

Modern Records Centre

Report for 1998-9

Sir Arthur Vick

The Centre would like to pay tribute to Sir Arthur Vick, who died on 2 September 1998. As well as being the University's Pro-Chancellor and Chairman of the University Council, he found time to serve on this Centre's Advisory Board from 1978 to 1988. He was assiduous in attending the Board's meetings and in giving the Centre his advice. He was also a great champion of the Centre in the wider world. We were very fortunate to have the support of such an experienced administrator and we were particularly delighted when his daughter decided to deposit his papers in the Centre.

25th Anniversary of the Centre

The academic year 1998-9 marks the Centre's 25th anniversary. A seminar was held in the Centre on 9 October 1998 to celebrate. The photograph on the cover of this report shows the three main speakers: Professor George Bain, Richard Storey, and Professor Chris Wrigley. Professor Bain, now Vice-Chancellor of Queen's University, Belfast, but once of Warwick Business School, began the celebrations. His early work on British trade unionism had led him to the realisation that the archives of national organisations such as trade unions and employers' associations, were at great risk of being lost to historical research. He, the late Professor Hugh Clegg, and Professor Royden Harrison applied to the Leverhulme Trust for £40,000. In 1973 that paid for two archivists and a clerical assistant for four years. It started the collection of several kilometres of archives, and the establishment of an international resource for the study of British industrial relations. Richard Storey, the Centre's first Archivist, took up the story and celebrated the Centre's successes: the deposit of the archives of the TUC, the CBI, and of many other trades unions and employers' associations. He spoke of the sadness of going to rescue the archives of once great organisations. He also speculated on the efficiency of current funding arrangements and advocated a central funding organisation for all archives of national significance, especially those held at universities. Professor Chris Wrigley of Nottingham University talked about the importance of the Centre's holdings to the world-wide research community. He compared his early days working in the Centre with working in the chained library in Duke Humfrey's Reading Room in the Bodleian Library, or not being permitted to work in the Round Room of the old Public Record Office because the papers he used were too recent and not 'proper' history. An Research Assessment Exercise assessor, he pointed out the significance of the Centre in the RAE.

The Centre's latest publication was launched, a sources booklet on the archives of the TUC, was launched at the end of the seminar.

Accessions

The flow of records into the Centre continues unabated, with additions to existing deposits, as well as those from new depositors. Additional records have been received from the CBI, UNISON, the Transport and General Workers' Union, the National Cycle Archive, and the National Union of Teachers, amongst others. New deposits include Sir Arthur Vick's papers, Barclays Bank and NatWest Staff Associations. Appendix 1 contains a summary list of all accessions received in the year.

638 boxes, plus several shelves of minutes, make the archive of the Committee of Vice-Chancellors and Principals the largest new deposit received this year (MSS.399). The archive came with a list compiled by the CVCP, so it is already accessible for research. The files are arranged by topic, from A for Academic Salaries or Adult Education to Y for relations with Yugoslavia. The Centre's holdings of higher education archives are now one of the most important in the country.

Part of the Cable and Wireless plc archive has been held in the Centre since 1993. It has now been removed, to join the rest of the Cable and Wireless archive in Porthcurno, Cornwall. The archive is housed in the former underground telegraph station at Porthcurno. It is adjacent to the Museum of Submarine Telegraphy which has one of the world's best specialist collections of artefacts relating to undersea cables. Researchers wanting to use the archive should write to the Curator, The Cable & Wireless Porthcurno & Collections Trust, Eastern House, Porthcurno, Penzance, Cornwall, TR19 6JX; tel. 01736 810478; fax 01736 810640, email mary.godwin@plc.cwplc.com.

Processing

This year most of the Centre's processing efforts have been concentrated on the *Summary Guide*. In February 1998 the *Summary Guide* contained approximately 1100 entries; it was a word-processed file converted automatically to HTML. Developments in the archival world towards the adoption of international standards, especially ISAD(G) and ISAAR (CPF) had made us aware of the *Summary Guide*'s limitations. We were also eager to increase access to knowledge about our holdings. We decided to use the EAD DTD when compiling our finding aids to make them as widely available as possible and to make them transferable to future software systems. Last year's *Report* gives the background to this decision. We were very fortunate to obtain two grants from the Non-Formula Funding Committee of the Higher Education Funding Council for England which enabled us to employ one archivist for a

year and another for six months. The grants enabled us to divert Alan Crookham from routine cataloguing to working with EAD.

