Library and Archives Canada

2006-2007

Report on Plans and Priorities

Beverley J. Oda
Minister of Canadian Heritage and Status of Women

Table of Contents

Minister's Message **5**

Message from the Librarian and Archivist of Canada **7**

Management Representation Statement **9**

Mandate of Library and Archives Canada **10**

Changes from Previous Reports on Plans and Priorities **11**

Planning Overview **13**

Summary of Priorities **17**

Details on Priorities by Program Activity **21**

Other Items of Interest **39**

Library and Archives Canada's Corporate Management **40**

Organization Structure **41**

Planned Spending Trends **43**

Financial Information **44**

Legislation Administered by the Librarian and Archivist of Canada **50**

Contacts for Further Information **50**

Minister of Canadian Heritage
and Status of Women

Ministre du Patrimoine canadien
et de la Condition féminine

Ottawa, Canada K1A 0M5

As a member of the Canadian Heritage Portfolio, Library and Archives Canada (LAC) plays a vital role in the cultural and civic life of Canadians.

Library and Archives Canada's overarching objective is to preserve Canada's documentary heritage and to make it known and accessible. LAC's extensive multimedia collections, gathered over 130 years, form one of Canada's key knowledge resources. It builds on the collections of the former National Archives and the former National Library. LAC is currently transforming itself into a prime learning destination, offering Canadians a single window into our unique documentary heritage and a rich collection of research holdings. LAC will continue to seek ways to meet the modern accessibility needs of all Canadians.

The *Report on Plans and Priorities* for 2006–2007 details Library and Archives Canada's vision and goals for the year. It demonstrates the important role LAC plays with other members of the Canadian Heritage Portfolio to ensure the development and promotion of Canadian culture, heritage and inclusion.

Beverley J. Oda

Message from the Librarian and Archivist of Canada

Library and Archives Canada (LAC) was created in 2004 as Canada's newest knowledge institution. Our 2006-2007 Report on Plans and Priorities (RPP) sets out our agenda for the second year of a three-year plan to establish a single organization that will respond to the needs of Canada as a successful knowledge society – a year of moving to the integration of new approaches and new tools throughout our operations. As we progress, LAC's clients will benefit from our transformation through the utilization of new client oriented systems, streamlined work processes, access to integrated and planned models for the preservation of our entire collection and integrated reference and consultation areas.

At the same time, we are determined to become a truly digital institution. That commitment will drive our work with partners on a Canadian Digital Information Strategy to support the management, preservation and access to digital information. Our actions will enable us to maintain and preserve Canada's digital information, such as websites, just as we already do with items such as books, documents and maps. They will be reinforced by our new legislated responsibility for the legal deposit of electronic publications. These actions will both make more digital content available for Canadians and preserve access to digital content into the future.

Another key objective is to work with partners to address the Government of Canada's information management (IM) challenges. The goal is already clear: the right information, coherent and current, at the right time, at the right place, in the right format to enable decision-making, quality service delivery and to support transparent, accountable, effective and efficient government. To reach that goal, we will continue to champion the pivotal role of IM in meeting government outcomes and continuous improvement. We will continue to work with federal departments and agencies to provide tools, advice and guidance that will improve management of information, with a focus on supporting implementation of the electronic record as the preferred record of business, and to improve access by federal public servants to published information. In addition, we will take action within our existing responsibilities for directing the disposition process for records of federal institutions to ensure transfer of the archival record to LAC.

Library and Archives Canada has a compelling vision of what we can achieve for Canada. During 2006-2007, a resource review will help us assess existing resources in line with our legal mandate, our priorities and identified gaps. A key element of this will be an assessment of our long-term infrastructure capacity to ensure that one of the most valuable assets of the Canadian people – our collection – is safeguarded and remains accessible for future generations.

Together, the many actions set out in this RPP are part of a larger strategy of transformation that will continue to position our organization to become a prime learning destination, an institution with national presence and greater capacity to serve Canadians of all ages, cultures and regions, and a lead institution in information management within the Government of Canada.

Ian E. Wilson

Management Representation Statement

I submit for tabling in Parliament, the *2006-2007 Report on Plans and Priorities (RPP)* for

Library and Archives Canada

This document has been prepared based on the reporting principles contained in the *Guide to the Preparation of 2006-2007 Part III of the Estimates: Report on Plans and Priorities*.

- It adheres to the specific reporting requirements outlined in the Treasury Board Secretariat guidance;
- It is based on the 2007-2008 Program Activity Architecture approved by Treasury Board;
- It provides a basis of accountability for the results achieved with the resources and authorities entrusted to it; and
- It reports finances based on approved planned spending numbers from the Treasury Board Secretariat.

Ian E. Wilson
Librarian and Archivist of Canada

Mandate of Library and Archives Canada

The preamble of our enabling legislation, the *Library and Archives of Canada Act*, states that the mandate of Library and Archives Canada is:

- to preserve the documentary heritage of Canada for the benefit of present and future generations;
- to serve as a source of enduring knowledge accessible to all, contributing to the cultural, social and economic advancement of Canada as a free and democratic society;
- to facilitate in Canada cooperation among the communities involved in the acquisition, preservation and diffusion of knowledge; and
- to serve as the continuing memory of the Government of Canada and its institutions.

The *Library and Archives of Canada Act* introduced a new legal concept "documentary heritage", which includes publications and records in all media related to Canada. The *Act* strengthens the mandate of the institution to preserve this documentary heritage by providing for electronic publications and future new media to be included in legal deposit, for archiving Web sites of interest to Canada, and for the transfer of any government records deemed to be at risk. The legislation also provides an explicit mandate to make Canada's documentary heritage known and understood by Canadians and those interested in Canada.

The financial and human resources of Library and Archives Canada are presented below and the next section shows some of the extent of our collection.

Financial Resources
($ thousands) (Total Main Estimates)

