

# Update for government

## DIGITAL CONTINUITY

July 2009



The National Archives

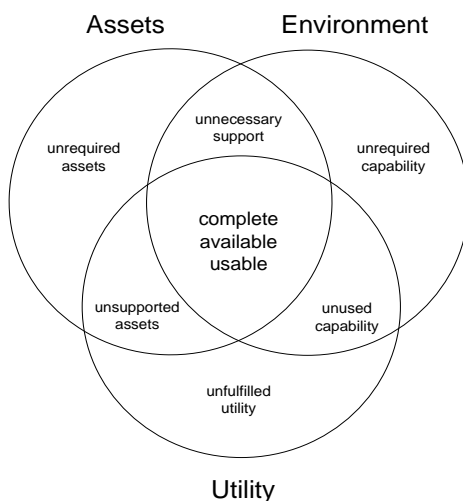
We're developing a digital continuity service for government that will enable it to use its digital information for as long as it needs to. This will include guidance, technical tools and services, and standards.

This monthly update focuses on the procurement process for the Framework of technical tools and services. Please circulate as appropriate.

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### Digital continuity tools and services

Continuity means making sure that information is complete, available and usable over time and through change.



As this diagram shows, that means aligning your assets (information), technical environment (the things that keep information usable) and utility (what you need to do with the information you have).

Against this background, we are targeting tools and services in four key areas:

#### Tools to understand assets

- File characterisation
- Database characterisation
- Metadata extraction
- Information modelling
- Content analysis

#### Tools to understand environments

- Technology inventory
- License management
- Usage analysis
- Configuration management

#### Tools to change assets

- File format conversion
- Database migration
- Asset de-duplication
- Data quality enhancement
- Asset archiving

#### Tools to change environments

- Efficient storage
- Hardware virtualisation
- Viewer software

**A range of consultancy and services, including, for example:**

- Digital continuity risk assessment and planning
- Data discovery, migration, transformation etc
- Integration of tools

### Delivering the Framework

The National Archives is keen to develop and deliver the Framework using existing expertise, best practice mechanisms and processes, for example:

- Working with Buying Solutions to undertake the procurement and make the resulting Framework available to all public sector organisations as well as central government.
- Working with OGC to understand how Information Asset Management can fit within the ITIL best practices for IT service management.
- Working with OGC and Partnerships UK to integrate Digital Continuity best practices into the model services contract and the OGC ICT Services Procurement guidance.

### Benefits

The benefits of procuring a framework of tools and



services with Buying Solutions include:

- Call off what you need when you need it – no up-front commitment
- No (or significantly reduced) procurement costs for departments
- Competitive pricing
- Supplier commitment to deliver services within The National Archives' best practice guidance

### Procurement timetable

Outline requirements for the framework will be available on our [website](#) for consultation on 3 August. This consultation will close on 14 September. We will be contacting our first wave customers about this in August.

The OJEU Contract Notice (which officially starts the procurement process) will be issued at the end of October.

The procurement exercise is due to conclude by the end of June 2010 when the framework will be available for use.

### For more information

If you'd like more information on our procurement processes visit our [website](#) or email your questions to

[DCSprocurement@nationalarchives.gov.uk](mailto:DCSprocurement@nationalarchives.gov.uk)