages of the service's website to improve access to these collections: <https://www.aberdeencity.gov.uk/services/libraries-and-archives/aberdeen-city-and-aberdeenshire-archives/catalogues-and-indexes/poor-relief-records>. A Facebook group was also created to encourage communication and collaboration between participants of the project. At present there are 18 members in the group.

Appendix: Statistics

Enquiries, Visits and Productions

Total Statistics for TH and OAH

	2016/17	2017/18	2018/19 ⁴	2019/20 ⁵	2020/21	2021/22
Enquiries	761	645	568	592	435	658
Visits	673	573	489	254	0	188
Productions of items	6679	6315	3735	2263	225	4018

Town House (TH) Statistics

	2016/17	2017/18	2018/19 ⁶	2019/20	2020/21	2021/22
Enquiries	266	200	121	144	83	89
Visits	321	256	207	Not recorded	0	58
Productions of items	3281	3538	674	Not recorded	11	1132

Old Aberdeen House * (OAH) Statistics

	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Enquiries	495	451	447	444	338	569
Visits	352	317	282	254	0	230
Productions of items	3398	2777	3056	2263	211	2886

* Aberdeenshire Council statistics at Old Aberdeen House are as follows:

	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Enquiries	304	337	249	203	206	270
Productions of items	1001	841	936	1111	30	608

⁴ Visits and Productions: TH to Dec only,

⁵ Visits and Productions OAH only

⁶ Visits and Productions to December only.

Cataloguing

	2018/19	+	2019/20	+	2020/21	+	2021/22	+
Total CALM Entries	80,251	2044	86,711	6460	96,480	9769	103,890	7410
Entries viewable in the online catalogue	57,307	7224	63,168	5861	c. 76,794	c. 13626	83,988	7194

New accessions

Authority Area	2016/17	2017/18	2018/19	2019/20	2020/1	2021/2
Aberdeen City	32	14	24	15	8	18
Aberdeenshire	67	83	155	120	40	69
Grampian Valuation Joint Board	1	1	1	0	0	1
Total	101	98	180	135	48	80

Note: these figures include Aberdeenshire Council agendas and papers received, but not Aberdeen City. As of the end of 2019, these Aberdeenshire agendas have been processed on a monthly basis, rather than individually.

Searchroom visitors

Year	Aberdeen		Aberdeenshire		Rest of Scotland including Moray		UK outwith Scotland		International	
2016/17	491	72.9%	68	10.1%	52	7.7%	35	5.2%	27	4%
2017/18	360	62.8%	107	18.7%	40	7.0%	40	7.0%	26	4.5%
2018/19	301	61.6%	67	13.7%	51	10.6%	25	5.1%	45	9.2%
2019/20	108	42.5%	88	34.6%	30	11.8%	7	2.8%	21	8.3%
2020/21	-	-	-	-	-	-	-	-	-	-
2021/22 ⁷	46	51%	23	25%	6	7%	8	9%	7	8%

⁷ Total based on those completing online booking form (90 out of 188 visitors, so under half): repeat visitors or in person bookings will be missed from these figures.

Enquiries

Type of Enquiry	2017/18		2018/19		2019/20		2020/21		2021/22	
Administrative	32	5.1%	26	4.5%	13	2.7%	8	28%	10	1%
Architecture	48	7.7%	71	12.2%	57	11.9%	45	9%	49	8%
Boundary Search	6	1.0%	4	0.7%	3	0.6%	0	0	5	1%
Data Protection	37	5.9%	38	6.5%	50	10.5%	51	10%	70	11%
Family History	223	35.7%	194	33.3%	146	30.5%	191	39%	192	30%
FOISA	2	0.3%	2	0.3%	4	0.8%	2	1%	13	2%
Local History	160	25.6%	153	26.3%	171	35.8%	139	28%	233	37%
Other	68	10.9%	50	8.6%	18	3.8%	45	9%	44	7%
Other history	48	7.7%	44	7.6%	16	3.3%	10	2%	10	2%
Paid Research							1	0	0	0
Copy request							1	2%	7	1%