

# DLM Forum Triennial Conference 2014

## Topic and Programme

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### Introduction

This document provides suggestions for topic ideas for the 2014 DLM Forum Triennial Conference. It also sets out a suggested programme for the five day period from 10<sup>th</sup> November to 14<sup>th</sup> November 2014.

### Topic

The proposed conference topic is:

**DLM Forum 2014: Making the Information Governance landscape in Europe**

### Overview

Attendees to the conference will be given the opportunity to attend sessions focussed on the latest challenges and innovation in Information Governance. Highly significant keynote speakers from across Europe will speak about their experiences with current and next generation information governance across government, commercial and specialised industry sectors. European regulators will also be represented.

The programme will be divided between plenary sessions for all participants and breakout sessions that will be divided into three streams representing different challenges in information governance, as follows:

- Stream 1: Managing information for control, access and compliance
- Stream 2: Records Management in transition
- Stream 3: Archival initiatives for ingest, preservation and access

#### Stream 1: Managing information for control, access and compliance

Presenters will address a range of compliance and legal issues related to information governance, including hot topics such as:

- Organisational models for Information Governance: how to organise for information management; who is responsible for what?
- Transparency and freedom of Information: what is disclosed pro-actively, how do we apply open data by default, what can be disclosed upon request?
- Security, surveillance and risk mitigation: how do we balance efficiency and the (free) flow of information within the organisation with the 'need to know' principle? How do we protect information that needs to be protected?
- eDiscovery/eDisclosure: is search the magic bullet?

- Privacy: in a world of digital surveillance whose data is protected; and do we have a digital right to be forgotten?
- The cloud, mobile, social, big data and more...

### Stream 2: Records Management in transition

In this stream presenters will discuss the latest developments in records management. It will focus on the transition from traditional records management techniques and practices to next generation records management as the central pillar of good information governance practice – especially in a period of low growth and small budgets. It will also discuss the role of standards such the newly released 4<sup>th</sup> edition of MoReq (Modular Requirements for Records Systems), the current revision of ISO 15489 (Records Management) and ISO 16175 (Principles and Functional Requirements for Records in Electronic Office Environments).

### Stream 3: Archival initiatives for ingest, preservation and access

This stream will focus on cooperation, initiatives and projects that bring together partners from different disciplines, in Europe and elsewhere, to cooperate in areas such as ingest, digital preservation, and access and dissemination. Presenters will give a wide variety of perspectives on past and present projects and the significance of the results and achievements. The session will also look forward and discuss new initiatives and funding opportunities. Existing projects that will be discussed include E-ARK (European Archival Records and Knowledge Preservation) and the European Archives Portal (to be confirmed).

## **Types of presentations**

The scientific committee will publish a call for papers inviting proposals for the conference. Proposals will be submitted in the form of abstracts (minimum 250 words) for presentations in one of the three streams of the conference. Candidates should propose to present either a position paper or a full paper. Position papers may include presentations of new ideas or initiatives and proposals for the future. Full papers will represent more solid reports, e.g. on the results of projects or research or could present achievements or best practices. The selected speakers will be required to provide, before the start of the conference, papers of 1000-1500 and 3000-4000 words for a position or full paper respectively. The papers will be published in the conference proceedings.

## **Timetable**

The three day conference will be held in Lisbon from Wednesday, 12<sup>th</sup> November to Friday, 15<sup>th</sup> November 2014.

It will be preceded by an two days of workshops and tutorials to be held on Monday 10<sup>th</sup> November and Tuesday, 11<sup>th</sup> November. These DLM Forum sanctioned workshops and tutorials will be complementary to the conference and will provide participants with educational opportunities in a wide variety of areas that will contribute to their professional knowledge and skills.

Throughout both the workshops, tutorials and the conference itself many opportunities will be provided for participants to meet and network together.

## Programme

### Monday, 10<sup>th</sup> November

#### Morning

- Own arrangements (travel)

#### Afternoon

- Tutorials and Workshops – Session 1

#### Evening

- Own arrangements

### Tuesday, 11<sup>th</sup> November

#### Morning

- Tutorials and Workshops – Session 2
- Lunch provided to participants

#### Afternoon

- Tutorials and Workshops – Session 3

#### Evening

- Own arrangements
- DLM Forum Executive Committee Dinner

### Wednesday, 12<sup>th</sup> November

#### Morning

- Tutorials and Workshops – Session 4
- Possible tour of archives or cultural attractions
- Travel for those not attending the tutorials and workshops

#### Afternoon

- 12:00 – 13:15 – Registration and coffee

#### **Conference session 1**

- 13:30 – 14:15 – Opening addresses
- 14:15 – 15:30 – Plenary session (Keynote speakers 1 and 2 + discussion)
- 15:30 – 16:00 – Coffee and networking
- 16:00 – 17:30 – Thematic sessions (by stream) in each stream:
  - 3 position papers (15 minutes each)
  - 1 full paper (20 minutes)
  - panel debate (up to 15 minutes)

### Evening

- Gala Dinner for all Participants (included in conference price - may be sponsored)

### Thursday, 13<sup>th</sup> November

#### Morning

##### Conference session 2

- 09:15 – 10:30 – Plenary session (Keynote speakers 3 and 4 + discussion)
- 10:30 – 11:00 – Coffee and networking
- 11:00 – 12:30 – Thematic sessions (by stream) in each stream:
  - 3 position papers (15 minutes each)
  - 1 full paper (20 minutes)
  - panel debate (up to 15 minutes)
- 12:30 – 14:00 - Lunch

#### Afternoon

##### Conference session 3

- 14:00 – 15:15 – Plenary session (Keynote speakers 5 and 6 + discussion)
- 15:15 – 15:45 – Coffee and networking
- 15:45 – 17:15 – Thematic sessions (by stream) in each stream:
  - 3 position papers (15 minutes each)
  - 1 full paper (20 minutes)
  - panel debate (up to 15 minutes)

### Evening

- DLM Forum Members Meeting, followed by
- DLM Forum Ball (optional attendance - extra cost to attend – unless sponsored)

### Friday, 14<sup>th</sup> November

#### Morning

##### Conference session 4

- 09:00 – 10:00 – Plenary session (Keynote speakers 7 and 8 + discussion)
- 10:00 – 11:15 – Thematic sessions (by stream) in each stream:
  - 2 position papers (15 minutes each)
  - 1 full paper (20 minutes)
  - panel debate (up to 15 minutes)
- 11:15 – 11:45 – Coffee and networking
- 11:45 – 13:00 – Final plenary session: news from the DLM Forum meeting, summary and outcomes of the conference, keynote closing address

### OR

##### Conference session 4

- 09:15 – 10:45 – Thematic sessions (by stream) in each stream:
  - 3 position papers (15 minutes each)
  - 1 full paper (20 minutes)
  - panel debate (up to 15 minutes)
- 10:45 – 11:15 – Coffee and networking

- 11:15 – 12:30 – Final plenary session: news from the DLM Forum meeting, summary and outcomes of the conference, keynote closing address

#### Afternoon

- Possibility of business meetings
- Possible tour of archives or cultural attractions
- Own arrangements (travel)

#### Evening

- Own arrangements (travel)