

25 Hepetema 2024

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www.dia.govt.nz

E te rangatira e Craig, tēnā koe

Database Information

Thank you for your email, received on 29 August 2024, requesting information on databases equivalent to Archway under the Official Information Act 1982 (the Act).

You have requested:

- "1. The names and types of databases accessible to staff relating to the significant proportion of records held by Archives New Zealand. In other words, the databases equivalent to Archway database.
- 2. Screenshots of the query windows for each database.
- 3. The number of records accessible on each database."

On 5 September we emailed you to clarify the interpretation of parts of your request (as specified below). We asked that you contact us by 9 September if our understanding of your questions was incorrect. We have not received a response from you, and so have answered your questions according to our interpretation. We have included an explanation of how we have interpreted each question in our response below.

1. The names and types of databases accessible to staff relating to the significant proportion of records held by Archives New Zealand. In other words, the databases equivalent to Archway database.

We have interpreted the scope of this question to include databases staff have access to that perform similar functions to Archway. Only one database is in scope of this request, an off-the-shelf product known commercially as Axiell Collections. This is known internally as Collections Staff. Axiell Collections uses a Microsoft SQL Server database. You can read more information at https://help.collections.axiell.com/en/Topics/Architecture.htm.

Kia pono ai te rua Mahara – Enabling trusted government information

We have considered two databases accessible to staff relating to the significant proportion of records held by Te Rua Mahara out of scope of your request. As per our email on 5 September, we have interpreted your request to exclude Archway itself. The other database, Archway Location Finder (ALF), does not perform the same functions as Archway.

Collections Search is a website that harvests data from Collections Staff and connects to the Government Digital Archive, and is not a database itself.

2. Screenshots of the query windows for each database.

Please see screenshots of the query windows in Collections Staff at **Appendix A**.

3. The number of records accessible on each database.

As per our email to you on 5 September, we have interpreted "records accessible" to mean the data entries accessible in each database. Please see a table of the number of data entries accessible in Collections Staff as of 9 September 2024, at **Appendix B**. Please note that these numbers are only reflective of a particular point in time, as new data entries are created every day.

In our email, we noted that the question could also be understood as meaning "The number of public archives accessible on each database" due to the multiple meanings of the word 'record' in this context. The metadata of public archives are accessible in Collections Staff but the public archives themselves are not.

Born-digital archives and digital images of public archives are hosted in the Government Digital Archive. These are linked to in the data entry for the public archive in Collections Staff.

There are 7,706,221 listed public archives in Collections Staff. Please note that this number includes 'super items' (an item, such as a container, containing multiple public archives), 'sub items' (parts of a public archive that are described separately to aid discoverability, such as folios in a volume), and descriptive items (items that aggregate other records, such as a folder containing files).

I note you have submitted a number of queries about the databases used by Te Rua Mahara recently. Please let us know if you would like to meet with subject matter experts to discuss your queries, as this may enable us to provide more helpful and relevant information to you.

Please contact <u>oca@dia.govt.nz</u> if you have any questions about this response or if you would like to meet with kaimahi on this topic.

Please note that in cases where the Department's response provides information that is identified to be of public interest, the response may also be published on the Department of Internal Affairs website. If the Department publishes its response to your OIA request, all personal information, including your name and contact details, will be removed.

You have the right under section 28 of the OIA to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint can be found at https://www.ombudsman.parliament.nz/ or freephone 0800 802 602.

