

MODERN RECORDS CENTRE INFORMATION BULLETIN

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1. *Introduction*

This *Bulletin* records another busy period at the Centre. The Centre's staff has been kept fully occupied accessioning many new deposits, some of them very extensive and complex.

2. *RSLP Mine of Information*

The previous *Information Bulletin* described the Centre's participation in this project. Readers might like to know that the project's web site is now available: www.mineofinfo.ac.uk. The Centre has finished editing the finding aid to the TUC papers 1920-60 and it is now available in SGML format on our own website. The Centre is currently moving towards implementing XML editing software, which will enable us to convert our finding aids into the more accessible HTML. We hope to be able to do this over the summer. Meanwhile we have sent copies of our electronic records to the Archives Hub (formerly the Higher Education Archives Hub) (<http://www.archiveshub.ac.uk/>) so that the records can be accessed there in HTML.

3. *Lottery Bids*

The Centre is a partner in two bids to the Heritage Lottery Fund for the retrospective conversion of paper lists. We have just heard that both bids have been successful. They are both part of the Access to Archives project (A2A) led by the Public Record Office (<http://www.pro.gov.uk/archives/A2A/>). A2A aims to create a virtual national archives catalogue, bringing together a critical mass of information about the rich national archival heritage and making that information available globally from one source via the World Wide Web. The historical records to be covered by A2A are of national, regional and local importance and date from periods between the twelfth and twentieth centuries. The first bid, led by the Parliamentary Archives, relates to the archives of leading British politicians. The Centre's finding aids for the papers of Ernest Bevin, Richard Crossman and Sir Leslie Scott will be converted into electronic format. The second bid is from record repositories in the West Midlands and includes archives reflecting all aspects of life in the region. 1195 pages of finding aids for 24 of the Centre's archives will be converted. They include the archives of the British Motor Industry Heritage Trust, Rubery Owen Ltd, the Coventry and District Engineering Employers' Association, R. A. Etheridge (the Longbridge convenor), the Motor Cycle Association, and the

National Union of Metal Mechanics. The work should be completed by March 2002.

4. *Preservation survey*

Two of the Centre's archivists, Charles Fonge and Caroline Hughes, have carried out a preservation survey of the Centre's holdings. The National Preservation Office (NPO) has established a methodology, aimed at providing information about individual repositories' preservation needs and guiding future strategies. The survey assessed the current preservation situation in the Centre by using a sample of 417 items from the total holdings. Each item was assessed according to fixed criteria set out by the NPO. The results are entered into a database and scores are awarded according to the physical state of each item and the conditions in which it is kept. The survey does not provide treatment recommendations or calculate specific costs, but it can be used as a basis for future development of these elements. The data gathered from the survey can be used to give guidance on preservation and conservation planning at the local level within the Centre, and also at the regional level. The results can also be used to support and illustrate applications we might make for funds to address the needs of a particular collection or aspect of preservation. The results of the survey will also be collated and used to help the NPO develop a national picture of preservation need. The NPO hopes to use this information to target resources.

5. *New deposits*

Archives continue to be deposited in large quantities. They are described briefly in the following list. Some of them have yet to be processed, so that their entry here is simply a 'marker.' As usual, a complete list will be included in the Centre's *Annual Report*. Please note that some of the collections are subject to access restrictions.

- *Brewers and Licensed Retailers Association*: A very large archive, still being unpacked, the papers include minutes, circulars, and subject files. There are also photographs and publicity material. The deposit also includes minutes of the County Brewers' Society from the 1820s. (MSS.420)
- *British Iron and Steel Consumers' Council*: The Council was established as the Consumer Council of the British Steel Corporation when it was nationalised in 1967. It was re-named and re-organised in 1973. It was wound up in 1991. The papers include papers and minutes of meetings, annual reports, selected correspondence, and the Director's confidential reports. (MSS.425)
- *The Central Council for Education and Training in Social Work (CCETSW)* is the UK-wide, statutory organisation responsible for promoting, approving and assuring the quality of education and training for social work and social care staff in the personal social services. Its purpose is to ensure high quality education, training and qualifications

for social work and social care throughout the United Kingdom. Microfiche of information on courses run (MSS.422)

