



Victoria Park Local History Digitisation Strategy

2020-2025



TOWN OF
VICTORIA PARK



Creating a digitised Local History Collection

Introduction

Our mission in this strategy is to digitise the resources of the Local History Collection to enable the widest possible use by current and future generations.

Public libraries are a key agency in the local community for the creation, collection, preservation and promotion of local culture in all its diversity. Where appropriate, and where relevant in partnership with other organisations, the library preserves, provides access to, and maintains a collection that relates to the development of the local community, including both historical and contemporary material. This collection is referred to as the Local History Collection.

The Town of Victoria Park was formed in 1994 as a result of the Government of Western Australia having decided to split up part of the City of Perth and create three new municipalities. It was soon realised this new municipality needed to establish and create its own identity and to create its own historical memory. The Local History Collection has slowly developed since 1998.

The Local History Digitisation Strategy is an ambitious plan that lays out how we will accomplish digitisation – the activity that will help us realise these benefits. It outlines strategies to digitise our collections along with descriptive, interpretive information that accompanies them. Digitisation is one of the best investments we can make for our future.

Our Local History Collection

The Victoria Park Local History Collection was established at the Victoria Park Library to preserve the history of the Town and to provide information relevant to the area. The items contained within the collection are for reference only, ensuring that the information is available at all times. Members and patrons may photocopy information held in the collection. The collection has been built mainly from donations from the community whether through direct donations, through entries to the local history photographic or written awards or from copies of family letters, photographs, documents, diaries, cuttings and reminiscences of residents' lives in the Town.

Encouraging donations is an ongoing pursuit, and is driven by the desire to encourage community to engage with the Town of Victoria Park history and collective memory. It is assisted by the delivery of several different initiatives and programs, such as weekly social media posts and a monthly article in the local newspaper.



Why we need a digitisation strategy

No overall planned approach for digitising the entire Local History Collection has ever been developed and implemented. This has led to random acts of digitisation in the past. The Local History Collection is made up of books, newsletters, newspaper clippings, maps, oral history interviews, timeline booklets, photographs, microfiche records of local newspapers, ephemeral materials, as well as rate books from 1898 to 1946. Thus there is a wide variety of items in a wide variety of mediums to deal with that also require different treatment, technology and resources to digitise and make available online. This digitisation strategy has been researched and written to enable the Local History Collection to be utilised and enjoyed by as many people as come across its path. This digitisation strategy will allow for the preservation, access, and dissemination of items in our Local History Collection, while also allowing creativity and inspiring knowledge.

The strategy

Our vision

Collect, digitise and share

What we will do

Our mission in this strategy is to digitise the resources of the Local History Collection to enable the widest possible use by current and future generations. In setting the goals of this strategy we commit to:

 Assess	 Digitise	 Preserve	 Activate	 Learn
We will assess items in the collection that can be digitised ¹	We will digitise items according to nationally recognised guidelines ²	We will preserve the items in their original format as well as in a digital format	We will provide a platform that is accessible 24/7 worldwide	We will seek feedback, monitor progress and be adaptive to new technologies and innovations

Goals

Three goals address content, infrastructure and resources. While listed in priority order the goals address issues that are interdependent, so will be implemented concurrently.

 Goal 1	 Goal 2	 Goal 3
Create and maintain digital assets	Accessing the digital collection	Organisational capacity

¹We can only digitise and make available items for which we hold the Copyright or that we have written permission from the Copyright holder to digitise.

²National Library of Australia, Image capture standards, <https://www.nla.gov.au/standards/image-capture>; State Library of New South Wales, Introduction to Digital Practice Guidelines, <https://www.sl.nsw.gov.au/public-library-services/content/digital-practice-guidelines-public-libraries>; State Records New South Wales, Technical specifications, <https://www.records.nsw.gov.au/recordkeeping/technical-specifications>



Goal 1 – Create and maintain digital assets

Provide unparalleled access to Town of Victoria Park Local History Collections by creating, managing and promoting the services digital content.

To introduce comprehensive and systematic digital assets management planning to ensure the preservation of digital assets. To accomplish it we must first address existing digitised assets and technologies with which they were created. We then have to implement the criteria for selecting and prioritising assets to digitise. We must ensure that there is safe storage for the items once digitised. Then we need to ensure that we can interface them into the broader online area. Also we have to develop plans for promoting greater use of our collection within council and throughout the online community.