We had two main aims: firstly, to develop sufficient expertise using the EAD DTD to draw up procedures and templates for the creation of new finding aids using Author/Editor and Panorama Pro and to train staff to use these procedures; and secondly, to mark up the Centre's *Summary Guide* in EAD. The latter aim included the compilation of corporate name authority records following the National Council on Archive's *Rules*, in collaboration with the NCA's National Names Authority File project. The first part of the project has been completed; the second should be completed in the coming year. Procedures and templates have been compiled, and staff trained in their use. The Centre's staff attended courses on the use of *ISAD(G)* and the *NCA Rules* and incorporated this training into their procedures. The result is that new finding aids, compiled in the EAD DTD, have already been completed and mounted on the Centre's web site. The EAD software currently used is not widely available, and this severely limits access to our EAD files. With the help of colleagues from the University of Liverpool Library we have been able to convert our EAD files to the HTML format, so that researchers without an SGML browser can still use our files. In the long-term we are encouraged by reports of the development of XML and the probability that future versions of commonly occurring programs will have the necessary browser. Researchers without internet access can be assured that we continue to print out the finding aids and to send them to the National Register of Archives and to Chadwyck Healey, *National Inventory of Documentary Sources*.

Work is well advanced on the conversion of the *Summary Guide*. All of the guide's brief, top-level entries are now encoded. Approximately 75% of these entries link to fonds-level or collection-level descriptions. These descriptions are being submitted to the HEFCE's Higher Education Archive Hub. The hub aims to enable researchers to make single, unified searches of all the archive catalogue records in Higher Education institutions, and is part of the work towards a national archive network. Name authority records have been compiled not only for the Centre's holdings of trade unions', individuals' and other archives, but also for related trade unions throughout the United Kingdom. The database of these records has been compiled using Access; it now contains some 1,400 records. It is used as a reference tool by the Centre's staff and will be submitted to the National Names Authority File project. The Centre's permanent staff are maintaining and extending this work.

Last year we reported that, with the help of the Research Libraries Group, we had secured a grant from the Gladys Kriebel Delmas Foundation. This has enabled us to encode with EAD tags two existing finding aids: the finding aid to the International Transport Workers' Federation papers and part of the TUC

finding aid. The TUC finding aid is now available on the Centre's web site. The ITF finding aid will be mounted shortly.

The Centre's staff have also been busy on other processing work. Christine Woodland's time continued to be occupied with the negotiating, surveying, and administering of the deposit of archives, as well as administering the Centre. A very large amount of her time was spent writing grant applications. A review of the Centre's accessioning procedures led to some changes and a backlog of initial processing was cleared. She has shared supervision of the Centre's searchroom. She worked with Alan Crookham in reviewing the Centre's cataloguing procedures and implementing the various changes mentioned above. She continued to keep the *Summary* and *Supplementary Guides* up to date and has been preparing the *Supplementary Guide* for publication.

Richard Temple supervised a busy year in the searchroom. Production of the University's theses and special collection material was transferred to the Centre's supervised searchroom in October and this more than doubled the number of readers and added greatly to the burden of productions (*see* App.2). He and Joanne Burman took the brunt of the new work, guiding readers and producing the material. He continued his re-shelving work in the strongroom. Despite this day-to-day activity he catalogued an additional deposit from the TSSA (MSS.55B) and oversaw the transfer of local TSSA records to local repositories. He also catalogued the Alan Thornett papers (MSS.391), the Dani Ahrens papers (MSS.401), and the British Association for Commercial and Industrial Education (MSS.97/BACIE). He compiled interim lists for the North Stoneham Camp deposit (MSS.393); material added to MSS.226X; Bob Rubie papers (MSS.127/6); and Chris Taylor papers (MSS.406);

David Bishop catalogued the complicated papers of the Chamber of Shipping (MSS.367). These include the archives of 12 other organisations; the finding aids fill 138 pages. He also prepared a small exhibition on the archive in the Centre's searchroom. He did a preliminary sorting and listing of the Les Cannon papers in the EEPTU archive. He worked on converting the *Summary Guide* to EAD and preparing authority files, mainly for the 'Individuals' section.

