



CORPORATE PLAN
2015 - 2018

&

BUSINESS PLAN
2015 - 2016

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CORPORATE PLAN 2015 - 2018

FOREWORD

‘The Times They Are a-Changin’

The Foreword to last year’s Corporate and Business Plan was headed ‘Listen, Learn, Engage and Co-operate’. There followed these sentences:

The Scottish Council on Archives is a listening organisation, aware of the skills among professionals, stakeholders and users. Engaging those skills means listening and learning. That alone is the sound basis for action.

Those words were written with an awareness that in archives – as in much else – ‘The Times They Are a-Changin’. SCA’s becoming a Scottish Charitable Incorporated Organisation (SCIO) meant a root and branch consideration of internal administration and ways of working. Even more importantly, the change in status provided an ideal opportunity to put into practice in the most fundamental way the sentiments espoused in the previous Plan. In what is a rapidly changing and diverse sector, let SCA stakeholders have the opportunity to speak freely to an independent contractor tasked with collating the resulting feedback. Let difficult questions be asked. Was the firm sense of direction evident in SCA from its foundation in 2002 still relevant to the sector and to SCA as an advocacy body? How best might SCA support the sector in terms of its most pressing and important priorities? How most effectively might SCA encourage co-operation within (and indeed beyond) the sector? Nothing was off limits. Everything was up for consideration – from Vision and Mission, to whether or not to have a fee-paying membership (the latter was rejected on the basis of solid evidence).

The information gathered through a questionnaire and by in-depth interviews with key stakeholders moulded the conclusions of the contractor’s report, a report which was fully accepted by SCA. So what will change as a result of the exercise? The existing Vision stood the test, though it is now supplemented or supported by a strapline, ‘Lead, Inform, Inspire’, that, it is hoped encapsulates SCA as an information hub and ‘can do’ body advancing the interests of archives and their users. The Mission statement has been shortened to read, ‘Working with the sector and other associates to develop services and realise their potential for users.’

Vision and Mission would be nothing but empty words were they not supported by practical Strategic Goals, Objectives and Associated Actions that ‘put flesh on the bone’. The Goals together set the strategic direction while individual Objectives identify the different key areas requiring commitment and focus. The Actions constitute the ‘to do list’ that delivers against each individual Objective and thereby drives the strategic direction on behalf of SCA and the sector as a whole.

The consultation resulted in the setting aside of the existing SCA goals – though there are strong elements of continuity – and the devising of new ones reflecting the stated priorities of stakeholders. There is a focus on partnership working, building capacity within the sector (including workforce development), digital information and securing ongoing access, online services and the SCA advocacy role. It is a demanding agenda. It is an agenda that reflects fully the needs of the sector. It is an agenda to which SCA is fully committed. It is simply an agenda that must be delivered.

The outcome of the consultation has undoubtedly strengthened the ties between SCA and its stakeholders. However, there also emerged from the consultation a realisation that SCA alignment with *Archives for the 21st Century in action: refreshed 2012-15* was no longer appropriate. This strategic document has driven change in archives services in England and Wales for years. As a tried and tested tool, SCA voluntarily signed up to it. However, in the spirit of ‘The Times They Are a-Changin’ the strategic needs of archives are to be updated. SCA will consider the outcome of the review and realignment will be considered in the context of the needs of the sector in Scotland.

While the SCA consultation exercise has injected a welcome element of certainty and confidence into the present Corporate and Business Plan, the review of *Archives for the 21st Century* has introduced an element of uncertainty. In a sense the current Plan has been caught between two exercises, the one completed and

the other to get underway. The strategic direction and Goals of SCA have been set and will stand over the next three years and doubtless longer. Following the review of *Archives for the 21st Century* it is quite possible that the ordering of SCA strategy and Goals may be tweaked to bring it into line with what emerges from the review. Appearance and wording may change. Substance will remain unchanged.

