

31st January 2007

**Letter from Ann Limb, Chair of the Legal Deposit Advisory Panel
c/o DCMS 2-4 Cockspur Street London SW1Y 5DH**

Dear [Heads of the Publishing Trade Associations]

Voluntary Scheme for the deposit of offline digital and microform publications

I am writing to you to ask for your assistance in the active re-launch of the voluntary scheme for the deposit of offline digital and microform publications and to update you about how publishers can participate more fully in the simplified scheme, including by using the new facility to provide information online. During the period 1 February 2007 to 31 January 2008 the scheme will be monitored so that by the Spring of 2008 the Legal Deposit Advisory Panel can decide whether or not to recommend that the Secretary of State make formal Regulations, and if so, how they might be framed.

Background

As you may know, the Legal Deposit Advisory Panel (LDAP) was established by the Department of Culture Media and Sport in September 2005 as an independent body to advise the Secretary of State on the implementation of the Legal Deposit Libraries Act 2003. This Act allows for Regulations to be made, where appropriate, to extend the existing system of legal deposit to non-print publications; this will be done on a step-by-step basis.

The Panel has spent its first year of existence consulting with key stakeholders on the main issues involved; has commissioned research to define and describe the different types of e-content which might in future become subject to deposit; and has examined how those voluntary arrangements which already exist are actually working.

You may already be aware of the voluntary scheme for the deposit of UK offline digital and microform publications, including some types of electronic media. This has been in operation since 2000, under the auspices of the Joint Committee on Legal Deposit (JCLD), a non-statutory group of publishers and the legal deposit libraries

The re-launch of the scheme

LDAP and JCLD have looked at how the current voluntary scheme for offline digital and microform publications is working. They have concluded that as a first step this voluntary scheme should be simplified, more widely publicised, and its effectiveness systematically monitored, in order to encourage active and comprehensive participation in the scheme by publishers and libraries.

The Legal Deposit Advisory Panel, through the chair of its subcommittee on offline publications, Angela Mills Wade, has agreed to take the lead on this. By the Spring of 2008 we aim to have a robust evidence base of data and good practice, which will help the Panel to decide whether or not to recommend that the Secretary of State make formal Regulations, and if so, how they might be framed.

What we would like you to do

We hope therefore that you will help us in this task during 2007 by

- publicising the re-launch to your members through direct communications, newsletters and websites
- encouraging publishers to deposit their new offline publications with the legal deposit libraries, and
- asking publishers to provide some basic information on their off-line digital and microform publishing programmes through a simple online form.

To make this as easy as possible the Panel has revised the current scheme and is putting in place:

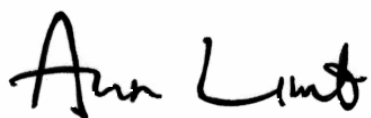
- A new, simplified online form for publishers to supply basic information about their offline publications programme. This will enable us to identify the approximate number of publications which will need to be archived. This form is available at <http://www.surveymonkey.com/s.asp?u=510403154336>
- A new procedure for deposit: instead of being asked to supply detailed information when publishers send each publication for deposit, the receiving library will contact publishers directly once it is received, and ask for any information it requires in order to archive the publication.
- Brief and clear notes of explanation are attached about the scope, practical arrangements and any exceptions to the scheme. Please distribute these to your members together with information about the re-launch and the link to the online form.

These documents are also available on the British Library's website <http://www.bl.uk/about/policies/legaldeposit.html>.

We hope that these simplified arrangements will encourage publishers to deposit. Please contact your members and publicise the new arrangements and upload the relevant links to your own website. If your members are in the habit of routinely depositing through the existing arrangements please ask them to continue to do so; however, we hope that the new procedure will make the task quicker and easier for publishers.

I very much appreciate your support with this; please contact me (aql@annlimb.co.uk) if you have any queries about our plans.

Yours sincerely



Dr. Ann Limb
Chair, Legal Deposit Advisory Panel

Attachment: Guidance notes on the scope of legal deposit arrangements for the *deposit of offline digital and microform publications*

Useful Links:

About the Legal Deposit Advisory Panel

http://www.culture.gov.uk/what_we_do/Libraries/legal_deposit/

What is Legal Deposit? http://www.llgc.org.uk/ald/Legal_Deposit_Leaflet.pdf

Online Publisher Information Form:

<http://www.surveymonkey.com/s.asp?u=510403154336>

Legal Deposit at the British Library <http://www.bl.uk/about/policies/legaldeposit.html>

The Agency for the Legal Deposit Libraries acts on behalf of five libraries to ensure that they receive legal deposit copies of British and Irish publications

<http://www.llgc.org.uk/ald/>