

National Library of Scotland
Collection Development Policy
2019

Contents

	Page
1 Introduction	4
2 Brief historical context	5
3 Methods of Acquisition	6
3.1 Legal deposit	6
3.2 Purchase and subscription	6
3.3 Donation	7
3.4 Deposit	7
3.5 Exchanges	8
3.6 Heritage tax incentive schemes	8
3.7 Open Access	8
4 Key principles and concepts	9
4.1 Collaborative collecting	9
4.2 Equalities and diversity	9
4.3 Ownership, due diligence and restitution	10
4.4 Retention and disposal	10
4.5 Duplicates	11
4.6 Condition and completeness	11
4.7 Reader requests	11
4.8 Copyright	11
4.9 Access	12
4.10 Accessibility: equalities and diversity, and the Equality Act	12
4.11 New subject areas of collecting and new formats	12

5 Published collections	13
5.1 Scope of published collecting	13
5.1.1 Scottish publications, authors and content	13
5.1.2 Non-Scottish publications and content	15
5.2 Subjects and themes	16
5.2.1. Scottish publications and Scottish content including content published outside Scotland	16
5.2.2 Publications from other United Kingdom and international countries	20
5.2.3 Key areas of UK and international focus	21
5.3 Formats, forms and distinctive features	23
6 Archival collections	28
6.1 Archives and manuscript collections	28
6.2 Moving image collections	34
6.3 Sound archives	36
6.4 Formats and our archival collections	36
7 Further information	38

1 Introduction

In 2017 the National Library of Scotland produced [Collecting to support research, learning and inspiration](#) which summarises our key collection development principles and concepts including our strategic vision for collection development. It is intended as a public-facing document.

This Collection Development Policy is a detailed statement of the Library's collecting policies across the various formats and subjects. It is primarily for use within the Library and by colleagues in other libraries and archives.

Our staff may work to finely detailed internal documents about collecting practices and profiles which can be made available on request. These collecting profiles are based on this policy document.

The Library aims to fulfil the functions of a national library as defined by the International Federation of Library Associations, which include: 'the collection via legal deposit of the national imprint (both print and electronic) ... ; the preservation and promotion of the national cultural heritage; acquisition of at least a representative collection of foreign publications'.

The National Library of Scotland Act 2012, Legal Deposit Libraries Act 2003, the Legal Deposit Libraries (Non-Print Works) Regulations 2013, and the Equality Act 2010, are the key pieces of legislation defining our collection development work.

2 Brief historical context

The National Library of Scotland was founded in 1925 by an Act of the UK Parliament as Scotland's legal deposit library for publications of the United Kingdom and Republic of Ireland. The Library's collecting profile also included selectively acquiring Scottish manuscript material and international publications. Although the collecting of Scottish materials was and still is a priority, this has never been the sole focus. The collections span the breadth of human knowledge. The Library holds the largest collection of Scottish published material in the world, and one of the largest collections of Scottish manuscripts and archives.

On its foundation the National Library of Scotland received from the Advocates Library all that library's collections – with the exception of law books, manuscripts and papers – accumulated since the 1680s. Through legal deposit from 1710 onwards, the Advocates Library was able to collect publications produced throughout the British Isles, and also retrospectively developed strong collections of early printed books, including significant collections of material in a range of languages from other European countries. The Advocates Library began to collect archives and manuscripts in the late 17th century.

From 1925, and particularly after the opening of the George IV Bridge building in Edinburgh in 1956, the National Library expanded and broadened its collecting interests. The increasing numbers of UK publications were supplemented by international publications, particularly North American, Commonwealth and European. From its foundation, the National Library of Scotland benefitted from substantial donations of the contents of important Scottish libraries and of collections of Scottish books, maps and music. The National Library has since built on the archival collecting strengths of the Advocates, and developed new, additional interests, subject areas and formats.

In 2007 the Scottish Moving Image Archive became part of the National Library, transferring collections built up since 1976 as part of the Scottish Film Council and then Scottish Screen. The National Library is now the specialist repository for the acquisition and preservation of moving image collections in Scotland. The collection contains and preserves unique moving image items reflecting Scotland and Scottish life since the mid-1890s. In 2009, the National Library was established as the leading body in a distributed national sound collection for Scotland,

In recent years, particularly since the introduction of non-print legal deposit in 2013, the Library has increasingly acquired published and archival collections in digital formats.

3 Methods of Acquisition

The Library acquires material by print and non-print legal deposit, purchase, donation, and occasionally through exchange programmes.

The Library prefers to own collections rather than have temporary access, loan or deposit arrangements.

The Library has processes, guidance and agreed responsibilities for its acquisition activity. It acquires material with due diligence.

We consider resource implications when taking decisions about acquisitions, especially large collections. We take into account access, metadata, storage, digitisation and preservation requirements for physical and digital formats. We will assess and advise, where this is an option, on how best to provide the Library with digital formats. We are particularly pleased to receive collections that come with a financial donation to allow cataloguing, preservation, digitisation and promotion.

3.1 Legal deposit

The National Library has been a legal deposit library for UK publications since 1925 and effectively since 1710 through its parent library the Advocates Library.

UK legal deposit is a legislative tool enabling selected libraries¹ in the United Kingdom and the Republic of Ireland to collect the national published outputs of print, non-digital media and electronic publications. Its purpose is to ensure that the nations' publishing heritage and intellectual output - expressed through published works - is preserved² and made available for consultation. The scope of legal deposit in the United Kingdom is defined in the *Legal Deposit Libraries Act 2003*, the *Legal Deposit Libraries (Non-Print Works) Regulations 2013*, and for the Republic of Ireland in the *Copyright and Related Rights Act 2000*. The primary principle is that the legal deposit libraries collectively and comprehensively acquire and store permanently the national published outputs of print, non-digital media and electronic publications. Some formats of sound recordings are excluded from the legislation.

3.2 Purchase and subscription

The Library purchases material that is not eligible for legal deposit, particularly manuscript, out-of-print Scottish, international and some types of digital publications. Scottish Government grant funding is supplemented by other sources.

¹ The British Library; National Library of Scotland; National Library of Wales; Bodleian Libraries, Oxford; Cambridge University Library; and the Library of Trinity College, the University of Dublin

² Preservation is based on the principle of positive duplication of copies held at different legal deposit library locations

For current publications the Library has an overall preference for purchasing e-books and e-journals rather than the print version. It gives priority to e-publications which allow remote offsite access in Scotland. We may purchase print formats and maintain some print subscriptions, particularly where this is the only format available, or the most cost-effective.

The Library prefers to purchase permanent access to e-content rather than subscribe to temporary access.

The Library seeks to obtain best value. It uses collaborative purchasing agreements where relevant, for example through the Scottish Confederation of University Libraries (SCURL) and its Scottish Higher Education Digital Library (SHEDL) procurement frameworks.

Older publications are purchased from booksellers or at auction. We welcome quotations, lists and catalogues from the book trade. Many purchases are made as a direct result of booksellers being aware of our collecting policies and the gaps in our collections, and sending us details of particular items. We also purchase older published items directly from individual or organisational owners.

The Library acquires archives and manuscripts by purchase at auction, from dealers, or through direct negotiation with owners.

We may choose to develop some aspects of our collections only through donation, bequest and deposit and not through purchase. We may restrict our collecting in areas where market prices are so high that to purchase actively would be to the detriment of other aspects of collection development.

3.3 Donation

Our collections have greatly benefited from the generosity of donors. We welcome donations and bequests of all items which fall within our collection development policy.