2006-2007	2007-2008	2008-2009
$109,071	$103,799	$100,276

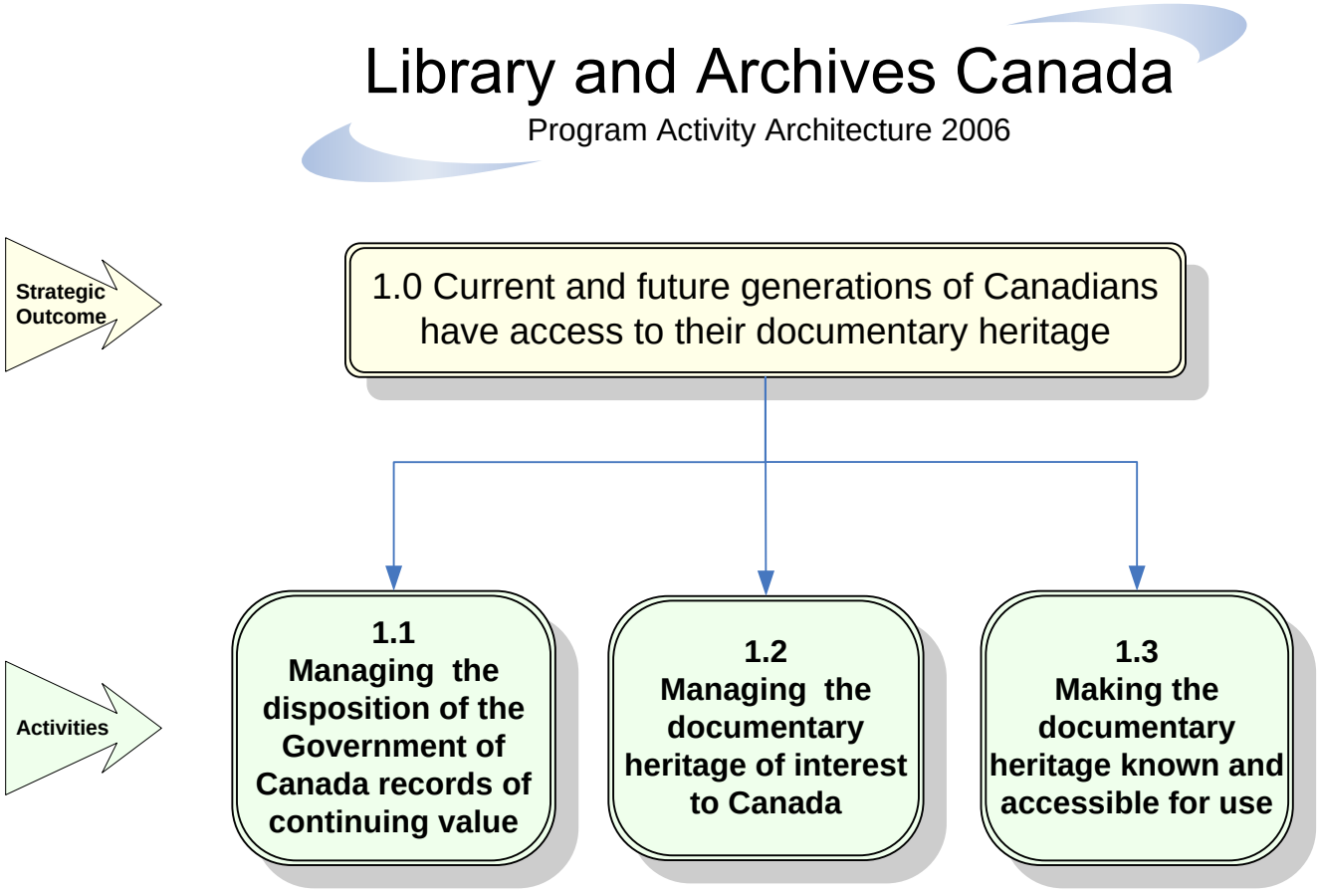
Human Resources

2006-2007	2007-2008	2008-2009
1,165 FTEs	1,164 FTEs	1,164 FTEs

Changes from Previous Reports on Plans and Priorities

The three strategic outcomes and nine activities in our previous reports on plans and priorities were based on the organizational structure resulting from the amalgamation of the National Library of Canada and National Archives of Canada in forming the new Library and Archives Canada. While this approach reflects our internal organization, our experience has suggested that we can report more meaningfully to Parliament and Canadians with a single strategic outcome and three activities.

Beginning with this *Report on Plans and Priorities*, we have substantially reduced the number of reportable projects and tasks that we previously called priorities, but which were actually lower-level activities. By focusing on our three main activities, this report gives Canadians a clearer picture of what Library and Archives Canada seeks to achieve.



Library and Archives Canada Program Activity Architecture Crosswalk	
New statements	**Previous statements**
Strategic Object	
1.0 Current and future generations of Canadians have access to their documentary heritage	1) Canada's documentary heritage is safeguarded and organized for current and future generations
	2) Canada's documentary heritage is known, accessible and used
	3) Information and knowledge are effectively managed within the Government of Canada
Program Activities	
1.1 Managing the disposition of the Government of Canada records of continuing value	3.1 Information Management Strategies
	3.2 Operational Solutions
	3.3 Services
1.2 Managing the documentary heritage of interest to Canada	1.1 Development of Collection
	1.2 Description of Collection
	1.3 Care of Collection
1.3 Making the documentary heritage known and accessible for use	2.1 Services
	2.2 Programs
	2.3 Portrait Gallery of Canada

Planning Overview

Planning Overview

Parliament created Library and Archives Canada in 2004 recognizing that knowledge and Canada's documentary heritage take many forms today and that a new kind of knowledge institution was necessary to reach the goals set out in the *Library and Archives of Canada Act*. The Government of Canada followed that legislative achievement with temporary funding (ending in 2005-2006) to support the initial stage of the transformation to create the kind of organization that Parliament intended. This is taking place in an increasingly digital information environment, in which we face the need to acquire, preserve, describe and manage electronic materials created in many different formats, requiring us to maintain many different kinds of technology. At the same time, we have identified some important challenges that we must address to deliver the results set out in this plan, achieve our mandate and respond to issues in current operations.

Complete our transformation process
The end of our special transformation funding in March 2006 sets the stage for implementation within our ongoing operations. At this stage, implementation will be driven by visible and hands-on leadership from managers and senior management.

Focus on our users
We will need to draw on the results of consultations on our new directions. Our stakeholders told us that we must work collaboratively to achieve our mandate, be more strategic in our programs and in fulfilling our national role, be more proactive in preserving Canada's documentary heritage and be more creative in delivery. An Ipsos-Reid poll determined that 28% of Canadians have heard of Library and Archives Canada, which gives us a baseline to work from, especially as 95% of Canadians felt it was important to preserve our documentary heritage for now and for future generations.

Towards a Canadian digital information strategy
Managing digital information poses one of the most pressing collective challenges faced by LAC and our partners and stakeholders, generating significant issues pertaining to production, collection, preservation and access. As a step toward assuming national leadership in this area, LAC convened an exploratory meeting of some 52 Canadian organizations in October 2005 to consider whether Canada would benefit from a national digital information strategy. Unanimously agreeing on the need for such a strategy, the group asked Library and Archives Canada to take the lead. Participants were clear that a strategy must address making more digital content available for Canadians (through digitization and increased "born digital" production) and preserving access to digital content into the future. LAC plans to convene issue-based discussions across the country in the spring of 2006, culminating in a national symposium in the fall, to achieve broad consensus on the scope and parameters of a national digital information strategy.

Facilitate the management of government information
We share responsibility with the Treasury Board Secretariat/Chief Information Officer Branch and with Public Works and Government Services Canada for leading an Information Management (IM) program within the Government of Canada. As this program evolves, it will have to help to ensure that information is understood and embraced as a critical asset and enabler of government business and service to Canadians and lead to enterprise-wide systems to facilitate the management of information. A particularly critical challenge will be to implement systems to manage the growth of electronic information (e.g., data, documents and publications).

Advance our long-term accommodation infrastructure strategy
Even with significant progress in the last year, our accommodation infrastructure capacity is still insufficient to deal with a constantly-growing collection. We are reaching our capacity to accept new acquisitions in certain areas (e.g., textual government records) and many of our buildings do not meet standards for preserving our documents.

Manage risk for effective stewardship of our collection
While risk management applies to all areas of decision-making, it holds particular importance to Library and Archives Canada's documentary heritage collection. We have stewardship responsibility for the largest, complex, most valuable, unique and in some cases most fragile information assets within the federal government. LAC's collection is one of the richest cultural collections in the country. While this has always been a core part of our mandate, the rapidly changing environment demands critical investments to acquire and manage the explosion of electronic resources such as electronic records, books, audiovisual resources and other digital materials.

Enhance our information technology (IT) infrastructure
IT is a critical enabler for Library and Archives Canada. We require a secure and reliable IT infrastructure with sufficient capacity to keep pace with the needs and expectations of our clients. This infrastructure must be designed to provide the flexibility and scalability to handle the increased complexity of collection information and to continue the trend towards digital access.

Secure sustainable human and financial resources
We are developing a sustainability strategy for our human and financial resources, by starting with a review of available resources. It will identify opportunities and funding gaps, given our mandate and responsibilities that we will be able to pursue with our partners. We already anticipate challenges in terms of information technology, the growth of our collection, infrastructure and the management of government information. We also know that we need strategic human resource planning to ensure that our staff continues to be able to serve Canadians well.

