



Promoting Digital Preservation

Annual Report 2007-2008



Digital **Preservation** Coalition



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Chairman's Introduction

The Digital Preservation Coalition (DPC) continues to flourish in its seventh year.

Over the life of the DPC awareness of digital preservation matters has increased considerably and there has been a realisation that digital preservation issues are all-pervasive and of import to institution and individual alike. Advocacy has been one of a range of activities that the DPC has pursued and our organisation can claim some particular success in this respect. We will continue to 'fly the flag' and to adopt a collaborative approach to digital preservation matters, but we are conscious that the DPC must keep ahead of the times by reflecting on the balance of its activities and by developing so that the organisation retains its significance and relevance and continues to serve its members in the most appropriate and beneficial way.

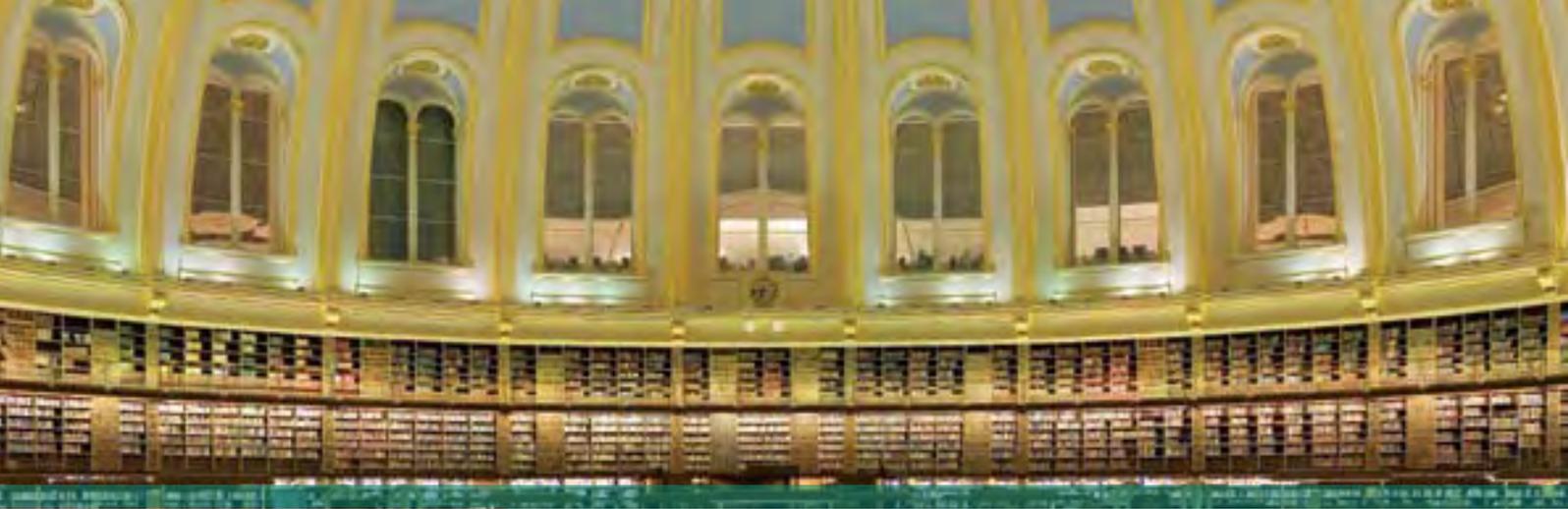


The year has seen changes at the Coalition's office in York. Frances Boyle joined the DPC in September 2007 in the newly defined role of Executive Director. Many members will have met her either during her whistle-stop tour in the early part of the year or at DPC events. This year we also welcomed two new associate members, the Society of Archivists and Portico, both of whom bring a rich experience and unique perspective to the Coalition. It is pleasing to report that the DPC also consolidated its relationship with another international partner, the Inter-University Consortium for Political and Social Research (ICPSR), a leading player in the field of digital preservation.

There have also been changes in the membership of the Board of Directors during the year. I should like to thank those who have demitted office for their many contributions and support during their time on the Board and to wish them well for the future.

During the year the DPC joined the 'Alliance for Permanent Access to Science' a pan-European body whose main concern is building sustainable access to scientific information. Its membership includes research organisations such as CERN, the Science and Technologies Facilities Council (STFC); funding agencies, for instance JISC and the European Science Foundation; and national coalitions such as the DPC.

A highlight of the DPC's 2007-2008 calendar was the biennial Digital Preservation Award ceremony which was held in September at the British Museum. The winner of the 2007 Award were the team from The National Archives for their work on Pronom and DROID. This important event was held in association with ICON's Conservation Awards and was an opportunity for the DPC to encourage and showcase best practice and achievement in digital preservation work.



The already well-established and successful DPC events programme continued throughout the year. Many of the events were held in collaboration with our members and partners – you can read about the detail of these in the body of the report. These events were attended by a total of 200 participants, from whom we received substantial positive feedback.

Some of the most important events of the last year were those aimed exclusively at members. The first of these, held in November, engaged members in discussions about shaping the future of the DPC. The feedback and ideas were taken forward at the annual planning day held in January when I, and the other Board directors, focused on the DPC's agenda and strategic priorities for the coming years.

The AGM was held in January in York. The main business of the meeting was preceded by stimulating presentations from the University of Leeds Librarian and Keeper of the Brotherton Collection, Margaret Coutts, and the Director of the Archaeology Data Service, Professor Julian Richards. There was an opportunity for members to discuss some of the issues raised and to share their own experience with fellow DPC members.

The DPC has been represented at a number of national and international events throughout the year. Presentations were given, to name but a few, at the Ark Group's workshop on 'Driving the Long Term Preservation of Electronic Records' in October 2007, the Records Management Society digital preservation workshop in April and at a joint UK-Ireland digitisation workshop held in May 2008. Details of these and the other events may be found in the body of this report.

A number of surveys were conducted this year to ensure ongoing engagement with our members. Valuable feedback was garnered on issues ranging from the effectiveness of our web site to the Mind the Gap report recommendations. We have also published a number of publications in our 'Technology Watch' and 'What's New' series, and there have been reports of DPC activity in the mainstream media, such as the CIO Magazine (Australia), the Economic Times of India, Inside Higher Education (US) and Metro (UK), as well as coverage in the blogosphere.

This last year has been a busy one for the Coalition, as you can see by browsing through the report. The DPC continues to contribute to the wider digital preservation agenda and it is anticipated that we will build substantially on our many successes in the coming year.