The Library will consider individual items or collections and whether they fit its relevant collecting profiles. Potential donors should approach the Library before sending or bringing material to the Library. Unsolicited donations received by the Library that do not fit our collection development policy may either be returned, or will be disposed of.

3.4 Deposit

The Library prefers purchase or donation of material, and does not seek new deposit agreements.

We exceptionally continue to accept deposits of archival collections in continuation of earlier arrangements. New deposits are seldom accepted.

When possible, we will work with owners of existing deposits to convert their deposits into donations.

3.5 Exchanges

The Library does not usually have material to exchange so does not normally seek to participate in such programmes.

3.6 Heritage tax incentive schemes

A number of tax incentive schemes help public bodies in the UK acquire cultural artefacts, including Acceptance in Lieu, the Cultural Gifts Scheme, Private Treaty Sales, and Conditional Exemption. The Library is always interested in acquiring material in this way and is happy to work with owners to find an appropriate solution for their collection.

3.7 Open Access

The Library is supportive of Open Access initiatives. We ingest Open Access publications in line with this collection development policy and within the legal deposit framework.

4 Key principles and concepts

4.1 Collaborative collecting

The Library works in collaboration with other institutions, recognising their strengths and expertise. Collaboration helps ensure coverage across subjects and best value. The Library does not therefore collect every subject and format comprehensively.

The Library recognises the collecting interests of other institutions, and may stand aside so that another public institution can pursue its collecting interest. Equally the Library may be the lead collecting institution itself and therefore not stand aside.

For published collections, the Library works with its fellow UK legal deposit libraries to ensure broad collecting of the UK output as well as efficiencies from combined efforts. The Library will continue to participate in Scottish and UK collaborative collecting and collection management initiatives. Scotland contains a wide array of institutions which form part of a distributed national collection. Collaborative collecting and collection management are relevant on a European and global scale. We will not as a matter of course take in material because it is deaccessioned by other institutions.

We work within the SCURL [Scottish Collections Policy](#) for published material, whose criteria for items with a Scottish connection agree with our own. We may choose not to acquire copies of items which are held in other public Scottish collections, and take into account the existence of copies in other UK public collections.

The Library does not collect archival collections comprehensively – and in considering acquisitions we are always mindful of the collecting interests of other institutions. Appropriate repositories for records may be within or outwith Scotland – the National Records of Scotland, for example, other national libraries or museums, university archive services, local authority record offices, local libraries with established archive collections, and specialist archives.

The Library works closely with the UK's national and regional archives and specialist repositories to harmonise territories, classes of collection, technical standards and to agree responsibility for acquisition and preservation, for example, with Film Archives UK.

4.2 Equalities and diversity

The Library celebrates Scotland's multicultural society, and the diversity within Scottish society. The Library seeks to promote equality, respect and tolerance through its collecting. Our staff promote equality and diversity. They engage with groups, organisations and individuals across Scotland and beyond. We aim for broad representation in the collections. We actively seek to develop our contemporary and historical collections to include the voices of women,

BAME communities, LGBTQ+ communities and the diverse range of social and cultural communities which exist or have existed in Scotland.

We collect published material illustrative of the documentary heritage of contemporary Scottish ethnic and cultural minority communities, including websites. We also collect archives and manuscripts which reflect the diversity of Scottish society and of the people living and working in Scotland now and, as far as possible, in the past. This particularly underpins our collections in the areas of literary and political records and the moving image and sound collections.

4.3 Ownership, due diligence and restitution

The Library acquires material legally, ethically and with due diligence. The Library will always do its utmost to confirm that the vendor or donor has proper title to the item offered to the Library.

The Library will cooperate with relevant bodies and organisations with regard to any claims of restitution, and consider the evidence. We will assist the authorities with restitution of cultural items according to UNESCO guidance.

We refer to and recognise relevant professional guidance on ethics and building diverse collections in our collection development activities, for example, the International Federation of Film Archives (FIAPF) Code of Ethics.

4.4 Retention and disposal

Library policy is to retain the collections that we own in perpetuity although in certain circumstances we may dispose of duplicates, redundant, unusable formats or items which pose a hazard to the collections or staff.

Purchased, donated and legal deposit items become a permanent part of the Library collection. We do not usually dispose of this material. Exact duplicate publications may be disposed of. Appraisal and assessment usually occurs before full integration into the Library's collection to prevent duplication.

Where the Library creates or acquires surrogates, for example, digital moving images created from 16mm film, the Library may dispose of such surrogates once the content has been satisfactorily migrated to a replacement format, while ensuring that access to the content is maintained. Originals will normally be kept, unless they are inherently unstable or unusable.

We reserve the right to decline material, or remove access to it on the grounds of illegal content, intellectual property infringements, or risk to the collections or staff.

Hazardous materials such as nitrate film or carriers of infected digital files may be safely and responsibly destroyed. The contents of such hazardous materials will be transferred to a surrogate whenever possible.

4.5 Duplicates

We may acquire the same work in different editions or formats, especially Scottish material. We do not regard these as exact duplicates.

We do not normally acquire exact duplicates i.e. two copies of the same edition in the same format. We may acquire duplicate copies for their material or historical significance, for example where it has annotations, indications of provenance, a bookplate or binding. We very rarely acquire a collection – from an individual or another library – without removing items which duplicate existing holdings in our collections.

We may acquire variant copies, particularly from the hand press printing period.

For digital materials, we may acquire two copies of items where these copies come with different access permissions.

The Library may seek to replace damaged or imperfect copies of a publication.

4.6 Condition and completeness

Wherever possible our preference is to receive material in *as new* condition. Where this is not the case, each item or collection will be assessed taking into account the importance and scarcity of the items in question, and any conservation work required.

We prefer to acquire items which are complete, and complete or substantial runs of serials and newspapers.

For digital materials such as interactive e-books, we may additionally collect relevant hardware, software, licences or other dependencies that help maintain the full functionality of the content.

4.7 Reader requests

Readers may suggest that the Library acquire material which they wish to consult. Suggestions will be considered in accordance with our collecting profiles and criteria.

4.8 Copyright

The Library collects material protected by copyright, as well as material in which copyright protection has expired. When appropriate, and in particular in relation to archival material and material obtained through donation, the Library may seek to obtain copyright ownership. The Library is not, and does not expect to become, the owner of copyright in the majority of material in its collections. The Library manages its collections in accordance with applicable laws of copyright and related intellectual property rights.

4.9 Access

The Library has the particular functions of making its collections accessible to the public and to persons wishing to carry out study and research, as well as of exhibiting and interpreting objects in its collections. Accordingly, the Library will provide access to its collections to the fullest lawful and practical extent, through in-person and remote means, including by access at the Library's public locations, by online and electronic media, and by exhibitions, events, and loans.

Wherever possible, and in line with its collecting priorities, the Library will seek to obtain material that it is able to make accessible in accordance with its normal practices and in pursuit of its particular functions. The Library may acquire material that it is not able to make currently accessible, or that it is only able to make accessible through limited means, for example due to physical condition, technical or legal restrictions. It does this for the long-term preservation of the material.

The Library makes its collections accessible in accordance with applicable legislation and standards.

4.10 Accessibility: equalities and diversity, and the Equality Act

The Library is committed to making its collections accessible to all to the fullest extent possible. We acquire material in different formats as outlined in this policy. If an alternative format is necessary for access by an individual user or category of users, then we will consider acquiring alternative formats if possible. We provide equipment and facilities to enable access.

We use digital formats to improve accessibility, for example through screen readers, but in certain circumstances we may acquire accessible physical format copies, such as large print books.

4.11 New subject areas of collecting and new formats

The Library gives consideration to new subject areas for its collecting, and to collecting in new formats. In recent years we have started to collect websites. Given Scottish expertise in the development of computer games, we are currently investigating the practicality and resources required for adding computer games to our collecting profile.

