InterPARES 2 Project
International Research on Permanent Authentic Records in Electronic Systems

Characterization of Case Study
Validated

Case Study 24:
City of Vancouver Geographic Information System (VanMap)

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Relevance of the Case Study to InterPARES 2

The purpose of this case study is to investigate and understand the types of records that are generated by the digital entity being studied and to explore issues relating to security, recordkeeping and long-term preservation. The relevance of the case study is therefore to enable InterPARES to meet its goals in relation to the study of government activities that are conducted using experiential, interactive and dynamic computer technology.

Information about the Creator

The creator in this case is a municipal corporation, incorporated in 1886.[1] The creator is located in Vancouver, British Columbia, Canada, and is subject to provincial and federal laws. Funding for the activities of the creator is collected through property taxes based on property assessments. The creator also collects fees and receives funding from the provincial and federal governments.

The mandate of the creator is to deliver government services to citizens living within the geographical boundaries of the City of Vancouver. The mission of the creator is to "create a great city of communities which cares about its people, its environment and the opportunities to live, work and prosper."[2]

In terms of governance, a City Council is elected, headed by a Mayor. The function of the creator is to pass and enforce bylaws and resolutions that govern the citizens of the City of Vancouver. These bylaws may manifest in services that the creator offers to the citizens of the City of Vancouver. The creator has won several awards, including a "Customer Innovation Award" for VanMap.

Information about the Administration / Management Function

[1] The *Act of Incorporation* became the *Vancouver Charter* in 1952.
[2] City of Vancouver (2004), "About Vancouver." Available at http://vancouver.ca/values.htm.

The creator carries out myriad activities in the governance of the citizens of the City of Vancouver. Many different types of records are created in the course of the activities of the creator, such as forms, licenses, letters, contracts, maps, drawings, minutes, and annual reports. Many records are retained by the creator through its formal records management and archives programs. Legal and normal requirements and constraints are similar for the administrative function as for the entire work of the creator.

Information about the Digital Entity Being Studied

The digital entity for the purpose of the study is the internal view of a geographic information system, VanMap, which was produced to meet the needs of the employees of the City of Vancouver in terms of providing services to citizens. The Manager of GIS in the Application Development Division of the Information Technology Department, which is part of the Corporate Services Group, makes all final decisions related to VanMap. The Manager is supported by the VanMap Team and the GIS Sustainment Team. The former is made up of representatives from six city departments.

Data included in VanMap have originated from various sources; both external and internal data is used. Data may be extracted for entry into the Oracle*9i* Spatial database, or may be keyed in directly. The inclusion of certain data and its accompanying metadata is based on what the VanMap Team thinks would be most useful for users. The creator includes a warning about the accuracy and completeness of the data on the internal and the public view of VanMap. Data entry and security and access manuals have been created. Access rights are based on job competencies, and one section requires a password. The public view presents only a subset of the data. Data are overwritten as needed, and no versions of the data are captured. No preservation strategies in the archival sense are being employed.

VanMap is delivered as a Web site, with a home page, data sheets, interactive maps, legend, toolbar, reports, and links to departmental Web pages. The main feature of VanMap is to allow users to see how city features relate to each other. VanMap has eight main technical components: Oracle Spatial database; SQL server and CSG Web application server; community Web pages SQL database and Web application server; other databases; AutoDesk MapGuide; ColdFusion MX; MapGuide ActiveX Viewer; and Microsoft Windows 2000 server (Web server). The following file types are present: HTML, GIF, CFML, CGI, DWT, CSS, spatial geometry layers, SDF, DWF, JPEG and ECW.