DPC Activities

DPC Events

Briefing Day – DP Awards 2007 Showcase and Shaping the DPC

27th November 2007

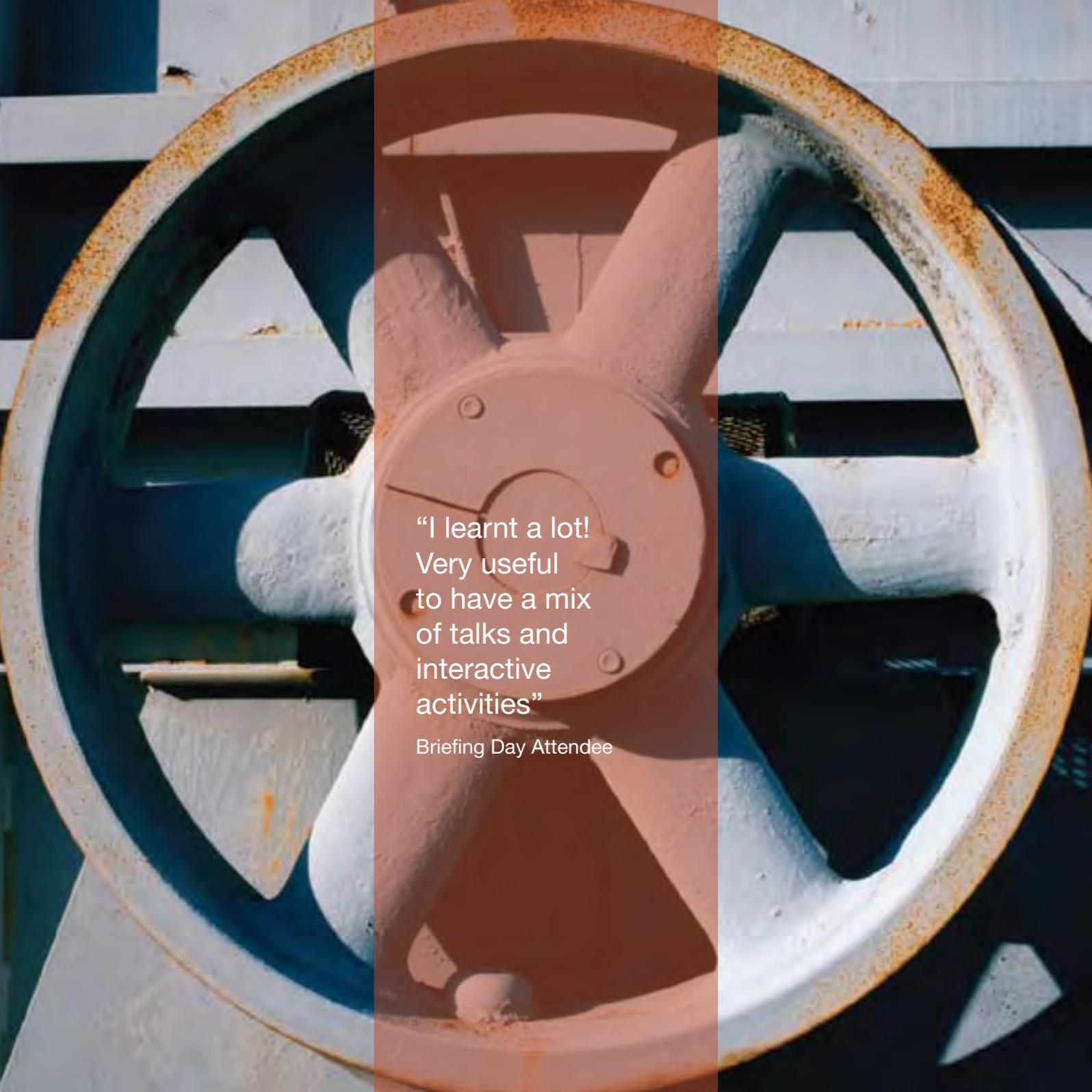
This combined 'DP Awards Showcase' and 'Shaping the DPC' event gave delegates the opportunity to listen to presentations and learn more about each of the five short-listed Digital Preservation Award projects showcased at the Conservation Awards in September 2007. The afternoon interactive sessions provided members with an opportunity to shape the DPC's next phase of business and included discussion groups looking at diverse issues such as; 'Planning for the near Future'; 'DPC Activities and Outreach' and 'Future Gazing – making Ready for the Mid Future'.



“A very
informative
day with good
opportunities
to network and
investigate
approaches and
exchange ideas”

Briefing Day Attendee





“I learnt a lot!
Very useful
to have a mix
of talks and
interactive
activities”

Briefing Day Attendee

JISC/BL/DPC workshop – What to preserve? Significant Properties of Digital Objects

7th April 2008

This workshop focused on the “significant properties” for determining the characteristics that must be preserved for digital objects to remain accessible and meaningful over time. This second collaborative event organised by JISC, BL and DPC was attended by more than 140 people from a wide and diverse range of sectors and professions. This indicated not only the high level of interest in the topic but increasing awareness in digital preservation in general. The keynote was given by Dr. Andrew Wilson, Director of Information Policy at the National Archives of Australia and lively discussion was chaired by Chris Rusbridge, Director of the DCC.

www.jisc.ac.uk/whatwedo/programmes/preservation/2008sigprops.aspx

<http://dablog.ulcc.ac.uk/2008/04/08/significant-properties>

<http://digitalcuration.blogspot.com/2008/03/significant-properties-workshop.html>

“This event met all my expectations in terms of what was covered, was well run and extremely informative”

Workshop Attendee

Digital Preservation Planning: Principles, Examples and the Future with Planets

29th July 2008

This co-hosted DPC and PLANETS (Preservation and Long-term Access through Networked Services) event was attended by 43 delegates and provided an informal and interactive opportunity to share knowledge and experience in digital preservation planning, setting strategy and policy alongside first-hand experience of Planets tools and technology. A report of the day’s event is available in Ariadne.

“...an opportunity to consider aspects of digital preservation that I had not stopped to think about before”

Workshop Attendee

“This event provided an opportunity to both see and hear about the practical use of Plato and some concrete answers and tools for us to use in digital preservation”

Digital Preservation Planning: Principles, Examples and the Future with Planets Attendee

Papers and Presentations

October 2007

ARK Group

Driving the Long Term Preservation of Electronic Records. Paper: 'The Importance of Digital Preservation'

November 2007

Glasgow Museums Digital Preservation Working Party

Paper: 'What's all this about Digital Preservation?'

December 2007

3rd International Digital Curation Conference

'Curating our Digital Scientific Heritage: a Global Collaborative Challenge'

DPC Poster & Session Chair.

www.dcc.ac.uk/events/dcc-2007/programme

April 2008

JISC Conference – Enabling Innovation

DPC Exhibition Stand.

www.jisc.ac.uk/events/2008/04/jiscconference08.aspx

Records Management Society North Group

'Records Management & Digital Preservation' Workshop.

Paper: 'What's All This About Digital Preservation: Challenges, Methods, Realities'

Loughborough University

MSc course on Digital Preservation – Paper.

May 2008

Joint UK-Ireland Digitisation Workshop

Paper: 'What's All This About Digital Preservation: Challenges, Barriers, Realities'

June 2008

LIFE2 Conference

Discussion panel member.

www.life.ac.uk/2/conference.shtml

Society of Archivists

Data Standards Group AGM – Paper: 'Digital Preservation: Bits, bytes and baggage'

www.archives.org.uk/thesociety/specialinterestgroups/eaddataexchange/group/documentationanddownloads.html



DPC Web Stats

The release of the Technology Watch Report – JPEG2000 in February 2008 saw the highest number of visitors recorded in one day to the DPC website. This is followed by the second highest recorded number of visitors following the release of the TWR on PDF in April.



November 2007

UK Serials 20 (3) 2007

Mini-profile on DPC Executive Director

UK Serials 20 (3) 2007

Article on Overview of E-journal Archiving and Preservation Workshop

February 2008

Metro

'A well-informed society'
Fiona Macdonald

www.dpconline.org/docs/dpcadvocacy0802.pdf

May 2008

CIO Magazine

'Key to Digital Preservation – But Not Alone'
Sue Bushell

www.cio.com.au/index.php/id;1749160778;pp;1;fp;4;fpid;51237

The DPC contributed to the following:

BSI Code of Practice for Cultural Collections Management PAS 197.

British Standard BS 10008 – Evidential weight and legal admissibility of electronic information. Consultation – public comment.

Parliamentary Office of Science and Technology (POST) Parliamentary Briefing on Digital Preservation (not published yet).

CLIR Report on Preservation in the Age of Large-scale Digitization – A White Paper

www.clir.org/PUBS/abstract/pub141abst.htm



“This new format has come at a time of heightened awareness about the access to digital documents. Any format that can assist archives and libraries to do this is welcome.”

Dr. Robert Buckley



What's New In Digital Preservation

'What's New' is a summary of selected recent activity in the field of digital preservation commissioned and published by the DPC in collaboration with PADI, at The National Library of Australia.