- *Certification Office for Trade Unions and Employers' Associations*: applications under the Trade Union and Labour Relations (Consolidation) Act 1992, s. 115, from trade unions for the refund of costs of secret postal ballots. A further 17 small boxes of files covering 1994-5 have been added to the archive. (MSS.388)
- *Confederation of British Industry*: A further 370 boxes have been added to the archive. They include files from the directorates for Government Relations, International Affairs, Public Affairs, the Director General's Office and the Secretariat. Some of these papers are closed for ten and thirty years. (MSS.200/C)
- *W. J. Cooper (1902-1981) papers*: Mr Cooper was a personnel manager for Rover 1949-1967. His papers include a memoir and other papers. (MSS.426)
- *Department of Social Security Staff Benevolent Society*: minute books of the Management Committee and AGMs, 1947-1999. Some of these papers are closed for thirty years. (MSS.427)
- *George Gibson papers*: Gibson (1885-1953) was a co-founder and Honorary General Secretary of the National Asylum Workers' Union in 1910. The union became the Mental Hospital and Institutional Workers' Union in 1930. He went on to be Vice President (1911), Assistant Organising Secretary (1912), and paid General Secretary (1913-1948). He was later a Director of the Bank of England, 1945-7. His family has deposited his reminiscences. (MSS.421)
- *Operational Research Society*: British Steel operational reports and memoranda, 1957-1977. (MSS.335/BS)
- *Professor A. Pettigrew*: papers and interviews relating to his work on an ESRC project 'The Management of Strategic and Operational Change,' part of a larger ESRC programme in the 1980s on the competitiveness of British industry. This project was concerned with the contribution of the management of change to the competitive performance of firms. He studied a high and a lesser performing company in four sectors over a thirty-year period to draw out conclusions. The results were published: A.M. Pettigrew and R. Whipp, *Managing Change for Competitive Success* (Oxford, Blackwell, 1991). Some of this material is closed for research. (MSS.423)
- *Post Office Engineering Union*: papers of the Engineering Officers (Telecommunications) Association, 1950s-60s. (MSS.135)
- *Marjorie Thompson*, peace activist: papers relating to her work as an official of CND and its Chair, 1987-93, and her work as Chair of the

Committee to stop War in the Gulf, 1990-1. Some of the papers are closed for research. (MSS.428)

- *Wall Paper Manufacturers' Association Limited* was established in 1899. In 1965 it was acquired by Reed International Ltd and re-named Reed Decorative Products Ltd and ceased to function as a manufacturers' cartel. The archive includes Board and Executive Committee minutes 1919-43, the General Manager's letter books 1904-17, 1929-38, Director's weekly reports, 1936-47, 1950-57 and other papers. (MSS.424)

6. *Staff*

Our previous bulletin reported that Richard Temple is on a year's secondment to the National Records Service (NRS) in The Gambia organised by VSO. Richard has asked to extend his leave by a further six months, to enable him to finish the project. We hope to see him back in March 2002. The University has agreed to allow us to replace him, so we hope to have a new colleague in September.

Caroline Hughes has been Richard's replacement since last October. She is going to continue with us, working on the Hub project work mentioned in the previous bulletin.

Monica Ory has rejoined us, working in a part-time basis, funded by the RSLP Access fund.

Victoria Peters left the Centre at the end of May to take up the post of project manager for the Gateway to Archives of Scottish Higher Education project (GASHE) at the University of Glasgow. She completed the retrospective conversion into the EAD format of the catalogue of the papers of the Trades Union Congress, 1920-1960 (MSS.292). This work was made possible by a grant from the Research Support Libraries Programme, as part of 'A Mine of Information: Cataloguing the South Wales Coalfield', a project led by the University of Wales, Swansea. As part of the project she also compiled over 800 authority controlled index terms both for material relating to mining and for the collection as a whole. An incidental result of the project was the establishment of a new Access database to record place name index terms. This now has 112 entries. She has also compiled a set of guidelines for indexing.

For further information about the Centre, its holdings and publications, contact the Archivist, Modern Records Centre, University Library, University of Warwick, Coventry, CV4 7AL; Telephone +44 (0)24 7652 4219; Fax. +44 (0)24 7657 2988; email: archives@warwick.ac.uk. URL: <<http://modernrecords.warwick.ac.uk>>