Sarah Hepworth catalogued the extensive and complex papers of Clive Jenkins, former General Secretary of the 'white-collar union' ASTMS. The finished list extends to over 40 pages and describes nearly 300 files. As well as trade union and Labour Party matters, the contents range from early school reports to Jenkins's papers as a part-time board member of the British National Oil Corporation. The archive also includes a large collection of photographs and a 1970 documentary film from Vietnam. She also prepared a small exhibition of the archive for the Centre's searchroom. On David Bishop's departure Sarah

took over his work converting the *Summary Guide* to EAD and preparing authority files.

Eleanor Rowe continued to work part-time. She listed the papers of the Association of Head Mistresses (MSS.189). She also accessioned new deposits in the Operational Research Society's archive, part of the National Cycle Archive (MSS.328) and Sir Arthur Vick's papers (MSS.395).

Monica Ory began to work part-time for the Centre in May 1999. She is revising the list of the YWCA archive (MSS.243). The archive is large, and the existing partial list has been compiled over many years to varying standards. She is listing the unlisted material, and revising and editing the existing list.

Joanne Burman began transferring a box list of the CVCP archive to the EAD format. She has continued to keep the deposits from Amnesty International up to date and accessible. She also keyed in a box list of new CBI deposits. She organised a stock-taking of the theses and special collection material and shared the additional work of producing it in the searchroom with Richard Temple. She has continued her work re-boxing the TUC archive.

Although he has retired, Richard Storey maintains his contacts with the Centre. The TGWU commissioned him to select more of their archives for deposit in the Centre, prior to their move to new headquarters. A further 80 boxes of papers were deposited in the Centre as a result of his work. He also worked with David Owen, sorting through the papers of Sir Alfred Owen that are deposited here.

UK Steel Association deposited some of its archives in the Centre in 1997-8. In September this year it arranged for Mr E. Good, a former Director, to supervise an initial sorting and weeding of the archive. Jack Watt, a potential archives student wanting pre-course experience, spent three weeks in the Centre under his direction, sorting and revising a preliminary list of the archive. The Centre is very grateful to the Association for enabling this list of a large and important archive to be compiled, and to Mr Good for his expert advice and time.

The number of pages of catalogues completed this year was 952 (App.2). This compares with 766 pages last year, and 322 the previous year. This is a very gratifying achievement and one of which the Centre can be proud. It should be pointed out that most of the cataloguing was done by the HEFCE-funded archivists. The Centre is very grateful to HEFCE and to the contributors to our Development Fund for making this vital work possible.

Research

As usual, the statistics in Appendix 2 give a quantitative picture of the research use of the Centre for the year. The number of enquiries is static. The number of reader visits and the number of readers has decreased slightly. Despite this, the number of documents and the number of photocopies produced has slightly increased. It would seem that fewer readers are finding more material of potential and actual interest when they come to the Centre, and that readers' use of the Centre has become more efficient. In contrast to this, the number of external visits to the web pages (26,441) is remarkable, an average of over 509 a week from external searchers. We note only external visits because we cannot differentiate internal visits made by the Centre's staff when working on the pages from other University searchers. The use of caches by this and other University sites may also be depressing the actual number of visits. It seems clear that the Centre's web pages are fulfilling a useful role and justify the work spent on them. The addition of completed finding aids should make the pages even more useful.

As usual, the variety of research topics pursued is remarkably wide. Appendix 2 lists some of the publications which have been based on material held at the Centre.

Dr Jo Melling of the Economics Department of the University of Exeter completed his term as the Centre's Honorary Fellow.

Outreach

As well as the seminar to celebrate the Centre's 25th anniversary, the Centre's staff have been busy with other activities to promote the Centre.

Christine Woodland gave introductions to archives in general and the Centre in particular to postgraduates in History and Social History, and Gender Studies. She also introduced the Centre to members of Dr Jo Melling's undergraduate course at Exeter University, who came for an intensive two days' work in the Centre. She gave introductory talks on the Centre to two family history classes and a tour of the Centre for delegates of the SCUTREA conference held at the University. She gave a paper about the Centre to the Institute of Contemporary British History's 11th Annual Summer Conference. She has also been responsible for keeping the Centre's web pages up-to-date and for convening a Library working party on the Library's own web pages. She became a member of Qualidata's archive committee. She continued to be a member of the committee of the Warwickshire Local History Society, the committee of the British Records Association's Records Preservation Section, the CURL Resources Management Working Party, and the archive committee of the Operational Research Society. She attended meetings about EAD at the Public

Record Office, at Yale and at Heriot Watt University. She also attended the Society of Archivists' annual conference.