The Library monitors developments in emerging formats, particularly digital. It will adopt new formats where appropriate.

5 Published collections

This section covers the entire historical period of publishing from the invention of movable type printing to the present day range of print and digital media. It should be noted therefore that there may be different intensities in collecting for the various historical periods and formats of publication.

5.1 Scope of published collecting

We define a publication in the broadest terms,³ reflecting the radical changes in publishing enabled by the internet and digital technology. The legal deposit legislation and non-print legal deposit regulations provide definitions relating to publications. Publications and content include books, journals, newspapers, maps, musical scores, films, sound recordings and other formats.

5.1.1 Scottish publications, authors and content

Our chief collecting priorities are Scottish publications, authors and content, including content and authors published outside of Scotland. We aim to build as complete a collection as possible of the published recorded memory of Scotland.

We aim to collect Scottish publications comprehensively, i.e. items published in Scotland.

We collect Scottish content whether published in Scotland or outside Scotland.

We collect the works of Scottish authors. This includes works with significant or substantial Scottish authorial or editorial involvement, illustration or design.

We recognise that it is not possible to achieve full comprehensiveness in collecting particularly for material published overseas and ephemera (for ephemera, see 5.3).

We collect different editions and forms of works, particularly those which add new information to items already held in our collections about the circulation and reception of these works

For Scottish printing we aim to collect comprehensively the commercially published pre-1901 textual output of Scotland. This includes all formats and methods of production and alphanumeric, musical, and cartographic texts. We

³ For the avoidance of doubt, the term publication could imply at the very least, any of the following things, irrespective of whether these things are commercially, non-commercially, or self-published, either in print, digitally, or on demand: books, e-books, pamphlets, magazines, journals, e-journals, e-articles, fiction, non-fiction, children's books, posters, websites, blogs, zines, flyers, leaflets, ephemera, manuals, annual reports, government and official publications, comics, non-private social media, academic texts, conference proceedings, newspapers, directories, things with or without ISBN and ISSN numbers, artists' books, private presses, interactive narratives, catalogues, CD-ROMs, apps, and computer games.

aim to collect extensively other pre-1901 Scottish printing, including all significant texts printed for private circulation and an extensive and representative range of other private publications and ephemera. We actively collect the output of Scottish private presses. We do not, as a rule, collect separately-published graphic arts such as prints or engravings. We collect post-1900 Scottish printing extensively. We recognise that it is not possible to be as comprehensive in our collecting of modern printing.

We collect material published in Scotland in any language.

We aim to collect comprehensively publications in Scottish Gaelic and Scots, from Scotland and around the world. We also collect items in other Celtic languages from countries and regions such as Ireland, Wales, Isle of Man and Cornwall but are less comprehensive in these areas.

We acquire translations of Scottish authors, especially creative works and works which show the impact of Scottish contribution to knowledge. We may be less comprehensive in collecting translations of Scottish content which was originally published internationally.

We collect material that supports the study of gender, equalities and diversity. We collect both primary sources and secondary literature which record the lives and experiences of people who have lived in Scotland who are underrepresented in our collections, and the impact of Scottish colonial activities on the world.

We seek to fill gaps in our holdings of Scottish material including Scottish serial titles.⁴

We collect selectively significant and representative evidence of the history of the book as an object including examples of Scottish printing and binding, and evidence of distribution and reading.

We may acquire items for their provenance, including the acquisition of items whose owners were not significant figures in their own right but are examples of readership in Scotland at different historical periods.

We do not, as a rule, aim to reconstitute dispersed Scottish private or institutional libraries. We do not try to acquire every library of a person or institution of note which becomes available.

Where the Library does not hold copies of the originals, it aims to acquire or provide access to Scottish publications and other key works through surrogates, particularly digital. We may acquire published or privately produced physical facsimiles, particularly where we cannot source or provide access to a digital version. The availability of digital surrogates informs our decisions about potential physical surrogates.

⁴ Gap filling of serial runs might be done using microfilm or digital surrogates, as well as through purchase or donation of print

We will acquire a print copy of books by Scottish authors or publishers even if we have received the publication as a non-print legal deposit copy where we are offered such works by donation. This is part of our commitment to preserving print copies of books published in Scotland, and the *SCURL Scottish collections policy*. We will selectively approach Scottish publishers and Scottish writers for donations at the time of publication where those publishers and writers are agreeable to such approaches. We will selectively purchase print copies where donations are not possible. It is recognised that we do not need to comprehensively collect both the print and electronic versions of the same works where the content of both version is identical.

We will seek to negotiate offsite access to born digital non-print legal deposit Scottish publications.

To reflect cross-border exchange, historical shifts in the border, and in line with our Library readers' interests, our collecting includes the counties of northern England that border with Scotland.

5.1.2 Non-Scottish publications and content

Scotland has never been a country whose print culture has consisted solely of texts written by Scottish authors or works published in Scotland. Collecting recently published non-Scottish UK and international content is a core collecting activity. A balance is maintained between collecting Scottish, UK and international material.

We collect modern UK publications (including those with no Scottish content) extensively in collaboration with the UK legal deposit libraries. Further detail is provided in sections 5.2.2 and 5.2.3.

Our acquisition of international non-Scottish content focuses on our collection strengths and collaboratively agreed collecting areas. We collect material where there is evidence or expectation that it will be used by our readers.

We do not actively attempt to fill the gaps in our holdings of historical non-Scottish UK publications (which should have been received through legal deposit). However, we do add to our extensive collections of historical material which circulated in Scotland that was written by non-Scots and published outside Scotland. We focus on significant publications with a representative collection of other material.

5.2 Subjects and themes

The following subjects and themes are key areas of collecting focus.

5.2.1. Scottish publications and Scottish content including content published outside Scotland

Scottish literature, intellectual thought and history of ideas

We aim to collect comprehensively in these areas. The Library has an extensive collection of works by Scottish authors. We put emphasis on identifying who and where Scottish authors are, taking a broad definition of “Scottish” to include, for example, not only those born in Scotland, but also those who live or have lived in Scotland, and those who identify or are identified with Scotland. We acquire relevant biographies, literary criticism and studies as well as translations of Scottish writers. We aim to build as complete a collection of Scottish poetry pamphlets, playbills, theatre programmes and histories as possible.

Scottish history

The Library holds the world’s foremost collection of publications about Scotland’s history. We aim to collect comprehensively in this area. This includes social, economic and military history as well Scottish contributions to science, medicine technology and engineering. Careful attention is given to identifying and acquiring locally published content at village, parish, and town level, as well as the histories of families, communities, and organisations.

Scottish politics, political parties, trade unionism and labour history

We aim to collect comprehensively across all political parties in Scotland, and also to collect the publications relating to important political and constitutional issues such as devolution and Scottish independence. For example, recent focussed collecting has taken place around the Referendum in 2014, and around the Brexit debate in Scotland. Online discourse and publications have become increasingly important to collect in the 21st century with regard to Scottish, UK, and European politics. Focussed web archiving on these topics is a key part of collection development.

Scotland figures prominently in the history of socialism and the British labour movement and has produced some of its most famous leaders and writers, such as Keir Hardie, Ramsay Macdonald, Jennie Lee, John Maclean and James Maxton. By its very nature much of the printed material of these and other related radical movements was produced for a limited circulation, clandestinely or in ephemeral form and are therefore not normally acquired by legal deposit.

We have historical collections of the Conservative and Unionist Party, the Scottish National Party, the Labour Party, the Green Party and the Liberal Party, as well as the publications of anarchist and other political movements. We proactively collect the publications of all political parties active in Scotland including election campaign literature.

