

# **Modern Records Centre**

## **Report for 2000-2001**

### ***Introduction***

We take great pleasure in congratulating the chairman of our Advisory Board, Professor George Bain, on the knighthood he was awarded in the Queen's Birthday Honours.

This report is the first to cover a new reporting period. Earlier reports have covered the academic year, October to September. Henceforth the report will cover the academic financial year, August to July. The change has been made to enable us to report more easily and accurately to the various monitoring and funding bodies. It will also enable us to send the report to the Centre's Advisory Board in time for them to digest it before their annual meeting. This report bridges the two reporting periods so that it only covers ten months, October 2000 to July 2001.

Like last year, the current year has seen many changes, not least in staff, so that again the 'old hands' have been especially busy keeping the Centre open and training new colleagues. Despite these pressures this report reveals the wide-ranging and excellent results achieved by the Centre, in terms of archives deposited, finding aids completed, and researchers assisted.

### ***Accessions***

The flow of records into the Centre has continued unabated, with additions to existing deposits, as well as those from new depositors. Appendix 1 contains a summary list of all accessions received in the year.

One of the largest and also most interesting deposits received was that of the Brewers and Licensed Retailers' Association. As well as throwing light on an important industry, the archive will enable research into social attitudes to alcohol over 175 years. The archive includes a large amount of publicity material, which will be of interest to students of advertising.

### ***Funding***

The Centre has continued to enjoy funding support from several sources, in addition to the support given by the University of Warwick.

We reported last year that the Research Support Libraries Programme (RSLP) had granted funding to the Centre from its Access Fund, which lasts until July 2002. The Centre has continued to open for longer hours, by not closing at

lunchtime and by opening until 7 pm on Wednesdays and Thursdays. 201 (111 in four months of 1999-2000) archive readers and 92 (21) thesis readers have used the extended hours. If the figures are adjusted to show twelve-month figures the results are 241 and 110. The additional staff have also begun the cataloguing of material in demand. See below for more details.

The University Library has also benefited from the Access Fund and a librarian is working on the Library's collection of trade unions' and employers' associations' publications. These publications are made available in the Centre because of their close relationship with the Centre's holdings. The librarian is comparing the Library's holdings with the Centre's and creating a single 'best set.' The resulting detailed cataloguing is available via the Library's Online Public Access Catalogue or OPAC (URL: <http://opac.warwick.ac.uk/>) thereby making both the Library's and the Centre's holdings much more easily visible to researchers. Where there is duplication, the Library's material is being disposed of. Over 447 volumes have been discarded and 389 records have been created on the OPAC for items held in the Centre. We have been able to pass on large amounts of duplicated material to libraries such as the Working Class Movement's Library.

We also reported last year on the successful bid to the RSLP for a project led by the University of Wales Swansea entitled 'A Mine of Information: Cataloguing the South Wales coalfield' (URL: <http://www.mineofinfo.ac.uk/>). The aim of this project is to improve access to research resources on the South Wales Coalfield during the nineteenth and twentieth centuries. Our part of the project was to survey the Centre's holdings for sources on coal mining and to retrospectively convert the 1,500 page finding aid for the TUC archive 1920-60 to EAD. Both of these tasks have been completed, the conversion and editing of the TUC finding aid being a massive undertaking. It is now available on-line, via the Centre's web pages and also via the Archives Hub. 26 finding aids have been edited to augment their descriptions for South Wales material. In addition 234 authority records have been compiled and 439 subject entries compiled for the Centre's subject index. We have created another database index of place names, to monitor our usage and as an additional finding aid. 159 entries, mainly for Wales, are now available. As well as being available in the Centre itself, this information has been passed to our partners in Swansea for incorporation in the project.

New this year is a successful bid to participate in the Joint Information Systems Committee's Archives Hub. Earlier reports have mentioned the Centre's participation in the pilot project. The Centre's new bid includes finishing the creation of collection level descriptions of our holdings and compiling subject index entries for our earlier descriptions. We will also compile collection level descriptions for the archival holdings of the Universities of Birmingham, Coventry, Keele, and Staffordshire. Our work will begin in September 2001

but in the meantime we have been revising our templates and procedures to conform to the stricter standards of the revised Hub.