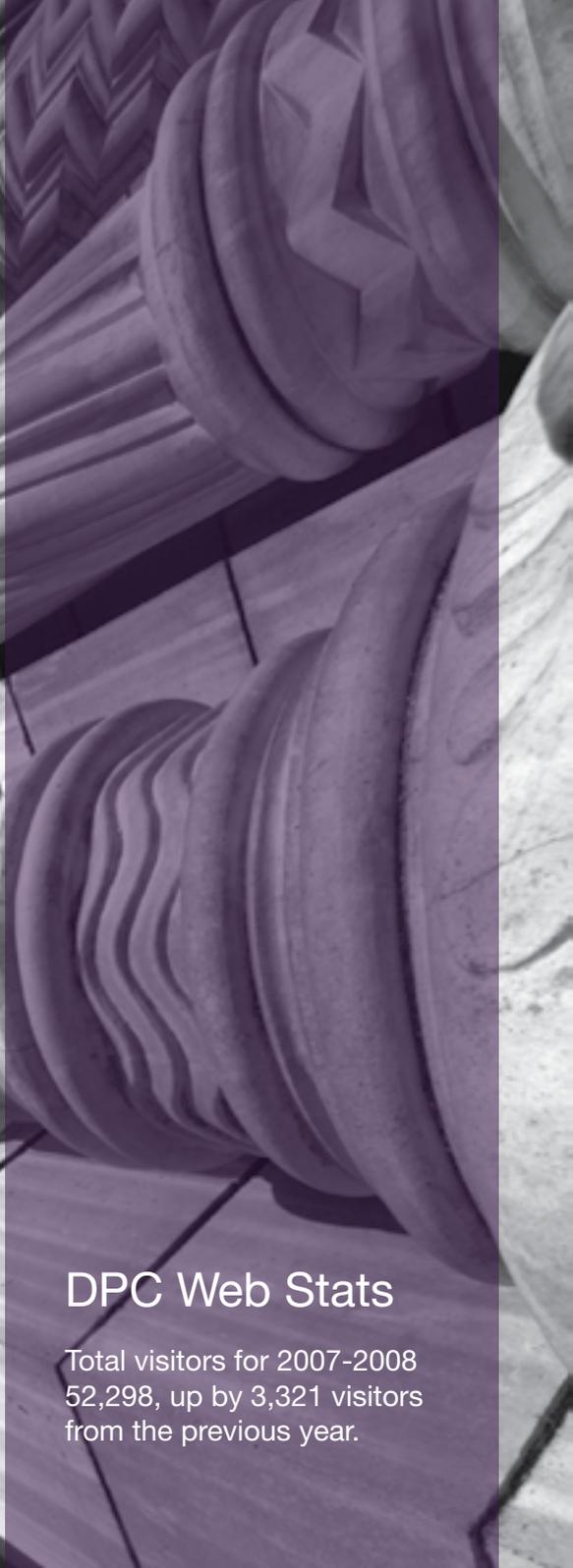
Issue No 16 April 2007 – August 2007

This bulletin included summaries of publications on the themes of digital preservation directions, repositories, web archiving, digital object models, preservation metadata and more.

Issue No 17 September 2007 – February 2008

This bulletin included two new sections on Digital Preservation and the Information Profession and Digital Preservation Life Cycle as well as summaries of recent publications on the themes of digital preservation directions, large scale digital preservation, file formats, effective environment data management and more.

www.dpconline.org/graphics/whatsnew



DPC Web Stats

Total visitors for 2007-2008
52,298, up by 3,321 visitors
from the previous year.

“This report highlights the challenges we all face in a digital age. Using PDF/A as a standard will help information officers ensure that key business data survives. But it should never be viewed as the Holy Grail. It is merely a tool in the armory of a well thought out records management policy.”

Adrian Brown, Head of Digital Preservation at The National Archives

Technical Watch Reports

Technology Watch Report 2008-01

‘JPEG 2000 – a Practical Digital Preservation Standard?’ by Robert Buckley, Ph.D.

JPEG 2000 is widely used to collect and distribute a variety of images from geospatial, medical imaging, digital cinema, and image repositories to networked images. As interest in JPEG 2000 continues to grow the report aims to help archives, libraries and other institutions make informed decisions about JPEG 2000 format and their future storage needs.

Technology Watch Report 2008-02

‘Preserving the Data Explosion: Using PDF’ by Betsy A. Fanning

This report reviewed PDF and PDF/Archive (PDF/A) format as a potential solution to the problem of long-term digital preservation. It suggests adopting PDF/A for archiving electronic documents as the standard will help preservation and retrieval in the future. It concludes that it can only be done when combined with a comprehensive records management programme and formally established records procedures.

DPC ‘Technology Watch’ reports can be found on the DPC website at:

www.dpconline.org/graphics/reports/index.html#techwatch

The Digital Preservation and DPC-Discussion email lists

The digital preservation (Digital-Preservation@jiscmail.ac.uk) email list facilitates information on digital preservation activities, management of digital materials and on-line discussions. The list now has over 1176 subscribers.

www.jiscmail.ac.uk/cgi-bin/webadmin?A0=digital-preservation

The DPC also has a private DPC discussion (DPC-DISCUSSION@jiscmail.ac.uk) list for members and allies which is used to disseminate DPC activity and information. The list currently has 130 subscribers.



Digital Preservation Award 2007

The winner of the 2007 Digital Preservation Award was announced by Loyd Grossman at the British Museum on the 27th of September 2007. The prestigious award was presented as part of the 2007 Conservation Awards, sponsored by Sir Paul McCartney and was awarded to The National Archives for their PRONOM Technical Registry and DROID file format identification tool.

The eight judges chose The National Archives from a strong shortlist of five contenders, whittled down from the original list of thirteen.

This bi-annual event provides an excellent opportunity to bring digital preservation within the context of traditional conservation, drawing the attention of an audience not generally familiar with it. It acknowledges and gives recognition to the excellent work being done to help address various challenges within the digital preservation community.

Further details on the Digital Preservation Award are available from:

www.dpconline.org/graphics/awards/2007.html

“The National Archives fully deserves the recognition that accompanies this award.”

Ronald Milne, Chairman of the Board of Directors of the Digital Preservation Coalition



THE

CONSERVATION

AWARDS



Members' Activities – Full Members

The British Library

The British Library's digital preservation activities have grown considerably over the last year and its Digital Preservation Team has continued to lead and participate in an array of national and international collaborative projects. The Planets Project, co-funded by the EU, will provide a framework, tools and services to help organisations preserve their digital collections. It has completed its second year and has now delivered releases of each of the main digital preservation technology components it is developing.

The LIFE2 Project has endeavoured to develop methodology to capture preservation costs and plan more effectively for the complete digital preservation lifecycle. Partnered by UCL and funded by JISC, the second phase of the project is almost complete and has generated a great deal of interest. It will shortly report on its outcomes.



The BL's Digital Preservation Team has grown to 14 full and part time staff, who will move into a new facility later in the year. A range of new activities have been launched to preserve the BL's digital collections following an in-depth risk assessment exercise. Categorising and rating the key organisational and technological risks provided an invaluable steer on new preventative and remedial actions which are now underway. A key focus for the coming year will be the stabilisation of digital content currently stored on hand held media.

For more information, see:
www.bl.uk/dp

Cambridge University Library

The appointment of a new DSpace@Cambridge Repository Manager and Support and Liaison Officer in autumn 2007 provided a fresh impetus to the development of the service and its policies and, through an advocacy campaign, to an increase in deposits by university departments. The library began to investigate the potential integration of image management and institutional repository systems to support image workflows and preservation in collaboration with other departments of the university.

In 2008 the library contributed a case study to the report by Neil Beagrie, Julia Chruszcz, and Brian Lavoie on *Keeping Research Data Safe*, which examined the potential benefits to HEIs of preservation of research data, the issues that they need to consider when determining the medium to long-term costs of data preservation, and different service models. The Cambridge case study was based on data deposited in DSpace@Cambridge to date and projected costs for equipping and managing the repository, and related preservation work.

