

Joint National Conference



CONVERGENCE

The Joint National Conference
of the Australian Society of Archivists
and the Records Management
Association of Australia

2 - 5 SEPTEMBER 2001

HOTEL GRAND CHANCELLOR
Hobart, Tasmania, Australia



AUSTRALIAN
SOCIETY of
ARCHIVISTS Inc



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COMMITTEE

David Benjamin • Tina Howard
Ross Latham • Jill Saunders

WORLD WIDE WEB

Up-to-date conference information is available from the World Wide Web at <http://www.rmaa.com.au/natconf2001/index.html> or <http://www.archivists.org.au/events/conf2001/>

THANK YOU TO OUR SPONSORS

The organising committee gratefully acknowledges the support of the following in promotion of the conference:

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AUSTRALIAN
SOCIETY OF
ARCHIVISTS INC.

Australian Society of
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Records Management
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INVITATION

Hobart is located on a magnificent deep-water port and set against a breathtakingly spectacular mountain backdrop. You can experience Australia's second oldest city when you register for Convergence 2001.

The first joint conference of the Australian Society of Archivists and the Records Management Association of Australia provides an opportunity for members working in all areas of both professions to meet, share ideas and experiences, and discuss issues of joint interest. Delegates will be able to add their opinions, compare insights, pool expertise and discover new methods and services in this period of technological challenge to our traditional areas of expertise.

The program provides a balance of theoretical papers, case studies and practical workshops which cater for the full range of participants' interests.

Tasmania has a tradition of hospitality revolving around fine food and wine. The conference venue, the Hotel Grand Chancellor, is located in the historic waterfront precinct at the heart of the City of Hobart. We encourage delegates to take this opportunity to experience what Tasmania has to offer.

Chris Fripp, MRMA, MAICD
Federal President, RMAA

Gavan McCarthy
President, ASA

KEYNOTE & INVITED SPEAKERS



DR. NILS BRUEBACH

Senior Lecturer for Archival Science, Archives School Marburg, Germany

Educated as an archivist, economic historian and librarian

at the Universities of Erlangen, Bamberg, Duke University, and Marburg Archives School, Nils' 1993 PhD thesis was on the structure, function and information process of trade affairs.

From 1993 to 1995 Dr. Bruebach was junior archivist at the State Archives at Magdeburg, with responsibilities including research into the record systems, and the appraisal and transfer of records from closed-down former GDR-Heavy-Industry-Combinates to the State Archive.

Since 1995 he has been lecturer for Archival Science at Marburg Archives School (1998 senior lecturer), conducting research into the intrinsic value of archival material and developing migration strategies for it.

Since 1996 he has held consultancies in archives and records management for several organisations in the public sector, and since 1998 has been a member of the working group on ISO 15489 at German Standards.

Working Title of presentation: "Access is what counts: Access's impact on the convergence of records management systems and archives in a digital environment".

KEYNOTE & INVITED SPEAKERS



MICHAEL STEEMSON

Chairman and Master
of Ceremonies

After a long career in
London journalism
Mike Steemson heads
the Wellington-based

Caldeson Consultancy in business information
management.

In New Zealand he chaired the committee
that created a New Zealand Guide to AS4390
and joined the ISO's Records Management
Sub-committee last year as a member of the
Australian delegation. He has spoken at
information conferences in London,
Edinburgh, Vienna, Istanbul, Singapore,
Australia and New Zealand.

Mike says, "I am enthralled by the
opportunity to chair this first joint annual
conference of the Records Managers' and
Archivists' associations. I have long held
the belief that the two disciplines are not
separate. They just approach record-
keeping from different segments of a
business spectrum. Nonetheless, why
would I, an Englishman living in New
Zealand, be chairing this new Australian
paradigm? Will it, perhaps, be because,
like the Hobart 2001 conference, I am a
convergence of cultures? Maybe!

But I believe it's more because, as you
may already know, I am an enthusiast
for the recordkeeping crusade. It's
exciting, gratifying, demanding and
great fun. My job will be to make Hobart
2001 just like that."