The collaborative bids reported last year, to participate in the Access to Archives Project (A2A) of the Public Record Office (PRO), have also been successful. The Centre is participating in the Political Archives Consortium, led by the Parliamentary Archives, and a West Midlands Regional consortium, 'Muck and Brass'. The two projects will enable us to retrospectively convert yet more of our finding aids to an electronic format (EAD) and make them available both on our own web pages and in a 'portal' supported by the PRO (<http://www.pro.gov.uk/archives/A2A/>). The finding aids to be converted include those for Ernest Bevin and Richard Crossman, as well as some with a more regional importance, such as the Rubery Owen and the British Motor Industry Heritage Trust archives.

### ***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.

### ***Processing***

A large amount of processing time has had to be focused on unpacking and roughly listing a large number of accessions, some of them very large and complicated. The *Summary Guide* has been kept up to date with this new material.

The RSLP Access funding enabled the Centre to employ an archivist and a records assistant part-time. Charles Fonge is the RSLP archivist, employed

three days a week by the Centre and two days by the University to work on its own archives. He has greatly improved remote electronic access to the Centre's holdings by his work towards the Centre's implementation of eXtensible Mark-up Language (XML). I reported in previous reports that researchers needed a special browser to read our Standard Generalised Mark-up Language (SGML) finding aids. Converting those files to XML enables us to convert them to the readily accessible HyperText Mark-up Language (HTML). As well as working out how to use the program, and writing procedures for the rest of the Centre's staff, Charles has compiled a new EAD template for the creation of XML finding-aids. This template complies with stricter archival standards and guidelines required by projects such as the Archives Hub. He has also converted most of the Centre's SGML finding-aids to HTML via an XML transformation. He has created a new version of the *Summary Guide* in HTML and continued to add to the Centre's web pages. Charles has revised some existing collection-level finding aids to conform to the new standards. He assisted Victoria Peters in the creation of the place name database. In addition to this electronic work Charles unpacked a large addition to the ISTC archive and compiled a 16-page box list (MSS.36). He helped in the unpacking of a very large deposit of Civil Service archives and began listing the papers of Frank Cousins (MSS.282). All this in addition to taking part in routine searchroom duty, late openings, answering enquiries, and showing visitors around.

Marie Osborne is the RSLP records assistant, also working part-time. She has continued the daily work of producing and putting away archives, dissertations and special collections material. This is not an easy task. For example, one researcher visited the Centre for three days. In that time Marie produced for him 964 items, 72 files and 11 boxes. From this the researcher ordered 254 pages of photocopying. Marie has also taken part in routine searchroom duty, late openings, and answering enquiries.

In addition to this routine work Marie has completed the re-boxing of the TUC archive. This not only put the archive into archival boxes but also saved 80 shelf metres of shelving. She has unpacked and compiled or assisted in unpacking and compiling box lists for a very large and complicated archive deposited by the Public and Commercial Services Union (MSS.415); an additional NUR deposit (MSS.127); a large deposit by the Brewers and Licensed Retailers' Association (MSS.420), so far unpacked into 300 boxes and more to come); Sir George Pope Papers (MSS.271/NPA); West Midlands CND (MSS.417); and Marjorie Thompson Papers (MSS.428). She has keyed in finding aids for the papers of the Coventry College of Education and a CBI additional deposit, as well as compiling revisions of sections of lists into EAD. Marie also works additional hours to enable us to accept photocopying requests from researchers.

Joanne Burman continued to produce and put away archives, dissertations and special collections material. She has also taken part in routine searchroom duty, late openings, and answering enquiries. Joanne completed transferring a box list for the CVCP archive to the EAD format (MSS.399) and continued to keep the deposits from Amnesty International (MSS.34) up to date and accessible. She has unpacked and sorted George Woodcock's papers (MSS.292/6/Woodcock), the Society of Chiropodists' and Podiatrists' papers (MSS.418), and the Certification Officer's papers (MSS.388). Joanne has also begun unpacking material deposited by The Central Council for Education and Training in Social Work (MSS.422). All of these activities have been in addition to her work administering the daily routine of the Centre.