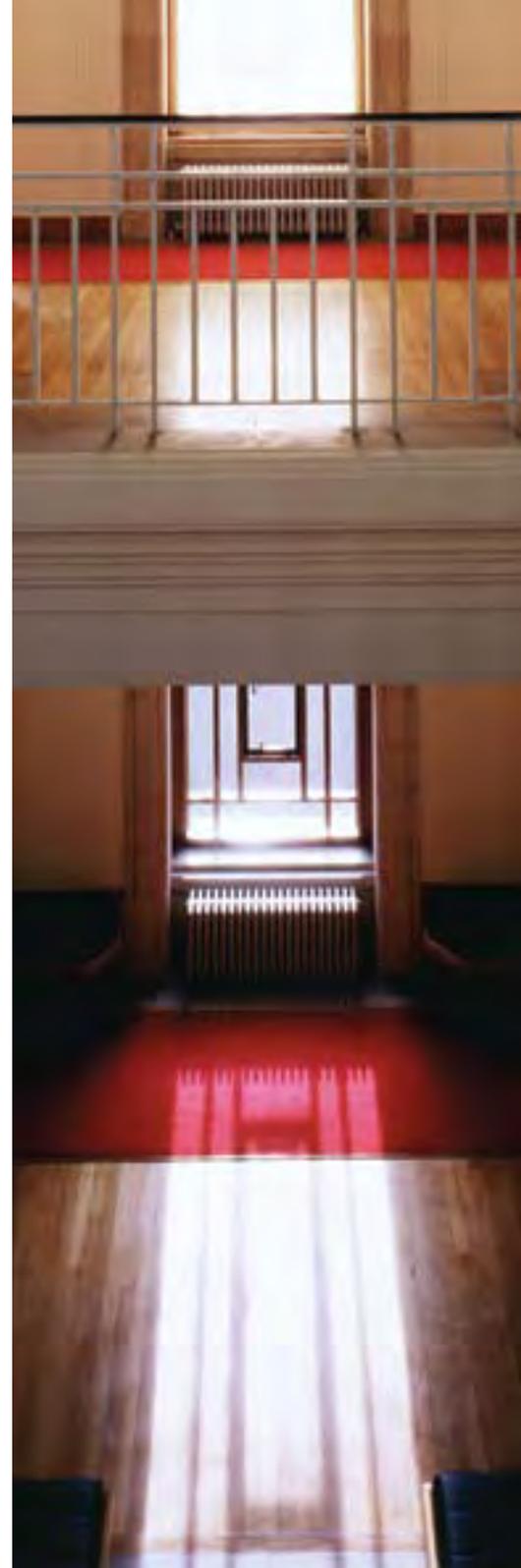
The Council for Museums, Archives and Libraries (MLA)

MLA supports museums, libraries and archives to collect and preserve a range of digital resources. Currently MLA is delivering the Big Lottery Their Past Your Future 2 programme which offers funding for the sector to use their collections to explore innovative and creative ways of increasing community learning and young people's knowledge and understanding of the impact and contemporary significance of conflict. A range of digital and record based materials is being created by schools and community organisations which is stored in a digital archive and made available to the wider public. The aims of the TPFY2 digital archive are to:

- Safeguard an initial set of records and select those worthy of permanent preservation.
- Provide access to and encourage and promote the use of the records through the internet, through the archive itself and by making the content available to other services through the use of interoperable web services.

A new post of Digitisation and Digital Preservation Specialist was created within the library, initially funded for five years, to which an appointment has been made. The postholder will focus on establishing a lifecycle approach to managing digital content, particularly that held in DSpace@Cambridge, research preservation methodologies, formulate advice to content creators on suitable formats for long-term preservation, and establish regular audits and risk assessments on digital files.

The library collaborated on a number of JISC-funded repository projects. The Spectra-T project (Submission, preservation & exposure of chemistry teaching & research data from theses) was completed in March 2008, while the CTREP (Cambridge Tetra Repositories Enhancement Project), integrating the Sakai VLE/VRE and DSpace, continues. The DSpace@Cambridge team also contributed to the FAR (Federated Access to Repositories) project led by LSE.





All across Europe, a quiet revolution is taking place as cultural institutions employ digitisation and cultural internet services to safeguard and widen access to their materials, but who knows at what cost? And how can we measure the relative progress that has been made?

MLA

Digital Curation Centre (DCC)

MLA is also involved in the Numeric Project: Measuring Digitisation of Europe's Cultural Heritage. The Numeric Study aims to measure the progress of the digitisation of Europe's cultural heritage. It is a European Commission project that defines the empirical measures for digitisation activities and establishes the current investment in digitisation and the progress being made by Europe's cultural institutions.

All across Europe, a quiet revolution is taking place as cultural institutions employ digitisation and cultural internet services to safeguard and widen access to their materials, but who knows at what cost? And how can we measure the relative progress that has been made?

How will the information be collected? The Numeric Study team has developed a questionnaire. The MLA will be administering and analysing the results of UK participants:

www.numeric.ws/framework/international.asp?catref=50&country=826

If you would like any further information about this, please contact Dr. Javier Stanzola, Head of Research at the MLA.

The DCC's Development team has been building a Registry and Repository of Representation Information (RRORI). Currently only in Alpha release, this tool will test the ideas in the OAIS (Open Archival Information System) standard in real-life preservation archives.

The Trustworthy Repositories Audit and Certification (TRAC) Criteria and Checklist (maintained by the US Center for Research Libraries), the nestor project's Criteria Catalogue and the Digital Repository Audit Method Based on Risk Assessment (DRAMBORA) published by the Digital Curation Centre and Digital Preservation Europe present complementary methods for the self assessment, audit and certification of digital repository infrastructures. Released just at the end of Phase 1, it will be trialed with some of the JISC repository projects, and should make it simpler for self-audit, leading to improvements in understanding and management of repositories. A prototype has been demonstrated which preserves data by recording the past states of current databases and will be taken forward into Phase 2. For more information see:

www.repositoryaudit.eu

AT the third DCC annual conference held in Washington, USA, in December 2007 the DCC presented its draft DCC Lifecycle model. The model provides a generic graphical high-level overview of the stages required for successful curation and preservation of digital material from initial conceptualisation. The model aims to ensure that information, services and advisory material cover all areas of the lifecycle.

There are many synergies between the two organisations and the DCC's membership of the Digital Preservation Coalition aims to ensure continuing close collaboration and cooperation. This applies particularly to events, several of which have been co-branded with the DPC.



Andrew Wilson gives the keynote presentation at the April 2008 Significant Properties Workshop.

Joint Information Systems Committee of the Higher and Further Education Funding Councils (JISC)

The 2007/08 period has been a busy time for JISC funded preservation projects and has seen a wide variety of projects, studies, reports and collaborations being progressed, and in some cases finalised and delivered. One very important set of activities that were presented to the wider community related to projects working on the **Significant Properties** of digital objects.

The results of four JISC-funded studies examining issues to do with vector images, moving images, software and e-learning materials were presented at a conference jointly organised by JISC, the British Library and the DPC, which also featured ongoing work by the **InSPECT** project, and other non-JISC-funded initiatives.

Finished reports in this period include an international collaborative effort to address Digital Preservation and Copyright Law issues (released July 2008), and another report looking at the feasibility of setting up an e-Journal Preservation Registry, which concluded that a pilot project would be well worth taking forward.

The UK LOCKSS Pilot Programme moved forward into a new subscription phase and studies to assist the community with evolving their e-journal archiving strategies were undertaken, one to evaluate the LOCKSS programme itself, and one to assess a range of archiving systems.

The National Archives (TNA)

The National Archives' Digital Continuity project, which was set up in August 2007, is developing a solution to make sure that government's digital information is accessible and usable for as long as it's needed. We're encouraging government departments to take action to protect their digital information from technological obsolescence, developing common digital continuity standards across government, and delivering a shared service, in partnership with external supplier(s). The project is endorsed by the Cabinet Secretary and all central government departments. Procurement should start early in 2009, with product development, testing and implementation taking place during 2010-2012.