Ngā mihi, nā

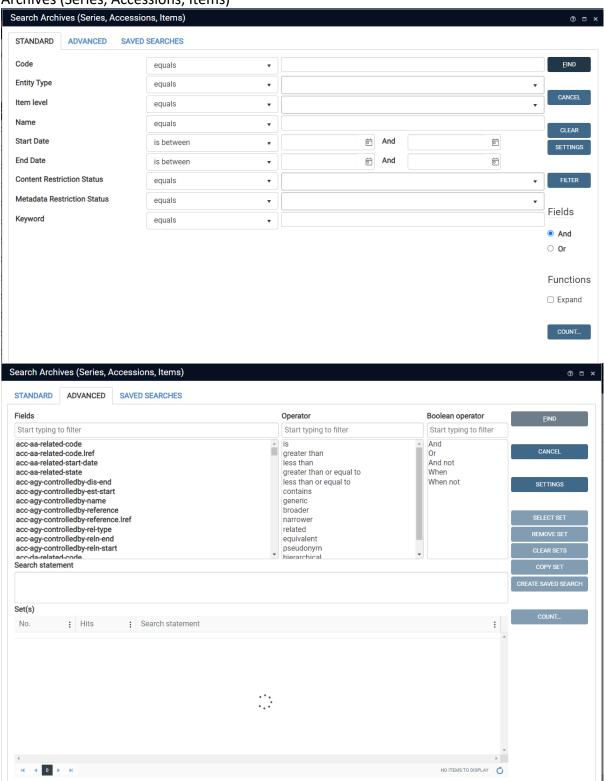
Anahera Morehu

AR IN

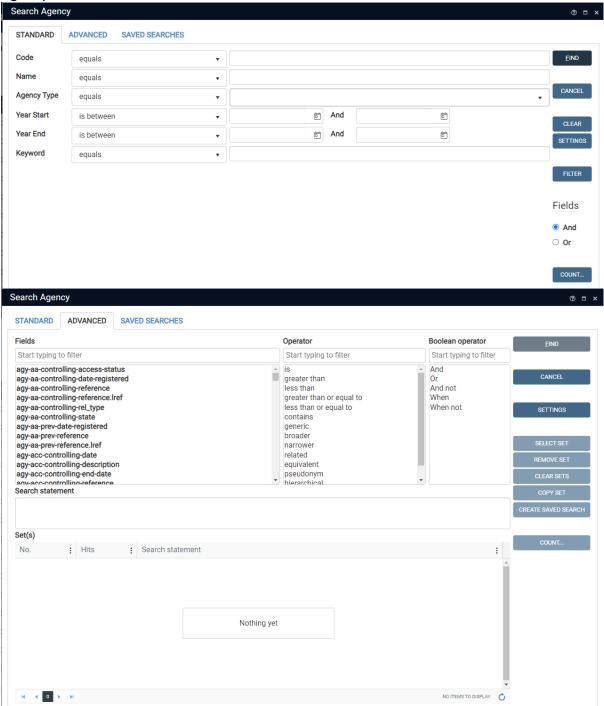
Poumanaaki Chief Archivist

Appendix A

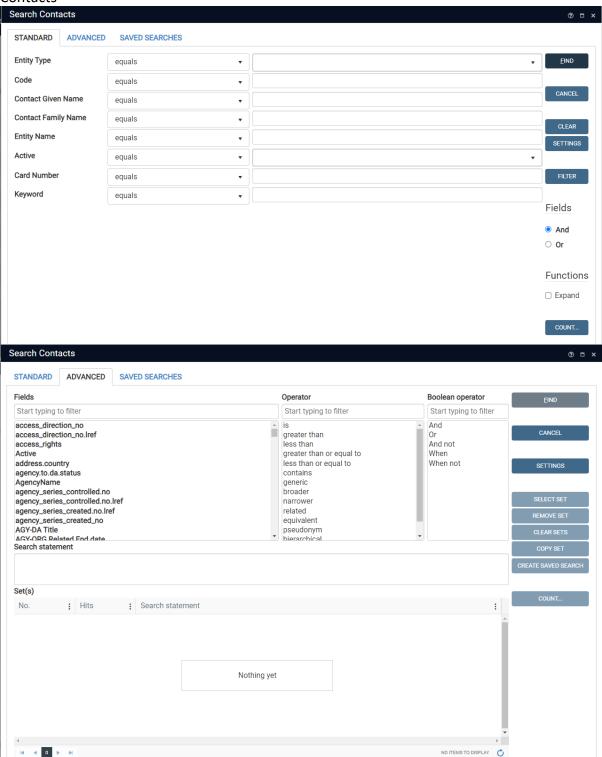
Archives (Series, Accessions, Items)



