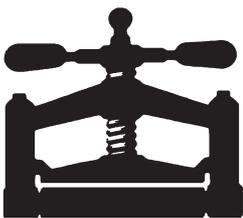


# Newsletter



**BUSINESS  
ARCHIVES  
COUNCIL**

## ANNUAL GENERAL MEETING

The Annual General Meeting of the Business Archives Council was held on 7 December at Barclays head office in Canary Wharf. Terry Gourvish delivered his chairman's statement at this meeting and we reproduce it here.

### Chairman's Statement

#### Business Records Development Officer

May I welcome you to the Council's AGM for the year 2005-6, which marks a significant point in our activities. In May 2006 the first ever Business Records Development Officer, Robert Brown, took up his post. You will remember that the BAC was instrumental in putting together the funding package for his post, and Robert is now hard at work. His major challenge is to develop a strategy for business archives, and I know that he has met or talked to many of you here about this. He has also been busy with rescue work, trying to find homes for the archives of William Duckworth of Manchester, the Confederation of Paper Industries, Typhoo Tea and following up cases of business collections which may be at risk. He will be continuing this work next year by reaching out to businesses to persuade them of the value of their records and archives. Robert is based at the National Archives, and is partly funded by them and partly by ourselves, with other generous contributions from the Society of Archivists, MLA, CyMAL, the Economic History Society and the Association of Business Historians. We wish him well in his work.

Important as this initiative undoubtedly is, we should not forget that over the year your Council has continued to enhance its core activities:

#### Publications: Journal, Newsletter, Web

*Business Archives* Volume 90 (Sources and History) contained three articles, Catherine Harbour's piece on newspapers as a source for the music business in the early modern period, an article on women in BP by Valerie Johnson, and a contribution from one of our bursary winners, Stefan Schwarzkopf, on UK advertising, exploiting the archives of the History of Advertising Trust.

*Business Archives* Volume 91 (Principles and Practice) contained five articles, ranging from Black Country business records (Cheryl Bailey); the conversion and digitisation of the Ionian Bank collection at LSE (Zoe Browne and Sue Donnelly); the Shibusawa Shashi project and sharing information on business archives in Japan (Yuko Matsuzaki); an overview of the Bank of England Archive (Sarah Millard, Jenny Ulph, and Hayley Wilding); and Michael Moss's thought-

provoking article on 'The archives of business and the business of archives', which was read to our conference last year. Jane Waller's four Newsletters kept members up to date on our activities, while providing a forum for others involved in the business archives world. The Council's website was further enhanced, and it is now possible to access a 'members area', which includes on-line articles from *Business Archives* for 2002-5. Once again, I record my sincere thanks on your behalf to everyone concerned in these ventures.

#### Conferences 2005 and 2006

On 8 November 2005 we held another successful conference, which was generously hosted by the John Lewis Partnership at its Peter Jones store, and organised by their archivist and member of our council, Judy Faraday. The theme was 'From Family to FTSE' and the conference examined the relationship between families, business history and business archives. The keynote address was given by Michael Moss, who spoke on 'The Business of Archives and the Archives of Business', and the other speakers were: Jim Bolton, from Queen Mary College, who introduced the Borromei Bank project; Lucy Newton, from Reading University, who presented her research on continuity in the transition from private banks to joint stock banks in England; Edwin Green, our treasurer and HSBC Group archivist, who emphasised the importance of the HSBC archive as a source for family historians; Andrew Alexander, from Surrey University, who explored the role of small businesses in retailing; Judy Faraday, who demonstrated how the John Lewis Partnership archive was such a fertile source for social history and corporate culture; and Richard Wilson, who explained how until very recently brewing has always been synonymous with family enterprise. A concluding summary was provided by Oliver Westall of Lancaster University.

Our Conference for 2006, 'Managing Business Archives: a Global Perspective', was, of course held in Edinburgh three weeks ago. I will report on it more fully next year, but I understand that the event, which was hosted jointly with the Business Archives Council Scotland, the Business Records Group of the

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Society of Archivists, and the Business and Labour Archives section of the International Council on Archives, was well attended and was a great success.