Richard Temple also gave introductions to archives and the Centre to postgraduates in Politics and International Studies, and in Business Studies. He gave a lecture entitled 'Guardian Angels - the records of the Howard League and NACRO' at the annual conference of the British Records Association. The conference, held at the Royal Statistical Society on 1-2 December 1998, was on the theme of law and order and the historical record. He was also a speaker at a conference, 'British Friendly Societies: preserving their heritage' organised by the Open University, 19 March 1999. He attended the AMARC AGM and conference on Jewish records at Southampton University, 6 July 1999.

Alan Crookham and Christine Woodland liaised with the HMC's National Names Authority File project (NNAF) on behalf of the Centre. They also liaised with the Higher Education Archives Hub, a successor to the National Networking Demonstrator Project. Alan Crookham attended meetings at Liverpool University and the PRO on EAD, participated in a meeting at HEFCE on the future of subject indexing for archives, and attended meetings on funding strategies for the retrospective conversion of catalogues into a digital format at Birmingham Central Library and the British Library.

Eleanor Rowe and Alan Crookham continued as Secretary and Assistant Secretary respectively of the West Midlands Region of the Society of Archivists. In January they helped to organise a meeting at the Centre of members of the East and West Midlands Regions of the Society of Archivists. The meeting was led by Cathrin Cassarchis, Archive Lottery Advisor to the Society of Archivists and the National Council on Archives. It aimed to encourage fund-raising plans and strategies from organisations in the East and West Midlands holding archives.

Sarah Hepworth was elected training representative of the West Midlands Region of the Society of Archivists at the AGM in April 1999. In May she helped to organise a training day on 'Descriptive Standards' at Birmingham Central Library. This focused on the cataloguing requirements for enhanced data exchange between archival repositories and access to information by users, made particularly necessary in an electronic environment.

Visitors to the Centre during the year included Ms Celia Coates of Nottingham Trent University Library, Kwanele Ona Jirira of the University of Zimbabwe, Mr Alan Smith, Library of Wellington University, New Zealand, Professor W. Twining, Mr R. Vaughan, Archivist of Coventry City Record Office, participants at the SCUTREA conference, and a group of former members of the Association of Publishers' Educational Representatives.

An extended visitor to the Centre was Mr Christopher Dodds of 'Futures Together', a two-year cross-sector regional project, funded by the British Library Research & Innovation Centre and managed by the West Midlands Regional Library System. The main objective of the project is to examine the scope, value and accessibility of specialist resources and collections in all universities, public library authorities, record offices, museums and related institutions (including commercial and voluntary organisations) across the region. The project seeks to identify and map holdings in all formats, from manuscript letters and printed books to audio-visual and digitised holdings, that are of at least regional significance. The project is intended to lay the ground work for building new and innovative collaborative strategies and access arrangements to specific holdings, especially using ICT for image/text digitisation, electronic cataloguing, developing 'virtual' gateways and learning packages.

Publications

A sources booklet covering the new TUC material was launched during the Centre's silver anniversary celebrations. A *Supplementary Guide* to material deposited in the Centre between 1992 and 1999 will be published shortly.

Staff

David Bishop worked in the Centre as an Assistant Archivist from September 1998 to April 1999. His post was funded by the HEFCE. He obtained his M.A.R.M. from the University of Liverpool. A copy of his thesis "The Role of the Archivist in the Collecting of Oral History" is available on-line, at the UK Society of Archivists Film and Sound Group site. The address is: <http://www.pettarchiv.org.uk/fsg-db1.htm#DBISHOP>. David left to take up a permanent post at Birmingham Reference Library.

Alan Crookham left the Centre at the end of August to take up a permanent post as Gallery Records' Curator at the Tate Gallery in London. He worked at the Centre from December 1994, funded by the GPMU and the HEFCE. He has catalogued the papers of the GPMU, the CBI, and the TUC, and edited two source books, as well as his latest work on the EAD project. He has made an outstanding contribution to the work of the Centre and we are very sad to lose him.

Sarah Hepworth worked in the Centre as an Assistant Archivist from September 1998 to July 1999. Her post was funded by the HEFCE. As well as getting her MA in Archives & Records Management from University College London, Sarah was given a distinction and shared the Churchill-Jenkinson prize. Her thesis, 'Implementing EAD at the Peabody Museum: a case study', was based on

a project she undertook at Harvard University. She is moving to work in London.