Be prepared to respond to new government initiatives
The government may undertake new initiatives that will have implications for LAC. In particular, the emphasis on enhanced accountability in government is likely to underline the importance of improved information management and our responsibility for maintaining government records that are no longer needed for current operations. We will have to find resources or strategies to address expanded workloads if the scope of Access to Information legislation is expanded to Crown corporations and other organizations or if commitments to resolve Indian Residential School claims involve increased demands on LAC resources.

Plan for Human Resource Needs
LAC recognizes important human resource issues. Many of our employees fill highly-specialized roles that draw on a combination of education and experience. In many cases, the demographics of our workforce indicate that we will need to prepare for the coming retirements of many of these employees. We are developing a succession plan for the organization that we expect to implement and monitor to ensure that we continue to have skilled people to carry out our responsibilities.

Summary of Priorities

Summary of Priorities of Library and Archives Canada

The following chart lists the priorities of Library and Archives Canada for the next three years. They do not represent every initiative in the organization, but are strategic issues that are vital to accomplishing our strategic outcomes and fulfilling our mandate.

The Management Board of Library and Archives Canada will closely monitor actions under these priorities, recognizing that success depends upon our capacity to innovate to meet Canadians' information needs, to implement a robust information technology architecture and systems, and our long-term accommodation infrastructure strategy. Our capacity to deliver on our mandate will also be largely dependant on the strength of our human, financial and technical resources. Successful achievement of our priorities will enable us to make a difference in the lives of Canadians, who continue to have growing appetites for learning, knowing, understanding and appreciating more about their country, their society, their families and themselves.

As requested by the Treasury Board Secretariat, the priorities are categorized as "New" (introduced for this part of the planning period); or "Ongoing" (no end date); or "Previously Committed" (with an established end date). More detail on these priorities can be found in the following section.

Priorities 2006-2007 to 2008-2009	
Strategic Outcome: Current and future generations of Canadians have access to their documentary heritage	
Program Activity # 1 – Managing the disposition of corporate and historical records of the Government of Canada	Category
❑ We will provide advice to enable a business-based approach to information management across federal government departments and agencies, through sound recordkeeping by: a. Promoting the roles of IM and recordkeeping as essential to the success of the continuous improvement agenda of the Government of Canada , and collaborating with government departments and agencies to establish a government-wide recordkeeping infrastructure linked to government's business objectives and accountabilities	New
❑ We will contribute to improving the use and management of information throughout their life cycle by: a. Establishing a strategy to ensure that electronic records are effectively managed throughout their life cycle and ensuring that electronic systems and electronic recordkeeping are the Government of Canada's preferred means of creating, using and managing records. b. Completing a functional and business activity-based classification scheme for government's business records and developing recordkeeping metadata.	Previously Committed New

Priorities 2006-2007 to 2008-2009	
❑ We will provide valued, cost-effective information management "and recordkeeping" services to the Government of Canada by a. Developing a new model for storing records of business value to the Government of Canada in all media. b. Developing and implementing the initial phase of a strategy to increase the capacity of federal libraries to provide high-quality information services.	Previously Committed
Program Activity # 2 – Managing the documentary heritage of interest to Canada	Category
❑ We will ensure that Canada's documentary heritage is acquired and preserved by: a. Developing an acquisition strategy in the context of collaborative partnerships with other institutions across Canada. b. Extending legal deposit to electronic publications and maps. c. Addressing the challenges of acquiring, managing and preserving digital collections. d. Archiving Web sites of interest to Canada.* e. Addressing the Auditor General of Canada's recommendations for protecting government records of archival and historical value. f. Working with others toward a national strategy for digital information production, preservation and access.	New / Ongoing Ongoing / Previously Committed * updated from 2005-2006 New
❑ We will enhance the management and delivery of content from our collection by: a. Developing a framework for using metadata, elements of descriptive information about archival and bibliographic resources, as a new approach for enhanced user access to our collection. b. Designing and implementing the next generation system called AMICAN that will provide a single point of access to the holdings of LAC.	Previously Committed * updated from 2005-2006
❑ We will address the Auditor General of Canada's recommendations for the care of Canada's documentary heritage collection by: a. Developing strategies and a collection management framework, implementing mechanisms to obtain comprehensive information on the nature and condition of the collection, and beginning to develop a risk management framework.	New / Ongoing
Program Activity # 3 – Making the documentary heritage known and accessible for use	Category
❑ We will improve service to Canadians by: a. Re-designing client services, strengthening service performance measurement, and providing seamless, efficient and multi-channel access to Canada's documentary heritage collection. b. Improving processes for providing access to government records.	Previously committed
❑ We will enhance Canadians' knowledge and understanding of their documentary heritage by: a. Delivering innovative programming to meet the diverse information needs of Canadians across the country b. Assisting in the development of Canada's archival system through a transfer payment program	Previously Committed New

Priorities 2006-2007 to 2008-2009	
❑ We will develop and implement programs of the Portrait Gallery of Canada to enhance the display of the collection by: a. Maintaining and enhancing the Gallery's awareness activities and collection development, and its web presence on LAC's Web site. b. Developing needed program supports, such as education and visitor services.	Previously Committed New

Details on Priorities by Program Activity

Details on Library and Archives Canada's Priorities by Program Activity

Program Activity # 1
Managing the disposition of the Government of Canada Records of continuing value

Description of Program Activity— Through the issuance of Records Disposition Authorities, the development of record-keeping advice, tools and guidance, and the provision of Federal Records Centre and Council of Federal Library services for departments of the Government of Canada, LAC enables and facilitates the management of information within federal agencies and ensures that government's archival and historical records are identified and appropriately preserved.

Financial Resources
($ thousands) (Total Main Estimates)

2006-2007	2007-2008	2008-2009
$12,180	$11,315	$11,315

Human Resources (FTE = Full Time Equivalent)

2006-2007	2007-2008	2008-2009
167 FTEs	167 FTEs	167 FTEs

LAC is one of the lead federal government agencies for information management and knowledge management (IM/KM). LAC ensures that its IM/KM programs and practices are aligned with and support government and department directions, priorities and strategic outcomes. LAC understands Government of Canada business priorities and positions its IM solutions in this context.

- **We will provide advice to enable a business-based approach to information management across federal government departments and agencies, through sound recordkeeping:**

LAC will first focus on the development of records management strategies as stated in its Act in support of the broader management of information directions of the Government of Canada. LAC

will advise the Treasury Board Secretariat on the renewal of the Management of Government Information policy in light of its legislated priorities around good and sound record keeping.

In 2005, the Librarian and Archivist of Canada initiated a study on the current state of IM in government, through which key leaders agreed that IM is critical to meeting government outcome commitments and supporting continuous improvement, and that IM needs to be driven by the business requirements of government, and that the Government requires a shared Enterprise-wide vision and action plan.

Because of our IM role within government, which builds on the strategic priority established last year, the following elements were added to reflect the important strategic role that we have undertaken.

a) Promoting the roles of IM and recordkeeping as essential to the success of the continuous improvement agenda of the Government of Canada, and collaborating with government departments and agencies to establish a government-wide recordkeeping infrastructure linked to government's business objectives and accountabilities

Deliverables 2006-2007
In collaboration with Treasury Board Secretariat, LAC will organize a Senior Officials' Round Table, co-chaired by the Associate Secretary of TBS and the Librarian and Archivist, to improve the management of information in the federal government in support of decision-making, quality service delivery and transparent, accountable, effective and efficient government, with a particular focus on the duty to document.

Library and Archives Canada will continue to participate in and support initiatives that work towards implementing sound information management and in the Government of Canada.