Scottish government, parliament and official publications

The Library has the foremost collection of official publications in Scotland from 1707 onwards. We have comprehensive collections of publications from the Scottish parliament and Scottish government, and about these institutions. We aim to collect the output of government departments, agencies, and non-departmental public bodies comprehensively. We collect the websites of Scottish local authorities, agencies, charities, think tanks, and other third sector organisations.

We may acquire pre-1901 Scottish-related government publications not already present in either our own or the Advocates Library collections, but we will consult with the Advocates Library as to which institution would be the better home for potential acquisitions. We defer to the Advocates as the home for printed Court of Session papers, and normally do not acquire copies for our collections.

Law publications

On the establishment of the National Library of Scotland in 1925, the Advocates Library retained its collection of law books, along with the legal deposit privilege for such publications. We do not normally acquire printed law items, as they fall within the remit of the Advocates Library. However, we do provide access to Advocates Library published collections, including non-print legal deposit law publications.

Scottish business, economy and tourism

We collect publications extensively in these areas including company annual reports and print ephemera, and increasingly so through web archiving. In addition to our own permanent collections, we subscribe to a number of market intelligence and business information databases, which are accessible to our users.

Scottish cinema, film, television and media

We aim to collect publications about Scottish cinema, directors, actors, films, locations and cinema buildings comprehensively. We acquire film posters featuring Scottish films and themes selectively. We collect film, television and media studies. For information about our moving image archive collections, please see section 6.2 of this policy.

Scottish art, photography and architecture

We collect publications about Scottish art, artists, photographers, architecture and architects extensively. We have good collections of Scottish posters. We seek to build our collections of Scottish posters and 2D textual art. The Library holds a significant collection of artists' books and actively collects contemporary works in this field. These books are not always eligible for legal deposit. We do not acquire Scottish artists' books comprehensively.

For our collection development of photographically illustrated books, albums and photographic materials see format section 5.3.

Scottish music

We collect Scottish music publications extensively across a wide range of musical genres including educational editions, popular music, traditional and art music. Musical ephemera such as concert programmes are collected. We selectively add to our collection of music recordings which are held on modern and historical formats such as vinyl records, shellac records, cassette tapes, reel-to-reel tapes, wax cylinders, CDs, computer disk. We also collect some music videos and DVDs.

Scottish sport

As well as those sports particularly associated with Scotland, such as golf, shinty, curling, fishing, shooting and mountaineering, we collect sports such as football, rugby, cricket, athletics, cycling, tennis, swimming, boxing, martial arts, and roller derby. We have a vast and nationally significant collection of football programmes. For further information about our mountaineering collecting, see Polar and mountaineering, 5.2.3.

For information about specific formats such as maps, newspapers, comics, ephemera, see Formats, forms and distinctive features, section 5.3 below.

Early books: Collecting of international Scottish content

Early European Books:

Building on the strong foundations of the original Advocates collections, we continue to aim to build a comprehensive collection of items printed throughout Europe with Scottish authorship or Scottish content, including imaginative works set in Scotland. We have a particular interest in acquiring early printed books written by Scots for a European readership, such as texts in neo-Latin, translations of Scottish works of all dates and into all languages, and other works showing Scottish involvement in European printed culture. We also continue to acquire selectively items illustrating the impact of European ideas and culture on Scotland, such as works which influenced the Scottish Reformation or Scottish Enlightenment authors, and occasionally more general significant examples of European printing and the material culture of the book, in particular representative early printed material from Eastern European countries.

North America

Through early legal deposit, the Advocates' collecting, and some named special collections, notably the Hugh Sharp collection, the Library holds an extensive collection of representative and significant North American publications, including maps. Today we acquire items printed in the United States of America and Canada primarily because they were by Scottish authors or contain Scottish content, including imaginative works set in Scotland, and extensively collect works relating to Scottish emigrants, emigrant communities and the impact of Scottish culture on North America. We are particularly interested in acquiring examples of works by authors of Scottish birth previously not included in our collections, including early newspapers and serials edited by them or with substantial contributions by Scottish authors or about Scotland.

South America, Africa, Asia and Oceania

The Library does not hold extensive collections of historical publications from these areas. We do hold map collections and travel literature in English. Today our focus is on collecting historical publications from these areas relating to Scotland, Scottish culture, Scots emigrants, and translations of Scottish works. We are also actively looking to add further examples of representative early printed material from the regions of Asia to the small number of items in our collections.

5.2.2 Publications from other United Kingdom and international countries

The Library acquires UK publications extensively through UK print and non-print legal deposit. These may be local, national, international or global in nature. The intake represents all subjects in the arts, humanities, social sciences and sciences. However, it is not the case that material is received comprehensively, and we do not claim certain types of material.

A number of international publishers have distribution offices in the UK which voluntarily deposit their publications with the UK legal deposit libraries. This is the case particularly with a number of North American academic publishers.

We may purchase or accept donations of UK publications where they have not been or cannot be received by UK legal deposit. In theory, legal deposit should have given our collections all relevant publications in the British Isles since 1710. However at various times in the history of the Library, items were either never claimed or deliberately not acquired which now we identify as desiderata. We do not actively attempt to fill the gaps in our holdings of historical non-Scottish publications.

Our purchasing and acceptance of donations of modern international publications focuses on the arts, humanities, politics, cartographic materials as well as those fields of science where there is a particular special focus in Scotland. Our subject purchasing priorities are literature, history, philosophy, music, art, cinema (but not the actual films themselves) library studies and bibliography. We collect international material that supports the study of gender, equalities and diversity. Publications may relate to any historical period.

We purchase publications with subjects and authors of international significance, those that are either currently being used by our readers or we believe will be used in the near future. In order to include as wide a readership as possible, we prefer to buy e-publications which allow remote access (i.e. offsite) in Scotland and that can therefore be used outside our reading rooms. The Library's acceptance of donations of international publications largely mirrors our purchasing although we may accept a slightly broader range. We do not usually collect self-published material from outside the UK unless it has significant Scottish content.

We focus primarily on English, Gaelic (Scottish) and Scots language materials. Our purchasing of European language material is less intensive than previously. Where we do collect in European languages, we purchase primarily in French and German, and to a lesser extent in Spanish, Italian and Latin. We have collected in various other European languages such as Polish, Dutch, Portuguese, Russian and Scandinavian languages at various times in the past. We acquire material in other languages particularly where there is significant Scottish content or to reflect language use in Scottish communities.

Our collecting of international publications takes into account use, the Library's resources (including staff language skills), and the collecting interests of other institutions. The Library has been involved in various collaborative collecting

initiatives for a number of years, particularly through the Scottish Consortium of University Libraries (SCURL).

5.2.3 Key areas of UK and international focus

We put particular emphasis on some areas of collecting.

United Kingdom and United Nations official publications

The Library has the foremost collection of official publications in Scotland. We have comprehensive collections of publications from the Westminster parliament and UK government. Through collaboration with the UK legal deposit libraries we collect the rich output of UK government departments, agencies, and non-departmental public bodies extensively.

We collect the output of UK authorities, agencies, charities, think tanks, and other third sector organisations whose work and publishing is of relevance to Scotland and the Library's readers. The vast majority of this content is received through legal deposit collecting.

The Library is a depository library for the United Nations and Organisation for Economic Cooperation and Development, and has significant collections for other intergovernmental organisations.

With few exceptions, our official publications are now received in digital format.