KATHRYN DAN

Assistant Director-General,
Government Recordkeeping,
National Archives of Australia

Kathryn heads the
Government Record-
keeping Branch which

sets and promotes standards for
Commonwealth Government agencies on how
they create, manage and keep records.
Kathryn has worked at several federal
government agencies and the Australian
National University and was President/Vice-
President of the Australian Society of
Archivists from 1995-1998.

SOCIAL PROGRAM

SUNDAY 2ND SEPTEMBER 2001

WELCOME FUNCTION

An informal reception will be held on Sunday
evening in conjunction with conference
registration and the opening of the Trade
Show. The function will be held between
6.00pm and 7.30pm and the cost is included
in your registration fee. Tickets for guests
and partners may be purchased for \$30 each.

MONDAY 3RD SEPTEMBER 2001

GOVERNMENT HOUSE RECEPTION

His Excellency the Governor Sir Guy Green
and Lady Green will host a reception at
Government House for delegates and their
partners. Transport will be provided to
Government House from the Hotel Grand
Chancellor. Numbers for this function are
limited and as attendance is by invitation
only, preference will be given to early
registrants.

MONDAY 3RD SEPTEMBER 2001

OPTIONAL DINNERS

MOORILLA "Records in an Ancient World"

Join a party to dine at Moorilla Vineyard, 10km north of Hobart, on the banks of the Derwent River. Dinner will be served in the Moorilla Museum which showcases a small but important collection of classical antiquities. The price of \$55.00 includes a buffet meal (food only), museum tour and transport.

CORNELIAN BAY BOAT HOUSE

Enjoy superb food and fabulous views over the Derwent River at an alternative dinner following the reception at Government House. The newly opened Boat House has fast gained an enviable reputation amongst Hobart's "foodies" and its relaxed ambience will delight you. The cost of \$42.00 includes food and a drink on arrival. Additional drinks may be purchased over the bar.

TUESDAY 4TH SEPTEMBER 2001

CONFERENCE DINNER

An evening not to be missed, this will be the social highlight of the Conference. Fine Tasmanian fare and excellent entertainment promises a night to remember. Tickets for guests and partners may be purchased for \$95.00 each (see registration form).

ACCOMPANYING PERSONS' TOURS

Accompanying persons' tours can be organised from the Registration Desk at the conference or by indicating and paying on the Registration Form. Hotel pick-ups will be arranged as needed. *Prices and services are subject to change without notice.

TOUR 1 PORT ARTHUR

Full Day - Cost \$65.00

(Sunday, Monday, Wednesday, Friday)

Enjoy a day exploring Tasmania's fascinating heritage along the convict trail to the Tasman Peninsula, taking in the spectacular Tasman Arch, Devil's Kitchen, The Blowhole, Tasmanian Devil Park and the Bush Mill Steam Railway and Settlement, before experiencing Port Arthur, Australia's most famous historic site.

8.45am pick-up from Hotel Grand Chancellor or 9.00am from the Transit Centre

TOUR 2 CADBURY CHOCOLATE FACTORY CRUISE

Half Day - Cost \$38.00

(Monday to Friday)

Relax and enjoy the natural beauty of Hobart's harbour. Tour highlights include a guided tour through the chocolate factory plus many free samples. Purchase discounted chocolates direct from the factory. A chocoholic's dream!

Fully enclosed footwear must be worn.

9.40 pick-up from Hotel Grand Chancellor.

ACCOMPANYING PERSONS' TOURS

TOUR 3 CITY SITES UNDER LIGHTS

Evening Tour - Cost \$30.00

This tour takes place each night.
(numbers permitting)

An intimate and comprehensive two and a half-hour coach tour with commentary of Hobart city and suburbs. This tour provides an interesting evening spent exploring the history, heritage, culture and charm of Hobart town. Tour includes a light supper. Hotel pick-ups available. Tours depart 7pm.

There are many other tours available. Please indicate on the registration form if you would like any further information.

GENERAL INFORMATION

Venue

Tasmania is becoming a focus for visitors wishing to escape from the pressures of big-city life to an island of beauty and tranquility. The relaxed lifestyle and temperate climate make it ideal for a wide range of recreational activities.

Situated in a prime location on the waterfront at Sullivan's Cove in central Hobart, the Hotel Grand Chancellor provides easy access to all the major tourist attractions. The Hotel's position provides guests with superb panoramic views over the Derwent River or the City and Mt Wellington.

