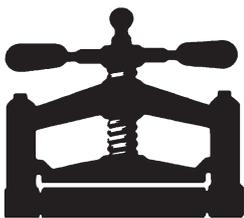


Newsletter



**BUSINESS
ARCHIVES
COUNCIL**

Significant developments in first quarter 2004 including launch of BAC website

The first quarter of 2004 has seen the publication of the Archives Task Force (ATF) findings and the Goodison review *Securing the Best for our Museums. Private Giving and Government Support* - potentially significant events for business archivists. In this *Newsletter* BAC Chairman Terry Gourvish comments on the ATF report launch and trustee Sara Kinsey provides an overview of the Goodison findings. Sara also reports on the first meeting of the round

table on business archives, proposed by Chris Kitching of The National Archive at the BAC 2003 conference. The Council is delighted to be able to report to members on this positive follow up to the conference.

Businessarchivescouncil.com is now live - article below. We hope you like the site and look forward to receiving comments and suggestions about how we can make it more useful for you.

Archives Task Force

In 2002 the Museums, Libraries and Archives Council (MLA and then known as Resource) was invited by the Department of Culture, Media and Sport to establish the Archives Task Force (ATF) to "carry out an in-depth analysis and review of the state of the UK's unique and diverse archives". On 24th March 2004 the ATF published *Listening to the Past, Speaking to the Future* at a launch event generously hosted by BT. Terry Gourvish and Edwin Green attended on behalf of the BAC.

Speakers on the 24th included Constitutional Affairs Minister Lord Filkin, MLA Chair Mark Wood, BT Company Secretary Larry Stone and

explorer Benedict Allen. BAC Chairman Terry Gourvish commented "The event certainly raised the profile of archives as a key element in British heritage, and fully demonstrated that the preservation and use of Britain's rich and varied archival legacy are central planks in MLA's agenda."

Listening to the Past, Speaking to the Future is available on the MLA website www.mla.gov.uk/action/archives/atf.asp. The BAC's submission to the ATF (August 2003) is available on www.businessarchivescouncil.com soon to be joined by the Executive Committee's comments on the findings.

Businessarchivescouncil.com is live

Our new website has been launched. You can access the site at the above url (businessarchivescouncil.co.uk and [.org](http://businessarchivescouncil.org) have also been registered and will work as links). The website introduces the Council and sets out its objectives. There are descriptions of current activities, details of BAC publications, and a series of Frequently Asked Questions relating to managing business archives, researching the history of a business and business archives as a profession. Back copies of the newsletter are available on the site and transcripts of the 2003 Conference papers will be published on the site shortly. Images supplied by BAC members add a splash of colour. Should you wish to contribute images from your archive please email jpeg file and caption information to jane.waller@uk.ing.com.

The Council would like to express its gratitude to the University of Glasgow for hosting our web pages to date.

The site as launched is only the beginning. The Council will now consider how it can best make the contents of its excellent publications available online. Do let us have your comments and suggestions for the site.

Contact Jane Waller on 020 7767 1944 or jane.waller@uk.ing.com.

The Business Archives Council
About us | Activities | Publications | Library | FAQ | Contact us

Welcome: An Introduction

The Business Archives Council, a registered charity, was established in 1934. Our objectives are:

- to promote the preservation of business records of historical importance.
- to supply advice and information on business archives and modern records.
- to encourage interest in and study of business history and archives.
- to provide a forum for the custodians and users of business archives.

Announcements

Business Archives Round Table

Those members who attended the BAC conference in November last year will remember that Chris Kitching of the HMC/The National Archives (TNA) offered to convene a meeting to discuss the particular concerns of those who work with business archives and to continue the discussions that began at the conference.

The round table on business archives was duly convened at the Family Records Centre at the beginning of March. Along with the team from the BAC, the meeting also consisted of representatives from the Business Records Group of the Society of Archivists, the Association of Business Historians, the National Council on Archives, the Confederation of British Industry (CBI) and the HMC/TNA.