While Sarah and David worked in the Centre they both started the Society of Archivists' pre-registration training. They attended an EAD day at the Public Record Office and an IT Forum at Liverpool University. They also attended a two-day training seminar for newly qualified archivists at the Institute of Education, London.

We wish all three well in their future careers.

Appendix 1

Summary list of accessions, 1st October 1998 to 30th September 1999

The inclusion of an accession in the following list does not necessarily mean that it is available for research. In the case of large or complex accessions only the main constituent parts have been included. Some material deposited towards the end of the year in review has not yet been assessed.

Part 1 Additions to existing accessions

- MSS.20 NALGO. An additional deposit of minutes relating to the Gas industry was made in 1999. It includes the National Service Conditions Sub-Committee for the Gas Industry (known as the National Service Conditions Sub-Committee (Gas) from June 1953; and as the Gas Committee, a sub-committee of Council, from June 1961): signed minutes, April 1953-Oct 1972; National Gas Committee, signed minutes, July 1980-June 1983, July 1985-June 1987, July 1988-Dec 1989. National Joint Council for Gas Staffs, minutes, 1947-79; National Joint Council for Gas Staffs, Staff Side, minutes, 1950-75, 1982-94; National Joint Council for Gas Staffs, Trade Union Side, minutes, 1980-3, 1992-4. Electricity Branch Circulars etc., 1989-90.
- MSS.55B Transport Salaried Staffs' Association: Finance Committee minutes, 1961-76; *TSSA Journal*, 1951-83 (incomplete); financial records, 1906-61; diary of J.T. O'Farrell at the British Commonwealth Relations Committee, 1938; Gray's Inn Press minutes, registers of accounts, 1909-76; national agreements, 1920-7
- MSS.97/BACIE British Association for Commercial and Industrial Education: Executive Committee minutes, 1931-4; Joint Executive Committee minutes, 1934-6; Executive Council minutes, 1952-75; General Council minutes, 1931-9, 1952-94; General Purposes Committee minutes, 1938; Finance Committee minutes, 1952-79; Finance and General Purposes Committee minutes, 1980-94; annual general meetings minutes, 1933-8, 1944-94; Policy Advisory Committee minutes, 1966-75; other committee minutes, 1930-93; register of members, 1953-6.
- MSS.126/TG Further additions were made to this extensive archive. They included material on the docks, and on Ford Motor Company. Notebook of W. J. Gillespie, convenor at Allen and Hanburys

- factory, Bethnal Green. Includes minutes of shop stewards' meetings, 1972-5.
- MSS.127/6 National Union of Railwaymen: Bob Rubie has deposited: conference papers, various grades, 1983-91; National Signalmen's Conference agendas, papers, c. 1976-91; pamphlets including rates of pay, conditions of service, 1954-89; agreements 1968-9, 1980.
- MSS.135D Post Office Engineering Union: posters, c.1962; photograph of 1927 conference.
- MSS.148 Union of Post Office Workers: photograph of 1920 annual conference.
- MSS.157A Victor Gollancz papers: A small additional deposit has been made by Livia Gollancz. It includes letters of condolence on VG's death to his widow. It also includes what appears to be a draft for publication, *Voices of the dumb*, a selection of letters received by Save Europe Now relating to Germany, 1947.
- MSS.159 The International Transport Workers' Federation has added a large number of photographs to their archive (MSS.159).
- MSS.179 National Union of Teachers: Further additions were made to this extensive archive. They include Education Committee minutes, 1960-77, Advisory Committee for primary schools minutes, 1959-69, Orphanage and teachers' benevolent fund minutes, 1880-1900, NUT annual reports, 1889-1986, and Burnham Committee papers, 1950s-80s.
- MSS.200/C Confederation of British Industry: further additions were made to the archive.
- MSS.238X/6 Paul Tofahrn papers: Mr Harold Lewis, former General Secretary of the International Transport Workers' Federation (ITF), donated part of his unpublished memoirs which describe the later stages of Tofahrn's ITF career. Tofahrn was Assistant General Secretary of the ITF 1938-56.
- MSS.322 Council for National Academic Awards: Additional reports, 1990-2.
- MSS.323 Society for Research into Higher Education: Additional papers have been deposited. They include conference papers:

1994 'the student experience'; 1995 'the changing university'; papers for various committees and groups, 1980s: regional branches; international committee; publicity & recruitment; activities committee; publications committee; forum; distance education group; course monitoring group; validation study group.