### **Wadsworth Prize 2005**

The Wadsworth prize reception was also held at Peter Jones, immediately after our conference. The 2005 prize was won by Professor Robin Pearson of Hull University, for his book *Insuring the Industrial Revolution: Fire Insurance in Great Britain 1700-1850* (Ashgate, 2004). The award was presented by our President, Sam Twining, and Sir Ian Hay Davison, a member of the Prize panel. Our thanks to Judy Faraday for organising this very successful event.

### **Bursary 2006**

Following successful awards to Stephan Schwarzkopf and Hiroki Shin, I am delighted to announce that we have

another worthy winner after a competitive round of judging. Ms Bridget Williams from Reading University has won this year's bursary. She will use the funding to research British Retailing, with particular reference to Sainsbury's sales data and the pioneering efforts in self-service retailing of the Portsea Island Mutual Co-operative Society. Bridget was Sainsbury Group archivist and historian, and has been a loyal supporter of the Council; we wish her all the best with her endeavours. My thanks to Peter Scott, and our judges for the Wadsworth and Bursary awards, for their work in identifying our worthy winners.

**Terry Gourvish, Chairman, 7 December 2006**

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## **Rescue Work**

One of the most important aspects of the BAC's work in the past has been its successful rescue of business archives which have become neglected or at risk. Since the loss of the BAC's permanent staff, members of the BAC Council have undertaken this work on an *ad hoc* basis. So there were heartfelt sighs of relief all round when Robert Brown took up his post in May 2006 as the first ever Business Records Development Officer. Taking the lead in matters of rescue is part of Robert's job description and we highlight in this part of the newsletter some of the rescue work that the Council and Robert have been involved with during the year.

### **The Tea Council**

The Tea Council contacted the Council early in the year through the BAC website looking for help in preserving their archives. These documented the development and marketing of the tea industry during the twentieth century but were stored in their offices and in the garages of their officials. As the officials were anxious to reclaim their office space, and their garages, the archives' days were numbered. The Council offered to act as matchmaker approaching relevant repositories on their behalf. A few phone calls later, a perfect match was found between the Tea Council archives and the Modern Records Centre at Warwick University. The only problem then became transport and temporary storage. Luckily, HSBC Group Archives were able to offer temporary accommodation over the summer and in the autumn the archives arrived safely at their new home in Warwick.

### **Duckworth and Company (Essences) Ltd**

In August another plea for help came through the BAC website. This time the request came from a retired director of Duckworth and Co (Essences) Ltd of Manchester. Since his retirement the firm had been taken over by a US company, Cargill Flavour Systems Ltd, which was moving the business to newer and smaller offices. The old company head quarters, purpose-built in Manchester in 1895 and grade II listed, had been the base for a worldwide business manufacturing flavourings for soft drinks. The building still contained a large collection of old ledgers and other materials. Robert Brown took up the challenge of

finding the collection a new home and opened negotiations with several local repositories for a possible deposit of material. As there was also a collection of two-colour dies for printing bottle labels, it was decided that the best home for the archives would be the Manchester Museum of Science and Industry. The material is now in the safekeeping of the Museum and has proved to be a rich addition to its collections. The 78 ledgers not only contain recipes for the flavourings but also details of the products' eventual destinations. This newsletter can exclusively reveal that the US imported large quantities of orange crush, whilst we in the UK preferred good old ginger beer!

### **The Confederation of Paper Industries**

The British Association of Paper Historians emailed the Council in the summer to share their concerns about the archives of the Confederation of Paper Industries. Downsizing meant that the Confederation no longer had room to store its records in its Swindon offices and their future hung in the balance. The Confederation had begun life as the Papermakers Association in 1872, and later became the British Paper and Board Makers Association. As the trade association archives, the surviving papers contained a wealth of data about the development of the industry. With no strong regional link, Robert Brown had to get busy with the phone contacting a number of specialist repositories with a view to taking in the collection. As the storage areas needed to be cleared imminently, speed was of the essence. A home was eventually found with the St Bride Library in London. The Library already contained material from the Confederation's library and also has world-class collections relating to printing and the graphic arts. We hope the Confederation's archives will be happy in their new home.