The National Archives has also continued to contribute to JISC's InSPECT and Preserv2 projects, and to Planets. In particular, we've developed a new collection profiling tool, which is being used both within Digital Continuity and Planets, and have designed major new enhancements to PRONOM that will deliver new characterisation and risk assessment services.

www.nationalarchives.gov.uk/digitalcontinuity

The National Archives of Scotland (NAS)

The National Archives of Scotland programme to develop its secure, trusted digital repository – the Digital Data Archive – nears completion and functional operation of the ingest procedures will soon commence. A browser-based application using .net and SQL Server, DDA incorporates the authenticity requirements of BIP0008. The first data to be ingested will be legacy data from Scottish Government departments and born-digital images from the Sasine Register (Scottish Land Register) as produced by Registers of Scotland. NAS has also been working closely with Scottish Government on the sustainability of electronic records prior to their deposit in the archive.

NAS will administer a new virtual register of tartan designs. A Private Member's bill is progressing through the Scottish Parliament to establish the world's first Scottish Register of Tartans. It will include all designs currently registered on the International Tartan Index of the Scottish Tartans Authority and on the Scottish Tartans World Register and will be the official point of registration for all current and future designs. Once launched the url will be tartanregister.gov.uk.

For the first time a unique photographic record of Scotland's rich cultural heritage is available online at:

www.scotlandsimages.com

NAS in partnership with other cultural institutions (National Library of Scotland, National Museums Scotland, National Trust for Scotland and the Royal Commission on the Ancient and Historical Monuments for Scotland) has created an online image bank that makes available licensed images for direct download from these extensive and unique holdings.

National Library of Scotland (NLS)

This year has seen significant progress in the development of the digital preservation backbone for the NLS Digital Library.

Phase 1 work on the Trusted Digital Repository project has now been completed, and the Library has made a commitment to the ongoing development of tools and services as part of the NLS corporate plan.

The resulting programme of activity is now well underway, in particular, the Library is developing its web archiving capabilities, and harvesting operations are being resourced to start increasing these collections during 2008.

In other related areas, we have been working closely with many of the smaller Scottish research institutions to better understand their operational needs, an activity which was initiated as part of the JISC-funded IRIScotland project. The development teams have subsequently built a full hosted institutional repository system, based on the Fedora platform. Whilst this project is seeking primarily to provide eprints services to scholarly institutions, the same systems are being adapted to manage and preserve a range of digital resources. This builds on our principle for development: that these systems should benefit the whole Scottish community, rather than focusing only on our own digital collections.

The Open University

Planned digital preservation development at The Open University had to be rescheduled whilst priority was given to the implementation of the institution's Enterprise Content Management system. Whilst the ECM implementation was underway, projects continued to investigate digital preservation strategies, profiles and options, relevant to a variety of digitised document formats.

The 'OU Footsteps' project commissioned an external consultant to help define the scope and requirements for digital archiving services and identified key considerations for future business and repository requirements. More recently the 'Access to Video Archives' project has attracted significant institutional strategic investment funding. Over a three year period the project aims to digitise a range of broadcast and non broadcast course related video material from the Open University collections. The project plans to adopt the PLANET toolkit to support preservation planning and hopes that this will further inform the development of broader digital preservation strategies to encompass all course related materials held at the university.

Public Record Office Northern Ireland (PRONI)

An Electronic Document and Records Management System, known as TRIM, has been rolled out to around 16,500 staff in the Northern Ireland Civil Service, as part of a project called Records NI. This is the first major e-Government initiative in Northern Ireland, and forms an integral part of the Northern Ireland government reform programme. PRONI has been involved with the planning, testing and implementation of the EDRM programme now known as Records NI and is currently working on policy and procedures for disposal and retention of digital records. This will ensure that the vast majority of records, ie those of no long-term use or importance, will be destroyed at the earliest possible opportunity, and that only records of potential historical/ research importance will be preserved permanently.

PRONI is addressing two major issues: ways of ensuring long-term access, and the need for digital preservation. It is vitally important that strategies and resources are put in place within the next eighteen months, before the records currently being created become due for transfer to PRONI. In a wider sense too, a digital repository would be a desirable part of PRONI's new, purpose-built accommodation when the move is made to Titanic Quarter in Belfast's docklands in the autumn of 2010.



Publishers Licensing Society (PLS)

On behalf of the UK publishing industry, the Publishers Licensing Society (PLS) is a full member of the DPC. Its role is to stimulate innovation and good practice in rights management, in this case by increasing awareness of the importance of preserving the digital objects that manifest copyright and related rights.

Publishers, and in particular scholarly publishers, actively participate in an array of digital preservation activities.

Publishers:

- Deposit publications in trusted dark archives such as Portico, CLOCKS, and LOCKS where material would be accessible in case of catastrophe;
- Participate in legal deposit initiatives and other projects led by national libraries. For example, in the UK there are voluntary arrangements for legal deposit of digital publications and these are evolving toward statutory licences; and
- Protect digitisation investments through active digital asset management.

PLS has been working with the Copyright Licensing Agency (CLA), publishers and the trade associations on a series of new license proposals allowing licensees to re-use born-digital material to the usual CLA license extent limits. More and more organisations and businesses are purchasing/ subscribing to more digital material. Such a licence will allow organisations to copy limited parts of these works for limited usage. We hear that this provides a convenience to licensees which they find valuable.

Research Councils UK (RCUK)

Science and Technology Funding Council (STFC)

STFC is coordinating two major European projects advancing digital preservation: CASPAR and PARSE. Insight. CASPAR has been running for over two years and is well advanced in its development of a framework for digital preservation, based on the OAIS standard and applied and tested in the domains of scientific data (from ESA and STFC), cultural heritage (from UNESCO) and performing arts (from IRCAM and others), all of which bring their own unique problems and requirements for preservation. STFC is of course itself a major holder of scientific data, often accumulated over many years of observations.

CASPAR is developing a framework, methods and infrastructure to support preservation, which themselves will be sustained beyond the life of the project itself. The project's website is at:

www.casparpreserves.eu

PARSE.Insight aims to survey a wide variety of scientific disciplines with respect to digital preservation and produce a comprehensive roadmap for the future of digital preservation in Europe. As well as a general survey, there are three in-depth case studies in high energy physics, social sciences and earth science. The other partners include high-profile organisations such as CERN and the European Space Agency. The project is currently developing the questionnaires to be used for the surveys, and an initial draft roadmap that will ensure that the surveys cover all the relevant angles on digital preservation. A series of workshops will be held throughout the life of the project to validate and disseminate the work done. The project's website is at:

www.parse-insight.eu

In addition we play a major role in the JISC funded Digital Curation Centre (DCC) where we are responsible for tools and development. The aim of this work is to produce a set of tools which are of use in supporting the long term preservation of digitally encoded information. In particular the challenges of scientific data are tackled.



Supporting the work in digital preservation we play leading roles in standards bodies. We provide the co-chair of the standards panel which is responsible for the Reference Model for an Open Archival Information System (OAIS, ISO 14721) which is the standard most widely used in this field, and also for developing related standards. In addition we chair the Repository Audit and Certification Working Group which is attempting to produce an ISO standard on which a full audit and certification of digital repositories can be based. If successful this standard and process would be a major driving force in the field of digital preservation.

STFC is also a founder member of the Alliance for Permanent Access to the Records of Science. The partners in the Alliance consist of a critical mass of major stakeholders from the world of science, including national and pan-European research organisations, research support organisations such as national libraries and publishers, and research funders. Members are committed to working collaboratively within the Alliance and to ensuring that the Alliance, which is funded by members, is cost-effective and delivers real benefits to its members and partners, to science, and to Europe.