The discussions ranged over the perennial problems faced by archivists and users in encouraging businesses to preserve and manage their archives and allow access to them. The debate also included the problem of orphaned records; the lack of any central pool of information or point of contact for questions relating to business archives; how to support local authority record offices in collecting and cataloguing business records and how to increase the use of business records. Each representative was able to bring the view of their members as well as adding their own experiences and opinions to the mix. The commercial manager of the CBI reminded us that companies are primarily motivated by fear or profit and that any campaign aimed at businesses would do well to bear this in mind.

One of the first outcomes of the round table will be a central pool of information to help both archivists and businesses. Information targeted at businesses could include reasons for keeping archives and examples of best practice, information on archive trusts and any available tax incentives. Archivists would be able to access information on what should be considered when



National Council on Archives

accepting business archives for deposit, and the points of contact and help available in mounting a rescue operation of business records. In the long term, we hope that the round table will be the beginning of a more strategic approach to the problems of business archives and the opportunity to foster working partnerships with allied and sympathetic institutions.

If any member would like more information about the round table, or has a view they would like to contribute, please contact Sara Kinsey on 01291 620266 or sara@kkinsey.fsnet.co.uk

Salary Statistics - Update Published by Society of Archivists

On www.archives.org.uk/careers you will find an update to the statistics published in April 2003 on 2002 salary scales in the Archives, Records Management and Conservation professions. The new figures, averages for 2003, are based on salaries advertised in the Society of Archivist's (SoA) ARC Recruitment circular. 2003 salary figures are very similar to those for 2002 with the average at each level showing a slight increase. Nicky Sugar, SoA Careers Officer, notes that for "the Archives profession, the only major difference is an apparent decrease in the average salary at 'Senior' level: £31,418 in 2003 as opposed to £39,036 in 2002." View the figures on line and Nicky Sugar can be contacted for further information or more detailed breakdowns at Archive Service, Royal Holloway University of London, Egham, Surrey, TW20 0EX, 01784 443814, n.sugar@rhul.ac.uk.

Alpha Bank Historical Archive - New BAC Member

The Council is delighted to have recently welcomed four new members. Among them is the Alpha Bank Historical Archive (ABHA), introduced here by the archivist Tasos Stergiou.

ABHA was established in November 2000 in order to maintain and consolidate the corporate culture of Alpha Bank. ABHA is charged with maintaining a record of the origins, structure, function, policies and operations of the Bank.

In its first years ABHA collected archival material created by the legal predecessors of Alpha Bank (Bank of Kalamata, Alpha Credit Bank, Ionian Bank, Popular Bank, Ionian and Popular Bank of Greece). The assembled materials, although they had long fallen out of use and were fragmented, represented the richness of Alpha Bank's activity throughout its 165 years of history.

Today the ABHA employs modern archiving methods. There is an electronic inventory of registered holdings and a plan to make part of the collection accessible on the Bank's website. ABHA has also been an active participant in discussion forums and academic dialogue relating to European banking history in general. In collaboration with the European Association of Banking History [EABH], ABHA has organised two workshops and will host the annual General Assembly of the EABH in conjunction with a major international conference on banking history entitled *The Human Factor in Banking: entrepreneurs, managers, organization and personnel*.

Contact harchives@alpha.gr, www.alpha.gr



The John Murray Archive - An Update

Since the matter was first reported (*Newsletter*, Spring 2003) the National Library of Scotland has moved closer to securing the literary treasure chest that is the John Murray Archive. The Scottish Executive has committed £6.5m to the purchase, leaving the Library to raise a matching amount through a public appeal. Success is also dependent on an application to the Heritage Lottery Fund for a further £22m. Despite the unprecedented sum involved, the sale price represents a substantial discount on the assessed value of £45m.

The Library is already richly endowed with literary material, as well as the records of numerous publishers. These are largely Edinburgh-based, while John Murray was a London house. However, the Murray family never forgot their Scottish origins and connections. Many of their authors were Scots and the Library is an appropriate home for the collection, which includes over 150,000 items and covers the period 1768 to 1920. The archive is full of famous names and includes the major collection of Lord Byron's papers, as well as the business records of the publishing house itself.