Intermediate Result 2007-2008 to 2008-2009
Government employees at all levels, both in the IM community and operational program areas, will have an increased awareness and understanding of the value of IM and as core disciplines for good governance. The integrity of the Government record will be improved, leading to more demonstrable accountability of the public service to Canadians. Ultimately, a more complete and consistent commitment and approach to IM across federal departments and agencies will enhance the capacity of the government to serve Canadians and achieve better business results through sound management of its information assets.

- **We will contribute to improving the use and management of information and records throughout their life cycle:**

Our ongoing responsibilities for government information management will include a focus on two specific areas of activity to address the rising importance of IM in government with actions in both as set out below, contributing to the achievement of a common set of intermediate results.

a) Establishing a strategy to ensure that electronic records are effectively managed throughout their life cycle and ensuring that electronic systems and electronic recordkeeping are the Government of Canada's preferred means of creating, using and managing records.

Deliverables 2006-2007
We will collaborate with other federal institutions to improve the management of electronic records and publications, and to establish the electronic record as the record of choice. We will focus on the provision of standardized tools and guidance in the management of electronic records throughout their life cycle from creation to disposition. We will develop retention guidelines for common administrative records as well as a methodology for establishing retention periods for operational records. These guidelines and methodology will be useful for both paper-based and electronic records systems.

Intermediate Result 2007-2008 to 2008-2009
Electronic formats will be established as the preferred and legal record format of choice in federal institutions. The Government of Canada will more effectively manage its electronic records and publications as it implements the Management of Government Information Policy.

b) Completing a functional and business activity-based classification scheme for government's business records and developing recordkeeping metadata.

Deliverables 2006-2007
A function-based classification model will provide for a logical arrangement of all records documenting the activities of a Government of Canada institution based upon a structured analysis of its business functions and activities. We will test the methodology, models and guidance previously developed in operational areas. We will also support the alignment of the system with other Government of Canada strategic initiatives.

In collaboration with other departments and agencies, we will secure approval for a core set of records management metadata that will align with other metadata tools and standards. With Public Works and Government Services Canada, we will further enhance and deliver a training package for records management metadata, including communications products and activities to promote awareness and use of the metadata.

Intermediate Result 2007-2008 to 2008-2009
A common function-based classification model will enable consistent description of the range and hierarchy of government programs, with their accountabilities and links to strategic outcomes. A set of Government of Canada records management metadata and the use of the function-based classification system will enable Government of Canada institutions to be more consistent, effective and timely in identifying, managing and providing access to their records.

- **We will provide valued, cost-effective information management and recordkeeping services to the Government of Canada:**

Our ongoing responsibilities for specific government information management services will focus on two specific areas of activity.

a) Developing a new model for storing records of business value to the Government of Canada in all media.

In 2005-2006, we began our New Storage Model project. The project goal is to define the elements of a model to provide secure, accessible and cost-effective storage in appropriate environmental conditions for Government of Canada records of business value in all media.

Deliverables 2006-2007

We will consult with internal and external stakeholders to finalize the New Storage Model. We will also develop methodologies to clear backlogs of legacy records in government departments.

Intermediate Result 2007-2008 to 2008-2009

If and as funding permits, we will be in the implementation phase of the new model.

b) Developing and implementing the initial phase of a strategy to increase the capacity of federal libraries to provide high-quality information services.

Library and Archives Canada has a legislated role to coordinate the library services of government institutions, support the development of library and archival communities and provide leadership and direction for library services of government institutions. Those libraries are increasingly interested in responding to user demand for electronic information services.

Deliverables 2006-2007

We will work with the Council of Federal Libraries to finalize a strategy to ensure high-quality cost-effective library services in the Government of Canada. A key component of the strategy will be to provide electronic information services to federal employees wherever they are located using a shared services format.

Intermediate Result 2007-2008 to 2008-2009

Federal libraries will have an expanded capacity to provide high-quality, value-added services, ensuring efficient Government-wide access to and leveraging of information resources. This will enhance the government's capacity to conduct its business and serve Canadians.

Program Activity # 2
Managing the documentary heritage of interest to Canada

Description of Program Activity— The building of national documentary resource for all aspects of the study of Canada is fundamental to the mandate of the Library and Archives of Canada. The Library and Archives collection consists of published and unpublished materials in a variety of formats acquired through Legal Deposit, Agreements with government institutions and selected private materials purchased or received by donation. To access the contents of collections, they must be described. Description can take many forms and provide various layers of access but is governed by nationally and internationally accepted codes of practice. At the same time, holdings are also described to meet Canadians' expectations for timely and equitable access. Once materials enter the LAC collection they are managed to ensure their long-term preservation and accessibility through policies, procedures and various programs including storage, conservation, and restoration and copying. To fulfill its role as a permanent repository of the government records and publications, the Library and Archives enters into agreements with government institutions to ensure that documents of historical and archival value are eventually transferred to LAC. LAC also provides advice to assist government institutions in fulfilling their obligations under Sections 12 and 13 of the *Library and Archives of Canada Act*.

Financial Resources
($ thousands) (Total Main Estimates)

2006-2007	2007-2008	2008-2009
$68,068	$62,871	$62,929

Human Resources (FTE = Full Time Equivalent)

2006-2007	2007-2008	2008-2009
689 FTEs	688 FTEs	688 FTEs

- **We will ensure that Canada's documentary heritage is acquired and preserved:**

- Published resources

LAC is constantly building a comprehensive collection of documentary material published in Canada through the *Library and Archives of Canada Act* which requires Canadian publishers to deposit to LAC two copies of everything published in Canada, with some exceptions. This is our prime method for building our collection in a wide range of formats of print, online and media-based publishing. Of these two copies, one is for research and loan and one for LAC's Preservation Collection of Canadiana. As well, we acquire material published abroad with

Canadian content or by Canadian authors, composers or performers. Starting in January 2007, we hope that Canadian publishers of Internet publications and maps will begin to deposit those materials under revised regulations. We acquire Canadian materials published before 1953 or otherwise not subject to legal deposit, and some non-Canadian publications to support comparative study, by purchase, as gifts, by exchanges with other institutions or through specialized programs.

- Government records

The archival record of the Government of Canada is critical to the preservation of knowledge about Canada's national history and collective memory for the benefit of future generations; to the capacity of Canadians to hold their government accountable for its decisions and actions; and to efficient ongoing administration. Federal departments and agencies transfer their records of historical or archival value to LAC under Sections 12 and 13 of the *Library and Archives of Canada Act*, in accordance with Records Disposition Authorities approved by the Librarian and Archivist of Canada.

- Other Documentary Material

LAC's documentary heritage collection extends to private records and other documentary material. This enables us to document Canada from the 16th century to the present, and to reflect the vast range of activities in Canadian society. It encompasses records on all media – including moving images and sound, photographs, and art - and in a range of digital formats.

In order to acquire and preserve Canada's documentary heritage, we will:

a) Develop an acquisition strategy in the context of collaborative partnerships with other institutions across Canada.

We will continue to build Library and Archives Canada's national collection, striving to be comprehensive in published Canadiana and selective in collecting unpublished material of national significance. Our collection development role will evolve as we work with archives and libraries, cultural centres, other heritage institutions and communities of creators of Canadian cultural and documentary resources. We will also work with the Aboriginal and multicultural communities to increase our emphasis on identifying and acquiring resources produced by these communities so that Canada's documentary heritage collection more completely reflects the diversity of Canada.

Deliverables 2006-2007

We will work with our partners to define a network of responsibilities, allowing us to more clearly define the scope of our collection and the concept of its national significance.

Intermediate Result 2007-2008 to 2008-2009

Together with our partners, Library and Archives Canada will develop a strategy for a national approach to acquisitions. Canadians will have a national collection that reflects the diversity of Canadian culture and society. Our effort to connect Canadians with their documentary heritage will extend through all of Canada's libraries and archives.

b) Extend legal deposit to electronic publications and maps.