It is worth noting that the initial research programme of the Alliance is OAIS based and is consistent with those of DCC development, CASPAR and PARSE.Insight

RLUK Research Libraries UK

Research Libraries UK (RLUK)

Digitisation and digital preservation are important areas of interest for Research Libraries UK

RLUK has recently formed a Digitisation Think Tank to take forward its digitisation strategy and throughout this year several RLUK members have been participating in a large digitisation project within phase 2 of the JISC's Digitisation Programme – 19th Century Pamphlets Online. See:

www.rluk.ac.uk/node/71

Running from March 2007 to February 2009 and led by the University of Southampton. This project is digitising a million pages of political and economic pamphlets drawn from seven RLUK libraries (Bristol, Durham, Liverpool, LSE, Manchester, Newcastle, and UCL).

A key feature of the project is its business model for ensuring the sustainability and preservation of the digital collection. The project has partnered with JSTOR. See:

www.jstor.org

who will provide ongoing delivery and preservation services at no cost to UK institutions in exchange for the ability to sell the collection within other markets. Also supporting the preservation of this collection is a rich set of standards-compliant metadata (MODS, MIX and PREMIS within a METS wrapper). It is intended that the tool developed to generate this metadata will be made available for others to use with their collections. Access is also a crucial aspect of the project, with links to digitised material being created in Copac in order to facilitate discovery and use of these digitised pamphlets.

University of London Computer Centre (ULCC)

2007 saw ULCC bid successfully for a new contract to run NDAD

www.ndad.nationalarchives.gov.uk

for TNA. As well as continuing the service, ULCC will be preparing it to move in-house at TNA over the next few years. We will continue to ingest datasets and also train TNA staff, aligning NDAD's systems with TNA's to enable a smooth transition.

The Digital Preservation Training Programme is now a 2.5 day course. It has run twice this year and we are preparing a third course in October 2008. The pedagogical knowledge of colleagues from RSC London has helped greatly in improving DPTP, and we work hard to keep content contemporary.

www.rsc-london.ac.uk

Our repository work has continued to grow, including the Linnaean Society.

www.linnean-online.org

and a fruitful collaboration with the Institute of Musical Research: PRIMO (Practice as Research in Music Online)

<http://primo.sas.ac.uk>

Both use Eprints to manage a wide range of non-textual scholarly material. SNEEP – social networks extensions for Eprints – was a rapid innovation project

which has generated considerable interest and shows future promise.

<http://sneep.ulcc.ac.uk>

We have continued work for the JISC on its section of UKWAC, and recently took on the hosting of UKWAC's infrastructure for the BL. We produced one of four reports on the significant properties of digital objects (in our case, e-learning objects) and are collaborating with UKOLN to produce guidelines on the preservation of institutional web assets: the PoWR project

<http://jiscpowr.jiscinvolve.org>

These and other activities are documented more fully on our blog:

<http://dablog.ulcc.ac.uk>

another successful launch of 2007.

Oxford University Library Services

Oxford has continued its active digital preservation R&D programme. Externally funded endeavours include the Bridging the Interoperability Divide (BID) project which will use the principles underpinning the JISC e-framework to build interoperability between 3 repository systems: SRB, Fedora and ASK. The implementation will help join e-science, academic publishing and learning/teaching practice communities by creating a joined-up set of repository services. BID is a JISC funded project involving Oxford University Library

Services, Oxford eResearch Centre and Oxford University Computing Service.

Another JISC-funded endeavour, the CAIRO (Complex Archive Ingest for Repository Objects) project, drew upon the needs identified by PARADIGM (<http://www.paradigm.ac.uk/>) and the Wellcome Library's Digital Curation in Action project to develop an open source tool for ingesting complex collections of born-digital materials.

Within the University, Oxford made a five-year commitment to support the development of our institutional repository: ORA (Oxford University Research Archive) which will build upon our Fedora-based Digital Asset Management System (DAMS) to provide a secure preservation infrastructure for the digital outputs of research activity. The same DAMS platform also formed a vital component of a major proposal to the Andrew W Mellon Foundation to support the accessioning and preservation of digital private papers by the Bodleian Library, with work scheduled to begin in September 2008 (see futureArch, below).

BID: www.ouls.ox.ac.uk/sers/bid

CAIRO: <http://cairo.paradigm.ac.uk>

futureArch
<http://futurearchives.blogspot.com>

ORA: <http://ora.ouls.ox.ac.uk>

Members' Activities – Associate Members

BBC

The BBC is engaged in a major project to move from videotape to files in all areas of BBC production: the Digital Media Initiative. This is a multi-year project, which eventually will move all of the BBC into file-based working. As this project develops, the imperative for digital preservation will become more and more obvious to all parts of the BBC, and so specific activity on digital preservation will of necessity be included in the second and further phases of this major project.

http://backstage.bbc.co.uk/news/archives/2007/09/bbc_dmi_project.html

Centre for Digital Library Research (CDLR)

Since February 2008, CDLR has coordinated work package 2 (Design and Specification of the SHAMAN Digital Preservation Framework) within SHAMAN,

<http://shaman-ip.eu>



a FP7 Integrated Project which seeks to develop and test a next generation digital preservation framework.

Work package 2 aims to establish the basis of the reference architecture of the SHAMAN preservation system. It includes two types of activities: defining a theory of preservation as a coherent scientific view on the basic constituents of the digital preservation environment, and suggesting a practical implementation architecture which will be used as a basis for the subsequent phases of project development. The outcomes will include analysis and refinement of OAIS definitions to match the developed theory of preservation; analysis of metadata standards and their use in preservation; and assessment of data grid technology.

The other participants in the project are University of Liverpool; HATII at the University of Glasgow, InConTec GmbH (Germany); the Swedish School of Library and Information Science; Xerox Research Centre Europe (France), FernUniversität Hagen (Germany); Philips Innovation Lab (the Netherlands); the German National Library, the University of Goettingen and University in Magdeburg (Germany); Industrious Media (UK); the University of Illinois (USA), and INESC-ID (Portugal), coordinated by INMARK – Spain.

Centre for e-Research (CeRch)

Arts and Humanities Data Service (AHDS) was disbanded in March 2008, following decisions by its sponsors to discontinue their funding, although each of the constituent parts continues in some form. King's College London set up the Centre for e-Research (see entry). The Archaeology Data Service continues at University of York. The History Data Service is housed within the UK Data Archive at the University of Essex. The Oxford Text Archive is part of Oxford University Computing Services. The Visual Arts Data Service is based at the Farnham campus of the University College for the Creative Arts. HATII at the University of Glasgow is investigating a sustainable future for the Performing Arts Data Service.

King's College London established the Centre for e-Research on 1 October 2007, incorporating the staff of the former AHDS Executive, as well as the Arts and Humanities e-Science Support Centre, and the Digital Arts & Humanities and ICT Guides websites. It operates as a research centre for e-infrastructures, e-research methods and digital informatics. An innovative MA in Digital Asset Management is planned for autumn 2009 as the first expression of CeRch's own postgraduate teaching and training remit.



The Virtual Research Environment (VRE) project was started in April 2008 to plan and deliver a research support infrastructure for King's to support and streamline the research process. CeRch will establish a Fedora-based institutional repository for all forms of research output, and provide access to planning, administration, collaboration and communication, and data management tools. Digital curation and preservation will be integrated as closely as possible with existing workflows so that research and scholarly communication activities are not frustrated by preservation actions.

DPC and JISC organised a major conference at the British Library in April on significant properties, the keynote of which was based around Andrew Wilson's report for the InSPECT project which gave a formal definition for significant properties as:

“the characteristics of digital objects that must be preserved over time in order to ensure the continued accessibility, usability, and meaning of the objects.”



Natural History Museum (NHM)

Between June 2007 and March 2008, the Museum undertook a Records Management Implementation Project (RMIP) with The Archive-Skills Consultancy. This was intended as an intensive 'kick-start' to improving paper and digital record keeping practices across the Museum, working with an initial group of around 120 staff.

Post-consultancy, the work continues to roll out retention schedules, guidance and procedures to the rest of the 700-plus Museum staff. An email policy and management guidelines have been developed.

Options for a Museum-wide digital image repository and management system continue to be investigated, as do possibilities for electronic records management.