MSS.328/CTC National Cycle Archive: Cyclists' Touring Club: additional records.

MSS.335/GAS/NW Operational Research Society: British Gas North Western operational research reports, 1981-94.

MSS.335/OAB Operational Research Society: Operational Analysis Branch, HQ Allied Command Europe Rapid Reaction Corps (HQ ARRC): The Operational Analysis Branch (OAB) is an integral part of the HQ ARRC. It was deployed in Bosnia and Herzegovina in December 1995 with Operation Firm Endeavour. OAB's mission was to support the Land Component Commander of IFOR (the NATO-led Implementation Force). Reports, 1995-98, including potential analytical techniques, campaign data (its collection and use), report on the legal system in Bosnia and Herzegovina, computer modelling and campaign monitoring. Presentations to the Land Warfare Historical Co-ordination Group conference and the 39th Annual Conference of the ORS, 1997.

MSS.335/TOM Operational Research Society: R. C. Tomlinson, President of the Society 1974. Files referring to the proposed register of practitioners, 1973 and 'Marlow Seventy: the aftermath', 1970.

MSS.340 J. Goddard, management consultant (d.1998): additional papers.

MSS.346 Fire Brigades Union: additional deposits included correspondence files, 1980s; publications, 1960s-80s; photograph of fire engine, 1914.

MSS.371/CNAA Qualidata have deposited interviews taped c.1976 by Professor H. Silver and Dr Martin C. Davis, relating to the history of the Council of National Academic Awards. The deposit includes a copy of Dr Davis's thesis, 'The council for National Academic Awards 1964-1974: a study of a

validating agency,' (Loughborough Ph. D., 1979) and a list of documents relating to the CNAA in the Public Record Office.

MSS.381 British Council Staff Association: files relating to the activities of the BCSA and the Trade Union Side at the British Council, 1940s-1980s. They include minutes of staff committees within the Council, office bulletins and trade union side papers.

MSS.388B 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 refund of costs of secret postal ballots. Additional files, 1991-3.

Part 2 New Accessions, 1998-9

MSS.393 North Stoneham Camp: photographs and some postcards relating to the North Stoneham Camp, near Eastleigh, Hampshire. The camp was established in 1937 to receive the children of refugees from the Spanish Civil War.

MSS.394 Inter-Banks Organisation & Methods Association: The Association was formed in Dec 1960 as an informal organisation to promote the discussion of topical issues. Members included various banks and banking associations, as well as other financial institutions. The Association was wound up in 1998. Minutes; newsletters; papers given and correspondence relating to meetings, 1961-90s, have been deposited.

MSS.395 Sir (Francis) Arthur Vick (1911 - 1998) Sir Arthur was Chairman of the University of Warwick's Council, 1977-90 and Pro-Chancellor, 1977-92. Personal papers, including letters of congratulation on Knighthood, 1973; papers re Ministry of Supply, 1940s; papers re Atomic Energy Research Establishment, Harwell, 1950s; papers re universities including Keele, Warwick and Queen's University, Belfast, 1950s-90s; papers re lectures, publications and conferences, 1940s-90s; papers re societies and organisation, including the Institute of Physics and the UGC, 1940s-90s.

MSS.396 Barclays Bank Staff Association: material not yet assessed.

- MSS.397 Trade Union Information Group. The group was formed to improve library and information services to trade unions and their members; it was active c. 1980-8. It issued a newsletter, organised workshops and meetings. Roger Backhouse was the Secretary. He had been commissioned to write a report by the British Library: *Information services for trade unionists*, British Library R. & D. Report no. 5695 (Elm Publications, 1982; included in the deposit). The deposit includes the constitution, minutes, 1980-85 correspondence, 1981-95, newsletter, nos. 1-19 (1979-88) and related correspondence.
- MSS.398 NatWest Staff Association. Management Committee minutes and papers, 1989-95.
- MSS.399 Committee of Vice-Chancellors and Principals: files arranged alphabetically by topic, from Academic Salaries or Adult Education to for relations with Yugoslavia. The archive came with a list compiled by the CVCP, so that it is accessible for research.
- MSS.400 Association of Publishers' Educational Representatives The Association was established in 1898. In 1906 the Northern area representatives broke away to form the Northern Association of Publishers' Educational Representatives. The two associations rejoined in 1945 using the APER name. The association was wound up in 1998. A small archive (six boxes) has been deposited; it includes material from both groups. The APER material includes General Meetings and Executive Committee minutes, 1916-98; balance sheets, 1987-98; *News and Views*, no. 1-22 (1957-64); *CAPER*, no. 11- (1982-98), incomplete; members' handbooks, 1946/6-1991/2 (incomplete); *A.P.E.R. Fifty years of progress, 1894-1948* (APER, 1948); Diamond jubilee commemorative booklet (1958); and scrap books, 1898-1948, 1948-98. The NAPER material includes General meetings minutes, 1906-27; Executive Committee minutes, 1906-14, 1927-45; accounts, 1930-40; Roll of honour for 1914-19 (printed booklet with photographs); Member's handbook, 1943/4; and *Teacher's world*, 15 April 1914.
- MSS.401 Dani Ahrens papers: papers relating to her membership of the International Socialist Group from 1986. Included are minutes of the Central Committee, 1986-91; minutes of the Lesbian and Gay Fraction, 1988-91; minutes of the Student