The *Library and Archives of Canada Act* requires Canadian publishers to submit copies of their publications to Library and Archives Canada through "legal deposit." Under our new legislation, the legal deposit requirement is being extended to electronic publications and maps in order for us to build an even more comprehensive collection of Canadian published materials.

Deliverables 2006-2007

We will work through the regulatory process that is required to implement the new electronic publications and maps legal deposit requirements and will notify publishers of the change in requirements. Our expectation is that these revised regulations will take effect on January 1, 2007.

Intermediate Result 2007-2008 to 2008-2009

Our collection of materials published in Canada or published abroad with Canadian content will be significantly enriched and increasingly comprehensive.

c) Address the challenges of acquiring, managing and preserving digital collections.

Since so much material of importance is now being produced digitally, we will develop and implement an infrastructure and policy framework for managing and preserving our digital content. New methodologies, systems, tools, policies and procedures will enable us to streamline the way we acquire, describe, manage, preserve and provide access to Canada's digital cultural heritage.

Deliverables 2006-2007

Following the completion of pilot projects in 2005-2006, Library and Archives Canada will develop an infrastructure for online processing of electronic archival records and electronic publications along with metadata for loading into corporate digital and metadata repositories. We will also better understand the technical infrastructure processes that we will need to enhance client access to the collection.

Intermediate Result 2007-2008 to 2008-2009

Library and Archives Canada will develop a digital content management system to facilitate the acquisition, management, preservation and accessibility of our digital documentary heritage. This new capacity will complement other related acquisition activities such as the legal deposit of electronic publications and archiving of a sampling of Web sites of interest to Canada. It will further national and global partnerships to meet the challenge of providing access to our digital documentary heritage.

d) Archive Web sites of interest to Canada.

This commitment is modified slightly from 2005-2006 commitment which emphasized "putting in place processes to archive Web sites." The new commitment underlines our archiving actions permitted under the *Library and Archives of Canada Act* provision to "harvest" Web sites with Canadian content that are accessible to the public. Parliament has recognized that Library and Archives Canada, like national institutions in other countries, must have the ability to capture and preserve this important and growing manifestation of Canadian culture.

Deliverables 2006-2007
We will have a streamlined process to capture, describe and preserve Web sites of significance to Canada, so they are available for long-term access by Canadians. As well, we will put into place the technical infrastructure, guidelines and policy framework for this activity.

Intermediate Result 2007-2008 to 2008-2009
With enhanced automated tools, a scalable technological infrastructure, appropriate procedures and policies, we will have the capacity to capture, describe and preserve Web sites. As a result, Canadians will have a major national resource that reflects the range and diversity of Canadian content Web sites to support their research and their study of Canada.

e) Address the Auditor General of Canada's recommendations for protecting government records of archival and historical value.

In Chapter 6 of the November 2003 report on the Protection of Cultural Heritage in the Federal Government, the Auditor General of Canada recommended improvements to protect government records of archival and historical value.[1] Beyond steps we have already taken, the new *Library and Archives Canada Act* allows the Librarian and Archivist of Canada to require the transfer of government records that in his opinion are at risk of serious damage or destruction.

Deliverables 2006-2007
Our modernized Government Records and Disposition Program will continue to improve the way we acquire records generated by federal institutions and ministers' offices. We expect a positive impact as government departments and agencies use our new customized Records Disposition Authority Control System to access their documentation. Pilot projects will continue with departments to test a risk-based approach to the disposition of their legacy business records.

We will establish guidelines to inform federal institutions of their responsibilities for the safekeeping of records of historical and archival value held in their possession. The development of a policy infrastructure and communications strategy for dealing with government records at risk will assure the protection of records of archival and historical value that have ongoing operational utility to the administration of the federal government.

Intermediate Result 2007-2008 to 2008-2009
Government departments will have enhanced capacity for early identification of archival records and the necessary information management tools to appropriately care for those records until their transfer to LAC to be preserved for current and future generations.

[1] (http://www.oag-bvg.gc.ca/domino/reports.nsf/html/20031106ce.html)

f) Work with others toward a national strategy for digital information production, preservation and access.

Digital information poses one of the most pressing collective challenges faced by LAC and our partners and stakeholders, generating significant issues pertaining to production, collection, preservation and access. LAC has a national role to foster cohesive policy, coordinated activity, and best practices in the Canadian digital information environment and will work with others toward a strategy to meet these objectives.

Deliverables 2006-2007

In the spring 2006, LAC convened four meetings in different parts of Canada on the themes of digitization on a national scale, optimizing digital content creation, building a digital preservation infrastructure, and fostering access and use within a rights framework. A national summit is planned in the Fall 2006. These discussions will lead to a collaborative, decentralized Canadian digital information strategy, to be prepared in the 2006-2007 time period.

Intermediate Result 2007-2008 to 2008-2009

More coordinated activity addressing the impacts and opportunities of digital information will build Canada's capacity to produce high quality digital information resources, to digitize key parts of its non-digital information riches, and to preserve for future use of those produced in digital form.

- **We will enhance the management and delivery of content from our collection:**

The management of Canada's documentary heritage is a key component of LAC's ongoing responsibilities:

- Published resources

We are responsible for cataloguing Canada's publishing output for use by researchers and learners, by Canadian and international libraries acquiring these materials, and by Canadian publishers. Our continuing work to produce national bibliographic descriptions will ensure that Canada meets its international responsibilities in this area. This includes the provision of standard numbers (ISBN, ISSN, ISMN) and cataloguing data in advance of publication.

- Documentary material

In the face of the large volume of documentary material created in a wide variety of media of potential enduring interest to Canadians acquired annually by LAC, our challenge is to ensure that the collections are described so Canadians have ready access to their documentary heritage, including the historical record of the activities of their government. Description also attests to the provenance and the authenticity of the record.

- Descriptive standards

Through participation in and, in some cases, management of various national and international standards-setting bodies, LAC plays a consistent leadership role in the development, maintenance

and interpretation of the standards that underpin access to the documentary heritage of Canada. These standards will continue to make it easier for Canadians to discover and explore their rich documentary heritage.

Over the planning period, we will:

a) Develop a framework for using metadata, elements of descriptive information about archival and bibliographic resources, as a new approach for enhanced user access to our collection.

Metadata is defined as the structured description of an object or collection of objects. We produce metadata when we catalogue and describe our collection. As part of the creation of our new organization, we are developing a comprehensive framework for using metadata. This framework will guide the transformation of our approaches to description, facilitate integration of practices, enable us to reduce description backlogs, and make Canada's documentary heritage more accessible on the Internet.

Deliverables 2006-2007

We will continue to work for the development of common metadata standards and drive their useful application within Canada's information environment. We will continue to develop methods of using metadata created elsewhere for our own purposes. For example, we will test a system we have developed to receive publisher-provided metadata (such as author, title and other descriptive information) with the publishing community and work on methods to tailor and repackage the information they supply for reuse in a variety of ways. We will also develop policies, strategies, and methods of description which will improve access to our collection.

Intermediate Result 2007-2008 to 2008-2009

An improved metadata framework will better enable us to manage, preserve and provide access to our digital and non-digital collections, as well as to other documentary heritage resources elsewhere in Canada. It will help the general public to more easily identify, select and locate documentary heritage materials.

b) Design and implement the next generation system called AMICAN which will provide a single point of access to the holdings of LAC.

This commitment has been modified slightly from 2005-2006 to add our focus on implementation.

Deliverables 2006-2007

We will implement AMICAN as a new physical control and circulation system for archival holdings and published material, including inter-library loan. This will also allow us to introduce new services for clients through our Web site. Our clients will be able to search our entire collection through a single interface and get easy access to these new services. A new Contact Information Management system will position us to manage all LAC client contact information.