Stevie Harman has continued to produce and put away archives, dissertations and special collections material. She has unpacked an addition to the archive of the Institute of Management Services, including *Quality Matters newsletter*, 1989-2000, and listed the Institute's *Journal*. Stevie has listed the publications of the Organisation and Methods Society and the Centre's holdings of *Firefighter* in EAD. She has helped to unpack an additional NUR deposit (MSS.127) and the Brewers and Licensed Retailers' Association archive (MSS.420). She has amalgamated printed items transferred from the Library's holdings into the Centre's holdings of trade union publications.

Caroline Hughes has listed the papers of the Teachers' Guild of Great Britain and Ireland (MSS.413). She is currently cataloguing the papers of the Devlin Commission of Inquiry into Industrial Representation, and the Advice Centre on the Organisation of Industrial and Commercial Representation (MSS.230). Caroline has also created collection level descriptions and box lists for 52 archive boxes from Barclays Bank Staff Association (MSS.396); a box list for an additional deposit to the Post Office Engineering Union (MSS.135); a collection level description and box list for the papers of Chris Banbury relating to the International Marxist Group 1972-1979 (MSS.419); a collection level description for the papers of Sir Jack Scamp (MSS.178); revised collection level descriptions for MSS. 101 and MSS.411; and created brief descriptions of the contents for 38 organisations in the Public and Commercial Services Union archive 1895-1999 (MSS.415). She has also amended other collection-level descriptions to conform to the new guidelines published by the Archives Hub. All of this work involved creating and updating records for the authority file and subject heading databases. As part of our work with the Political Archives Consortium, Caroline marked up 130 pages for retrospective conversion. She has also taken part in routine searchroom duty, late openings, and answering enquiries.

Monica Ory worked part-time, funded by the RSLP Access funding, the RSLP Mine of Information project, and the National Cycle Archive. She helped with the unpacking and shelf listing of the Public and Commercial Services Union

archive already mentioned. Monica also completed the work on the survey and indexing of material in the Centre relating to South Wales. Her main task has been the compilation of a finding aid for the records of the Cyclists' Touring Club, which form part of the National Cycle Archive. This work is partially funded by the National Cycle Archive itself. Considerable progress has been made with the finding aid: the minutes of the Club and the papers of Mr J. Cyril Kermode, a Club Council member, are now available on the Centre's web site. Lists of recent accessions to the National Cycle Archive have been compiled. She has also assisted with a preliminary investigation of the Cyclists' Touring Club records in connection with a Heritage Lottery Bid to complete the finding aid.

Victoria Peters completed the retrospective conversion into EAD format of the catalogue of the papers of the Trades Union Congress, 1920-1960 (MSS.292A), the largest (1,500 pages) and most important finding aid so far converted. 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 well as editing the finding aid, Victoria 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 also compiled a set of guidelines for indexing. In addition, Victoria unpacked and box listed about three-quarters of the papers of James Charles McLauchlan (MSS.409).

Christine Woodland's time continued to be occupied with the negotiating, surveying, and administering of the deposit of archives, and administering the Centre. She edited the various finding aids compiled by other members of the Centre's staff. A considerable amount of her time was spent writing grant applications and managing the successful ones, especially training new staff.

As last year, there has been a steep drop in the number of pages of new catalogues produced. Concentrating on collection level descriptions, combined with the turnover of staff, has had a severe effect on the number of pages of new catalogues produced. However these figures don't take into account the work on retrospective conversion of existing finding aids to electronic format, for example the 1,500-page list of the Trade Union Congress. Even so, it should be pointed out that most of the cataloguing or retrospective conversion work was done by externally funded archivists. The Centre is very grateful to the RSLP, the National Cycle Archive and to the contributors to our Development Fund for making this vital work possible.

## ***Research***

Interpretation of the statistics given in the performance indicators in Appendix 2 is difficult. The number of enquiries is slightly down. This may be because more and more information is available electronically so that routine enquiries are decreasing. Certainly the number of visits to the web site has increased enormously, up more than 50% from last year. The number of readers and the number of visits they made is down, as is the number of documents produced. But there is a large increase in the number of photocopies produced, which seems to indicate that researchers found material of relevance to their research. As was commented last year, one effect of the Internet may be to reduce the number of researchers coming on fruitless visits. We will continue to monitor the trends.