A result of the sale will be an immediate gift of £3m to the Library in order to endow the archive. The balance of the money received for the collection will go into a charitable trust, whose objects include further support of the archive collection as well as upkeep of the historic building at 50 Albemarle Street.

You can read more about the archive and the Library's bid at <http://www.nls.uk/jma>.



Goodison Review

In January 2004 Sir Nicholas Goodison delivered a report to the Treasury entitled *Securing the Best for our Museums. Private Giving and Government Support*. Although only museums are referred to in the title, the report is actually far more wide-ranging and covers galleries, libraries and records offices within its remit. It investigates the schemes in place to encourage donations of works of 'art and culture' to such repositories and comes up with many recommendations for improving and clarifying the current procedures.

There are a number of points that specifically concern corporations. The review recommends that tax relief should be available to corporations which gift pre-eminent objects or archives to the nation. Additionally, the *douceur* arrangement (essentially a tax sweetener) which at present is available to private individuals who offer items for sale to a museum and galleries should, it suggests, be extended to corporations. The review also notes 'The risks to important business archives are particularly acute. Many companies conserve their archives professionally...other companies are more careless about these

important historical records' and recommends that the Inland Revenue should issue a statement of practice making it clear that companies can include the care and conservation of business archives, and the costs of providing access to them in their costs before the calculation of corporation tax.

Many of the recommendations concern the role of Resource (now the Museums, Libraries and Archives Council - MLA) and seek to place it centre stage in administration of schemes such as Acceptance in Lieu and the Export Licensing system. Additionally, if many of the report's recommendations are implemented, then MLA will become the major negotiator, contact and information point for potential sellers or donors of objects of cultural and heritage value. It will be interesting to see if this role will also encompass advice and guidance to businesses attempting to sell or donate their archives to repositories or museums.

The Treasury has yet to respond to the report. The report can be accessed on the Treasury's website www.hm-treasury.gov.uk

Butchers, Bakers and Candlestick Makers

Abergavenny Museum is currently showing how local business records can be displayed with an imaginative twist. The exhibition *Butchers, Bakers and Candlestick Makers*, takes well-known nursery rhymes as its theme and uses these as a spring board to explore occupations and industry within the town. *There was an old woman who lived in a shoe* is the starting point for exploring the leather working industries, *Baa Baa Blacksheep* leads into the woollen industries and *Hickory Dickory Dock*...have you got it? Yes, it's clock and watch-making. Archive material such as bills, receipts and auction notices are used in addition to examples of the tools of each trade and their finished products – such as traditional welsh dress made from Abergavenny Flannel. The exhibition works on two levels: the nursery rhymes appeal to younger

children and the detailed historical information about the location and development of each industry within the town engages those interested in local and business history.

Much of the historical information derives from a survey done of the town and its businesses in the 1980s by the Local History Society. The museum also boasts the interior of a traditional grocers shop, Basil James, that was a family-run business and a much-loved feature of shopping in Abergavenny until in the early 1990s. The shop is the favourite part of the museum for many visitors and the curator, Rachael Rogers, is hoping to begin an oral history project based around the shop in the near future.

The exhibition runs until 18 April. For further information contact Abergavenny Museum on 01873 854282



IN BRIEF

- What happens to the records of a business that has been taken over? Do they leave the country? Become inaccessible to local researchers? Disappear entirely? These questions were discussed and debated at a colloquium of the ICA Section on Business and Labour archives (ICA/SBL) and the Business Archives Section of the Society of American Archivists in Los Angeles, US, last August. ICA/SBL is currently preparing international guidelines for preservation and accessibility of multi-national companies' archives, which will be presented for further discussion at the International Congress on Archives, Austria 23-29 August 2004, www.ica.org.
- Take a free tour and see behind the scenes of The National Archive (TNA). TNA now offers visitors the chance to see 'behind the scenes' every Saturday. Tours last approximately 2 hours and start at 11:00am and 2:00pm. Booking is essential – call 020 8876 3444
www.nationalarchives.gov.uk/news/stories/10.htm
- Tim Padfield, TNA copyright officer and Chairman of the Libraries and Archives Copyright Alliance, has written a

second edition of an essential guide to copyright for archivists. *Copyright for archivists and users of archives*, published by Facet Books, ISBN 1-85604-512-9, £24.95.

