

MINISTER FOR CULTURE AND THE ARTS — PORTFOLIOS —  
 RECORDS MANAGEMENT AND ARCHIVING

1359. Hon Alison Xamon to the Leader of the House representing the Minister for Culture and the Arts:

I refer to records management and archiving, and I ask:

- (a) for each of the last five financial years finishing 2016–17, for each Government agency within the Minister’s portfolio, could the Minister please provide the cost of records archiving services including:
- (i) collection;
  - (ii) storage;
  - (iii) retrieval; and
  - (iv) destruction;
- (b) for each of the last five financial years, finishing 2016–17, for each Government agency within the Minister’s portfolio, could the Minister please provide the cost of records management consultancy services provided by:
- (i) the State Records Office; and
  - (ii) private consultants and/or consultancy businesses; and
- (c) for each Government agency reporting to the Minister, could the Minister please explain the process by which records held offsite by third-party private companies can be searched and accessed by:
- (i) members of the agency;
  - (ii) members of other Government agencies;
  - (iii) members of academia; and
  - (iv) members of the public?

**Hon Sue Ellery replied:**

Former Department of Culture and the Arts

- (a) (i)–(iv)

2016–17	2015–16	2014–15	2013–14	2012–13
\$16 130.17	\$41 951.82	\$27 759.85	\$33 112.95	\$39 197.91

- (b) (i)–(ii)

2016–17	2015–16	2014–15	2013–14	2012–13
Nil	Nil	Nil	\$147.76	Nil

Department of Local Government, Sport and Cultural Industries

- (c) (i) Members of the agency can search in TRIM, to find records which are listed as ‘offsite’. They then contact the IM Team to retrieve those records if appropriate.
- (ii) Members of other Government Agencies have no access to search or access these records unless a request for information is approved.
- (iii) Members of academia have no access to search, but can request access through the FOI process.
- (iv) Members of the public have no access to search, but can request access through the FOI process.

Art Gallery of Western Australia

(a)	(i)	(ii)	(iii)	(iv)
2012–13	\$558.41	\$2 583.13	\$505.97	\$92.18
2013–14	\$127.49	\$2 765.56	\$485.18	\$43.34
2014–15	\$390.90	\$2 932.48	\$451.54	\$0.00
2015–16	\$57.04	\$2 532.66	\$388.65	\$0.00
2016–17	\$100.25	\$1 486.92	\$111.35	\$0.00

- (b) (i)–(ii)

**Extract from Hansard**  
[COUNCIL — Wednesday, 22 August 2018]  
p5062b-5064a  
Hon Alison Xamon; Hon Sue Ellery

2016–17	2015–16	2014–15	2013–14	2012–13
Nil	Nil	Nil	Nil	Nil

- (c) (i) Staff can search the AGWA electronic document and records management system, Content Manager 9.2, to find information and then request Information Management staff to retrieve the files from offsite storage.
- (ii) Members of other Government Agencies have no access to search or access these records unless a request for information is approved.
- (iii) Members of academia have no access to search, but can request access through the FOI process.
- (iv) Members of the public have no access to search, but can request access through the FOI process.

Perth Theatre Trust

- (a) (i)–(iv)

2016–17	2015–16	2014–15	2013–14	2012–13
\$13 852.24	\$8 196.11	\$4 575.48	Not available <sup>1</sup>	Not available <sup>1</sup>

<sup>1</sup>Please note the financial figures for 2012–13 and 2013–14 are with DCA as they were managing PTT's Records.

- (b) (i)–(ii)

2016–17	2015–16	2014–15	2013–14	2012–13
Nil	Nil	Nil	Nil	Nil

- (c) (i) Information Management, DLGSC are the only staff who can recall hard copy records from offsite storage.
- (ii) Members of other Government Agencies have no access to search or access these records unless a request for information is approved.
- (iii) Members of academia have no access to search, but can request access through the FOI process.
- (iv) Members of the public have no access to search, but can request access through the FOI process.

State Library of Western Australia – including the State Records Office

- (a) (i)–(iv)

2016–17	2015–16	2014–15	2013–14	2012–13
Nil	Nil	Nil	Nil	Nil

- (b) (i)–(ii)

2016–17	2015–16	2014–15	2013–14	2012–13
Nil	Nil	Nil	Nil	Nil

- (c) (i)–(iv) Not Applicable.

Western Australian Museum

(a)	(i)	(ii)	(iii)	(iv)
2012–13	\$0.00	\$2 478.00	\$0.00	\$74.00
2013–14	\$401.92	\$3 634.22	\$232.58	\$151.69
2014–15	\$268.68	\$3 036.64	\$303.13	\$32.51
2015–16	\$374.95	\$2 725.70	\$461.86	\$0.00
2016–17	\$289.20	\$2 673.96	\$168.10	\$20.24

- (b) (i)–(ii)

2016–17	2015–16	2014–15	2013–14	2012–13
Nil	Nil	Nil	Nil	Nil

- (c) (i) Access to Museum records held offsite by third-party private companies (RECALL) are restricted to only Museum Senior Records Officer. All requests are approved by the director and forwarded to the Senior Records Officer for retrieval.
- (ii) Members of other Government Agencies have no access to search or access these records unless a request for information is approved.
- (iii) Members of academia have no access to search, but can request access through the FOI process.
- (iv) Members of the public have no access to search, but can request access through the FOI process.