As usual, the variety of research topics pursued is remarkably wide. They range from a floating brewery, making 'Davy Jones's ale' for British troops in 1948 to the beginnings of British business schools. Appendix 2 lists some of the publications which have been based on material held at the Centre.

## ***Outreach***

New this year has been a series of seminars on aspects of women's history, usually held at 5 pm in the Centre's searchroom. Anne Summers spoke on 'Lieutenants, custodians, or just one step behind? Paradigms of women's public agency 1800-1930.' An exhibition of material in the Centre relating to women was compiled by Charles Fonge and Caroline Hughes for the inaugural seminar. Lucy Bland spoke on 'The trial of Mme Fahmy: Orientalism, sexual perversity and miscegenation in 1920s Britain' and Garthine Walker on 'Just stories: women's subjectivity and tale-telling in early modern England.' A further seminar took the form of a training session on sources for women's history. A day conference on writing women's history 1500-2000 was held on Saturday, 12 May. Caroline Hughes opened the Centre and answered questions.

An induction course for postgraduate students, introducing them to the contents of the Public Record Office and how to find them, was held in the Centre in January 2001. It is hoped to repeat the course annually and to invite postgraduates from neighbouring universities. The sessions held during the Centre's opening hours were made possible by the BP Archive who allowed us to use their exhibition room for the Centre's readers. We are grateful to the BP Archive for making this dual use possible.

Last year's report mentioned the establishment of the Edward Thompson Memorial Bursary, tenable at the Modern Records Centre to support research in the Centre's archives. The recipients in 2000 were Mr. S Kingston and Ms. S Maenpaa. Mr Kingston is studying at the University of Birmingham, working

on adult education and feminism in Britain and Italy, 1970-80. Ms Maenpaa is studying at the University of Liverpool, working on catering personnel on British passenger liners, 1860-1938. Both were helped to further their research by the bursary. In 2001 the recipients are Mr Yann Béliard of Université Paris 13, working on 'Social conflicts in Hull from 1900 to 1914,' and Christian Handschell of the University of Bochum, working on 'The professional politician in the Labour Party and the SPD after 1945.'

The Annual General Meeting of the Dugdale Society was held in the Centre on Saturday, 11 November 2000.

Christine Woodland gave introductions to archives in general and the Centre in particular to history and politics postgraduates and undergraduates. She also gave introductions to the Centre and its archives to local genealogy students. She published a note on 'The History of Education: Sources in the Modern Records Centre...' in *History of Education Society Bulletin*, pp.114-15, no. 66 (Nov. 2000). She spoke on the Centre and its holdings at the inaugural meeting of the Social Work network. She continued to be a committee member of the Warwickshire Local History Society, the Dugdale Society, the Records Preservation Section of the British Records Association, the archive committee of the Operational Research Society, and the archive committee of Qualidata. She participated in the National Council on Archives' networking forum. She represented SCONUL on the West Midlands Regional Archives Council.

Charles Fonge continued to maintain the Centre's Web pages and those of the West Midlands Regional Archives Council. He continued to represent the WMRAC on the Regional Cultural Consortium webgroup. His work in making the Centre's finding aids more accessible by the implementation of XML is described elsewhere. He and Caroline Hughes created an exhibition of material from the Gillian Rose Papers for a symposium held in Professor Rose's memory on 8 December 2000. The exhibition was subsequently displayed in the searchroom of the MRC.

Caroline Hughes (with Christine Woodland) created an exhibition and gave a talk to University of Warwick third-year History undergraduates for a course on *Images of the People*.

'Renaissance Readers,' an exhibition of sixteenth century books from the Library's Hutton and Weiss Collections was mounted to coincide with an Interdisciplinary Workshop Conference held at the University in May. Students from French and the Centre for Renaissance Studies attended seminars about the books in the Centre.

The Centre's Honorary Fellowship in 2000 was shared between Dr Rhiannon Vickers of Leeds University and Ms Jo Stanley. Dr. Ted R. Bromund,

Associate Director, International Security Studies, Yale University was appointed Hon. Fellow in 2001.