Expertise in contemporary sciences

Scotland is recognised as a world leader in areas such as alternative energy, cloning and genetic engineering, informatics, mechanical engineering, and medicine. We develop collections that not only reflect this expertise, but also encourage and support new learning and advances. A large amount of content relating to these subjects is received as a consequence of legal deposit, but it is important that the latest international publications that relate to these subjects are acquired to support Scottish STEM research and industry. Our purchase of science, technology, engineering and medicine concentrates primarily on e-publications acquired through SCURL's Scottish Higher Education Digital Library.

Business information

We collect to support Scottish businesses by providing information about global markets. We consider international export markets when deciding about the coverage of our business information subscription services.

North America and Commonwealth countries

Collecting from North America, Australasia and the Commonwealth countries of the Caribbean, South Asia and Africa focuses on the arts and humanities and to a lesser extent on the social sciences. Subjects include: history, politics, literature, philosophy, cinema, art, history of the book, libraries and

librarianship, and the history of language along with more general reference material which reflects culture and publishing. Special attention is paid to those subjects in which the Library already has or is developing strong collections, for example, Black culture and history, the French Revolution and the Abolition of slavery in the Atlantic world, contemporary US politics, LGBTQ+, and women's and gender studies.

Maps, cartographic materials, cartographers and cartography

See Formats, forms and significant features section below.

Polar and mountaineering collections

Our collecting focusses on travel, discovery, exploration, and attitudes to mountaineering. We collect UK and international polar exploration and mountaineering publications extensively, representing all mountain ranges of the world. We collect all formats of published material including ephemera. We build on the strengths of existing collections, specifically the Graham Brown, Lloyd and Wordie collections, and the materials received by UK legal deposit. We purchase relevant Scottish archival and manuscript material (see Archives section 6.1). We have a dedicated trust fund to support this collection area.

Non-Scottish music

We aim to collect UK and Irish legal deposit music publications comprehensively and foreign music publications selectively. As music is an international language an extensive collection of the music of major foreign composers has been built in order to provide access to the international music canon to the users of the National Library.

5.3 Formats, forms and distinctive features

Maps, atlases, globes and roadbooks: Scottish, United Kingdom and international

Cartographic materials have been collected by the Library since its inception. A world class collection of maps covering the whole world has been established, with an accompanying reference collection of carto-bibliographies, gazetteers and written works on both the methods and history of cartography.

The aims in developing the map collections are: to acquire as complete a record as possible of maps of Scotland; to acquire through the effective functioning of the legal deposit privilege, new maps, atlases and geographic datasets which are published in the United Kingdom; to collect cartographic output from current Scottish map producers; to provide an extensive reference collection of foreign-published topographic and thematic maps, atlases, and reference works pertaining to cartography; to build up a representative collection of different forms of cartography, including examples of map ephemera, and of types of cartographic production and expression.

We add non-Scottish publications which illustrate or provide evidence of how Scots understood the world geographically.

Older mapping: we continue to develop our collection of pre-1901 maps with a focus on acquiring as complete a record as possible of the published maps of Scotland and parts of Scotland, regardless of who created these maps or where they were published. We do not acquire every iteration of maps of Scotland published elsewhere, but rather a representative sample from different publishers and time periods, including all significant publications, prioritising items which add to bibliographic knowledge or provide evidence of how the geographical terrain was perceived or understood. We collect other kinds of geographical publications relating to Scotland, such as gazetteers, on this basis. We already hold a representative selection of historical map ephemera relating to Scotland and may occasionally add to it.

We collect comprehensively the cartographic output from Scottish map producers and publishers, and from surveys of Scottish terrain, whether published privately, by subscription or for a general audience.

We add selectively to our extensive collection of older mapping of areas beyond Scotland, including filling the gaps in map series through the acquisition of physical originals or digital surrogates.

Modern mapping: we collect cartographic materials through the UK legal deposit privilege, including digital mapping by UK map publishers.

We collect maps of Scotland published by foreign publishers. However, due to the repetitive nature of these publications, the Library will not aim to buy every edition, but rather a representative sample from different publishers and time periods.

Currently most foreign mapping is received by donation from the Defence Geographic Centre of the Ministry of Defence. Where foreign mapping is purchased, it is either on a continuation basis, or, where less than half the country is covered, as an active decision to purchase available sheets. We aim to have recent coverage of: Europe at 1:50,000 scale (or nearest available scale); Rest of the world at 1:200,000-1:250,000 scale; Former Commonwealth countries with significant Scottish diaspora connections may be collected at larger scales where available.

The Library collects representative examples of different cartographic styles and techniques. This includes printed “art” mapping. In mapping there is a crossover between scientific mensuration and the artistic presentation of the data. It is common for maps and cartograms to be issued as works of art rather than “published”. These works of art are not covered by the copyright legislation.

Our collections contain road books and itineraries of Great Britain and Ireland, but also many local guide books. We continue to collect these publications.

Globes: we hold a small representative collection of globes, to which we add on a very occasional basis. We defer to the National Museums of Scotland as the body which holds the national collection of globes.

Newspapers and periodicals

The Library holds a significant collection of Scottish national, regional and local newspapers. Completeness of holdings of titles improves over the course of the 20th century. We fill gaps in our Scottish collections, particularly where issues and titles are not held in other Scottish libraries.

We do not seek to fill gaps in our holdings of pre-1901 non- Scottish British and Irish newspapers and periodicals in print format. We do not acquire pre-1901 newspapers and periodicals printed in other countries unless there was significant Scottish involvement in their production.

We purchase or subscribe to e-resources that provide coverage of newspaper content. We have considerable collections of newspapers on microfilm.

Collection development activity relating to non-Scottish print and microfilm format newspapers is balanced against the likelihood that the content may be made available in digital format.

Scottish illustration, comics, and graphic novels

Scotland has made a particularly significant contribution to comics and graphic novel illustration. The Library's holdings of major Scottish book illustrators are extensive. The Library is making a determined effort to fill gaps in its holdings in these areas.

Postcards

We have strong representative collections of Scottish picture postcards, and occasionally add to them, in particular Scottish themed collections or collections produced by a Scottish publisher. We rarely acquire individual postcards.

Bookbindings and book design

We acquire books because of their bindings, design, or copy-specific features such as annotations, with the aim of building a collection of representative and significant examples of the development of Scottish bookbinding and the material culture of the book in Scotland.

Miniature books

One of the most significant publishers in the history of miniature books was the Scottish publisher David Bryce (1845-1923). We continue to add to our extensive collection of his publications. We collect other Scottish miniature books comprehensively. We may add selectively to our collection of miniature books published elsewhere.

Sound recordings

Published sound recordings relating to Scotland are not collected comprehensively by the Library as legal deposit in the UK does not extend to sound recordings.

The Library collects published sound recordings on any analogue or digital format with a focus on published music recorded in Scotland, by Scots or predominantly influenced by Scottish musical styles. Classical music has also been collected to support the printed music collections held by the Library.

Music recordings are held on modern and historical formats such as vinyl records, shellac records, cassette tapes, reel-to-reel tapes, wax cylinders, CDs, computer disk. There are also music videos and DVDs.

The Library collects sound recordings of spoken word recordings, such as comedy, poetry, audiobooks and language learning tapes supplied by publishers by voluntary legal deposit. While this is encouraged, we do not actively pursue these recordings.

Websites

The Library harvests UK websites through regular crawls as part of UK non-print legal deposit web archiving activity. It also undertakes targeted, focused crawls on particular themes of national interest, with a dedicated responsibility for Scottish content.

E-Resources

E-resources form a significant part of our collection development, particularly newspapers, bibliographies, business resources, digitised archives, and collections of e-books and e-journals. We prefer outright purchase rather than subscription, and always seek to provide remote access (i.e. offsite) in Scotland so that registered National Library users can access them from outside the Library. We will consider new access models as technology and platforms develop.