- The March 2004 A2A database update has taken place and includes finding aids describing a number of business archives, including the archives of John Lobb, bootmaker to the Prince of Wales, Jaeger and Liberty (held at the City of Westminster Archives Centre), of the Hackney Empire (held by the Hackney Archives Department) and of the Wheelers Wycombe Brewery (held by the Centre for Buckinghamshire Studies). www.a2a.org.uk.
- Archives for London (Afl). The report on the proposed merger of London Archives Regional Council (LARC), the Greater London Archives Network (GLAN), and the London Archives Users Forum (LAUF) into a single body is available via the LMAL website (www.lmal.org.uk). Comments on the report are welcomed by the working party and can be directed to them via Susan Snell, working party co-ordinator (s.snell@nhm.ac.uk). Further information concerning Archives for London will be produced during Spring/Summer 2004.

A Access
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A Archives

Honorary Member

We are delighted to report that Henry Button has recently been awarded Honorary Membership of the Business Archives Council. This award by the Executive Committee has been made in recognition of Henry's long and active membership of the Council. An individual member since 1965, Henry served as Reviews Editor of the journal *Business Archives* and he has been a loyal supporter of our events and publications for nearly 40 years. Henry continues his long-standing interest in business

history by his work for the Tercentenary Club, a remarkable group of businesses over 300 years old which retain their links with the founding families. Henry was honorary secretary of the Club for no less than 32 years. Many members will also be familiar with Henry's frequent appearances on the letters pages of *The Times* and other newspapers - as befits a former winner of the *Brain of Britain* radio contest! We send Henry our congratulations and best wishes.



Henry Button

Where Have All The Business Archives Gone?

These are not just interesting times for business archivists in the UK. On 24 October 2003 our colleagues in Australia held a daylong symposium, at the Australian National University (ANU) in Canberra, on the fate of Australian business archives in the 21st century. The ANU Archives Program, the Friends of the Noel Butlin Archives Centre (NBAC) and the Australian Capital Territory branch of the Australian Society of Archivists were the joint sponsors, writes TJ Hart, Rio Tinto Business Archivist, The University of Melbourne Archives. The symposium was held to celebrate the golden anniversary of the foundation of the NBAC one of two major collectors of business and trade union records in Australia.

Associate Professor David Merrett, chairman of the University of Melbourne Archives Advisory Board set the tenor of the day with a stimulating key note address explicating the challenges we face in collecting modern business records. Merrett, as one of Australia's leading business historians was a keen choice, with his wide experience in the use of business records. Eight speakers and a panel session filled the day. They discussed problems of adequacy of records for research, locating the records of the retail industry in Australia, the whereabouts of records of the small number of Australian businesses operating in the Pacific region, and collecting policy. One speaker challenged us with questions on whether businesses needed to maintain archives – his answer was a resounding NO.

Finally, a spirited debate ensued over expressions of concern for future preservation of business records in Australia. This debate will lead to the possible creation of a task force charged with

setting guidelines for the establishment of a national body to co-ordinate the preservation of business archives in Australia. If formed, the task force will report within twelve months. Business does, however, seem less sympathetic to maintaining archival records now than it did in the middle of last century when a very active Business Archives Council (BAC) flourished in both Melbourne and Sydney. (The operations of the BAC led to the formation of the University of Melbourne Archives with its major collections of Australian mining and trade union records.)

Devising a national strategy for ensuring preservation of business archives will be challenging.

The Editor of this Newsletter is Jane Waller. The next issue will appear in Summer 2004. Prospective copy should be sent to Jane Waller at ING Bank NV, 60 London Wall, London EC2M 5TQ; jane.waller@uk.ing.com.

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