Visitors to the Centre included Mr G. Paletta and Ms M. Alli of the Centro sulla storia dell'impresa e dell'innovazione in Milan, Librarians from the 1994 Group of Universities, colleagues from the Natural History Museum, and Mr Jeff Palmer, Curator of Archives and Manuscripts, Macmillan Brown Library, University of Canterbury.

### *Staff*

Charles Fonge published 'Sources for Business History and the Modern Records Centre', *Business History News*, 20 (2000). As part of his work towards professional registration he has attended courses on Data Protection policy and implementation, the Library of Congress Subject Headings, and electronic records management.

Caroline Hughes began work in the Centre in October 2000, replacing Richard Temple while he is on leave. Caroline's face may be familiar as she did her pre-course work experience in the BP Archive. She completed the MA in Archives and Records Management at UCL in 2000. Her MA report was a listing project and commentary on the records of the Oman Archive, part of the Middle East Centre Private Papers Collection, at St Antony's College, Oxford. She has become the West Midlands representative for the Society of Archivists' Specialist Repositories Group.

Monica Ory continued to work part-time in the Centre, funded by the National Cycle Archive, the RSLP 'Mine of Information' project, and the Centre's Development Fund.

Victoria Peters (funded by the RSLP Access programme and the RSLP 'Mine of Information' project) left the Centre in May to become project manager for GASHE - The Gateway to Archives of Scottish Higher Education, based at the University of Glasgow.

Richard Temple continued on unpaid leave, working on a records management project at the National Records Service, The Gambia, partly funded by Voluntary Services Overseas. He will return to the Centre in March 2002.

## *Appendix 1*

### *Summary list of accessions, 1st October 2000 to 31<sup>st</sup> July 2001*

The inclusion of an accession in the following list does not necessarily mean that it is available for research at present. In the case of large or complex accessions only the main constituent parts have been described.

#### *Part 1 Additions to existing accessions*

- MSS.36 Iron and Steel Trades Confederation: Quarterly Reports, 1984-90 have been added to the archive. A further 137 boxes have been added to the archive, extending the series of papers, circulars, and correspondence held in the Centre to the 1990s. They include correspondence with other unions and the TUC, with government, and international connections. As well as predictable concerns, there are files on apartheid in South Africa, and human rights in Argentina. An alphabetical subject index gives access to material created in the 1950s-80s. Some of the correspondence is preserved in microfilm format. Not open for research.
- MSS.39 National Graphical Association (London Region): a large additional deposit (not yet unpacked).
- MSS.48/6 Civil Service Clerical Association: papers of F. G. Fallows, member of the Land Registry branch, and trustee of the Association, 1927-1954.
- MSS.104 George Renshaw: A pioneer member of the Communist Party of Great Britain, and an active member of the Minority Movement, he produced such papers as the *Railway Vigilant* and the *Busman's Punch*, and was for many years on the industrial staff of the *Daily Worker*. His family has deposited the originals of material that the Centre microfilmed some years ago, plus a few additional items.
- MSS.127 National Union of Railwaymen: A large additional deposit of printed material filled in gaps and extended our coverage of the Amalgamated Society of Railway Servants and the National Union of Railwaymen. It included *Railway Review* (later *Transport Review*), 1879, 1880-1, 1883-5, 1890-6, 1898-9, 1970-90; Proceedings and Reports, 1975-1989; Annual and Special General Meetings, 1926-1990.