A Unique Asset for Scotland

The term 'archives' has wide (and increasing) currency but it is not one generally used outside the environs of an archive service or by other than a committed group of frequent users of archives. Yet in their daily working and domestic lives, citizens come into contact with documents. Of course, the terminology really does not matter. The crucial task is to convey – using whatever words best do that – the importance of archives. Perhaps it is best to talk about 'the documented national memory'. Whatever terminology is used, rich and diverse archives provide a unique asset central to understanding the experiences of a nation over the centuries and its contribution to the wider world.

Archives are as varied as the thoughts, the experiences and the actions of generation upon generation. They capture the sweep of an important event or the detail of what contemporaries would likely have dismissed as the ordinary, the everyday. In their different ways, the record of the great event and that of the everyday contribute to the richness and the variety of archives. In a unique way, archives connect the present generation with everything that has gone before, with what has moulded a nation and created its individual communities.

To maintain access for present and future generations, archives must be cherished and protected. Therein lies a tension, that between preventing deterioration of physically vulnerable documents and, at the same time, ensuring that as many as possible are open and available for use by a range of users, actual and potential. That means understanding different viewpoints, eliminating any 'them and us' attitudes and together seeking the optimum solution for balancing competing pressures.

Bringing together the documented national memory is not the result of some fortuitous accident. The vast range of manuscript, photographic and other resources exist and are accessible because of the uniquely important contributions by various 'players'. Motivated by sense of duty, private owners of family archives have handed them to archives services so that unique assets might be both made available to the public and given the physical care necessary to ensure survival over the decades and centuries. Without the commitment of government (in the broadest sense), archive services would wither and assets in their possession would be threatened with deterioration to the point of destruction. The final part of this benign jigsaw is the small cadre of professional archivists, records managers and conservators, ably supported by volunteers, who operate the essential services.

The great strengths of archives – uniqueness, evidential value and sheer survival – can be reduced by only one thing, the failure to open up, share, make readily available those archives. It cannot be stated too often that archives must be used and that the sector must strive to draw in potential users. Technology may not be a magic wand that produces with ease access to every piece of paper, every map, every photograph, but it does provide exciting opportunities to make more readily available considerable quantities of unique material otherwise relatively inaccessible.

The sector can best support the advance of technology in archives by playing to its traditional strengths of accuracy, precise description and knowledge of unique sources and their relationship one to another. In other words, the professionals can supply the high quality content that makes the technology platform worth populating and then using to retrieve information. It is important both in Scotland and across the world that ease of access should open the way to content both accurate and understandable. Scotland's documented memory deserves nothing less.

Changing Archives

The uniqueness of archives brings with it real challenges. Archives are not a standard 'product' whose significance and usefulness can be advertised by a simple and oft-repeated phrase. Yet that is no excuse to engage in the esoteric, to communicate with 'the world out there' in a language solely understood within the archival world and incomprehensible to others. Simplicity of language is essential if there is to be full engagement with the users and, even more importantly, the potential users of archives. There has to be a willingness to explain, to draw into discussion those outside the archives and records management profession. There must also be a readiness to recognise that trumpeting the uniqueness of archives – wholly justified and commendable – needs to be supported by evidence of relevance to, and impact on, wider society. This is an obvious reality when there is severe competition for limited resources.

The acceptance of change is not enough. Archivists must be at the forefront of change. They must show that they are eager to embrace new ways of doing things, to work with experts outside the sector and to engage with the needs of users and stakeholders. That is one enormous challenge. Refreshed by the outcomes of its stakeholder consultation, SCA is even more decidedly committed to co-operation and partnership. The Corporate and Business Plans reflect that focus and determination.