Climate

Unlike the rest of Australia, Tasmania has four distinct seasons, although Hobart is Australia's driest capital city after Adelaide and has more hours of sunshine than any other capital city. September's average temperatures may range from 15° to 6°. For outings it is a good idea to have a light raincoat, just in case!

Conference Dress

The conference is intended to be informal and dress should generally be casual. Smart casual is appropriate for the welcome reception and a lounge suit will be necessary for the Governor's reception. For the conference dinner, as much style as you can muster.

How to get there

Tasmania is only accessible by air or by sea. Transport to Tasmania is available by air from all mainland capital cities. Travel by sea is on the Spirit of Tasmania, an overnight passenger and vehicle ferry between Melbourne and Devonport, which affords the opportunity to bring family and vehicle to Tasmania at reasonable cost for a pre- or post-conference touring holiday.

Pre- & Post- Conference Touring

The conference provides you with the opportunity to plan a holiday before or following the program. Tours available include scenic flights, fly/drive packages, overnight cruises on luxury charter yachts,

4 WD tours of rugged wilderness areas or go back in time to explore some of Tasmania's beautiful colonial villages and accommodation.

International Delegates

A valid passport is required by all people wishing to travel to Australia. Most people also require a visa. Consult your local Australian Embassy or consulate for information and procedures.

Air Travel

Qantas and Kendell Airlines (Ansett) have regular scheduled flights to and from Hobart. Impulse, a new player, has recently entered the market with low budget fares which may be matched by the major airlines. These fares are generally only available via the Internet and are subject to strict conditions.

CONFERENCE FARES

Ansett and Qantas have arranged special conference fares for delegates and accompanying persons. Seats are limited on each flight so we do recommend that you book early. These fares are only available through our agent, Don Comrie, at Derwent Travel, or by direct contact with the airline of choice.

If booking with Qantas please quote the **Profile Number "2991046"**.

If booking with Ansett please quote **MC09337**. The following examples of Ansett return fares to Hobart are subject to availability but the usual discounted fare advance purchase and minimum stay conditions do not apply.

From/Discount	45%	35%	25%
Melbourne	\$319.00	\$376.10	\$434.50
Sydney	\$460.14	\$501.94	\$627.34
Brisbane	\$617.10	\$729.30	\$841.50
Adelaide	\$480.70	\$568.70	\$655.60
Canberra	\$441.10	\$600.60	\$641.30
Perth	\$851.40	\$1005.40	\$1060.50

To make your booking please contact

Don Comrie - Derwent Travel

Ph: (03) 6261 4400 **Fax:** (03) 6261 3575

Email: derwenttravel@optusnet.com.au

NB. Please quote the relevant reference number when making your bookings.

To enquire about competitive fares with Impulse Airlines please visit their Web site at <http://www.impulseairlines.com.au/>

AIRPORT TRANSFERS

The Airporter provides regular service to the city and major hotels at a fare of \$7.00 per person. Taxis from the airport and city generally charge approximately \$25 - \$30 per transfer.

Car Hire

Budget Rental is pleased to offer special rates to delegates attending this conference. Budget has offices throughout Tasmania, (including Hobart, Launceston and Burnie) and is delighted to be of service to conference delegates.

Rates include comprehensive insurance (non-waiverable excess applies) and

unlimited kilometres but do not include fuel. Stamp duty (2.5%) applies to all rental agreements and there is an optional excess reduction fee. Costs of typical examples are quoted below. Other models are available on request.

Model	Days	1-3	4-6	7+
Mazda 121 Metro (M)		\$58	\$52	\$48
Nissan Pulsar (M)		\$63	\$58	\$52
Toyota Camry (A)		\$72	\$68	\$62
Holden Commodore (A)		\$79	\$74	\$66
Falcon Wagon (A)		\$84	\$80	\$73
Toyota Landcruiser 4WD		\$120	\$110	\$99

REGISTRATION & INFORMATION

Delegates are asked to complete the Registration Form and forward it, together with payment of fees and accommodation deposit, to the Conference Secretariat;

Convergence 2001 - Convention Wise

Mures Building, Victoria Dock
Hobart, Tasmania, Australia 7000

Phone: International +61 3 6234 1424
Australia (03) 6234 1424

Fax: International +61 3 6231 5388
Australia (03) 6231 5388

Email: mail@conventionwise.com.au

Full Registration

Includes entry to all sessions during the Conference, Conference Proceedings, Conference satchel, morning and afternoon teas and lunches, attendance at the

Welcome Reception, and Conference Dinner. A substantially reduced "early bird" fee is offered to those who register before the 20th July 2001 and a day fee (excluding social functions) will be available for people unable to attend for the whole conference.