- MSS.135 Post Office Engineering Union: papers of the Engineering Officers (Telecommunications) Association, 1950s-60s. A further addition to the archive consists mainly of files produced during the 1980s and deals particularly with the privatisation of the telecommunications industry. The files relate in particular to the Privatisation Campaign, 1980s, Industrial Democracy, 1970-1980s, POEU publications, 1970s-1980s, National Communications Union Special Conference agendas and reports, 1980s - 1990s, and a large number of subject files.
- MSS.200/C CBI: 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.226X/AE R. A. Fryar papers: Mr Fryar was apprenticed to AEC in July 1937. He was Chief Designer (later Assistant Chief Engineer) in 1950-1960; Chief Engineer, 1960-1966; Chief Engineer-Truck, Leyland Motors, 1966-1968; Technical Director, British Leyland Truck & Bus Division, 1968-1982. He retired 1982. He has deposited reminiscences relating to his work for AEC.
- MSS.323 Society for Research into Higher Education: additional papers including *Studies in Higher Education* Editorial Board minutes, 1975-1989, and papers, 1977-1987; conference and seminar papers, reports and some administrative files, 1983-1997; financial papers, 1972-1992; administrative subject files, 1972-1997; chairman's papers, 1973-1977; treasurer's papers, 1988-1994; SHRE/Open University Press Editorial Board minutes, 1986-1988, and papers, 1979-1992; working group papers, 1981-1995; publishing subject files, 1975-1991.
- MSS.323/6/B Papers of Prof. Donald Bligh relating to his work on university entrance.
- MSS.328 National Cycle Archive: A large additional deposit was made. They included additional papers of Derek Roberts and the papers of Frank W. Shorland: scrapbook of press cuttings and extracts from journals about cycling, 1888-1926, including *Cycling*, no. 1362, 22 February 1917; The London County Athletic and Cycling Club, Ltd., programme for the Cuca Cocoa Challenge Cup, c.1893; programme for the

presentation to Frank W. Shorland, 22 May 1914; *The Cyclist*, 17 June 1936: article about the Cuca Cup.

MSS.335/BS Operational Research Society: British Steel operational reports and memoranda, 1957-1977.

MSS.335/IFORS Operational Research Society: The International Federation of Operational Research Societies (IFORS) is an international organisation of national societies whose primary object is the advancement of operational research. Its aims are the development of Operational Research as a unified science and its advancement in all nations of the world. IFORS was established in 1959 and its initial membership consisted of the Operations Research Society of America, the Operational Research Society of the United Kingdom, and The Société Française de Recherche Opérationnelle. The retiring Secretary has deposited four large boxes of papers. They include committee papers, 1970s-1980s, including Administrative Committee papers, 1970-1990, Education Committee files, 1976-1989, and Organising Committee files, 1981-1993; files relating to conferences, 1975-81; Five International Associations Co-ordinating Committee papers, 1970-1985; correspondence with officers, 1970s; correspondence 1950s-70s; papers relating to General Meetings, 1960-1993. (MSS.335/IFORS)

MSS.335/INT Interview of David A. Quarmby by Dr G. H. Mitchell, September 2000.

MSS.335/SO CD-ROM of photographs of ORS events and members, 1997-2000.

MSS.357 Organisation and Methods Society: An addition to the deposit has extended our run of the Society's journal, *Management in Action*, 1970-82.

MSS.388 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.414/5 Institute of Management Services: An addition to the deposit has completed our run of *Management Services. Journal of the Institute of Management Services*, 1957-2001; other

additions include papers of the Work Study Society (MSS.414/WSS) including *Quality Matters newsletter*, 1989-2000.

**Part 2**                      ***New Accessions, 2000-2001***

- MSS.417                      West Midlands Campaign for Nuclear Disarmament: papers for the Executive, Regional Council and AGM, and subject files relating to particular campaigns, including anti-Cruise missile and the Gulf War, 1981-1991. Also includes papers for local campaigns, 1980s-90s.
- MSS.418                      Society of Chiropodists and Podiatrists: General Council papers, 1950-84 (incomplete); Whitley Council for Professions Allied to Medicine papers, 1946-85 (incomplete).
- MSS.419                      Chris Banbury's papers relating to membership of the International Marxist Group. They include various Bulletins, 1975-7.
- MSS.420                      Brewers and Licensed Retailers' Association: A very large archive, the papers include minutes, circulars, subject files, photographs and publicity material. The deposit also includes minutes of the County Brewers' Society from the 1820s.
- MSS.421                      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.422                      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.423 Professor A. Pettigrew: papers and interviews relating to his work on an ESRC project 'The Management of Strategic and Operational Change,' which was part of a larger ESRC programme in the 1980s on the competitiveness of British industry. The project was concerned with the contribution of the management of change to the competitive performance of firms. He studied a higher 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.424 The 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.425 British Iron and Steel Consumers' Council: The Council was established as the Consumer Council of the British Steel Corporation on nationalisation 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.426 W. J. Cooper (1902-1981): Mr Cooper was a personnel manager for Rover 1949-1967. His papers include a memoir and other papers.
- MSS.427 Department of Social Security Staff Benevolent Society: minute books of Management Committee and AGMs, 1947-1999. Thirty years closure period.
- MSS.428 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.