Fraction, 1987-90; pre-conference discussion bulletins, 1986-91; national mailings, 1986-91; *International*, 1985-7; *Socialist Outlook*, 1987-93; Brighton branch minutes, papers, 1987-91.

- MSS.402 Science Technology and Society Association. The Association was established in 1979; it ceased to function c. 1987. It aimed to educate society generally about science and technology. The deposit includes minutes and accounts, files about conferences organised by the Association, *STSA Newsletter*, 1979-87 and other publications; *SISCON Newsletter*, nos. 3-7 (1976-8).
- MSS.403 Association of Professional Recording Services: material not yet assessed.
- MSS.404 Drawing Office Materials Manufacturers' and Dealers' Association. The Association was formed in 1917 and wound up in 1999. The deposit includes minutes, 1917-96, annual accounts, 1917-97, annual reports, 1917-1996, *DOMMDA News*, nos. 1-429 and other publications.
- MSS.405 Jill Hutt papers relating to NALGO Action, 1973-4, and NALGO electricity reform movements, 1972-3.
- MSS.406 Chris Taylor: various Trotskyite papers, including Workers' Fight minutes, correspondence, internal bulletins c.1972-6; International Communist League minutes, internal bulletins, circulars, 1974-5; Intervention Collective minutes, circulars, discussion bulletins 1977-9; Socialist Charter publications, discussion bulletins, 1977-82; Revolutionary Communist Group pamphlets, discussion bulletins, 1974-6; Chartist / Intervention joint discussion bulletins, 1979; International Marxist Group pamphlets, 1970s; journals including *Intercontinental Press*, 1975-8; *International*, 1973-7.

Appendix 2

Performance Indicators, 1998-9

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 every annual *Report*, in the list of records accessioned. Figures in brackets are for 1997-8.

Visits to the Centre's web pages

26,441 (8611 for part of the year) 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

920 (1233) visits.

These visits were made by 50 (103) researchers from this University and 229 (231) researchers from elsewhere.

Documents produced

26,269 (25,632) documents were produced.

Enquiries answered

853 (859) were answered.

Photocopies produced for readers

6,624 (6423) photocopies were produced for readers.

Publications sold

82 (73) copies of the Centre's various publications were sold.

Catalogues

952 (766) pages were submitted to the *National Inventory of Documentary Sources* and the National Register of Archives.

Theses readers

1,299 reader visits were made to look at 1,922 theses.

External funding

Three full-time equivalent assistant archivist posts, for three months, six months and twelve months respectively, were funded by the Non-Formula Funding Committee of the HEFCE. A grant from the Gladys Kriebel Delmas Foundation, obtained with the help of the Research Libraries Group, enabled us to encode with EAD tags the lists of the International Transport Workers' Federation papers and part of the TUC list.

One part-time assistant archivist post was funded by the Centre's Development Fund.

The contributions made to the Centre's work by HEFCE, the Gladys Kriebel Delmas Foundation and the Research Libraries Group have already been mentioned. Donations have also been made by the National Cycle Archive, the Operational Research Society, and the TUC. We are most grateful for this help. £1,700 was added to the Development Fund from these and other sources.

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

Sigrid Koch-Baumgarten, 'Globalisierung und internationale industrielle Beziehungen, *Industrielle Beziehungen*, 5 (4) (1998), 413-437.

G. H. and R. Bennett, *Survivors. British Merchant Seamen in the Second World War* (Hambleton Press, London, 1999).

Ted R. Bromund, *From Empire to Europe: material interests, national identities, and British policies towards European integration, 1956-1963*, Yale University Ph. D., 1999.

