

# MODERN RECORDS CENTRE *INFORMATION BULLETIN*

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## **1. Introduction**

This bulletin covers the period since February 2003. As usual it chronicles the arrival of archives and our work to make them available for research. But in the last few months we have spent a lot of time considering the impact of the Data Protection Act on the work of the Centre and its researchers. To avoid blanket closures of material we have strengthened our searchroom operating procedures. We will be asking readers to produce proof of identity before they use the Centre (falling into line with most archival repositories). We are also checking all the archives requested by researchers, to see if they contain sensitive personal data that is covered by the Act. This inevitably means that it will take longer to produce material in the searchroom and some material will be closed for research. If you want to use the Centre and you know what you want to read, please get in touch with us in advance. Where possible we will try to check material for sensitive personal data in advance, so that your research is not held up. We are also drafting guidance notes to inform our researchers of their obligations under the Act.

## **2. Web Survey**

In December-January we carried out a survey of usage of our web site. A full report will be included in our annual report, but it is very pleasing to note that respondents were very satisfied with the site, especially its presentation and content. As a result of some of the comments we have already implemented some changes: the text of the guide has been spaced out, to make it appear less 'dense', and an open book icon has been added to indicate where more detailed information is available.

## **3. Cataloguing**

The work cataloguing the Cyclists' Touring Club (CTC) archive is progressing well: the sections containing the minutes, agreements,

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financial and membership records, correspondence and subject files, legal papers, diaries, press cuttings, photographs, and the records of sub-groups and individuals are now completed. Work has commenced on the printed material owned by the Club, which includes both the material generated by the Club itself and the records of other cycling bodies that it had collected. This will complete the catalogue, leaving indexing and some administrative work still to be done. Preparations are under way for an exhibition about the National Cycle Archive to be displayed later in the year. There have already been a number of inquiries about the archive and it has been used by researchers. It is hoped that the completed parts of the catalogue will soon be available on the internet, which should further publicise the riches of the archive. The Road Time Trials Council has added its archives to the National Cycle Archive.

The work cataloguing the Library material collected by the Archive was completed in April. Over 600 books and 240 journals belonging to the CTC, the National Cycling Museum and the National Cycle Archive itself have been catalogued and classified. Subjects range from patent details of the velocipede (bicycle) 1855 - 1958 to several studies of disused railway lines for potential cycle routes. There are several specialist magazines for Mountain bikers (eg *Mountain biking UK*). There is an almost unbroken run of *Cycling* and later *Cycling Weekly* from the 1930s to the present day. All of this work was funded by the Heritage Lottery Fund and the National Cycle Archive.

In addition to the work cataloguing the cycling archive mentioned above, cataloguing work has continued on various archives, including the huge archive of the Trades Union Congress (financed by the Arts and Humanities Research Board) and the National Union of Teachers (financed by the Research Support Libraries Programme). A preliminary list of the completed sections of the NUT catalogue was recently added to our website. A different problem was presented by the Wess and Rollin archives, which include a large amount of material in Yiddish. We have been able to sort the material with the help of Daniella Caplan, a Warwick undergraduate who translated the Yiddish material.

The work integrating the Library's collection of trade union material with that of the Centre has begun again. As well as rationalising the collections and removing duplicates, the work includes adding the material to the Library's OPAC. Since restarting the integration 108 journals and 173 monographs have been added to OPAC. 306 items have been transferred into the Centre's holdings and over 169 volumes and 1378 parts or pamphlets have been marked for discarding. The discarded material is offered to other university libraries.

#### **4. 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. Some of the collections are subject to access restrictions; please contact us for further details.

- Engineering Employers' Federation: two banker boxes of circular letters and publications. (MSS.237)
- Engineering Employers' West Midlands Association: The deposit includes the minutes of the Coventry and District Engineering Employers' Association 1915-1983, and the management board minutes, 1928-1987, of the Birmingham and District Engineering Employers' Association (later the Engineering Employers' West Midlands Association). The deposit also includes material relating to other West Midlands engineering associations. (MSS.265)
- Fire Brigades Union: publicity material (including baseball hats, jumpers, teeshirts, stickers, publicity packs and press releases) supporting strike, 2002-3. (MSS.346)
- International Socialists/Socialist Workers' Party: Four boxes of papers collected by Nigel Clarke between 1971 and 1986. (MSS.489)
- Iron and Steel Trades Confederation: 28 banker boxes of papers have been added to the deposit. They include: notes of proceedings with the Iron and Steel Trades Employers' Association, 1920s-1966; papers relating to the Welsh Tinsplate Steel Trade, 1922-1959; and papers relating to the Midland Wages Board, 1914-1980. There are also press cuttings relating to John Hodge. The deposit also includes papers relating to the International Metalworkers' Federation (British Section): circulars, 1949-1975, IMF Bulletins, 1929-1938, and the IMF Review, 1912-1920. (MSS.36)
- National Graphical Association/SLADE: Four banker boxes of the papers of a national officer. (MSS.39/NGA)
- Operational Research Archives: A box of papers relating to operational research at British Steel. (MSS.335/BS)
- Public and Commercial Services Union: minutes from the Mines Department branch, 1920-1940; and the Ministry of Fuel and Power branch, 1942-1949 of the Clerical Officers Association / Civil Service Clerical Association. (MSS.415)

- Road Time Trials Council: 28 volumes of minutes and related papers, 1937-1974, have been deposited. (MSS.328/RTTC)
- More material was transferred from the Library's 41 T and U collection, broadening and deepening the Centre's trade union holdings. Examples of the additions include the National Union of Knitwear, Footwear and Apparel Trades, the Union of Women Teachers, and the National Amalgamated Union of Shop Assistants, Warehousemen and Clerks. Full details will be included in our Annual Report.

## 5. Staff

- Anne Bell took up her post as the new University Librarian and therefore as Director of the Centre on June 1<sup>st</sup>. She was formerly Director of Library Services and Deputy Director of Information Services and Systems at King's College, London. We look forward to a fruitful relationship.
- Caroline Hughes left the Centre at the end of May. She had worked at the Centre as an assistant archivist since October 2000. Her main project in the Centre was to put the final collection-level descriptions for the Centre's holdings onto the Archives Hub as well as to add descriptions for the archives held at the Universities of Birmingham, Coventry, Keele, and Staffordshire. Her friendly manner ensured the success of this collaborative project. Since the official end of that project she has kept the Centre's data on the Hub up-to-date. She worked on the TUC cataloguing project, concentrating on the files relating to trade unionism. She also undertook a preliminary sorting of the large deposit of British Steel archives that will considerably improve the way this archive can be used. We all miss her cheerful presence but wish her well in her new post.
- Elizabeth Morrison joined us in April. She works in the afternoon to cover production and return of material.

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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;

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