### ***Archives passed on to other repositories***

W. J. Davies papers relating to his activities in the Labour Party in the North East, 1970s-80s: passed to Tyne and Wear Archives Service.

## **Appendix 2**

### ***Performance Indicators, 2000-2001***

As always, the Report as a whole serves as an overall performance indicator for the Centre. One of the Centre's most important activities is the selection and preservation of the records of the past for research in the future. This has been recorded in Appendix 1 of each annual Report, in the list of records accessioned. The Centre's reporting year has been changed from the Academic year (October-September) to the University's financial year (August-July). This year's figures are therefore only for ten, not twelve months. Another change is that document production figures include files supervised in the searchroom on behalf of BP. Figures in brackets are for 1999-2001.

### ***Visits to the Centre's web pages***

60,252 (44,276) external visits. Only external visits have been included as internal visits include those made by the Centre's staff when working on the pages.

### ***Reader visits to the Modern Records Centre***

683 (986) visits.

These visits were made by 51 (58) researchers from the University of Warwick and 126 (175) researchers from elsewhere. For other reporting purposes we now sub-divide the number of researchers from elsewhere into those from other UK Higher Education institutions and those not (they include UK non-academic researchers and researchers of all sorts from overseas). So the 126 researchers from elsewhere comprises 87 researchers from other UK HE institutions and 39 'others.'

### ***Documents produced***

21,551 (30,163) documents were produced.

### ***Enquiries answered***

626 (791) were answered.

### ***Photocopies produced for readers***

7,440 (6,120) photocopies were produced for readers.

### ***Publications sold***

34 (80) copies of the Centre's various publications were sold.

### ***Catalogues***

43 (210) pages were submitted to the National Inventory of Documentary Sources and the National Register of Archives.

### ***External funding***

A full-time assistant archivist for six months, a part-time assistant archivist and a part-time records assistant, both for the whole period, all were funded by the RSLP's Access programme. An assistant archivist for four months was funded by the RSLP's Mine of Information project.

In addition to these grants, donations have been made by the CBI, the National Cycle Archive and the Trades Union Council. We are most grateful for this help. £7,161 (£7,000) was added to the Development Fund from these and other sources.

### ***Theses and special collection books produced***

1,563 (1,524) theses and 31 (102) special collection books were produced.

### ***A selection of recent research making significant use of the Centre's holdings***

Roger Broad, *Labour's European Dilemmas. From Bevin to Blair* (Palgrave Publishers Ltd, Basingstoke, 2001)

Colin J. Davis, 'New York City and London Dockworkers: a Comparative Perspective of Rank-and File movements in the post-Second World War Era,' *Labour History Review*, vol. 65, no. 3, pp. 295-316 (Winter 2000).

Charles Fonge, 'Sources for Business History and the Modern Records Centre', *Business History News*, 20 (2000), pp. 11-17.

Joyce Goodman, 'Governing ladies: women governors of middle-class girls' schools,' and 'The peculiar preserve of the male' kind: women and the education inspectorate 1893 to the Second World War' in J. Goodman and S. Harrop (eds), *Authoritative Women: women policy-making and administration in England since 1800* (Routledge, 2000).

Joyce Goodman, “”Their market value must be greater for the experience they have gained””: headmistresses and empire 1910-1930’ in J. Goodman and J. Martin (eds), *Gender politics and the experience of education: an international perspective* (Woburn, 2001 forthcoming).

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Blythe F. Hinitz and V. Celia Lascarides, *History of early childhood education* (Falmer Press, New York and London, 2000).

Pamela Horn, *Life below stairs in the 20<sup>th</sup> century* (Sutton Publishing, 2001)

Pamela Horn, ‘Training and status in domestic service: the role of the League of Skilled Housecraft, 1922-42,’ *History of Education Society Bulletin*, no. 65, pp.35-43 (May 2000).