Intermediate Result 2007-2008 to 2008-2009
AMICAN will enable us to present library and archival resources as a whole, to better support and guide acquiring, managing, describing, preserving and interpreting within our collection. Most importantly, AMICAN will provide Canadians with a single window access point to Canada's documentary heritage collection.

- **We will address the Auditor General of Canada's recommendations for the care of Canada's documentary heritage collection:**

Within our ongoing responsibilities for the care of Canada's documentary heritage, safeguard of LAC's collection for current and future generations will enable us to reinforce our unique national role.

- Collection Management
Our collection management aims to ensure that our collection is safe, secure and well preserved at all times and in all collection facilities (for example, while materials are consulted by clients, being copied, are on loan or exhibit or during disaster recovery). As part of this, we track the status of collection management and any issues affecting it.

- Preservation Treatment
Preventive preservation activities include active programs in treatment, pest management, containerization, and care and handling. These activities slow down or prevent the deterioration of documents and repair existing damage.

- Preservation Copying
Preservation copying is the creation of a reproduction of an original from our collection of Canada's documentary heritage, so that it can serve as a permanent replacement for an original, or so that it can be used for service in lieu of rare or vulnerable items.

Chapter 6 of the November 2003 Auditor General's report on the Protection of Cultural Heritage in the Federal Government indicated that Canada's documentary heritage is at risk and among other things, recommended that Library and Archives Canada implement mechanisms to obtain comprehensive information on the nature and condition of its published and archival collection.[2] It also noted risks to Canada's published heritage from storage in buildings that fall short of appropriate standards for temperature, humidity and space. Since then, we have been working to address these issues.

a) Develop strategies and a collection management framework, implement mechanisms to obtain comprehensive information on the nature and condition of the collection, and begin to develop a risk management framework.
Our work to address the Auditor General's recommendations will lead to specific deliverables in 2006-2007 and the following years.

[2] (http://www.oag-bvg.gc.ca/domino/reports.nsf/html/20031106ce.html)

Deliverables 2006-2007
We will develop strategies and a collection management framework to arrive at optimum utilization of our collection space. The relocation of some collections, such as Rare Books, to better collection storage environments will reduce risk to those collections. We will also address collection conservation treatment needs and copying activities in order to prioritize work.

Our work will continue with Treasury Board Secretariat, Public Works and Government Services Canada and Canadian Heritage on our short-, medium- and long-term infrastructure strategies to ensure proper housing of our collection.

Intermediate Result 2007-2008 to 2008-2009
We will move collections from sub-standard facilities to a new Interim Collection facility. This and our collection management framework will maximize use of collection space with the support of a new AMICAN (described earlier) collection management module to track collection use, the condition of the collection, holdings maintenance and document conservation treatment completed, and where and how the collection is housed, enabling improved decision-making and use of resources.

We are planning the move of the government of Canada's collection of cellulose-nitrate based photographs and film to a new preservation facility to ensure continued long-term access to this valuable component of Canada's documentary heritage.

In general, our measures will maximize the use of our limited resources for caring for the collection. We will have a better understanding of what is not getting done and why, with better accountability to Parliament on how we are caring for Canada's documentary heritage.

Extent of Library and Archives Canada Collection					
Published Heritage			**Archival Heritage**		
	Extent 2004-2005	**Extent 2003-2004**		**Extent 2004-2005**	**Extent 2003-2004**
Access and Service Collection	9,059,852 items	8,753,950 items	Government Textual Records	123,509 linear metres	121,264 linear metres
Preservation Collection	2,550,965 items	2,459,296 items	Private Textual Records	45,837 linear metres[1]	45,628 linear metres
Canadian Official Publications Collection	2,193,506 items	2,160,623 items	Electronic Records	44.5 terabytes	3.5 terabytes
Newspaper Collection	651,415 items	631,178 items	Maps and Architectural Drawings	Maps: 1,792,867 Architectural drawings: 1,143,939	Maps: 1,792,715 Architectural drawings: 1,141,899
Music Collection	565,197 items	547,195 items	Film, Sound and Video Recordings	Film: 72,939 hours Sound: 165,389 hours Video: 131,086 hours	Film: 72,698 hours Sound: 164,427 hours Video: 116,123 hours
Rare Book Collection	102,125 items [1]	205,350 items	Documentary Art	366,440 items	357,130 items
Lowy Collection (Hebraica and Judaica)	27,963 items	27,879 items	Photography	24,610,855 images	24,596,937 images
Staff Resource Centre Collection	35,000 items [2]	80,418 items	Philately	1,015,449 items	1,000,893 items
Electronic Collection	16,035 items	13,384 items			

1. In 2003-2004, Literary Manuscripts were included in this figure; they are now included in Archival Heritage, Private Textual Records
2. Due to the move to Place de la Cité, material was transferred to Published Heritage, Access and Service Collection. Some duplicates have been forwarded to the Canadian Book Exchange Centre.

Program Activity # 3
Making the documentary heritage known and accessible for use

Description of Program Activity— All materials that become part of the LAC collection are intended for use by those interested in Canada. LAC provides information and services including consultation, research and lending, across multiple channels to facilitate access to the documentary heritage to a wide variety of clients. It also establishes programs, such as the Portrait Gallery of Canada, and encourages or organizes programs such as exhibitions, publications and performances, to make known and interpret the documentary heritage. LAC also provides information resources and standards such as the national catalogue and supports the infrastructure necessary to ensure its accessibility to those interested in Canada.

Financial Resources
($ thousands) (Total Main Estimates)

2006-2007	2007-2008	2008-2009
$28,823	$29,613	$26,032

Human Resources (FTE = Full Time Equivalent)

2006-2007	2007-2008	2008-2009
309 FTEs	309 FTEs	309 FTEs

- **We will improve service to Canadians:**

Our commitment to the development and maintenance of our collection is very important and is matched by our commitment to make that collection known, accessible and used by Canadians. Ensuring the best possible services with available resources is central to achieving this strategic outcome with two current activities.

a) Re-designing client services, strengthening service performance measurement, and providing seamless, efficient, multi-channel access to Canada's documentary heritage collection.

Our ongoing commitment to service includes a comprehensive reference program that comprises full consultation and genealogy services, interlibrary and inter-institutional loans and the Canadian Book Exchange Centre. Furthermore, we have committed to continuous service improvement and innovation to make tangible improvements in our service to Canadians of all ages, cultures and regions.

Deliverables 2006-2007
We will be implementing a LAC-wide reference program and expect to launch a single, uniform search engine interface that will provide Canadians with first-stop access to all of LAC documentary heritage and resources.

Intermediate Result 2007-2008 to 2008-2009
Through performance measures we will improve our understanding of user needs which will lead to improved access through many channels (e.g., in-person, through the internet) to Canada's documentary heritage collection and client services. All this will be part of a continuous service improvement approach.

We will enhance our "federated search function", an online search system that will allow first stop access to LAC resources, regardless of format (Web pages, files, finding aids, databases, catalogue records, etc.). We also will move further on automating our present services and introducing new electronic services.

b) Improving processes for providing access to government records
Our comprehensive reference program is also a gateway for Canadians seeking government records. We have already made substantial improvements to respond to an Information Commissioner analysis of our services in this area with more progress planned for 2006-2007 and beyond.

Deliverables 2006-2007
We will implement the recommendations of our internal task force on Access to Government Information Services. We have reduced the backlog of responses to user requests for government information received under the *Access to Information Act* and the *Privacy Act* and we will continue to improve the effectiveness and efficiency of our processes for responding to new requests.

Intermediate Result 2007-2008 to 2008-2009
Our improved processes will enable us to provide timely and effective responses to requests for government information with better support for clients.