A. Ingram and G. Mustoe, *BRS [British Road Services]. The early years 1948-1953* (1999).

Mark Minion, *The Labour Party and Europe during the 1940s: the strange case of the Socialist Vanguard Group*, South Bank European Papers, no. 4/98 (European Institute, South Bank University, 1998).

B. Munro, *Jeep and Standard - a recipe for a different industry?*, Society of Automotive Historians Inc. - U.K. Chapter, *Newsletter*, 22 (April 1999), pp.1-2.

John Pressnell, *Morris Minor. Explaining the legend* (Haynes, 1998).

- Rohan Price, *The indicia of fair collective bargaining: a history of Commonwealth, Victorian, and British industrial law (1890-1936)*, University of Tasmania Ph.D., 1999.
- Neil Rollings, 'British industry and European integration 1961-73: from first application to final membership,' *Business and Economic History*, vol. 27.
- Peter Rose, *How the Troubles came to Northern Ireland. The Labour Government's Northern Ireland policy, October 1964-August 1969*, University of London Ph.D., 1997.
- Peter Rose, *How the Troubles came to Northern Ireland*, Macmillan, 1999.
- Peter Scott, 'The wolf at the door: the trade union movement and overseas multinationals in Britain during the 1930s,' *Social History*, vol. 23, no. 2, pp. 195-210 (May 1998).
- Clifford L. Staples and William G. Staples, ' "A Strike of Girls": gender and class in the British metal trades, 1913,' *Journal of Historical Sociology*, vol. 12, no. 2 (June 1999), pp. 158-79.
- Yngve Tidman, *Spräng Amalthea! Arbete, facklig kamp och strejkbryteri i nordvästeuropeiska hamnar 1870-1914* (Lund University Press, Sweden, 1998) [*Sink the "Amalthea!" work , union struggle and strike-breaking in Northwest European and Scandinavian ports in 1870-1914.*]
- Clare Wightman, *More than munitions. Women, work and the engineering industries, 1900-1950* (Addison Wesley Longman Higher Education, London, 1999).
- Chris Wrigley, 'From ASSET to ASTMS: An example of white-collar union growth in the 1960s', *Historical Studies in Industrial Relations*, no. 7 (Spring 1999), pp.57-74.

Appendix 3

The Advisory Board of the Centre, 1998-9

Professor G.S. Bain (Chairman)

Dr P. Fairburn*

Professor W. Grant *

Dr J. A. Henshall, the University Librarian (Secretary) *

Dr J. Hinton *

Mr J. Hyde (CBI)

Professor R. Hyman *

Mr J. L. Jones CH

Mr M. Jones (TUC)

Dr H. Marland*

Professor A. Mason

Professor P. Mathias

Mr A.D. Owen

Professor C. Steedman

Mrs C. Woodland, Archivist *

* Members of the Academic Committee

Appendix 4

The Staff of the Centre, 1997-8

The University Librarian, Director

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

Richard Temple, M.A., D.A.A., Assistant Archivist

Joanne Burman, Records Assistant

David Bishop, B.A., M.A.R.M., Assistant Archivist (*HEFCE funded*) to 30 April 1999

Alan Crookham, B.A., M.Ar.Ad., Assistant Archivist (*HEFCE funded*) to 30 August 1999

Sarah Hepworth, B.A., M.A., Assistant Archivist (*HEFCE funded*) to 31 July 1999

Monica Ory, B.A., D.A.A., Assistant Archivist (*HEFCE funded*) (part-time, 1 May to 30 September 1999)

Eleanor Rowe, B.A., D.A.A., Assistant Archivist (*funded by the Centre's Development Fund and HEFCE*) (part-time)

PUBLICATIONS

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

Guide to the Modern Records Centre (1977), out of print

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:

No. 2 *Pacifist history*, 10p

No. 3 *Taff Vale Case additional papers*, 10p

No. 4 *CBI predecessor archive*, gratis

No. 5 *Bevin TGWU papers*, 10p

No. 6 *Notes on local labour records*, 20p

No. 7 *Engineering Employers' Federation records*, 10p

No. 8 *Papers of R.A. (Dick) Etheridge*, 20p

No. 9 *Trades Union Congress deposited records*, 75p

No. 10 *Cinema history sources*, 40p

No. 11 *Road haulage history sources*, £1.00

ISSN 0309-1198