Data

The Library collects data in some circumstances, for example, geographic datasets.

In addition, the Library creates and selectively acquires data derived from its collections and collection items, and contextual supporting data. This may be modified Library data, or data from external sources, and includes formats such as digital text; metadata; map and spatial data; moving image and sound data; web archival data; or other data relating to new and emerging collection formats. This is not acquisitioned in the same way as the collection items themselves, but it is actively managed through its lifecycle in a similar way to the Library's core collections.

Ephemera, including electronic ephemera

Ephemera are printed and digital items generally intended for limited use. Ephemera normally include the following: broadsides, calendars, flyers, manifestoes, menus, publicity material, timetables, and trade cards. Ephemeral content may provide evidence of activity and communities who are under-represented in mainstream publishing.

The Library has a good collection of modern ephemeral material. We will develop a focussed programme for the selective collecting of modern ephemera including digital material. We actively collect ephemera from specific events such as festivals and elections.

We hold strong collections of pre-1901 ephemera, particularly Scottish ephemera. As this material was often outwith the scope of legal deposit, there has always been a need to build the collections in this area retrospectively. We aim to collect as comprehensively as possible examples of the earliest Scottish printed ephemera up to 1700. For the rest of the hand-press era, we aim to collect extensively, prioritising the acquisition of significant and representative examples printed throughout Scotland. For the machine-press era, when the volume of ephemera exponentially increased, we collect very selectively. We already hold extensive collections of posters, postcards, trade cards, playbills and handbills from this period, and the Library's Archive and Manuscript collections also contain many examples of other kinds of printed ephemera in personal and business archives. For this reason we prioritise the acquisition of ephemera from this period which adds to our knowledge of printing in Scotland, or is the main or a significant witness to historical events. Jobbing or occasional printing may be the only or most continuous printing carried out in

regional centres such as small towns. It can provide important evidence of the existence of local print culture.

Photographically illustrated books, albums and photographic material

The Library does not consider itself to hold the national collection of photography but to be part of a distributed national collection.

The Library has a large and very significant body of material, holding over 376,000 individual photographic images in a variety of formats over 1,000 separate collections, spread over printed and archival collections. A further c. 15,000 images have been added by the joint acquisition of the MacKinnon collection with the National Galleries of Scotland.

Photography in any format will be considered, provided that the Library has the capacity for storage, conservation and preservation of the originals. We do not as a rule acquire photographers' working archives.

Emphasis is placed on:

- Acquiring photographically-illustrated books, particularly from the period 1840-1900 (albums by Scottish photographers or of Scottish subjects are occasionally acquired);
- Photographers or collections of national significance either for the history of photography or in a wider historical or social context;
- Photographic material which relates to cinema exhibition and film production in Scotland;
- Photographic material relating to mountaineering and polar exploration
- Material that is part of a wider archive as in section 6.4 of this policy.

Publications available in multiple formats

We give full consideration to the format of publications where they are available in multiple formats and identical in content. We may seek to acquire publications in multiple formats so that we can evidence the changes to publishing particularly as a consequence of the digital revolution.

6 Archival collections

This section considers manuscripts and archival collections, comprising records created or received by individuals, families, communities or organisations during the normal course of their business and affairs, and selected for permanent preservation because of their enduring value.

6.1 Archives and manuscript collections

This section outlines the areas of collection strength and current collecting interests for archives and manuscript collections which are mainly in the form of written communications although archives can include items in many formats (see section 7.3 formats below).

Medieval manuscripts

The Library has a significant collection of medieval manuscripts. We collect volumes of Scottish origin, ownership or association only. These are not common and as such additions are rare. However we will seek to acquire them when the opportunity arises.

Early modern collections

The Library acquires literary and personal manuscripts of national importance from the Renaissance to the late 17th century. Records relating to Scottish ecclesiastical history from this period are acquired selectively (respecting the collecting interests of other repositories). State, government and legal papers from this period are acquired only in discussion with other repositories and in particular with the National Records of Scotland.

Scottish collections of the long 18th century, 1688-1832

The Library has a significant collection of records relating to the early attempts of Scots to establish imperial outposts on the Darien isthmus in the 17th century. We will continue to acquire in this area.

We have extensive collections relating to Scottish Jacobitism, ranging from 1688 to 1746 and the post Culloden period. We will continue to acquire Jacobite records of national importance, but are sensitive to areas of local interest.

As our collection of family and estate papers has grown we have developed a large collection of records relating to Scotland's role in the transatlantic slave trade. This collection is global in scope, but its focus is on the Caribbean. We will continue to acquire records relating to slavery especially where they link with existing holdings.

The Advocates Library was central to the Scottish Enlightenment and we have extensive collections relating to the literary, scientific, religious, political and

philosophical accomplishments of the period. We continue to acquire records in this area. We have a particular interest in individuals including David Hume, Lord Kames, Lord Monboddo and Adam Ferguson (who had a direct link with the Library).

The Library has important collections relating to Scottish literary figures during this period. These include the world's largest collection of Walter Scott manuscripts. We have important collections relating to figures such as Robert Burns, John Galt and James Hogg. We will continue to acquire correspondence and literary manuscripts relating to the key writers of the period. This collecting area ends with the death of Sir Walter Scott in 1832.

Modern Scottish literary papers, 1833-present

The Library has extensive collections relating to major 19th century writers including Thomas Carlyle, Margaret Oliphant and Robert Louis Stevenson. We will continue to acquire in this area. Our collecting is not restricted, however, to major figures. All literary manuscripts, correspondence and papers of Scottish interest will be considered for acquisition, with respect to the known collecting interests of other repositories.

We have an unparalleled collection of records relating to the Scottish Literary Renaissance and we will continue to acquire in this area.

The Library works closely and actively with contemporary writers in Scotland. We seek to identify and engage with established and emerging writers to ensure that a broad spectrum of contemporary writing is represented within the collection. We will continue to acquire in this area.

Contemporary Scottish culture, 19th century-present

The Library has a significant collection of records relating to major Scottish cultural figures and we will continue to acquire in this area.

We hold the corporate archives of arts and cultural bodies including the Royal Society of Edinburgh, the Royal Scottish Society of Arts, Edinburgh International Festival and the Traverse Theatre. We will add to and supplement these when the opportunity arises. We collect theatre and related records selectively and generally in discussion with other repositories.

We do not usually collect the records of cultural organizations of only local importance, nor do we collect those of organizations wholly or largely funded by central government (which are normally housed at the National Records of Scotland).

Gaelic collections

The Library has the world's largest collection of Scottish Gaelic manuscripts and we continue to acquire in this area. Our interest stretches over several centuries, beginning with the oldest Gaelic manuscripts which were acquired as part of the papers of the Highland Societies of Scotland and London.

We have long collected the papers of Gaelic scholars and collectors from the 18th century on. More recently we have focussed on Gaelic cultural institutions, and the records of Gaelic activists, scholars and writers.

Scots language

The historical papers in the collections contain examples of written Scots throughout. Our collections of modern archives continue to contain examples of written Scots, such as Hugh MacDiarmid and James Kelman.

Publishing and allied trades, and other business records

The Library has a significant collection of records relating to publishing in Scotland, and to allied trades such as printing, binding and papermaking. The Library will continue to acquire the business papers of Scottish publishing houses of national significance.

