Web Archiving Collection Policy for Government Information

Date of last revision: 19 Sept 2023

Purpose

Current government information is primarily published digitally. Many government documents are often available only online. Government web archiving complements the digital government documents available via the Library catalogue and ensures that the material will be available and preserved.

Web archiving of government information is part of the Library's Web Archiving Initiative, whose goal is:

> to ensure that web content that contributes to research, learning and teaching at UBC is preserved and accessible over time. While an increasing amount of content is born digital, the inherent ephemerality of this content requires that steps be taken to ensure that it is preserved. The University of British Columbia Library will endeavor to capture web content that aligns with collection priorities, as outlined in this policy.

Method

The Library uses the Internet Archive's Archive-it software for web archiving. This is a fee-based software which is paid on an annual basis and cost is determined by how much storage is purchased. There is a robust Archive-it community help center and trouble tickets can be submitted to the Archive-it technicians and engineers who help guide users with quality assurance assistance.

When a collection includes government information focused on particular subject areas, the government information librarian involves the appropriate subject librarians to ensure that the correct content is preserved.

UBC Library will continue to work with other BC universities including Simon Fraser University, Vancouver Island University and the University of Victoria on collaborative web archive collections impacting British Columbia. UBC Library partnered with these universities to archive content related to BC municipal elections in the fall of 2023.

Collection Scope

Our government information web archiving is focused on provincial and local materials that support the teaching, research and interests of UBC faculty, students and staff.

Websites are prioritized over single documents.

Alignments with the University's Strategic Plan and Indigenous Strategic Plan, as well as with the Library's Strategic Framework, are taken into account.

When possible, the Library will collaborate with the UBC community on web archiving initiatives. Government websites often contain critical information of cultural, social, historical, economic and political importance to British Columbia. We will work with our stakeholders to identify and develop event-based and thematic web archiving projects.

Canadian Federal Government

Library and Archives Canada's collection's mandate includes web archiving the Government of Canada's domain (gc.ca). LAC works with the [Canadian Government Information Digital Preservation Network](#) (CGI-DPN), which UBC is part of, to collaboratively archive Government of Canada content. For example, LAC does not archive materials from political parties other than the Liberals, Conservatives, NDP and Bloc Québécois; CGI-DPN members fill in those gaps.

BC Municipal and Local Governments

UBC Library will focus its web archiving efforts on BC municipal and local government content that is or might reasonably become of interest to UBC faculty and students. Some examples include web pages containing unique or ephemeral content produced from spontaneous events, webpages of time-limited interest or purpose, government web pages that are slated for removal due to government policies, or web pages created by incipient organizations whose sites may have stability concerns.

As appropriate, the Web Archiving Services Team will work with colleagues in MAA to identify content for collections concentrating on planning documents for Metro Vancouver (formerly the Greater Vancouver Regional District, GVRD) including the web archiving projects of interest below:

- Land use plans and neighborhood plans are key areas of interest for the library and researchers.
- Major planning projects in Metro Vancouver (Broadway Corridor, Surrey LightRail)
- Transportation development in Metro Vancouver including impacts of transportation on Vancouver (Cambie line, Expo Line, Rails to Trails, etc.)

Other Governments

The Library will not normally archive materials from any other governments. We will only do so as part of a specific project, in consultation with other UBC stakeholders.

Review and Revision

This policy will be reviewed every two years by the members of the Web Archiving Services Team, in consultation with Library colleagues and UBC stakeholders.

UBC Archive-It Collections:

https://archive-it.org/organizations/734