International Delegates

We extend a warm welcome to overseas colleagues. Payment must be in Australian dollars. Mastercard, Visa and Bankcard are accepted. Cheque payment from international delegates must be received by way of an international bank draft in Australian dollars which states an Australian drawee bank. We cannot accept personal or company cheques from overseas delegates.

Confirmation of Booking

Registration forms and fees will be acknowledged and accommodation bookings confirmed, as they are received. Please check the confirmation letter and advise of any changes immediately, preferably by fax or email, as all changes will need to be authorised in writing.

Cancellation

Any cancellations made prior to 20th July 2001 will receive a full refund. After that date applications should be made in writing and a \$100.00 cancellation fee will apply.

Fees and Inclusions

Advanced registration of all participants including presenting authors is essential. Registrants can only be accepted on receipt of completed registration form accompanied by correct payment of fees.

ACCOMMODATION

A variety of accommodation has been booked in Hobart at Conference discount rates. Delegates are advised to book early as accommodation in and close to the Conference venue is limited. To secure your booking, a deposit equivalent to one night's room rate must be included with each booking and the balance paid direct to the hotel on departure. It is essential that any changes to your plans be notified in writing to ConventionWise. Should you fail to arrive without prior notification your deposit will be forfeited. Accommodation of delegates who fail to pay a deposit will be held only until 6pm on the specified day and then the reservation will automatically be cancelled.

Hotels/Motels

1. HOTEL GRAND CHANCELLOR ★★★★★☆

Conference venue

Hobart's premier hotel located right on the waterfront in central Hobart, Hotel Grand Chancellor provides you with the ultimate in accommodation with majestic views over the Derwent River, the city and Mt. Wellington. First class facilities include two restaurants, bar, heated indoor pool, spa, gymnasium, hair salon, coffee shop as well as many other conveniences.

Single/double/twin	\$175.00
Suite	\$290.00

2. BLUE HILLS MOTEL ★★★★★☆

Comfortable rooms, with separate bathroom. Only twenty minutes walk to the Hotel Grand Chancellor or five minutes by car.

Single/double/twin	\$82.50
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3. FOUNTAINSIDE MOTOR INN ★★★

Motel accommodation, close to venue and walking distance to CBD. Restaurant and coffee shop.

Single/Double/Twin	\$80.00
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4. HADLEY'S HOTEL ★★★

Part of the Country Comfort chain, this hotel has been a landmark in the city centre for over a century. It has fully licensed restaurant and bars. A 5-minute walk to the Conference venue.

Single/Double/ Twin	\$125.00
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5. HOBART MACQUARIE ★★★

Located within walking distance and five minutes by car to the Hotel Grand Chancellor. Situated in the city centre. Features heated pool, spa and sauna.

Single	\$95.00
Double/Twin	\$100.00

6. HOBART MID-CITY ★★★

Comfortable, value for money accommodation in the CBD within 10 minutes walk of the conference venue.

Single/double/twin	\$108.00
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7. HOBART VISTA ★★★★★☆

Situated in the centre of the city and offers in-house cafe, bar and restaurant. Within walking distance to the Hotel Grand Chancellor or five minutes drive.

Single/Double/Twin	\$110.00
Executive room	\$130.00

Hotels/Motels

8. LENNA OF HOBART ★★★★★

Centrally located in historic Battery Point, a short walk to Hobart waterfront, city centre and Salamanca Place and a 15 minute walk to the conference venue. Lenna offers its own acclaimed restaurant and bar.

Single/Double/Twin \$130.00

9. MONTGOMERY'S ★★

Situated midway between the city and conference venue. Montgomery's offers excellent budget style accommodation and is ideally sited close to the waterfront and city.