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Fred Lindop, ‘Racism and the working class: strikes in support of Enoch Powell in 1968,’ *Labour History Review*, vol. 66, no.1, pp.79-100 (Spring 2001).

John McIlroy, ‘Reds at work: Communist factory organisation in the Cold War, 1947-56,’ *Labour History Review*, vol. 65, no. 2, pp. 181-226 (Summer 2000).

Joseph Melling, ‘Public gifts and political identities: Sir Richard Acland, Common Wealth, and the moral politics of land ownership in the 1940s,’ *Twentieth Century British History*, vol. 11, no. 2, pp.156-182 (2000).

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Alistair Mutch, ‘The construction of a “traditional” occupation: welding, 1900-1960,’ *Labour History Review*, vol. 66, no. 1, pp. 41-60 (Spring 2001).

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war period', in Ruth Gilchrist, Tony Jeffs and Jean Spence (eds), *Essays in the History of Community & Youth Work* (Youth Work Press, 2001).

Johannes-Dieter Steinert and Inge Weber-Newth, *Labour and Love. Deutsche in Grossbritannien nach dem Zweiten Weltkrieg* (Osnabrück, 2000).

Christine Woodland, 'The History of Education: Sources in the Modern Records Centre...', *History of Education Society Bulletin*, no. 66, pp.114-15 (Nov. 2000).

### *Appendix 3*

#### **The Advisory Board of the Centre, 2000-2001**

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## *Appendix 4*

### **The Staff of the Centre, 2000-1**

Dr J. A. Henshall, University Librarian, Director

Christine Woodland, M.A., D.A.A., Archivist

Joanne Burman, Records Assistant

Charles Fonge, B.A., M.A., D.Phil., Assistant Archivist (part-time, funded by RSLP Access programme)

Stevie Harman, Records Assistant (part-time)

Caroline Hughes, B.A., M.A., Assistant Archivist

Monica Ory, B.A., D.A.A., Assistant Archivist (part-time, funded by the National Cycle Archive, the RSLP Mine of Information project, and the Centre's Development Fund)

Marie Osborne, B.A., Records Assistant (part-time, funded by RSLP Access programme)

Victoria Peters, M.A., M.Arch.Stud., Assistant Archivist (until May 2001; funded by RSLP Mine of Information project and by RSLP Access programme)

## PUBLICATIONS

*Summary Guide to the Modern Records Centre* (1995), £5.00.

*Guide to the Modern Records Centre* (1977), £2.50

*Supplement to the Guide* (1981), £3.00

*Consolidated Guide to the Modern Records Centre* (1986), £5.00

*Supplement to the Consolidated Guide* (1992), £6.00.

*The Taff Vale case : a guide to the ASRS records*, 1978, £2.00

*The Osborne case papers & other records of the Amalgamated Society of Railway Servants*, 1979, £2.50

*A shop steward at Oxford*, 1980, out of print (available in fiche from Microform Academic Publishers)

*The first Labour Correspondent and the Board of Trade Library*, 1983, £1.25

*The Confederation of British Industry & predecessor archives*, 1997, £5.00

*The International Transport Workers' Federation archive*, 1985, £2.25

*Trade union & related records* (pocket guide to deposits), 7th ed. *in preparation*

*Women at work and in society*, 2nd, enlarged, edition, 1991, £4.00

*A postman's round* (extracts from the diary of a Victorian letter-carrier in E. London), reprint, 1991, £3.50

*The Trades Union Congress archive 1920-60*, 1992, £4.00

“ “ “ 1960-70, 1998, £3.00

*Employers' & trade associations' history*, 1992, £3.75

*Tom Mann : a bibliography*, 1993, £3.00

*Automotive history sources in Coventry archives*, 1996, £4.00

*The personal papers of Sir Victor Gollancz*, 1997, £3.00

*Rubery Owen Holdings Ltd Archive*, 1997, £3.50

Microfiche No. 1 *British Employers' Confederation Archive*, 1983, £15

*Register of business records of Coventry & related areas*, pub. Lanchester Polytechnic, 1977, £3.00

Further titles in this *Information Leaflet* series include:

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