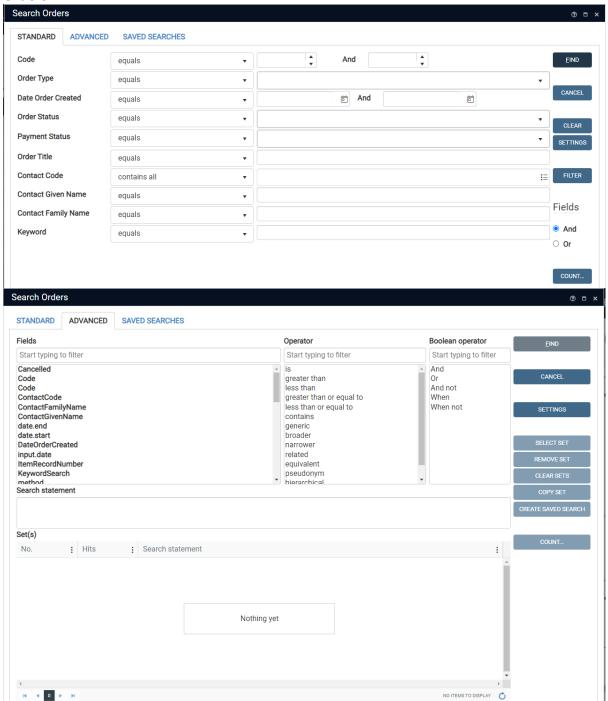
Agency



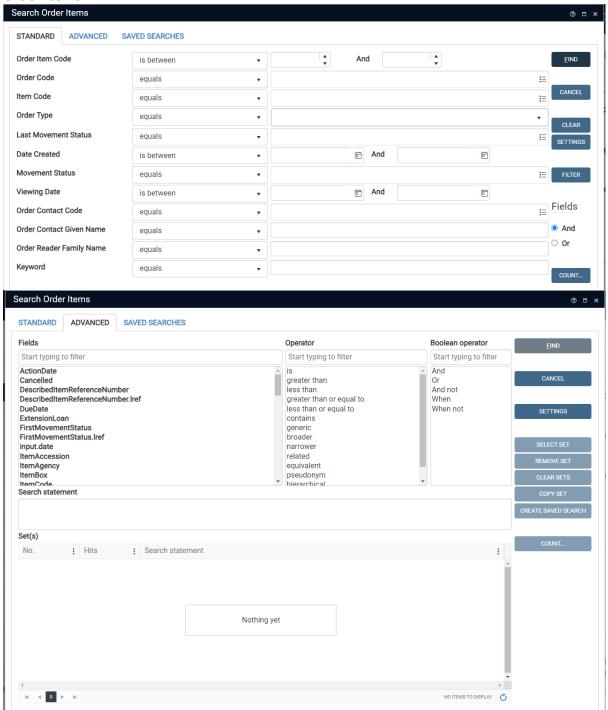
Contacts



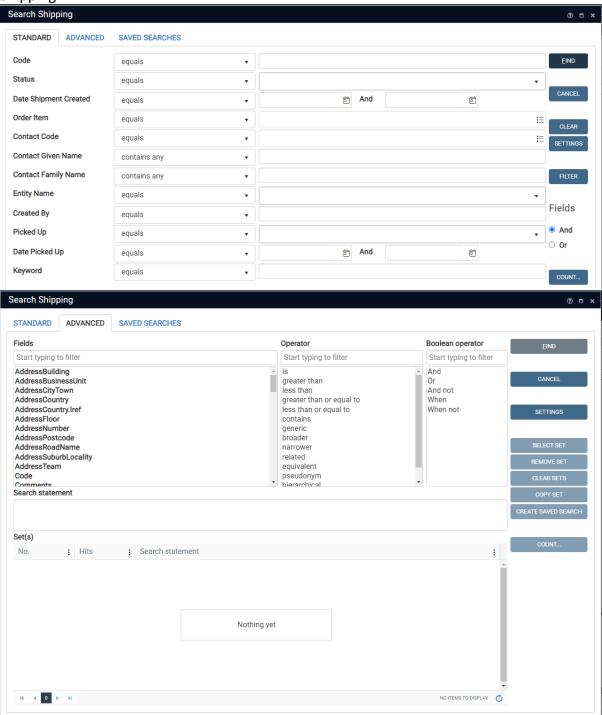
Orders



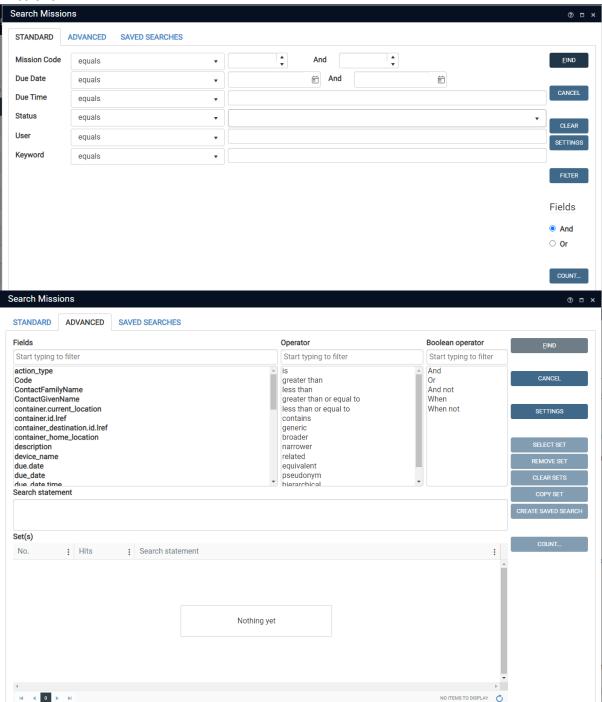
Order Items



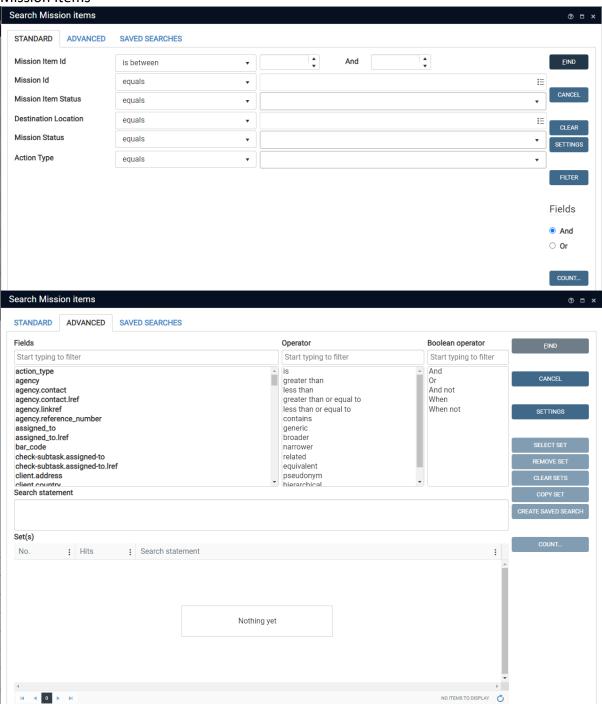
Shipping



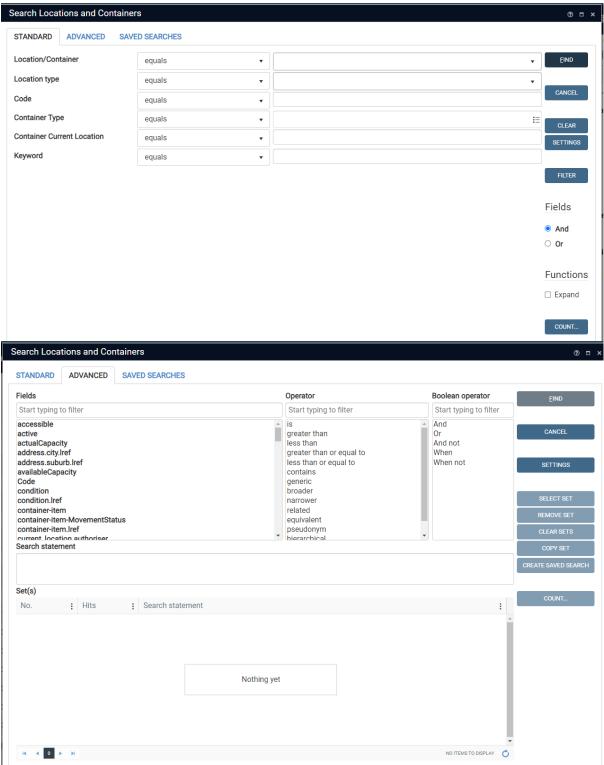
Missions