For our published information, a database of around 4,000 citations to articles written by the Museum's scientists during the past 4 years is currently being made consistent prior to being imported into the Open Repository system

www.openrepository.com

where they will be united with the articles in a managed repository system.

The National Library of Wales (NLW)

In May 2008, the National Library of Wales's revised Digital Preservation Policy and Strategy was accepted by its Board. This document outlines the progress that has been achieved in implementing the previous strategy and also sets out the framework for digital preservation activities for the next three years. Thirteen specific deliverables are listed, together with the resources required to enable their delivery. Emphasis is placed upon the provision of current and continued access to digital material through lifecycle management, the establishing of digital management procedures within library workflows and the provision of a robust, scalable and reliable infrastructure.

Within the latter context, the NLW's implementation of VITAL, the FEDORA-based digital asset management component of the information management system, has been completed and over a million objects are being prepared for ingest. These are primarily derived from the wills digitisation and the Welsh Journals Online projects:

www.llgc.org.uk/index.php?id=2244

Corporation of London

The City of London archives services at London Metropolitan Archives and Guildhall Library began developing full digital preservation strategy this year. While these services currently have only a limited requirement to preserve deposited digital objects, we expect this aspect of our work to grow considerably.

The authority recently procured an Electronic Document and Records Management system which will have a central role in the management of born digital objects and we are working closely with colleagues to develop a system specification which gives full consideration to digital preservation issues.



but also include objects from the digital off-air recording programme. Other projects which will create digital assets for ingestion include a range of still image digitisation projects, the Memnon project to digitise audio material and the Bardd project to preserve the literary culture of Wales. The NLW is in partnership with British Library's Digital Library project and UKWAC.

The NLW's development wiki is available at:

http://dev.llgc.org.uk/wiki/index.php?title=Main_Page

Online Computer Library Center (OCLC Programs and Research)

RLG Programs and our colleagues in OCLC Research have been engaged in focusing our Work Agenda on a series of new programs in the past year. For now, we have switched our attention away from digital preservation – an area in which we have done significant work in the past, particularly in the areas of metadata standardisation and economics. We are conscious that many high-quality organisations are working in this field, and with our remit to pursue work at the innovation frontier, we have not prioritised digital preservation. OCLC however remains committed to digital preservation in its research mission and its service offerings.



In April 2008, OCLC launched its new Digital Archive service for long-term storage of originals and master files from libraries' digital collections. The Digital Archive service is simplified to fit a variety of digital library workflows and to keep the costs of safely storing these important files within libraries' digital program budgets. The service provides automated monitoring and reports on stored digital collections. Thus the Digital Archive moves from its theoretical roots into a mainstream production service with practical applications. It provides a secure storage environment for libraries to manage and monitor master files and digital originals.

Oxford Archaeology (OA)

OA will continue to move towards standardising on preservable formats e.g. for documents using ISO 26300 (ODF) and PDF/A and encouraging others, in and out of the heritage sector, to do the same. We also continue to be committed to the Open Archaeology concept which, by building and distributing tools and methods for use in the archaeological process hopes to ensure archaeology is not lost to the future.

Specific projects include digitising all our legacy holdings, beginning with our extensive slide collection in September 2008. These will be placed on line when a suitable presentation system has been identified/developed. Another project for this year is the OA Library

<http://library.thehumanjourney.net>

where all our "grey" literature will be published, starting with that which still exists in an electronic format and moving to digitise all our legacy analogue reports. Both of these projects are ongoing, have long-term preservation and widening access as their goals, and are self-funded.

Parliamentary Archives

The purpose of the Parliamentary Archives is to safeguard the records of Parliament throughout their lifecycle and to maintain their accessibility thereafter, no matter what their format. The digital preservation activities undertaken this year (in partnership with the Information Services Directorates of the House of Commons and the House of Lords, and with Parliamentary ICT) have extended this remit beyond digital records to include the safeguarding of Parliament's other digital assets – including its website, audio-visual output, and digitised historical publications. A strategy and roadmap for digital preservation in Parliament to 2012/13 was approved during the year, comprising seven separate workstreams: the information environment, policy, preservation, presentation, standards, skills, and communications.

The first year's work is now underway. Urgent 'digital first aid' is being applied to digital assets identified as at immediate risk. A Preservation Policy has been drafted and is due to be circulated for wider consultation in the second half of 2008. Collaboration with other bodies has also begun this year, with input into TNA's web continuity project alongside the British Library, and the forging of contacts between the DPC executive and the Parliamentary Office for Science and Technology which is responsible for briefing Westminster politicians on matters of current scientific interest.

Portico

Portico's mission is to preserve scholarly literature published in electronic form and to ensure that these materials remain accessible to future scholars, researchers and students. In pursuit of this mission Portico operates a not-for-profit, permanent digital preservation archive, and a wide range of scholarly publishers from commercial houses to university presses to small scholarly societies contribute content to the archive.

As of July 2008 more than 7,700 journals – or approximately 15 million articles – from 59 publishers have been committed to the archive. The Portico archive is a "dark archive" that becomes available to students, faculty and researchers only when special "trigger events" have caused normal access pathways to be discontinued. When a trigger event occurs Portico opens access to the impacted content to all libraries that support the archive, and as of July 2008, 469 libraries from thirteen countries (321 US, 148 international) participate in Portico's ongoing work. Since August 2007, Portico has responded to two trigger events and now provides access to the journals *Graft* and *Auto/Biography* which are no longer offered by the publisher.

After conducting an e-book preservation study, Portico has now also begun to preserve e-books. To date more than 4,400 e-books have been committed to the archive, and discussions are also underway with publishers of digitised historical newspaper and monograph collections.



In addition, Portico is working with 15 partner libraries to investigate whether we can assist with the preservation of locally created or digitised content. This investigation is expected to conclude in spring 2009.

University of Southampton

E-prints Soton

The institutional repository continues to grow rapidly. It is firmly part of university procedures, with a mandate to deposit now established. Library staff liaise across the campus with academic staff to increase deposit and use, and staff in the School of Electronics and Computing Science and in Information Systems Services continue to develop enhancements to the service. Involvement with the JISC funded KULTUR and DataShare projects is increasing engagement with non-textual research material, working with the academic communities in the creative arts and data-rich research groups.

PRESERV2

The project team have used the new OAI-Object Reuse and Exchange (ORE) framework to move material between different repositories and worked on improvements to the EPrints software to allow direct interaction with open storage platforms. The work has been further developed at the JISC Common Repository Interfaces Group Road show in the US, collaborating on a flexible framework connecting repositories requiring preservation with many preservation tools and services. Practical support for repository managers has been delivered through the Repositories Support Project.

EdShare

EdShare is developing the EPrints software to support a repository for educational materials. Members of the university are now depositing material in the repository and the EdShare team is encouraging the use of already deposited resources.

Nineteenth Century Pamphlets

Over half a million pages of nineteenth century pamphlets held in 6 university libraries have been digitised in this RLUK project led here at Southampton, with one million pages scheduled for completion by early 2009, and work is continuing with JSTOR, where the content will be mounted.

The Society of Archivists

The Society of Archivists (SoA) is the principal professional body for archivists, archive conservators and records managers in the United Kingdom and Ireland. It exists to: promote the care and preservation of archives and the better administration of archive repositories; to advance the training of its members; and to encourage relevant research and publication. Increasingly archives professionals are faced with the care and preservation of digital material meaning that practice and training are changing across the profession.

The Society was delighted to become an Associate Member of the Digital Preservation Coalition in December 2007. Membership will provide a focus for the SoA body to coordinate and collaborate on digital preservation issues, both internally and across other DPC member organisations.