Our collection of publishers' archives has been built up over many decades. It includes the archives of William Blackwood & Sons, Archibald Constable, Ballantyne, Oliver & Boyd, Bell & Bradfute and R. & R. Clark. Our strength in this area led to the acquisition of the John Murray Archive in 2006. The John Murray Archive incorporates the collections of Smith Elder which itself had Scottish roots and was already represented within the Library's collections. We continue to acquire publishers' archives in areas of established interest and particularly where they complement the John Murray Archive and promote research on Edinburgh-London publishing connections.

With the support of the John R. Murray Charitable Trust we have acquired records relating to Murray authors including Patrick Leigh Fermor, Osbert Lancaster and Heinrich Schliemann. We will continue to acquire in this area. The Murray family built up a rich collection of papers relating to Lord Byron and his circle which includes figures such as Mary Shelley and Caroline Lamb. We are the pre-eminent repository for the papers of Lord Byron. We will continue to collect these, with a particular focus on records relating to Byron's publishing activity.

Politics, modern political parties, trade unionism, and labour history

The acquisition of modern political papers has been a major collecting area of the National Library of Scotland for many decades. The Library actively acquires political archives from across the political spectrum and pursues records relating to important political and constitutional developments such as devolution and Scottish independence.

The Library collects the national records of the Scottish Conservative and Unionist Party, the Scottish Green Party, the Scottish Liberal / Liberal Democrat Party, and the Scottish National Party. We also acquire the papers of other political parties active in Scotland, including Scottish branches of the Labour Party and the Communist Party of Great Britain. We will continue to collect records to develop and complement these archives.

In addition to the records of modern political parties, the Library holds one of the pre-eminent collections of the private and family archives of individuals who have played a prominent role in modern British and Scottish political and public life. We actively seek to acquire the personal papers of politicians, diplomats, public servants, journalists and political commentators, educationalists, and other figures of national and international significance. The Library has long collected the personal papers of campaigners in the Scottish women's movement, and is committed to expanding its holdings of the papers of women who held significant positions in politics, culture, or the professions in Scotland, where the opportunity arises.

Since the 1960s, the Library has built one of the foremost collections of archival records relating to trade unionism and labour history in Scotland, including the personal papers of individuals active in these movements. In this collecting area we have often worked in partnership with Scottish organisations concerned with the study and advocacy of social history, and will continue to do so in order to develop these holdings.

We seek to expand our extensive collections relating to significant Scottish pressure groups and civic organizations, and actively acquire the papers of campaigns surrounding civil liberties, feminism, human rights, equalities, and environmental issues in Scotland, as well as devolution. This area often involves collaborative collecting across print, manuscript, and digital formats. This includes a major hybrid collection relating to the 2014 Scottish Independence Referendum and the life stories of LGBTQ+ people in contemporary Scotland collected as part of the OurStory Scotland project.

We aim to engage with a diverse range of communities, and welcome the opportunity to collect the nationally-significant records of groups who have historically been underrepresented in archives of Scottish political and public life.

Exploration, emigration and travel

The Library has extensive collections relating to Scottish foreign travel covering exploration, emigration and tourism.

Holdings relating to British exploration of Africa during the 19th century are particularly strong. The Library is a major research centre for studies of David Livingstone and his associates. Selective additions to these collections will continue, concentrating on letters or other documents which contain substantial new information.

We have a significant collection of records relating to emigration from Scotland and will continue to collect in this area.

John Murray was a leading publisher of travelogues and guidebooks. For this reason travel writing is well-represented within our collections. Papers relating to British travel writers include those of Maria Graham, Isabella Bird, Sir John

Franklin, Mariana Starke and Patrick Leigh Fermor. We will continue to acquire in this area.

Overseas mission records

The Library has long been the official repository of the archive of the Church of Scotland's World Mission Board which includes the surviving records of most Scottish Presbyterian overseas missionary activity from the late 18th century onwards, and which continues to accrue. This archive has been supplemented over the years by the acquisition of the personal papers of individual missionaries and this is an area in which we will continue to collect. We do not collect the domestic records of the Church of Scotland as these are housed at the National Records of Scotland.

Military and naval papers

The Library has significant collections relating to Scottish military and naval figures from the late 18th century on. These include the papers of Lord Lynedoch, Sir George Murray and other Peninsular War collections. The Library has important collections relating to Scots' involvement in the major conflicts of the twentieth century. Particularly significant are the papers of Field Marshal Sir Douglas Haig, which include his First World War diary. We acquire the papers of Scottish soldiers, sailors and airmen of any date and particularly where they offer new historical or personal perspectives. We also acquire records which document and shed light on the civilian attitude and response to war.

Estate papers

The Library has an extensive collection of estate papers especially covering east, south-east and central Scotland. We acquire collections in this area selectively, usually in cooperation with the National Records of Scotland and with respect to the interests of local record offices.

Maps and related records

The Library has a significant collection of manuscript maps including estate plans, maps drawn by Scottish explorers and the maps of Timothy Pont. We collect selectively in this area. We acquire manuscript maps, annotated printed maps or estate plans separated from estate papers only where they are of significance to the national cartographic record.

Medicine, Science and Engineering

Historically, medical archives have been collected primarily by the ancient universities of Scotland, the Royal Colleges of Physicians and Surgeons and, more recently, by Health Board Archives.

Science and engineering are represented by a small, but significant, number of collections which reflect Scots' influence in these fields. The Library has a few outstanding collections rather than a wide range, including George Combe for phrenology and John Rennie and the Stevensons for engineering. We work

with other repositories to acquire material in this area selectively where we have shared collecting interests and where records complement existing holdings (as with papers relating to Sir John Kirk's work as a surgeon and botanist, for example).

Music

The Library acquires manuscript music and the personal papers of Scottish musicians which relate directly to the history and development of music in Scotland. These include traditional music and *piobaireachd* (an area in which the Library holds the pre-eminent collection). Records relating to non-Scottish composers are acquired selectively and only where they have Scottish connections or provenance, or relate to existing collections.

Artists' papers

The Library has a long-established interest in artists' papers and we will continue to acquire in this area, in consultation with the National Galleries of Scotland when collecting interests are shared.

Our collections range from single letters and sketchbooks to extensive private archives. The papers of artists such as Phoebe Anna Traquair, Jessie M. King, Agnes Miller Parker, Sir David Young Cameron, and Alasdair Gray are greatly enriched by the original artwork they contain. Other significant personal collections include those of Allan Ramsay, David Roberts, William MacTaggart the Younger, and the papers of important figures in Scottish arts administration, such as Tom Honeyman and Stanley Cursiter.

Sport

The Library has extensive collections relating to the history, development and organization of sport in Scotland with a particular focus on golf and mountaineering. We are primarily interested in the archives of national sporting organizations and in records which shed light on the national or international history of sports. We do not collect records of only local importance except where they relate to existing collections.

Written archives and reference materials relating to the moving image collection

The Library supplements its collection of moving image and sound collections with documentation and supporting materials which contain contextual information about these collections. These include:

- Cinema industry and memorabilia: business records from cinemas; film programmes; press cuttings; photographs; personal recollections of people in the moving image industry;
- Film production archives: surviving administration records for several small Scottish production companies;
- Papers from individual filmmakers and cinema staff;
- Records from institutions involved in film development in Scotland;
- Records of amateur cinematographers and the film society movement.

6.2 Moving image collections

This section outlines the areas of collection strength and current collecting interests for moving image collections. These collections are time-based media in various formats (see formats 6.4 below).

The moving image collection is a selective archive which aims to reflect Scottish social, cultural, political and economic history and in particular the lives of people and communities in Scotland across the generations during the film era. It also encompasses the experiences of Scots who have emigrated to other countries and immigrants who have settled in Scotland. It has a related focus on the achievements of filmmakers in Scotland in the craft of film production.