Purpose of the Business and Corporate Plans

Plans are tools. They inform. The Corporate Plan sets out the overall direction for a three-year period, while the Business Plan gives in more detail what will be achieved within a financial year. The reality is that neither can be absolutely rigid. Following the stakeholder consultation, SCA strategic direction is set. However, circumstances can always change. For that reason, plans must have within them a significant element of flexibility. For example, securing further significant external funding would immensely enhance the effectiveness of both SCA and the whole archives sector in Scotland. The strategic direction may be firmly set but annual review of the Corporate Plan is essential to ensure continued relevance to the on-the-ground realities for both SCA and the sector.

Whether in the plans or in the day-to-day operations of SCA the emphasis is on what is practical and deliverable. That means bringing together a number of elements – relevance to Scotland's needs and government priorities; advocacy as an independent and consistent voice for the sector; making a compelling case for archives based on robust data; demonstrating impact; co-operation and partnership within and beyond the sector; and encouraging change with standards and best practice guidance that ensure quality and improve efficiency. All can be encapsulated in one simple phrase – growing the sector.

VISION STATEMENT

Leading Scotland's archives and records management community to inspire and inform the nation.

STRAPLINE

Lead, inform, inspire.

MISSION STATEMENT

Working with the sector and other associates to develop services and realise their potential for users.

CONTRIBUTING TO A BETTER SCOTLAND

In straitened times everyone becomes more aware of the critical importance of funding. Continuing Scottish Government funding means that SCA can function effectively across an impressive (and challenging) range of activities. It signals confidence in the organisation and recognises the present and future importance for Scotland of archives and records management. It brings with it a clear responsibility for SCA, namely to ensure that value for money is a guiding principle. Hence the emphasis on partnerships and co-operation that allows access to a wider range of scarce skills and expertise, the focus on standards and on best practice and the gathering of robust data that inform decisions and underpin advocacy on behalf of the sector.

Archives and records support the day-to-day functioning of Scottish society. The most important single means of highlighting the wider (and widening) impact of archives is the link to the Strategic Objectives and associated National Outcomes set by the Scottish Government. That cannot be a box ticking exercise. It must be an expression of the determination to advertise the impact of archives across society, whether in terms of assisting learning in our schools, ensuring efficient access to information at every level in our public and private sectors or encouraging visitors to our shores so that they can enjoy the Scottish experience.

STRATEGIC GOALS

1 Promote joint working by service providers in order to build capacity, and create and support mutually beneficial partnerships

Associated Objectives

- 1.1 To promote more efficient use of constrained resources.
- 1.2 To engage with decision-makers so as to secure mutually beneficial outcomes.
- 1.3 To position archives as a prominent element in an offer attractive to visitors to Scotland.

Associated Risks

- (a) Failure to promote and support practical and mutually beneficial collaboration within and beyond the sector.
- (b) Failure to support the most effective use of skills and expertise available in the sector.
- (c) Failure to engage effectively with decision-makers.
- (d) Failure to explore the practicalities of developing and implementing a collections policy or protocol.
- (e) Failure to promote Scotland's genealogy offer, including relevant online information and family history centres in local authorities

2 Actively encourage the development and appointment of individuals from the sector to senior decision-making roles

Associated Objectives

- 2.1** To co-operate with relevant bodies within and outside the archives and records management sector in order to advance understanding of the sector within a wider strategic and operational context.

Associated Risks

- (a)** Failure to promote the importance of skills within the sector and their relevance beyond the sector.
(b) Failure to identify possible training opportunities within and outside the sector that would equip professional staff to develop wider managerial skills

3 Identify and support workforce development

Associated Objectives

- 3.1** To promote key skills and encourage their optimum use.
3.2 To promote the effective use and full participation of volunteers in archives.

Associated Risks

- (a)** Failure to support the HLF-funded 'Opening Up Scotland's Archives' project.
(b) Failure to promote the relevance of the ARA Competency Framework to Archive Accreditation and to Records Management Plans required by the Public Records (Scotland) Act 2011.
(c) Failure to provide ongoing support in the use of SCA tools (SCARRS, ARMS).
(d) Failure to participate fully with partner bodies in the evaluation process and granting of the ARA Archive Volunteering Award

4 Support the Scottish sector in its development of the capacity and organisational sponsorship to effectively identify, curate and make accessible digital information in perpetuity

Associated Objectives

- 4.1** To promote the proper management of born digital records as essential to meeting business needs and encouraging better decision making and governance.