- **We will enhance Canadians' knowledge and understanding of their documentary heritage:**

Library and Archives Canada has a mission to make Canada's documentary heritage known to Canadians and to anyone with an interest in Canada and to facilitate access to it. This is a constant focus of effort for us, which includes the support from Canadian Heritage's Canadian Culture Online Program (CCOP) as well as collaboration and support for Canada's library and archival communities. During this planning period, we see two major areas of attention beyond our ongoing activity.

a) Delivering innovative programming to meet the diverse information needs of Canadians across the country

We will focus on increasing our capacity to provide interpretive and innovative programs based on our collection to encourage Canadians to appreciate, learn and share knowledge about Canada's documentary heritage.

Deliverables 2006-2007

We will continue to raise the profile of some of our most compelling content by developing a range of Web content, resources and public programs.

Intermediate Result 2007-2008 to 2008-2009

Library and Archives Canada's content and collection will become more widely known, understood, used and valued by Canadians all across the country and by others around the world. Our location in the National Capital Region will be complemented by efforts to achieve a national presence, both virtual and physical. Decentralized exhibitions and cultural programming will be part of our strategy to inform and make our documentary heritage known to Canadians.

b) Assisting in the development of Canada's archival system through a transfer payment program.

Library and Archives Canada shares responsibility for the preservation of unique archival materials with archival institutions across Canada. We have used grants and contributions programs to provide support for partner institutions; however a new Treasury Board Transfer Payment Policy and a new LAC mandate led to a review of this programming and implementation of changes, which has led to a revision of this element of the priority from 2005-2006 to focus on that implementation.

Deliverables 2006-2007

LAC will implement the revised program of transfer payments, based on the new policy framework and drawing on extensive consultations with the Canadian archival community.

Intermediate Result 2007-2008 to 2008-2009

The new transfer payment program, the National Archival Development Program, will assist Canadian archival institutions and organizations to build capacity to preserve and improve access to Canada's archival records.

- **We will develop and implement programs of the Portrait Gallery of Canada to enhance the display of the collection by:**

The Portrait Gallery of Canada will focus on two areas both of which will contribute to the expected intermediate result for this priority.

a) Maintaining and enhancing the Gallery's awareness activities and collection development, and its presence on LAC's Web site.

Deliverables 2006-2007
Continued and varied awareness activities and partnerships, as well as further enhancement of the Portrait Gallery's web presence will develop increased awareness and support among Canadians of the Gallery, its programs and services.

Our implementation of the Gallery's portrait acquisition and conservation strategies will ensure a broader and more diverse collection is available.

b) Developing needed program supports, such as education and visitor services.

Deliverables 2006-2007
Developing needed support programs, such as education and visitor services, to ensure public needs and expectations are met..

Intermediate Result 2007-2008 to 2008-2009
The Portrait Gallery of Canada's collection will be exhibited with a full spectrum of public programming and interpretive events, based on a 2007-2010 program plan.

Other Items of Interest

Other Items of Interest

Library and Archives Canada's Corporate Management

Our internal strategies to achieve our "Directions for Change" are aligned with the federal government's focus on citizens, values, results and responsible spending. Our strategies will strengthen our capacity to be an organization that is:

- strategic and outcome-focused;
- empowered by a strong, bilingual and diverse workforce;
- open and continuously learning;
- technology-enabled;
- home to a healthy, accessible and supportive work environment; and
- flexible and transparent.

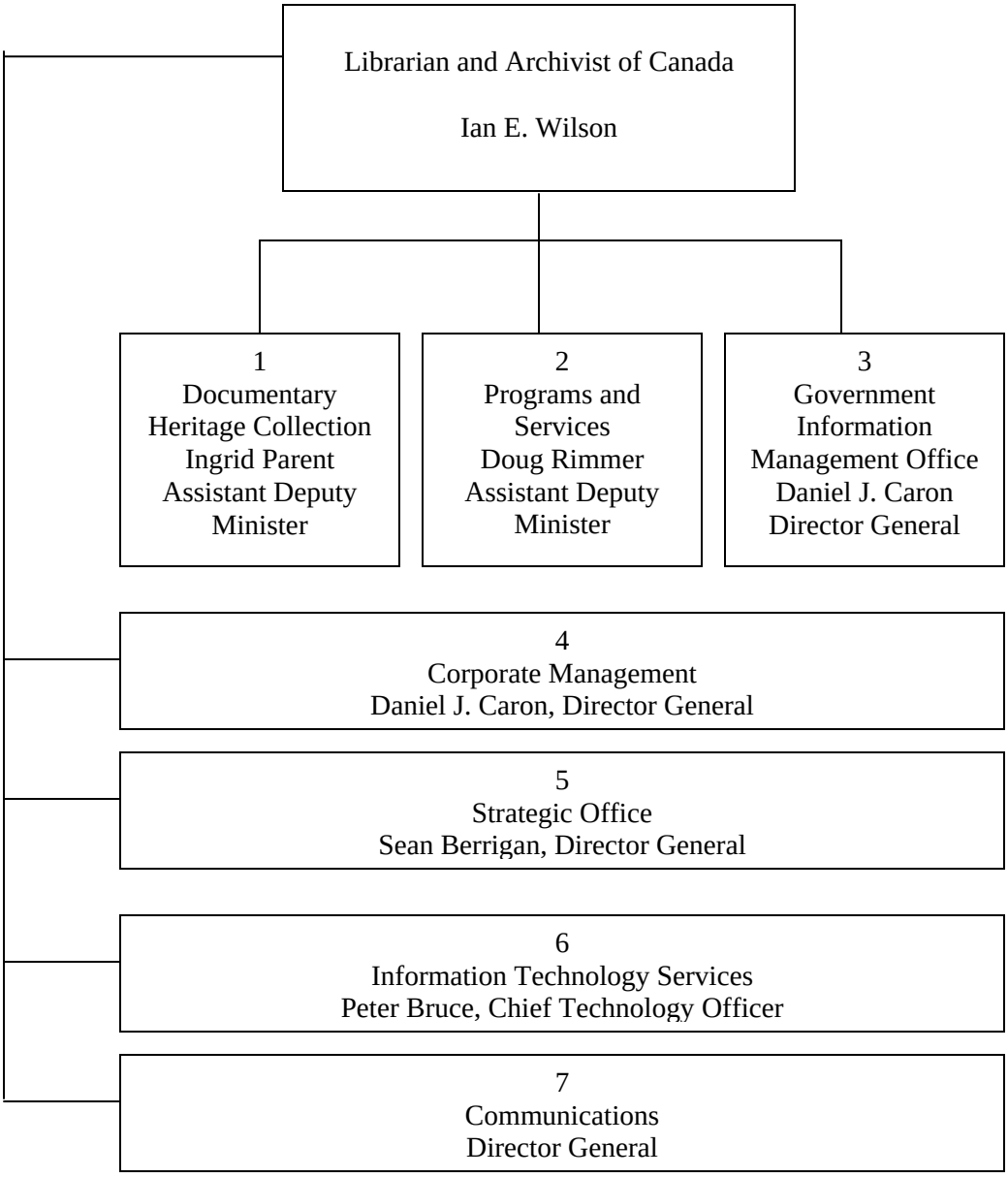
During 2006-2007 we have important corporate management priorities that will support our overall transformation. Some relate to issues such as management of our infrastructure are described under our Strategic Outcomes. Those below are also critical to our results.

- We will complete the integration and redesign of policies and work processes to ensure optimal effectiveness and efficiency in developing, organizing, preserving and giving access to the documentary heritage of Canada.

- We will modernize approaches to increase our capacity to manage human, financial, information and technology resources effectively, drawing on the results of a review of our human and financial resources.