### **Get those ears to the ground**

Robert has been busy building up a network of contacts throughout the UK and following up leads to other business archives at risk. If anyone hears about a business archive collection that may be at risk, then please contact him at [Robert.Brown@nationalarchives.gov.uk](mailto:Robert.Brown@nationalarchives.gov.uk) or give him a call on 0208 876 3444.

## Venture Abroad from Accra to Zanzibar

An exciting exhibition at Guildhall Library Print Room showcases for the first time early photographs from around the world, taken from its business collections.

These wonderful images take the visitor from Accra to Zanzibar, Damascus to Sarawak, and include street scenes in Shanghai and Puerto Rico, the Grand Bazaar in Constantinople and elephants in Burma. The business activities portrayed range from gold mining and rubber tapping to coconut harvesting and teak extraction.

The photographs are drawn from the collections of the Bank of British West Africa, the Borneo Company, Guardian Assurance, Harrisons and Crosfield, Steel Brothers and the Sun Fire Office. This exhibition is free and runs until 29 December. Opening times Mon-Sat 9.30am-5.00pm. Any enquiries to 020 7332 1862/3.



Indian shop, Bazaar Street, Nairobi, 1908  
Reproduced by kind permission of AXA UK

## National Gas Archive

Many members have expressed concern to us over the last two years about the future of the National Gas Archive. The Council has been in regular communication with Transco during this time to express its own concerns about the archive collections which they hold. We reproduce below, with the permission of John Plumb, extracts from a letter which the Council received earlier this year about the National Gas Archive so that members can update themselves on the latest news. The Council will continue to monitor the situation and will be happy to hear the views of any members.

Terry,

*Alison Kay (National Grid Plc – UK General Counsel & Company Secretary), has passed me your letter dated 20th April 2006 requesting an update in respect of the National Gas Archives (NGA).*

*At the time of your original enquiry to Sir John Parker on the 16th November, Alison stated to you and others who wrote in at various levels of the organisation that we were making enquiries of various institutions to see if it would be possible to move the operation of the historic records only to an external body. These enquiries were...being made, as part of a much wider review, to critically review the Warrington facility in its entirety. I trust that you will understand why we could not share more with you and others at the time.*

*The review concluded, that the interests of National Grid and others were best served by retaining the NGA in-house at Warrington as part of its National Records Centre. As part of this review, and our on-going commitment to the overall collection “to preserve and improve it, for the benefit of all interested stakeholders”, we will imminently sign an agreement with the NWGHS (North West Gas Historical Society) who will assist us in cataloguing 90m3 of previously uncatalogued material (a legacy of our recent past and material that many of them are familiar with as the membership includes a considerable number of former Gas business employers).*

*As well as developing this agreement, we have invested a large sum of money in improving the physical infrastructure at the site, to accommodate substantially more into the same space; and developing an innovative*

*solution to unlock value in a key part of the historical collection, by developing a virtual archive of over 7,000 gas site plans.*

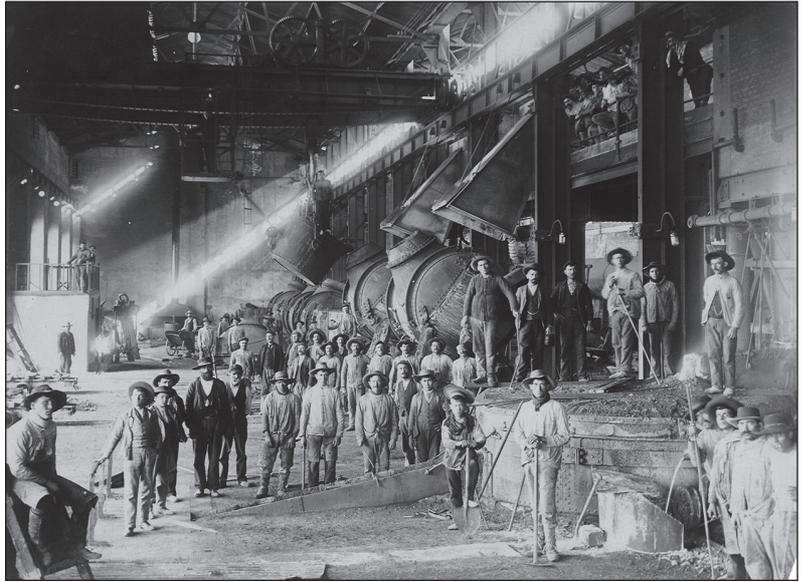
*During the past 12 months, we have continued to service all requests made to the NGA, including over 130 requests made through our public facing website ([www.gasarchive.org](http://www.gasarchive.org)) and/or by fax or post, where this was requestors preferred method of communication. These requests include requests from academics, historians, members of the public et al and are in addition to other requests made by individuals and groups seeking to make use of NG copyright material (British Film Institute, BBC & other film makers, Authors etc) and others made on a more formal basis (eg under legislation). In addition to this, we have hosted a number of individuals who sought permission to visit us, by appointment, to conduct more in-depth research. I trust you will see that it is very much ‘business as usual’ at Warrington.*