Associated Risks

- (a) Failure to secure adequate strategic co-operation with the Digital Preservation Coalition and with National Records of Scotland.

5 Support the Scottish sector to develop the capacity and organisational sponsorship to develop relevant and valued online services

Associated Objectives

- 5.1 To promote wider use and understanding of Scotland's archival heritage.

Associated Risks

- (a) Failure to promote greater understanding of the importance of an online catalogue among decision-makers.
- (b) Failure to promote the creation of an online catalogue among potential partner bodies.
- (c) Failure to explore the practicalities of partnership with The National Archives (TNA), London, in relation to its online Discovery catalogue and, if relevant, alternative potential partnerships.

6 Lead advocacy in Scotland for the sector's role in cultural heritage, business efficiency, and individual and community identity

Associated Objectives

- 6.1 To ensure that the Scottish Council on Archives is a user-focussed, evidence-based, sector profile-raising body that promotes best practice for the benefit of Scotland's archives and records management.
- 6.2 To promote archives and records management services as well as gather evidence of their impact.
- 6.3 To promote understanding of Scotland's archival heritage, especially through cultural and learning partnerships.

Associated Risks

- (a) Failure of SCA to be a representative and effective lead advocate for the sector.
- (b) Failure to secure access to the skills and funding necessary to promote the sector.
- (c) Failure to promote effectively best practice guidance and shared standards.
- (d) Failure to advance mutually beneficial collaboration within the sector and with other sectors.
- (e) Failure to extend public and stakeholder understanding of the unique value of archives and records management services, including their benefit to business.
- (f) Failure either to gather or to promote effectively evidence showing the economic impact of archives and records management services.

BUSINESS PLAN 2015 - 2016

INTRODUCTION

This Business Plan covers the financial year beginning in April 2015. It is the year when newly-elected Trustees take on responsibility for the Scottish Council on Archives (SCA) as a Scottish Charitable Incorporated Organisation (SCIO). That inevitably involves changes in the internal administration of SCA, changes which should improve its already impressive record of administrative efficiency and innovation.

The focus of the Business Plan is on what SCA will deliver during the year 2015 to 2016 in support of the Strategic Goals and Objectives set out in the Corporate Plan. It is about the specifics of deliverable Associated Actions (linked to the Objectives) and therefore necessarily detailed. It is about the hands-on, practical commitments underpinning delivery of individual projects that each contributes to SCA's strategic direction. That strategic direction was set following a stakeholder consultation that identified the priorities for the archives and records management sector in Scotland and how SCA could most effectively help to deliver those priorities as well as continue to act as the lead independent advocacy body for the sector.

SCA promotes quality and standards across the range of services that together make up the archives and records management sector in Scotland. Thus SCA will continue actively to support implementation of the Public Records (Scotland) Act 2011 as well as raising of standards within the sector by means of Archive Service Accreditation and of the Archives and Records Management Services (ARMS) Quality Improvement Framework.

The SCA is committed to advancing quality and standards, cost-saving, business efficiency and legislative compliance across public authorities and within the archives and records management sector. This commitment overarches the Strategic Goals, Objectives and Associated Actions contained in this Business Plan. The numbers refer to the Strategic Goals, Objectives and Associated Actions detailed in the Plan:

- 1.1.1 Explore the practicalities of a collections policy or protocol agreed between archive collecting bodies that, among other things, embeds an approach more clearly representative of changes in Scottish society.
- 1.1.2 Work with CREATE to deliver workshops on recent developments in copyright and related issues and represent Scotland at international forums.
- 1.2.1 Provide decision-makers with up-to-date information on archives and records management services and on SCA.
- 1.3.1 Promote Scotland's genealogy offer.
- 2.1.1 Identify opportunities within and outside the sector that would equip professional staff to develop skills.
- 3.1.1-3 Promote skills within the sector.
- 3.2.1 Support the annual Archives and Records Association Archive Volunteering Award.
- 4.1.1 Work with the Digital Preservation Coalition and National Records of Scotland on strategic digital preservation issues.
- 5.1.1 Work towards the creation of an online archives catalogue.
- 6.1.1 Put in place a profile-raising PR and communications strategy that addresses the needs of SCA and the sector.
- 6.1.2 Support and celebrate quality and standards in archives - Public Records (Scotland) Act 2011 implementation, ARMS and SCARRS, Heritage Lottery Fund 'Giving Value' training courses and ARA 'Don't Risk It! Know Your Records' campaign.
- 6.1.3 Promoting understanding of and best practice in archives preservation.
- 6.2.1 Promote understanding and use of the Economic Impact Tool and secure robust statistics.
- 6.3.1-5 To promote understanding of Scotland's archival heritage, especially through education and cultural and learning partnerships.

As in previous years, the Business Plan for 2015-16 is challenging - to the SCA and to its partner organisations and individuals. However, at its core sits a simple reality, namely that strength and effectiveness are to be found in mutually beneficial co-operation and support. A sector with that approach can deliver a range of initiatives, raise the profile of archives and show the relevance of archives and records management to the functioning of modern government and society in Scotland.

1 STRATEGIC GOAL:

Promote joint working by service providers in order to build capacity, and create and support mutually beneficial partnerships.

OBJECTIVE 1.1

To promote more efficient use of constrained resources.

Relevant National Outcome(s):

- We have strong, resilient and supportive communities where people take responsibility for their own actions and how they affect others.
- We take pride in a strong, fair and inclusive national identity.

Reference	Action	Deadline
1.1.1	In sector-wide co-operation, explore the practicalities of developing and implementing a collections policy or protocol that takes account of the International Council on Archives (ICA) and Archives and Records Association (ARA) Codes of Ethics and improves efficiency, enhances existing strengths, embeds sharing of information and encourages across participating institutions an approach more clearly representative of changes in Scottish society.	Ongoing from April 2015
1.1.2	Working in partnership with CREATE to:	
1.1.2(a)	Deliver four CPD workshops for archivists on recent developments in copyright and related issues.	Ongoing
1.1.2(b)	Provide sector representation for Scotland on the World Intellectual Property Organisation's (WIPO) Standing Committee on Copyright and Related Rights (SCCR).	Ongoing

OBJECTIVE 1.2

To engage with decision-makers so as to secure mutually beneficial outcomes.

Relevant National Outcome(s):

- We realise our full economic potential with more and better employment opportunities for our people.

- Our public services are high quality, continually improving, efficient and responsive to local people's needs.

Reference	Action	Deadline
1.2.1	Provide decision-makers with responsibility for archive services and/or records management with regular updates on the work of the Council and, in partnership with other organisations, about archives and records management services relevant to their particular needs.	Ongoing

OBJECTIVE 1.3

To position archives as a prominent element in an offer attractive to visitors to Scotland.

Relevant National Outcome(s):

- We realise our full economic potential with more and better employment opportunities for our people.
- We take pride in a strong, fair and inclusive national identity.
- Our public services are high quality, continually improving, efficient and responsive to local people's needs.

Reference	Action	Deadline
1.3.1	Promote Scotland's genealogy offer, including the work of Visit Scotland, by:	
1.3.1(a)	Creating an online map that provides easy access to high level information about archive holdings across Scotland.	Ongoing from April 2015
1.3.1(b)	Continuing to work with National Records of Scotland (NRS) to promote family history centres in local authorities that link archive and registration services and support increased ancestral tourism.	Ongoing

2 STRATEGIC GOAL:

Actively encourage the development and appointment of individuals from the sector to senior decision-making roles.

