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## For the Record August 2014

For  
The **RECORD**

Managing records in the New South Wales public sector

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### OpenGov NSW has a new look

State Records is pleased to announce that a new improved OpenGov NSW is now online:

<https://www.opengov.nsw.gov.au>.

OpenGov NSW is a searchable online repository for NSW Government publications such as annual reports, strategic plans, guides and policy documents. Its role is to increase access to NSW government information and to simplify the publishing process for government agencies.

You can search OpenGov NSW using simple keyword queries across the whole site, or by narrowing your search by government agency, date range, or publication type. Publications can be viewed in any web browser or on any mobile device, they can be downloaded as PDFs, or accessed as raw text (even the earliest publications from the 1860s). We present metadata with publications that tells you who created a publication, who is responsible for publishing it, when it was published, and any copyright restrictions that pertain to it.

The NSW Government is committed to making its information available as open data wherever possible. OpenGov NSW now has a read-write API (application programming interface) that allows software developers to access the full text and metadata contents of the site to mine that data and produce new applications on top of it. The default license for information published on OpenGov NSW is the Creative Commons Attribution (CC BY 3.0) license which allows others to distribute and re-use information as long as the original creators/copyright owners are credited.

The new site also features an easier upload process for agencies and WCAG accessibility standard compliance for the vision impaired. If you are already an agency user of the OpenGov site please note there will be no change to your login details or password. The site's URL remains the same, so links you have made to your publications will not break.

More information is available at <https://www.opengov.nsw.gov.au/faq> If you have any questions contact the OpenGov team at [opengov@records.nsw.gov.au](mailto:opengov@records.nsw.gov.au) or call (02) 9673 1788.

### Digital Archives moves to normal operations

The State Records' Digital State Archives has now moved to normal operations. As part of its nine pilot projects 665 gigabytes of digital records are already in custody. This includes the contents of an information management system used by a Special Commission of Inquiry, a database for the registration of businesses and digital records of former Premiers.

The Digital State Archive is a repository for digital records of NSW Government that are required as State Archives in an authorised retention and disposal authority. The Archive is chiefly concerned with *born digital records*, which are official records such as emails and office documents that were created and managed completely in a digital form. The [Digital archives page](#) on our website contains advice about the migration methodology, Frequently Asked Questions, the Preservation Pathways Registry, the Metadata Registry, advice about how to start a digital archives project, and the Digital Archives repository.

### Reminder: consultation on draft Records Management Standard ends 4 September 2014

Earlier this year State Records sought input into the review of the following standards:

- Standard on full and accurate records (issued 2004)
- Standard on managing a records management program (issued 2004)
- Standard on counter disaster strategies for records and recordkeeping systems (issued 2002)
- Standard on the appraisal and disposal of State records (issued 2007)
- Standard on digital recordkeeping (issued 2008).

A number of public offices responded and we thank them for their valuable comments and suggestions. The proposed standard resulting from this review consolidates and streamlines requirements for effective records and information management, and has been designed to support digital recordkeeping as NSW Government transitions to digital business processes in complex business and information environments.

State Records is very keen to receive feedback and input from your organisation on the standard before it is finalised. This will ensure that it is a standard that can best assist and support your organisation in managing information. The draft standard and information on implementing the standard is available at <http://www.records.nsw.gov.au/recordkeeping/rules/standards>.

Submissions will be accepted until **4 September 2014** and may be sent by email to Catherine Robinson at [catherine.robinson@records.nsw.gov.au](mailto:catherine.robinson@records.nsw.gov.au) or by post to Senior Project Officer, Standards and Regulation, State Records, PO Box 516, Kingswood, NSW, 2747.

For further information or questions on the draft standard, contact Catherine Robinson at [catherine.robinson@records.nsw.gov.au](mailto:catherine.robinson@records.nsw.gov.au) or (02) 8257 2991.

### Disposal authorities approved

State Records recently approved authorities documenting the function of statewide health services, quality assurance, reporting, education and training for the Agency for Clinical Innovation, the Bureau of Health Information, the Clinical Excellence Commission, The Health Education and Training Institute and NSW Kids and Families. Copies of our retention and disposal authorities are available on the [Retention and Disposal Authorities](#) page on our website.