*Yours sincerely*

*John Plumb, Information Assurance Manager*

## Archive Awareness at Rio Tinto

The records management unit at Rio Tinto participated in the Archive Awareness Campaign with their first-ever archive exhibition at the company's head office. The exhibition tapped into current concerns by focusing on sustainable development during the mining and mineral processing activities of the company during the last 100 years. For instance, items from the archives were used to illustrate early attempts to mitigate land damage by planting eucalyptus trees. The exhibition also looked at the origins of the company - which was formed in 1873 to exploit the copper seams at Huelva in Spain. Two films showed the mine and the mining communities at Huelva in the early twentieth century, and photographs, maps and reports gave an insight into early community relations, social activities and the working environment. The exhibition was well attended by staff and senior executives and was very successful at raising the profile of the archive within the company.



*Smelting works at Huelva from around 1900  
Reproduced by kind permission of Rio Tinto plc*

### In Brief

- The Guildhall Library has recently made available 1371 boxes of applications for listing on the London Stock Exchange covering the period 1939 – 1965. The Guildhall Manuscripts section has a Word version of the catalogue for these items (catalogue reference Ms 18000A) which they will e-mail to readers who would like to browse through it. If you would like to take up this service, please e-mail [manuscripts.guildhall@cityoflondon.gov.uk](mailto:manuscripts.guildhall@cityoflondon.gov.uk).
- The Centre for Business History in Scotland at the University of Glasgow is pleased to announce a prize for the best undergraduate dissertation in business history submitted to any academic department at a Scottish university between 1 July 2006 and 30 June 2007. Dissertations which make use of business archives are especially welcome. Dissertations should be submitted by 15 July 2007 to the Centre with a brief letter of nomination from the dissertation supervisor. The winner will be announced in autumn 2007 and will receive a cheque for £100 and a certificate. For more information go to <http://www.gla.ac.uk:443/centres/businesshistory/index.php>.

### Designation for business archive collections

The latest round of designation has brought recognition for more business archive collections. The status of 'outstanding national and international importance' has now been granted to the collections of the Institute of Engineering and Technology in London and to the Shipbuilding collections at Tyne and Wear Archive Services.

The Shipbuilding collections include the records of 20 Tyneside firms – and complete records of the construction of ships such as the liners Carpathia and Mauretania, and the Royal Navy flagship HMS Ark Royal. They also cover many other civilian and naval craft, along with the development of maritime industries on the Tyne and the Wear over more than 400 years.

This new status will enable the custodians to raise the profile of the collections, and should assist in fundraising. The Designation programme is managed by MLA and for more information, including how to apply, contact Yvette Burrows at [designation@mla.gov.uk](mailto:designation@mla.gov.uk)

## STOP PRESS

Just as we went to press we were delighted to learn that Jane Waller, the usual editor of this newsletter, had given birth to James Michael John on 18 November. We send our congratulations and best wishes to Jane and her family and look forward to receiving James' application form to become a BAC member in due course.

The editor of this newsletter is Sara Kinsey. The next issue will appear in Spring 2007. Prospective copy should be sent to Sara Kinsey at HSBC Group Archives, HSBC Holdings plc, Level 36, 8 Canada Square, London E14 5HQ; [sarakinsey@hsbc.com](mailto:sarakinsey@hsbc.com).

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