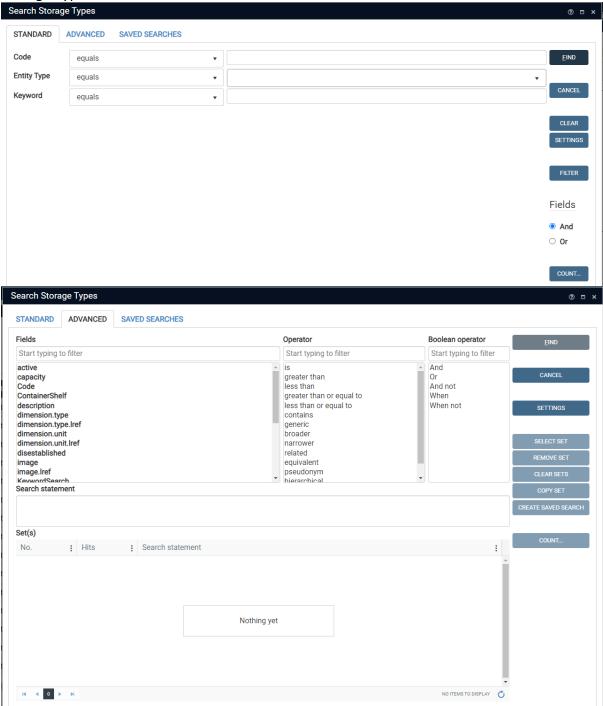
Mission Items



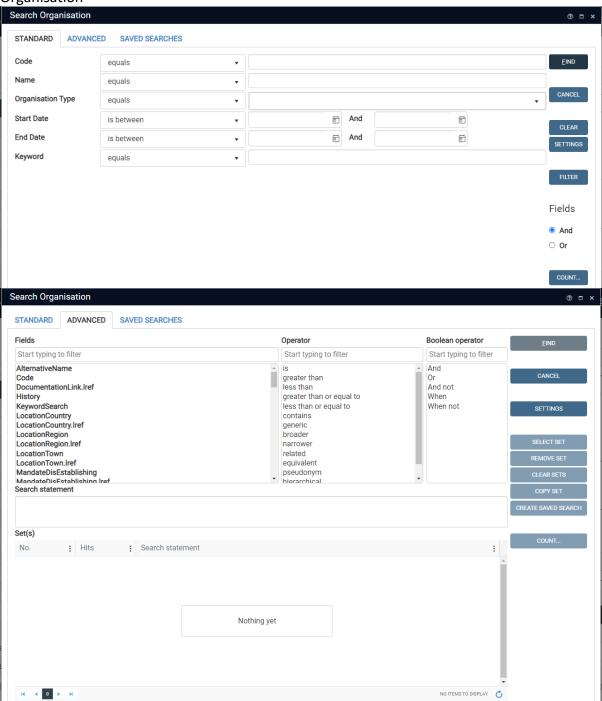
Locations and Containers



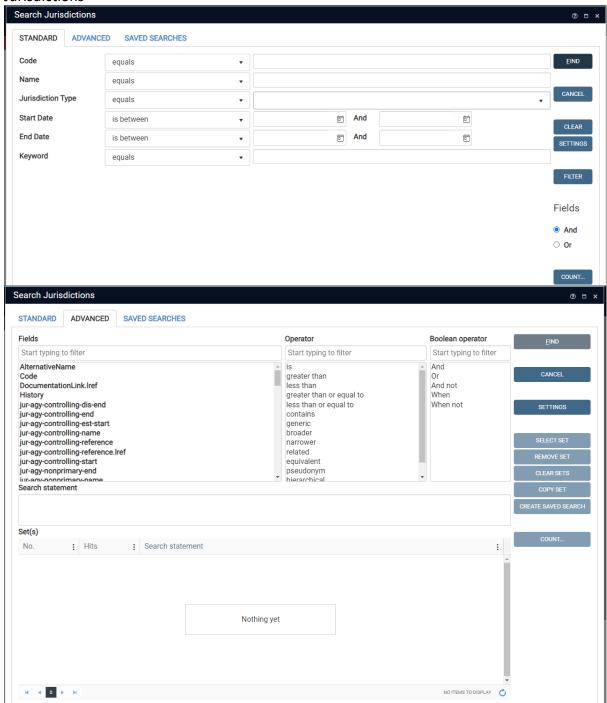
Storage Types



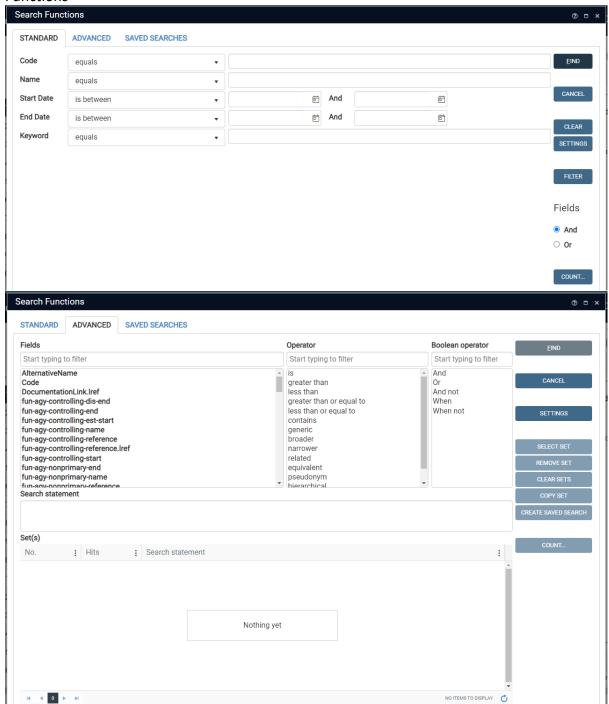
Organisation



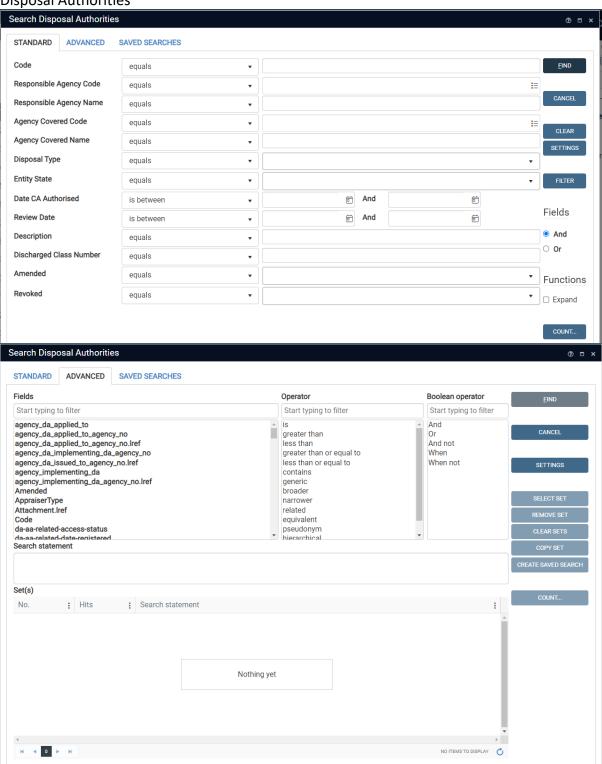
Jurisdictions



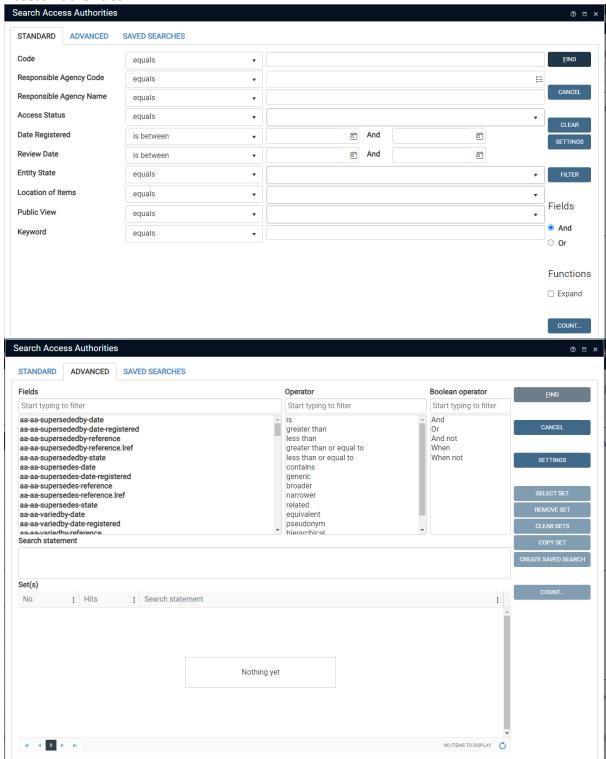