Trinity College Library Dublin (TCLD)

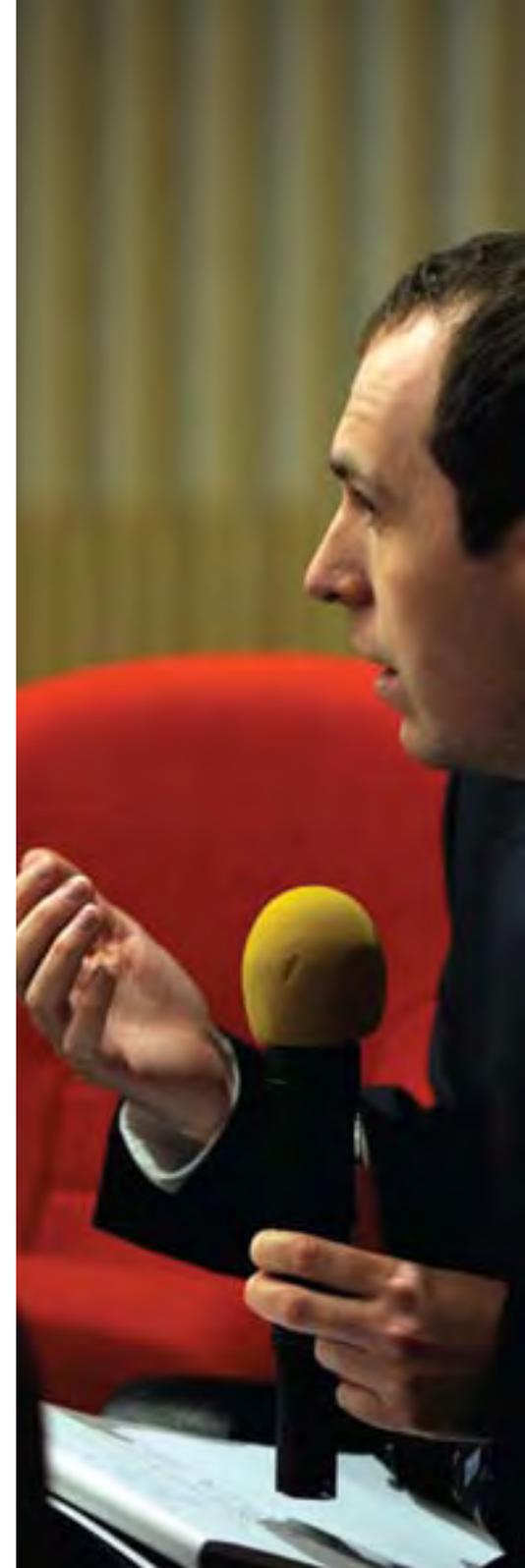


The SoA Data Standards Group coordinates DPC liaison, and collaborates, on digital preservation issues, with the Society's other relevant special interest groups. Over the last year the SoA Data Standards Group: participated in the development of international standards for describing archives; led a successful training course on sharing using Web 2.0 and Social Software and started a monthly column on standards relevant to digital curation and preservation in the SoA newsletter Arc. Recently SoA members have benefited from participation in DPC activities and training events.

The Digital Resources and Imaging Services Department (DRIS) is a new library department dedicated to the digitization and dissemination of digital library collections and resources. Current digitization activities are primarily focused on the early printed books, manuscripts, and national treasures holdings, with special emphasis placed on the development of new resources to support advanced academic research.

Our current project highlights include the digitization of the Samules Collection of late 19th and early 20th century Irish revolutionary materials, digitization of the Annals of Ulster medieval manuscript, and continuing research into multi-spectral imaging techniques to support the retrieval of lost and damaged text.

Over the next year we will begin the development of a new Advanced Digital Library Collections Environment offering online access to our unique library holdings. This digital repository is intended to support the long-term storage and preservation of our digital objects, provide innovative new toolsets to the humanities researcher, and open access to a wide variety of new user groups.



UK Data Archive, Essex University (UKDA)

The Data Exchange Tools Project (DexT) was completed last year with major input from the Open Data Foundation (ODaF). The project was a proof of concept which developed and refined and tested models for data exchange for two sub-domains of the social sciences; survey data and qualitative data. One element of the project created a data conversion tool which allows users to 'import' data files created in any version of SPSS to a number of formats including the standard XML schemas for survey data. These non-proprietary formats can be used for the data preservation.

Early 2008 saw the development of the UKDA-Store self-archiving system. Based on Fedora UKDA-Store allows ESRC-funded data creators to upload data and research outputs to make them publically available, and allowing them to fulfill the requirements of the Research Council for researchers to give access to their data-based research outputs. The system has been designed so that it will be able to provide a pre-ingest phase to the UKDA's archival facilities.

In February 2008 the UK Data Archive made its new Preservation Policy available through its website:

www.data-archive.ac.uk

Internationally, the UKDA is currently leading an EC-funded project as part of ESFRI Roadmap process for Research Infrastructures. Involving 17 countries and multiple project partners and associate partners, the work focuses on improving data access, but necessarily includes an examination of preservation needs. See:

www.cessda.org

Wellcome Library

The Wellcome Library remains committed to bringing born digital materials into its collections and supporting its donor community in moving towards digital donation. This year the Library launched a Digital Curation section on its website. The pages are designed to support individuals or organisations interested in the management of born digital material, or in donating such material to the Wellcome Library. See:

<http://library.wellcome.ac.uk/node288.html>

A major initiative this year has been the procurement of a Digital Preservation System This will be used to manage and provide access to digital material into the future. The system will be installed and configured during 2009 and the Library will continue to work with its donor creator community to provide content.

The Library continues to contribute to the UK Web Archive, and has joined the British Library's Web Archiving Service. Material collected will be relevant to anyone seeking to understand medicine and its role in society, past and present. See:

www.webarchive.org.uk

DPC Allied Organisations

The Inter-University Consortium for Political and Social Research (ICPSR)

The National Library of Australia

National Preservation Office
(UK and Ireland)

The National Digital Information Infrastructure and Preservation Program of The Library of Congress (NDIIPP)

DPC is a member of the EU Alliance for Permanent Access to the Records of Science

DPC Board of Directors

Ronald Milne (Chair) – The British Library

Bruno Longmore (Vice Chair) – The National Archives of Scotland

Kevin Ashley – ULCC

Simon Bains – National Library of Scotland

Adrian Brown – The National Archives

David Dawson – MLA (Resigned 22 May 2008)

Neil Grindley – JISC
(deputised for Rachel Bruce – Resigned 8 July 2008)

Peter Fox – Cambridge University

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Mike Mertens – RLUK

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Chris Rusbridge – DCC

Helen Shenton – The British Library

Nicky Whitsed – Open University

Sue Wilkinson – MLA (Appointed 23 May 2008)

Alicia Wise – Publishers Licensing Society

Astrid Wissenburg – RCUK

DPC Staff

Frances Boyle
Executive Director

Carol Jackson
Administration
and Events Manager



2007-2008 Financial Statement



Income	£	£
Subscriptions	178,000	
Forum fees	<u>60</u>	
		178,060
Expenditure		
Wages and salaries	79,853	
Employer's N.I. contributions	8,635	
Staff pension costs	11,507	
Staff training	1,682	
Rent	6,731	
Insurance	119	
Printing, postage and stationery	1,273	
Publicity and promotion	1,490	
Telephone	502	
Computer costs	1,766	
Internet costs	2,124	
Travelling expenses	7,705	
Member events	1,246	
Legal and professional fees	989	
Recruitment costs	8,000	
Website maintenance and development	5,630	
Accountancy	2,279	
Audit fees	881	
Bank charges	383	
DP award	8,461	
Sundry expenses	2,675	
Member publications	<u>8,422</u>	
		<u>(162,353)</u>
		15,707
Depreciation		(1,341)
Deposit account interest		12,136
Taxation		<u>(2,511)</u>
Net profit for the year		<u>23,991</u>
General reserves:		
Pre-incorporation reserves		49,123
Reserves brought forward at 01/08/07		95,022
Profit for the year		<u>23,991</u>
		<u>168,136</u>

The DPC accounts are audited
by Garbutt & Elliott Limited

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