OBJECTIVE 2.1

To co-operate with relevant bodies within and outside the archive and records management sector in order to advance understanding of the sector within a wider strategic and operational context.

Relevant National Outcome(s):

- We realise our full economic potential with more and better employment opportunities for our people.
- Our public services are high quality, continually improving, efficient and responsive to local people's needs.

Reference	Action	Deadline
2.1.1	Identify possible training opportunities within and outside the archive and records management sector that would equip professional staff to develop wider managerial skills.	December 2015

3 STRATEGIC GOAL: Identify and support workforce development.

OBJECTIVE 3.1

To promote key skills and encourage their optimum use.

Relevant National Outcome(s):

- We realise our full economic potential with more and better employment opportunities for our people.
- We are better educated, more skilled and more successful, renowned for our research and innovation.

Reference	Action	Deadline
3.1.1	Support the three-year rollout of Heritage Lottery Fund Skills for the Future Programme 'Opening Up Scotland's Archives', in collaboration with the UK National Archives, Archives and Records Association and the University of Dundee.	Ongoing 2014-17
3.1.2	Promote the relevance of the Archives and Records Association Competency Framework to Archive Service Accreditation and to Records Management Plans required by the Public Records (Scotland) Act 2011.	December 2015
3.1.3	Provide ongoing support in the use of SCA tools, namely: <ul style="list-style-type: none"> • (ARMS) Archives and Records Management Services Quality Improvement Framework. • (SCARRS) Scottish Council on Archives Records Retention Schedules. 	Ongoing

OBJECTIVE 3.2

To promote the effective use and full participation of volunteers in archives.

Relevant National Outcome(s):		
<ul style="list-style-type: none"> We take pride in a strong, fair and inclusive national identity. Our public services are high quality, continually improving, efficient and responsive to local people's needs. 		
Reference	Action	Deadline
3.2.1	In partnership with other bodies, fully participate in the evaluation process and granting of the Archives and Records Association's Archive Volunteering Award, which annually identifies an outstanding project involving the harnessing of the talents, insights and commitment of volunteers working in archives.	August 2015

4 STRATEGIC GOAL:

Support the Scottish sector in its development of the capacity and organisational sponsorship to effectively identify, curate and make accessible digital information in perpetuity.

OBJECTIVE 4.1		
To promote the proper management of born digital records as essential to meeting business needs and encouraging better decision making and governance.		
Relevant National Outcome(s):		
<ul style="list-style-type: none"> We realise our full economic potential with more and better employment opportunities for our people. We are better educated, more skilled and more successful, renowned for our research and innovation. 		
Reference	Action	Deadline
4.1.1	Continue to work with the Digital Preservation Coalition (DPC) and National Records of Scotland (NRS) on strategic issues relevant to identification of an agreed pathway for the delivery of digital preservation.	Ongoing

5 STRATEGIC GOAL:

Support the Scottish sector to develop the capacity and organisational sponsorship to develop relevant and valued online services.

OBJECTIVE 5.1

To promote wider use and understanding of Scotland's archival heritage.

Relevant National Outcome(s):

- We realise our full economic potential with more and better employment opportunities for our people.
- We take pride in a strong, fair and inclusive national identity.
- Our public services are high quality, continually improving, efficient and responsive to local people's needs.

Reference	Action	Deadline
5.1.1	Work towards the creation of an online catalogue by exploring the practicalities of partnership working with the UK National Archives, in relation to its online 'Discovery' catalogue, and preparing a report setting out the benefits and non-benefits of including Scotland-based archive catalogues on that TNA platform.	October 2015

6 STRATEGIC GOAL:

Lead advocacy in Scotland for the sector's role in cultural heritage, business efficiency, and individual and community identity.