Single \$79.00

Double \$89.00

10. RYDGES ★★★★★

Beautiful older style elegant accommodation offered in North Hobart. Close to shops and restaurants and has a complimentary shuttle bus to and from the venue. Rydges offers quality dining and service at a more modest cost.

Single/double/twin \$116.00

11. SALAMANCA INN ★★★★★

First class accommodation situated in the heart of Salamanca, with easy access to the City or Hobart's waterfront.

One bedroom \$150.00

Two bedroom \$180.00

12. SANDY BAY MOTOR INN ★★★

Situated 150 metres from Wrest Point Casino, this motel features private facilities in all rooms. Complimentary continental breakfast is included.

Single / Double / Twin \$99.00

13. WREST POINT HOTEL CASINO

Situated on the banks of the River Derwent, Wrest Point offers first class facilities, 3 restaurants, entertainment, Casino, bars, tennis courts, swimming pool and spa.

TOWER ROOM RATE ★★★★★

Single/double/twin \$170.00

MOTOR INN ROOM RATE ★★★

Single/double/twin \$119.00

Apartments

14. GROSVENOR COURT ★★★

Located within a 5 minutes of the Sandy Bay shopping Centre and half an hour's walk from the conference venue. All apartments are completely self contained and pleasantly situated in quiet garden surroundings. Large family units are available.

1 bedroom apartment \$95.00

2 bedroom apartment \$140.00

Each additional person + \$20.00

15. OAKFORD ON ELIZABETH

STREET PIER ★★★★★

Fully equipped self-contained apartments situated on the waterfront on Elizabeth Street Pier, close to Salamanca Place and the city centre. Oakford provides the latest in facilities in one and two bedroom apartments. A pleasant 5 minute walk from the conference venue.

One bedroom apartment \$160.00

Family apartment \$190.00

16. QUEST TRINITY

★★★★☆

Located on the city fringe, with views of Hobart's skyline and Mt Wellington, Trinity House consists of luxuriously appointed bungalow or terrace style self-contained apartments. Just a 10 minute walk to the venue.

2 bedroom apartment \$165.00

17. QUEST WATERFRONT

★★★★☆

Situated in Sullivans Cove close to Salamanca Place and the city centre, these fully self contained luxury apartments provide guests with a convenient location within 5 minutes walking distance of the conference venue.

Standard \$98.00

Studio \$112.00

Studio deluxe \$126.00

18. ST IVES APARTMENTS

★★★

Centrally located in historic Battery Point within easy walking distance to waterfront and city. Self contained spacious one and two bedroom apartments. Located 15 minutes walk or 5 minutes by car from the Hotel Grand Chancellor.

Standard Rooms \$99.00

Extra person + \$16.00 each

2 bedroom apartment \$119.00

19. THE OLD WOOLSTORE

★★★★

The Old Woolstore is one of Hobart's finest apartment hotels located five minutes walk from the CBD and fifty metres from the conference venue. Facilities include the Wapping Cafe.

Studio \$135.00

One Bedroom Apartment \$155.00

Two Bedroom Apartment \$195.00

20. WOOLMERS INN

★★★

Just 20 minutes walk from the Hobart Grand Chancellor, situated in Sandy Bay, Woolmers Inn has one or two bedroom self-contained suites with fully equipped kitchen.

One bedroom apartment \$121.00

Two bedroom apartment \$143.00

Bed & Breakfast/Colonial

21. AMBERLEY HOUSE

★★★★

Situated opposite Wrest Point and the waterfront, Amberley has all the charm and grace of the Victorian era with English gardens and a guest lounge. A smoke free house for guest comfort.

Single \$108.00

Double/Standard \$118.00

22. BATTERY POINT GUEST HOUSE

★★★★

Conveniently located in historic Battery Point, 15 minutes walk to the Hotel Grand Chancellor and two minutes walk to Salamanca Place. Features queen size beds, ensuites, family suite with spa available.

Single \$100.00

Double \$122.50

23. CLYDESDALE

★★★★

Clydesdale is a 5 minute walk to the University, the Yacht Club, Sandy Bay shops, boutiques and restaurants, and a short stroll to historic Battery Point and Salamanca Place. Continental Breakfast included.