- We will finalize and implement a management curriculum that reflects public service values and ethics as well as the *Public Service Modernization Act*, which will support our modernization efforts and provide the tools necessary to ensure proactive and responsible leadership for the future.

Organization Structure



1, 2 and 3 are the operational sectors of Library and Archives Canada. They reflect our legislated mandate and program activity architecture. Corresponding strategic outcomes are:

1. Canada's documentary heritage is safeguarded and organized for current and future generations.
2. Canada's documentary heritage is known, accessible and used.
3. Information and knowledge are effectively managed within the Government of Canada.

4, 5, 6 and 7 are enabling functions to foster corporate coordination and ensure that we work across the organizational structure.

Planned Spending Trends

Planned Spending Trends

Planned spending decreases over the three year planning period due to sunsetting capital project initiatives including the Portrait Gallery of Canada and the construction of an Interim Collections Facility in Gatineau, Quebec. Overall, salary related expenditures account for approximately 67% of planned spending, other operating and capital account for 31% of planned spending and transfer payments account for 2% of planned spending.

Financial Information

Table 1: Library and Archives Canada Planned Spending and Full Time Equivalents

($ thousands)	Forecast Spending 2005-2006	**Planned Spending 2006-2007**	Planned Spending 2007-2008	Planned Spending 2008-2009
Managing the Disposition of the Government of Canada Records of Continuing Value	11,289	**12,180**	11,315	11,315
Managing the Documentary Heritage of Interest to Canada	61,004	**68,068**	62,871	62,929
Making the Documentary Heritage Known and Accessible for Use	21,051	**29,373**	30,163	26,582
Budgetary Main Estimates (gross)	93,344	**109,621**	104,349	100,826
Non-Budgetary Main Estimates (gross)	-	-	-	-
Less: Respendable revenues	450	**550**	550	550
Total Main Estimates	**92,894**	**109,071**	**103,799**	**100,276**
Adjustments:				
Collective agreements	4,837			
Supplementary Estimates:				
Carry Forward	4,156	-	-	-
Accommodation of Library and Archives Canada Headquarters at Place de la Cité	3,500	-	-	-
Renovation, expansion and refitting of 100 Wellington Street, Ottawa, ON to accommodate the Portrait Gallery of Canada	1,895	-	-	-
Initiative to support the implementation of a common electronic infrastructure and multi-channel service delivery strategy (Government On-line)	1,089	-	-	-

Table 1: Library and Archives Canada Planned Spending and Full Time Equivalents (cont'd)

($ thousands)	Forecast Spending 2005-2006	**Planned Spending 2006-2007**	Planned Spending 2007-2008	Planned Spending 2008-2009
Renovation of 555 boulevard des Enterprises, Gatineau to fit up an Interim Collection Facility	673	-	-	-
Public Service Modernization Act (PSMA)	75	-	-	-
Frozen Allotment [1]	(735)	**(1,235)**	(625)	(625)
Canadian Culture On-line Program	4,140			
Canada Music Fund Program	360			
Dictionary of Canadian Biography	400	-	-	-
Planned Initiatives	-	**23,742**	9,471	4,055
Total Adjustments	*20,390*	***22,507***	*8,846*	*3,430*
Total Planned Spending	113,284	**131,578**	112,645	103,706
Less: Non-respendable revenues	34	**38**	38	38
Plus: Cost of services received without charge	42,594	**43,627**	44,214	45,379
Net cost of Program	155,844	**175,243**	156,897	149,123
Full Time Equivalents	1,145	**1,165**	1,164	1,164

[1] Includes TB decision number 832438 and 832520 creating a frozen allotment in 2005-2006 ($110k), 2006-2007 ($610k) for planned spending reduction due to procurement savings resulting from the 2005 Budget announcement; future year amounts to be determined.

Table 2: Program by Activity

2006-2007	Budgetary							
Program Activity	Operating	Grants and Contri-butions	Gross	Revenue	Net	Total Main Estimates	Adjustments (planned spending not in Main Estimates)	Total Planned Spending
Managing the Disposition of the Government of Canada Records of Continuing Value	12,180	-	12,180	-	12,180	12,180	2,504	14,684
Managing the Documentary Heritage of Interest to Canada	68,068	-	68,068	-	68,068	68,068	19,262	87,330
Making the Documentary Heritage Known and Accessible for Use	27,597	1,776	29,373	550	28,823	28,823	741	29,564
Total	**107,845**	**1,776**	**109,621**	**550**	**109,071**	**109,071**	**22,507**	**131,578**

Table 3: Voted and Statutory Items listed in Main Estimates

2006-2007		($ thousands)	
Vote or Statutory Item	Truncated Vote or Statutory Wording	**Current Main Estimates**	Previous Main Estimates
50	Program expenditures	**97,430**	81,608
(S)	Contributions to employee benefit plans	**11,641**	11,286
	Total Agency	**109,071**	92,894

Table 4: Library and Archives Canada Services Received without Charge

($ thousands)	**2006-2007**
Accommodation provided by Public Works and Government Services Canada (PWGSC)	**38,960**
Contributions covering employer's share of employees' insurance premiums and expenditures paid by Treasury Board Secretariat (excluding revolving funds)	**4,595**
Worker's compensation coverage provided by Social Development Canada	**60**
Salary and associated expenditures of legal services provided by Justice Canada	**12**
2006-2007 Services received without charge	**43,627**

Table 5: Sources of Respendable and Non-Respendable Revenues

Respendable Revenues

($ thousands)	Forecast Revenue 2005-2006	**Planned Revenue 2006-2007**	Planned Revenue 2007-2008	Planned Revenue 2008-2009
Services				
Services Fees	450	**550**	550	550
Total Respendable revenues	450	**550**	550	550

Non-Respendable Revenues

($ thousands)	Forecast Revenue 2005-2006	**Planned Revenue 2006-2007**	Planned Revenue 2007-2008	Planned Revenue 2008-2009
Parking revenues	34	**38**	38	38
Total Non-respendable revenues	34	**38**	38	38
Total Respendable and Non-respendable revenues	484	**588**	588	588

Table 6: 2006-2007 Resource Requirement by Sector

(in $ 000's)	Managing the Disposition of the Government of Canada Records of Continuing Value	Managing the Documentary Heritage of Interest to Canada	Making the Documentary Heritage Known and Accessible for Use	**Total Main Estimates**
Documentary Heritage Collection		37,162		**37,162**
Programs & Services			17,308	**17,308**
Strategic Office	371	2,066	2,424	**4,861**
Information technology Services	1,124	8,809	3,622	**13,555**
Corporate Management	2,712	15,142	4,962	**22,816**
Government Records	7,684	3,271		**10,955**
Communications	289	1,618	507	**2,414**
Total	**12,180**	**68,068**	**28,823**	**109,071**

Legislation Administered by the Librarian and Archivist of Canada

The Librarian and Archivist of Canada has sole responsibility for the *Library and Archives of Canada Act*, Statutes of Canada, 2004, c.11. He shares responsibility for the *Access to Information Act*, R.S.C., 1985, c. A-1, and the *Privacy Act*, R.S.C., 1985, c. P-21.

Contacts for Further Information:

Library and Archives Canada
550 Place de la Cité Boulevard
Gatineau, Québec
K1A 0N4

General Information: (613) 996-5155
Toll free number in Canada and the U.S.: 1-866-578-7777
TTY: (613) 992-6969 or 1-866-299-1699 (toll free in Canada)

This report can be found in electronic format at *http://www.collectionscanada.ca*

For more information about the contents of this document, contact:
Sean Berrigan, Director General
Strategic Office
Tel: (819) 934-5858
Fax: (819) 934-5839
E-mail: sean.berrigan@lac-bac.gc.ca