OBJECTIVE 6.1

To ensure that the Scottish Council on Archives is a user-focussed, evidence-based, sector profile-raising body that promotes best practice for the benefit of Scotland's archives and records management.

Relevant National Outcome(s):

- We realise our full economic potential with more and better employment opportunities for our people.

Reference	Action	Deadline
6.1.1	Devise a PR and communications strategy that:	
6.1.1(a)	Raises the profile of SCA within and beyond the archives and records management sector.	September 2015

6.1.1(b)	Promotes improved understanding of both sector-specific and wider issues that impact on the sector and its users.	September 2015
6.1.1(c)	Promotes exemplars of best practice in the sector.	September 2015
6.1.1(d)	Embeds and promotes links to other organisations operating in the archives and records management sector.	September 2015
6.1.1(e)	Supports the expansion of SCA membership, both in terms of numbers and of range of interests and skills.	September 2015
6.1.1(f)	Harnesses to maximum effect the SCA website and e-magazine <i>Broadsheet</i> .	September 2015
6.1.2	Support and celebrate quality and standards in archives by:	
6.1.2(a)	In partnership with individual organisations that employ SCA tools, maintaining and promoting those tools in support of implementation of the Public Records (Scotland) Act 2011 and access to information legislation: <ul style="list-style-type: none"> • (ARMS) Archives and Records Management Services Quality Improvement Framework. • (SCARRS) Scottish Council on Archives Records Retention Schedules. 	Ongoing
6.1.2(b)	Promoting the Archives and Records Association 'Don't Risk It! Know Your Records' campaign as part of a conference in support of implementation of the Public Records (Scotland) Act 2011.	February 2016
6.1.2(c)	In partnership with bodies from across the four home nations, supporting three-year Heritage Lottery Fund Catalyst Programme 'Giving Value' training courses and events in Scotland that promote good fund-raising practice.	Ongoing 2014-17
6.1.3	Promoting understanding of and best practice in archives preservation by:	
6.1.3(a)	Holding a key event focussed on disaster planning and response.	October 2015
6.1.3(b)	Producing practical preservation guidance.	Ongoing

OBJECTIVE 6.2

To promote archives and records management services as well as gather evidence of their impact.

Relevant National Outcome(s):

- We realise our full economic potential with more and better employment opportunities for our people.
- Our public services are high quality, continually improving, efficient and responsive to local people's needs.

Reference	Action	Deadline
6.2.1	Promote understanding and use of the Economic Impact Tool so that the services and the sector secure robust statistics.	Ongoing

OBJECTIVE 6.3

To promote understanding of Scotland's archival heritage, especially through cultural and learning partnerships.

Relevant National Outcome(s):

- We realise our full economic potential with more and better employment opportunities for our people.
- We are better educated, more skilled and more successful, renowned for our research and innovation.
- Our young people are successful learners, confident individuals, effective contributors and responsible citizens.
- Our children have the best start in life and are ready to succeed.
- We have strong, resilient and supportive communities where people take responsibility for their own actions and how they affect others.
- We take pride in a strong, fair and inclusive national identity.
- Our public services are high quality, continually improving, efficient and responsive to local people's needs.

Reference	Action	Deadline
6.3.1	Explore with Education Scotland and other organisations joint production and delivery around Scotland of archives-based CPD resources for teachers.	Ongoing from May 2015
6.3.2	Work towards professional recognition and accreditation of SCA as a CPD provider for teachers.	Ongoing from August 2015
6.3.3	Build the teachers' side of the SCA website and publicise to schools and teacher professional bodies, e.g. using material created with Education Scotland.	Ongoing from November 2015
6.3.4	Devise and begin to deliver a new programme of training workshops for archivists to assist them to work more effectively with schools and community groups.	Ongoing from March 2015
6.3.5	Ongoing refresh of the SCA website with relevant materials and links, including a series of screencasts to complement web resources publicising the website and monitoring its use.	Ongoing from April 2015



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