Single \$110.00

Double/ Twin \$130.00

Bed & Breakfast/Colonial

24. COLVILLE COTTAGE ★★★★★

Colonial accommodation in the heart of historic Battery Point, this elegant Victorian house is set in fragrant gardens. Tastefully furnished in period style with private facilities and generous cooked breakfasts included. It is a 20-minute walk to the Meeting venue.

Single \$116.00

Double/Twin \$136.00

25. JAREM OF BATTERY POINT ★★★★★

Quality Bed & Breakfast accommodation located in the heart of Hobart's historic Battery Point. Walking distance to historic Salamanca Place and the city. Comfortable furnished rooms with ensuites. Breakfast included.

Single Room \$120.00

Double Room \$140.00

26. MACQUARIE MANOR ★★★★★

Situated in the central business district for convenient shopping and evening entertainment, this historic building offers value and quality. A continental breakfast is included.

Single/double/twin \$150.00

27. MERRE BE'S ★★★★★

Built in 1884 and faithfully renovated in traditional style, this cottage is an absolute delight. Situated 1 km from Hobart, in the heart of Sandy Bay. All rooms have their own ensuites and breakfast is included.

Single \$105.00

Double/Twin \$132.00

** Please note that all prices were correct at the time of printing but may be subject to slight variation.

SUNDAY 2 SEPTEMBER 2001

TIME	SPEAKER/EVENT
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1.00 – 5.00	Annual General Meeting of the Australian Society of Archivists
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5.00 – 6.00	Mander-Jones Awards Ceremony
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6.00 – 7.30	<i>Welcome Reception and Opening of Trade Exhibition</i>
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MONDAY 3 SEPTEMBER 2001

TIME	SPEAKER/EVENT
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9.00 – 9.30	Official Opening His Excellency the Governor of Tasmania, the Hon. Sir Guy Green, AC, KBE, CVO National Presidents, Australian Society of Archivists and Records Management Association of Australia
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9.30 – 9.40	Address - 50th Anniversary of the Archives Office of Tasmania Bob Sharman, Tasmania's first State Archivist
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9.40 - 10.00	A Celebration of the Centenary of Federation Tony Marshall, Senior Librarian (Heritage Collections) State Library of Tasmania and the Federation Singers
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10.00 – 10.45	Keynote address: Access is what counts <i>Access's impact on the convergence of records management systems and archives in a digital environment.</i> Dr. Nils Bruebach, Senior Lecturer in Archival Science, Archives School, Marburg, Germany
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10.45 – 11.30	Morning Tea
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11.30 – 11.45	Presentation of Eddis Linton and Sharman Awards.
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11.45 – 12.30	Recordkeeping, Privacy and Access <i>This paper will focus on the inextricably connected nature of the relationship between the demands of best practice recordkeeping, privacy and Freedom of Information</i> Tim Robinson and Judith Russell, Archives and Records Management Services, the University of Sydney
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12.30 – 1.00	Delivering Digitally – new audiences, new media <i>Harnessing current technologies and techniques to promote accessibility through electronic delivery of digitised records.</i> Margaret Kenna, Director, Accessibility Development, National Archives of Australia
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1.00 – 2.00	LUNCH
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MONDAY 3 SEPTEMBER 2001 *cont.*

TIME	SPEAKER/EVENT
2.00 – 2.45	<p>Online Access to Electronic Records <i>This paper will review the development of interoperable metadata schema and analyse the potential of mark-up languages for enhancing access to electronic records.</i></p> <p>Anne J. Gilliland-Swetland, Ph.D. Assistant Professor, Department of Information Studies, UCLA (Sponsored by the Monash University Enterprise Information Research Group, School of Information Management and Systems and the School of Information Studies, Charles Sturt University.)</p>
2.45 – 3.15	<p>Mark-up language and Metadata – The Case for the Future <i>Nothing is more certain than that we will not be able to stop somewhere in the future and redo things properly. Now is the time to think about future access and retrieval, and how we can do things now that will enable our work to remain relevant and usable.</i></p> <p>Lloyd Sokvitne, Manager (Information Systems Development), State Library of Tasmania</p>
3.15 – 3.45	AFTERNOON TEA
3.45 – 4.30	<p>Metadata: The convergence of theory and reality <i>Metadata represents convergence between traditional recordkeeping practice and future ways and means of doing business. A major contention of this presentation will be that recordkeeping metadata should be seen as a tool that facilitates the convergence of business and recordkeeping requirements.</i></p> <p>Kate Cumming, Project Officer, Government Recordkeeping, State Records NSW</p>
4.30 – 5.00	<p>Identity, Trust and Privacy <i>Balancing privacy with the need for trust and identity in electronic records is often overlooked in the privacy versus access debate.</i></p> <p>Livia Iacovino, Lecturer, Monash University</p>
EVENING	<p>Government House Reception</p> <p>Optional social functions</p> <p>Moorilla “Records in an Ancient World”</p> <p>Cornelian Bay Boat House</p>