What we will do to achieve our goal

Sub-goal		Completed by
G1.1	Assess digitisation status of the collection	October 2020
G1.2	Prioritise any un-digitised items in the collection for digitisation	October 2020
G1.3	Develop comprehensive Local History Digitisation Operational Plan	February 2021
G1.4	Digitise any un-digitised items in the collection	October 2022
G1.5	Ensure that original collection items are stored according to preservation and access standards	October 2023
G1.6	Ensure that digitised items are stored according to preservation and access standards	October 2023

How we'll know we've succeeded

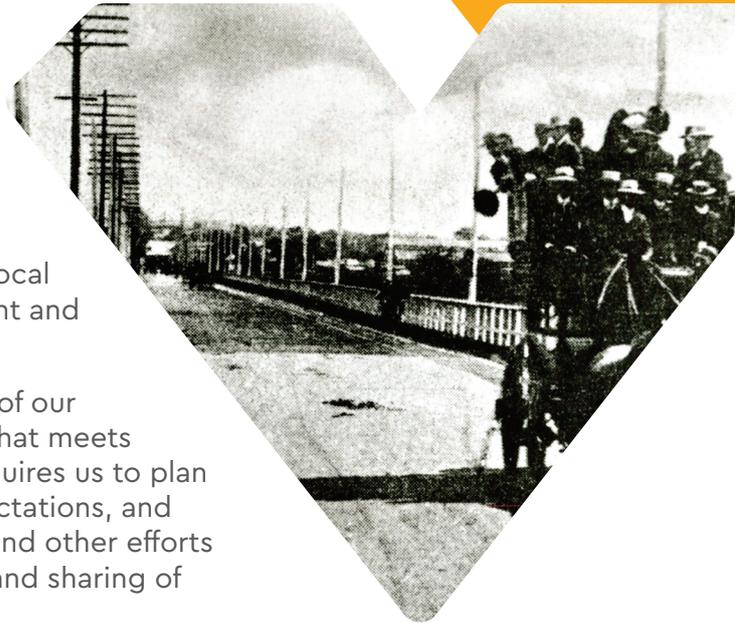
We have developed a comprehensive local history digitisation operational plan and all original and digital items are preserved and stored according to recognised standards.



Goal 2 – Accessing the digital collection

To pursue its mission: to digitise the resources of the Local History Collection for the widest possible use by current and future generations.

The goal seeks to increase the amount and availability of our digital assets. We will move digitisation to a program that meets both internal needs and external expectations. This requires us to plan strategically to guide digitisation activities, meet expectations, and provide a basis for consistent decision making. These and other efforts will create a library culture that embraces digitisation and sharing of collections, research and expertise.



What we will do to achieve our goal

Sub-goal		Completed by
G2.1	Develop ability for community to donate items to the collection via a page on our Local History website	February 2021
G2.2	Develop online portal from which to access digitised collection	August 2023
G2.3	Launch online portal	May 2024
G2.4	Develop interactive ways for the community to engage with the digitised collection	August 2024
G2.5	Develop online access to teacher and student resources	December 2025

How we'll know we've succeeded

The community knows about and is using our digital resources and positive feedback is being received.



Goal 3 – Organisational capacity

Through innovative approaches secure sufficient resources and build capacity to create and sustain a digitisation program.

What we will do to achieve our goal

Sub-goal		Completed by
G3.1	Budget is planned so that all un-digitised collection items can be digitised over the life of this plan.	October 2020
G3.2	Source and purchase equipment to read original documents and also to create new digital assets from microfilm and microfiche.	October 2021
G3.3	Establish regular data assessment and migration plan to avoid problems with obsolescence of technology	Each year from 2021 onwards

How we'll know we've succeeded

Our Local History Collection is supported by all areas of the community, including internal stakeholders and it is fully supported in terms of funding, equipment and staff time.

Photographs featured in this document

Cover page: Mr James Delury in front of Edward Millen Home, c1940 (PH92001)

Page 1: Victoria Park Station Estate – land sale advertising poster by Peet & Co (un-conserved map)

Page 3: 'Old Man Tree' – Peet & Co advertising sign that became a landmark in Staines Street, Lathlain (PH38001)

Page 4: The Causeway looking towards Perth, circa 1885 (PH90002)