Functions



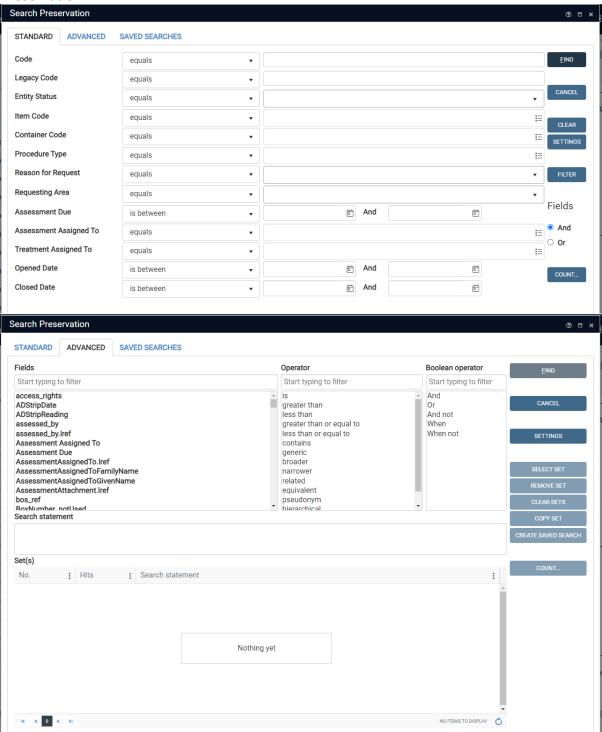
Disposal Authorities



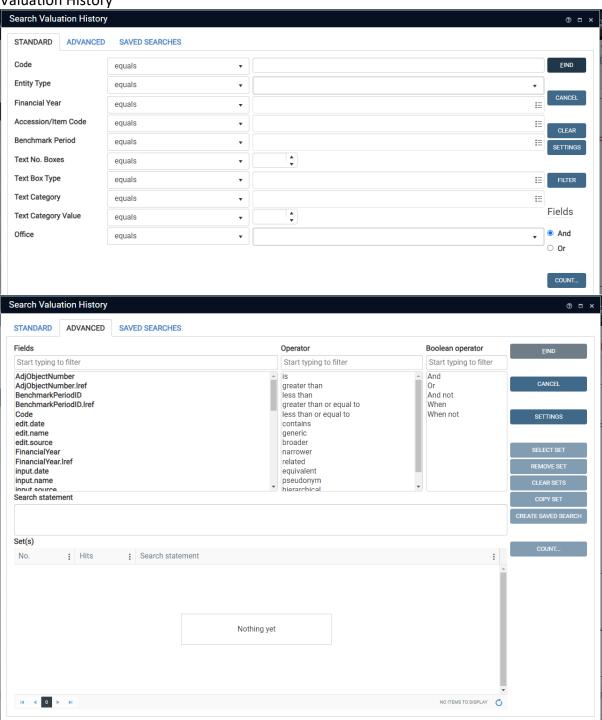
Access Authorities



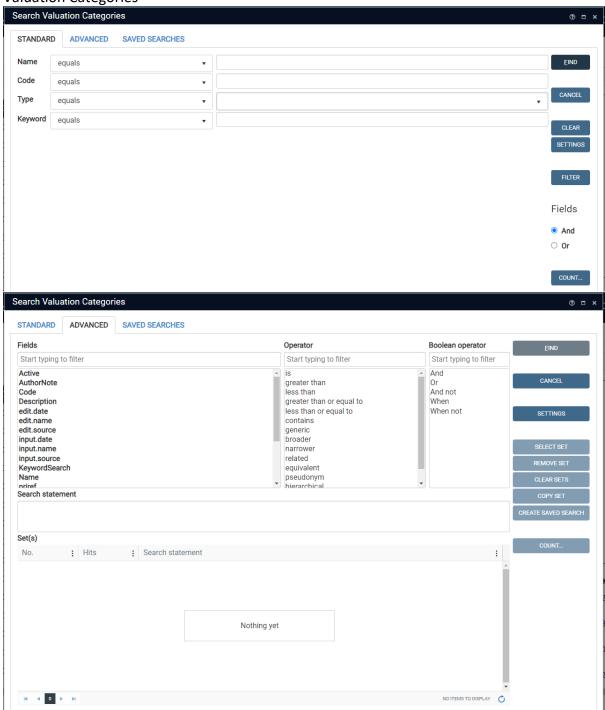
Preservation



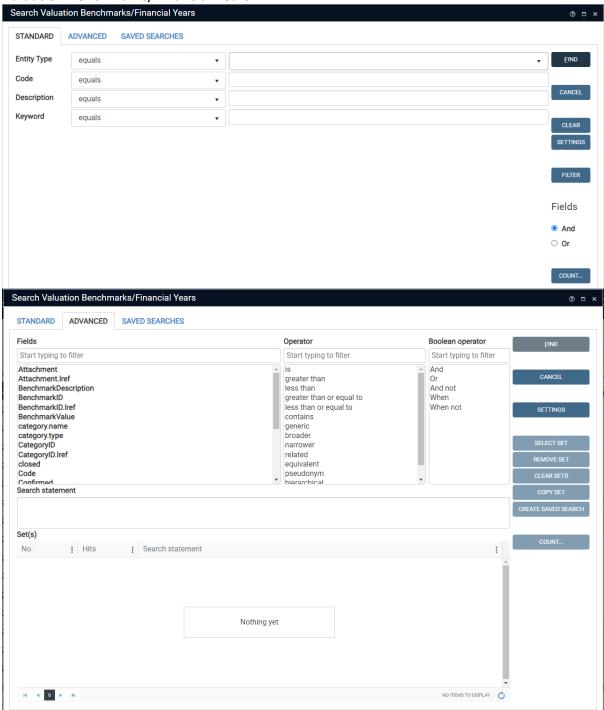
Valuation History



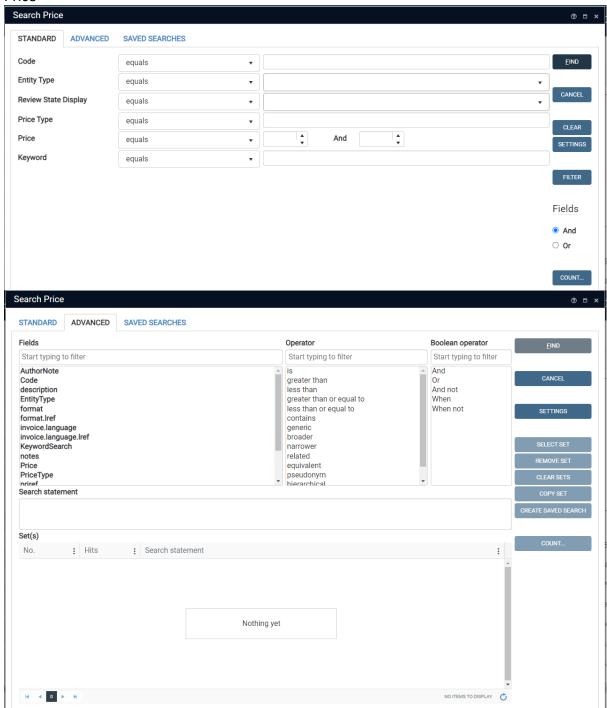