TUESDAY 4 SEPTEMBER 2001

TIME	SPEAKER/EVENT
8.45 – 9.45	<p>Setting Standards: Legislation and recordkeeping principles <i>This paper will focus on the emergence of best practice recordkeeping principles as a legislative issue and look at the background and implementation of new legislation in WA and NSW. The speakers will take questions from the floor.</i></p> <p>Ted Ling, Director, Legislative and Accessibility Projects, National Archives of Australia, David Roberts, Director, State Records NSW Chris Coggin, Director, State Records Office Western Australia</p>
9.45 – 10.15	<p>Blurring the boundary: Electronic records between standards and practice <i>The implementation of VERS has challenged some of the assumptions about electronic records and the way they can be created, used, re-used, and ultimately preserved.</i></p> <p>Justine Heazlewood (Business Development Manager, Victorian Electronic Records Strategy, Public Record Office of Victoria) and Howard Quenault (Victorian Department of Infrastructure)</p>
10.15 – 10.45	MORNING TEA
10.45 – 11.15	<p>ISO 15489 <i>The International Standards Organisation's long-awaited Records Management Standard, ISO15489, is a fascinating document that will replace our own Australian Standard AS4390. It will be vital to all recordkeepers. Convergence? Yes, it will help us all work in the same way and, in the growing global community, that is a huge plus.</i></p> <p>Mike Steemson, The Caldeson Consultancy</p>
11.15 – 12.00	<p>Can AS4390 and DIRKS apply on the international scene <i>This paper contends that AS4390 and the recently developed DIRKS manual are powerful tools for any information manager anywhere in the world.</i></p> <p>Tom Adami, Judicial Records and Archives Unit, United Nations International Criminal Tribunal for Rwanda</p>
12.00 – 12.30	<p>Reality bites – DIRKS in the real world <i>This paper uses the experience of implementation practitioners to explore issues about adapting standards to the work environment, getting commitment to recordkeeping projects and pitfalls for the unwary. This paper will include an implementation case study.</i></p> <p>Colleen McEwan, Assistant Director, Recordkeeping Implementation, National Archives of Australia.</p>

TUESDAY 4 SEPTEMBER 2001 *cont.*

TIME SPEAKER/EVENT

12.30 – 1.30 Annual General Meetings of the Records Management Association of Australia and some Australian Society of Archivists Special Interest Groups (Electronic Records, Local Government, Science Technology & Medicine Archives, Indigenous Issues and University & College Archives).

1.30 – 2.30 **LUNCH**

2.30 – 3.15 **WORKSHOPS**

Each workshop will provide opportunities for discussion around central papers.

Archives in the Electronic Age

Suzanne Fairbanks (Deputy University Archivist, The University of Melbourne): Collecting archives in the electronic age.

Lise Summers (Archivist, State Records Office of WA): Dancing with the devil; developing a digitisation project.

David Roberts (Director, State Records NSW) and Mark Stevens (City Archivist, Council of the City of Sydney): A case study on the development of Archives Navigator.

Appraisal and Disposal, the point of convergence

Dr Jim Stokes, (Director, Collection Documentation and Review, National Archives): Reviewing and re-appraising a collection.

Additional case studies will cover the appraisal of police and court records with panel discussions addressing the differences/similarities between various jurisdictions.

The keynote speaker, Dr Nils Bruebach, will provide a European perspective on the issues raised.

Education and Professional Development

Margaret Pember (Curtin University of technology): Do you really need a degree?

The workshop will include presentations on the development and future application of the Record-keeping Competency Standards and a panel discussion of the implementation of the Business Services Training Package.