In particular when considering additions to the moving image collections, the Library seeks to be representative of life and communities in Scotland, and engagement with the wider world, and to reflect expression of the moving image medium in Scotland. The collections also aim to represent the development of screen art, culture and practice in Scotland. We collect selectively based on criteria.

- i. The primary collecting materials comprise moving image formats, which are predominately but not exclusively represented as tangible time-based media. The criteria for selecting materials within this medium are determined predominantly by content.
- ii. The most at risk formats and carriers of content will be prioritised for acquisition and preservation ahead of more stable and less at risk formats.
- iii. Moving image material that is assessed to be adequately preserved in an archive elsewhere will not be accepted for preservation but may be acquired solely for the access collection.

The Library does not seek to comprehensively acquire all moving images made in or about Scotland. The aim is to collect works that have a cultural or historical resonance for Scotland and to support the Library's strategic goal to be a memory organisation for Scotland. Collections acquired should be of historical value, significantly represent Scottish society past and present and be of value to a range of users and audiences.

The collection includes many types of moving images. The core of the collection consists of documentaries, educational and public information films, home movies, amateur films, short films and features. We also collect advertising and promotional films and cinema newsreels. We have some television broadcast collections, particularly of Scottish regional television and Gaelic television.

There is no limit on the range of subjects included in the collection. These include social history in the form of home and work life, industry, transport, manufacturing and agriculture. We also capture community life in sport,

entertainment, local traditions and community events. The ecology of Scotland is preserved in images of changing landscapes and new towns. Moving images also capture major national events and movements such as experiences of wartime.

Scottish national production

Scottish based production, fiction and non-fiction, commercial and non-theatrical, national and regional television where this is not preserved elsewhere.

Independent and amateur production

Works created by people in Scotland outside the commercial or professional industry which reflect amateur film culture, contribute to the body of work of amateur and independent film makers or that reflect aspects of Scotland nationally or internationally.

Educational production

Works created for teaching purposes and / or as part of a programme of community or youth engagement initiatives.

Historical record

Moving images providing evidence of Scottish social, political, economic and cultural history and the Scottish diaspora and immigration to Scotland.

Languages

Materials which record the languages spoken in Scotland and their associated cultures and traditions. In particular Gaelic and Scots, and all spoken languages both national and international and including British Sign Language.

Scots abroad

Evidence of engagement in the world outside Scotland and from which 'New Scots' have originated. These may comprise moving images reflecting tourism and the changing pattern of leisure and travel. More priority will be given to those with an ethnographic element including people and place, be reflective of community or hold significance for the country portrayed according to context, historic situation or the event that is captured. Moving images and supporting written materials that illustrate the representation of Scotland and the people of Scotland on screen will also be accepted, where these records may have a provenance outside Scotland.

Oral histories and filmed interviews

Audio recordings and filmed interviews of people connected to items in the collection or which reflect or add to the history of film production or cinema exhibition in Scotland.

6.3 Sound archives

In addition to sound recordings being collected as detailed in 5.3, 6.1 and 6.2 above. Sound archives which do not specifically fall under any of these specific categories will be considered by the Library under its role as sector lead for sound in Scotland.

6.4 Formats and our archival collections

The majority of the Library's archive and manuscript collections are records handwritten on vellum, parchment or paper. Our collections, however, comprise primary sources of information in an increasingly wide range of formats. These include typescripts, computer-generated text and non-print media (for example moving and still image, microforms, born-digital records and digital surrogates).

Photographs are acquired where they form part of a larger archive. We do not actively seek to acquire photographic archives.

Sound formats feature across many of the collections outlined above. Oral histories, interviews, radio broadcast recordings and other unpublished recordings are particularly well-represented in collections relating to contemporary Scottish theatre and culture, Gaelic, exploration, emigration, politics and music. We do not generally seek to acquire oral history archives unless they relate closely to existing collection strengths.

A small collection of testimonies concerning the production, content and reception of moving image works is being established largely through work with donors to those collections.

Printed and published works and ephemera are sometimes found within archives and manuscript collections. These are preserved only where they have been annotated or marked, or are in some other way integral to a collection.

Moving image collections are acquired on all formats. The original item or highest quality uncompressed digital file is preferred. Formats include film, videotape, DVD, Blu-Ray and digital file.

Items which demonstrate only small sections, elements or fragments of a moving image work will only be acquired according to the following criteria:

- rushes are of a sufficient length to provide additional material for existing collections or are the only remaining evidence of a production or historic event;
- trims and filmstrips which connect to existing collections and which are of sufficient interest or provide additional information or can be used for educational and demonstration purposes;
- cutting copies or rough edits of films where these represent the only viewable or assembled set of shots;
- interviews without sound or where sound is not comprehensible where no other visual item exists for that person or in that time period;
- soundtracks where the matching picture is missing where this connects to an existing collection and / or provides additional information.

We have a small collection of copies of published films made in, about or representing Scotland and Scottish life.

Museum items and artefacts

We have small numbers of three-dimensional artefacts throughout the collections, such as globes, medals, and textiles. We do not actively acquire objects unless they are an integral part of an archive or other collection.

We have a small permanent collection of moving image and sound equipment, such as tape and recorder players, film projectors, cameras and filmmaking apparatus. Items may be accepted if they:

- have a special relationship with an associated collection;
- are an example of moving image or sound history which can be used for educational work to demonstrate film and sound recording history and technique.

We also accept items for practical use in the operation of the archive, for example, obsolete video equipment. If we cannot make use of an item, we will direct the donor to an appropriate museum on advice from the Projected Picture Trust.

7 Further information

The Library publishes some profiles for specific collection areas on its website: www.nls.uk/collections. Staff may also work to detailed profiles and documents which are available on request. The Library's special and named collections are described in a guide on the Library's website.

The Library considers all requests from readers who suggest specific items for acquisition. To make a suggestion, email enquiries@nls.uk.

For further information about the context in which the Library builds its collections, please see:

- National Library of Scotland Act 2012: www.legislation.gov.uk/asp/2012/3/.
- Legal Deposit Libraries Act 2003: www.legislation.gov.uk/ukpga/2003/28/. This Act extended the right of legal deposit to cover non-print publications.
- The details of non-print legal deposit are laid out in the Legal Deposit Libraries (Non-Print Works) Regulations 2013: www.legislation.gov.uk/uksi/2013/777/.
- Irish legal deposit arrangements are laid out in the Copyright and Related Rights Act, 2000: www.irishstatutebook.ie/eli/2000/act/28/.
- UK Legal Deposit Libraries agreements and statements on collecting principles and policies: www.legaldeposit.org.uk.
- Scottish Confederation of University and Research Libraries, Scottish Collections Policy: <https://scurl.ac.uk/what-we-do/publications/scottish-collections-policy/>.
- Department for Culture Media and Sport, *Combating Illicit Trade: Due Diligence guidelines for museums, libraries, and archives on collecting and borrowing cultural material* (October 2005). Available from: <https://www.museumsassociation.org/download?id17156>
- UNESCO Convention on the Means of Prohibiting and Preventing the Illicit Import, Export and Transfer of Ownership of Cultural Property 1970, given effect in UK law as a series of criminal offences under the Dealing in Cultural Objects (Offences) Act 2003. The full text of the Convention is available from http://portal.unesco.org/en/ev.php-URL_ID=13039&URL_DO=DO_TOPIC&URL_SECTION=201.html.
- National Museum Directors' Association Spoliation guidelines. See: <https://www.nationalmuseums.org.uk/what-we-do/contributing-sector/spoliation/>

Chris Taylor, Collections and Research, December 2019