Valuation Categories



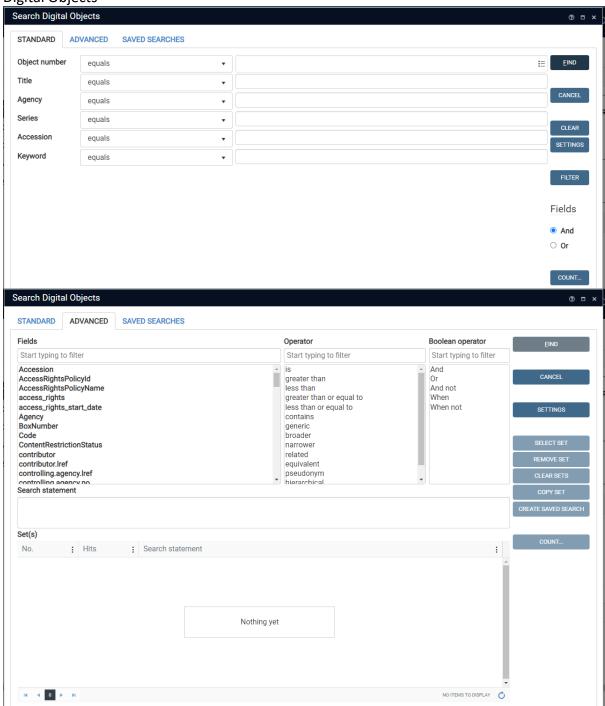
Valuation Benchmarks/Financial Years



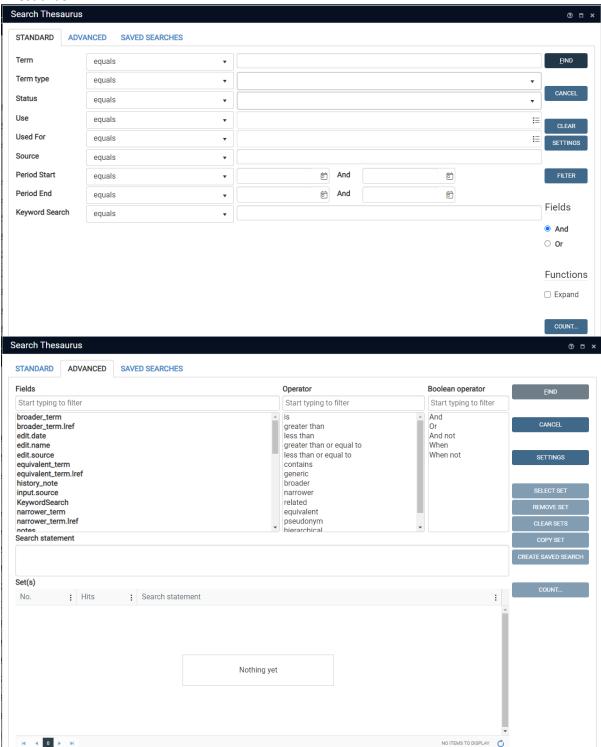
Price



Digital Objects

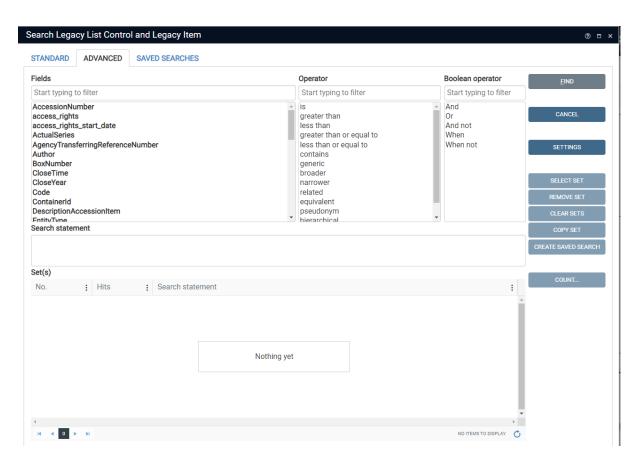


Thesaurus



Legacy List Control and Legacy Item





Appendix B: Number of data entries accessible in Collections Search as of 9 September 2024

Dataset in Collections Staff	Number of data entries accessible
Archives (Series, Accessions, Items)	7,737,899
Agency	6,651
Contacts	38,040
Orders	729,582
Order Items	786,361
Shipping	17,200
Missions	26,768
Mission Items	206,312
Locations and Containers	1,036,364
Storage Types	71
Organisation	27
Jurisdictions	402
Functions	313
Disposal Authorities	867
Access Authorities	1,109
Preservation	4,374
Valuation History	9,456
Valuation Categories	24
Valuation Benchmarks/Financial years	27
Price	5
Digital Objects	1,482,011
Thesaurus	10,363
Legacy List Control and Legacy Item	60,400,364
Total	72,494,590