Managing Electronic Records

Anne Picot (Corporate Archivist, Roads & Traffic Authority NSW): Electronic identity, what signatures really stand for and how they should be managed in the digital environment.

Therese Bendeich (Senior Consultant, Synercon Management Consulting PL): An holistic approach to EDMS and RM implementations.

Chris Fripp (Corporate Records & Archives Manager, Sutherland Shire Council NSW): The Electronic Challenge.

3.15 – 3.45 **AFTERNOON TEA**

3.45 – 5.00 **WORKSHOPS CONTINUE**

EVENING **CONFERENCE DINNER**

WEDNESDAY 5 SEPTEMBER 2001

TIME	SPEAKER/EVENT		
9.00 – 9.45 PLENARY	9.00- 10.30 SPECIAL INTEREST GROUPS		
	<p>Good records pay What is the hardest job in Records Management? Getting attention. This paper will argue that there is a way to overcome this dilemma. David Price, (Senior Consultant, Synercon Management Consulting PL)</p>	<p>The Local Government Special Interest Group of ASA and the Local Government Chapters of RMAA will present papers and a panel discussion focusing on the application of Privacy legislation to Local Government</p>	<p>The Electronic Records Special Interest Group of ASA and the Information Technology Committee of RMAA will explore issues of joint interest. The session will include a paper by Marian Hoy (Assistant Director, Collection Documentation, National Archives of Australia): Descriptive standards and procedures for record series in electronic form</p>
9.45 – 10.30 PLENARY	<p>Building bridges between cultural heritage resources Gavan McCarthy (Australian Science and Technology Heritage Centre, University of Melbourne) and Bruce Smith (School of Business Information Technology, RMIT University).</p>		
10.30 – 11.00 MORNING TEA			
11.00 – 11.45	<p>Recordkeeping and reconciliation <i>Reconciliation movements in Australia and elsewhere highlight fundamental questions about the significance of recordkeeping and archiving in relation to governance, democratic accountability, individual and collective identity, and individual, corporate and collective memory.</i> Sue McKemmish (Associate Professor, School of Information Management and Systems, Monash University) and Michael Piggott (University Archivist, University of Melbourne)</p>		
11.45 – 12.30	<p>Keynote address: What's converging and where is it leading us? <i>This paper argues that the biggest question for recordkeeping professionals in an era of convergence is how to integrate and balance the interests of society at large with the interests and concerns of the record creator.</i> Kathryn Dan, Assistant Director-General, Government Recordkeeping, National Archives of Australia.</p>		
12.30 – 1.30	LUNCH		

WEDNESDAY 5 SEPTEMBER 2001 *cont.*

TIME	SPEAKER/EVENT
1.30 – 2.15	<p>Convergence and Divergence <i>This paper will explore the issues and challenges experienced during the development of Queensland's whole-of-Government Recordkeeping Framework from both the archival and records management perspective and will also discuss and challenge the underlying barriers to forming professional strategic alliances.</i></p> <p>Jackie Bettington ARMA (Senior Consultant, Communication and Information Policy and Planning, Queensland Department of Innovation and Information Economy) and Sally Algate (Manager, Document Management Services, Education Queensland)</p>
2.15 – 3.00	<p>Can the digital age bring the interests of records managers and records users closer together? <i>This paper examines the issue of the loss of records of state government departments and instrumentalities in NSW from a user's viewpoint, and the implications of records gaps for research under-pinning heritage conservation, environmental management and social and cultural history.</i></p> <p>Dr Lynne McLoughlin (Graduate School of the Environment, Macquarie University), Dr Grace Karskens (ARC Queen Elizabeth Research Fellow, the School of History, the University of New South Wales) and Terry Kass (Historian and Heritage Consultant).</p>
3.00 – 3.45	<p>Darwin revisited: How closely are the ASA and RMAA converging? <i>A panel discussion will be led by Steve Stuckey.</i></p> <p>Steve Stuckey (Assistant Director-General, Collection Management, National Archives of Australia) and a panel of conference speakers.</p>
3.45 – 4.15	AFTERNOON TEA
4.15 – 4.45	Closing address: Mike Steemson.
4.45 – 5.00	Hand-over to subsequent conferences.
5.00	Farewell reception

