

## New Editor

After five years Jane Waller is standing down as editor of this Newsletter. The Council is delighted that Alan Gall has volunteered to take on the role. Please send enquiries or prospective copy to Alan at the address given in the usual place at the end of this Newsletter.

## Launch of All Party Group on Archives

April 1 saw the inaugural meeting in parliament of the All Party Group on Archives. An energetic meeting, attended by MPs and peers from across the parties, decided to approve the creation of the new All Party Group, and elected Tim Boswell MP as the first chairman. Many of the MPs and peers who attended spoke from personal experience about the value of archives, and their concerns for the sector.

The All Party Group, one of around 600 in parliament, will meet around two to three times each year and members will be kept updated on news and issues in the archive sector. In return, the Group will be able to act on behalf of the sector – for instance in

tabling Early Day Motions and calling for debates. The BAC is an associate member of the Group and will provide expert knowledge of the business archives sector whilst attempting to win friends in high places for its cause!

The Group meets again on 8 July and representatives of the BAC will be attending this meeting which will take the form of a panel session. Confirmed members of the panel include Natalie Ceeney, CEO of the National Archives, and Lisa Jardine, acclaimed historian and broadcaster and patron of the National Council on Archives. Watch out for details of this meeting in the next newsletter.

## Beyond The Ordinary: Strategies for Sustainable Business Archives

### Business Archives Council Annual Conference 2008

This year's BAC Conference will be held at the Wellcome Library in London on Wednesday 12 November 2008. It will focus on the various options for owners of collections to consider when looking at the sustainability of their archives in the long term. Traditionally companies have maintained and run archives within the structure of the company, but now some are looking at alternatives to this by considering a move to create trusts or donate their collections to other bodies such as Universities or public sector record offices. Fundraising has also become more of an issue with HLF and other funding bodies being prepared to consider projects which include business archive collections. The BAC Conference will present options which have already been adopted by some archives, with expert information and a series of case studies highlighting the

advantages and disadvantages. The Conference will be of relevance to all business archivists and also those with an interest in the sustainability and access to our heritage collections. The speakers will include Katey Logan, business archives strategy consultant, and the academic John Quail who will host the afternoon's Question Time panel. All delegates will be offered the opportunity to submit, in advance, a question to the session and further debate will be encouraged!

The BAC Conference will be followed by the presentation of the Wadsworth Prize for Business History which this year is kindly being hosted by Unilever.

Booking forms for the Conference will shortly be made available on the BAC website or from the Conference organiser Judy Faraday on 01438 312388 ext 4202.

## Best practice at heart of new dawn for MLA

On 3 June, nine months on from the arrival of chief executive Roy Clare, MLA made a key announcement about its transformation into a restructured and refocused single agency for museums, libraries and archives.

The press release, available at [www.mla.gov.uk](http://www.mla.gov.uk), describes MLA's role as the agency responsible for promoting best practice and inspiring innovative, integrated and sustainable museum, library and archive services for all.

*continued on page 2*

continued from page 1

The changes set out include: A unified national organisation shaped to engage effectively with local government in the nine English regions; a slimmed down staff structure designed to nurture expertise and joined-up working; the relocation of the majority of its functions away from London; reductions in operating costs, so that more resources are available to support front line improvement; prioritisation on key projects that will deliver the most impact; and unavoidable staff redundancies after thorough consultation and agreement.

MLA Chair Mark Wood said: “The MLA has been transformed over the last nine months and has achieved a clear vision of its structure and purpose. We have pressed on with changes designed to ensure that we can work efficiently and effectively with others, and especially with local government.

We are determined to ensure museums, libraries and archives increasingly impact on and inspire the public. New ways of working will ensure we maintain a high calibre, respected presence throughout England, focused on best practice, and building on the good work of the MLA regional agencies.”

Roy Clare, CEO MLA said: “Our new philosophy is rooted firmly in best practice, innovation and integration of services for all, and our new structure is designed to serve this need over and above professional divides. The transition phase has been challenging for staff, and I regret that some posts have become redundant, but it was essential that we switched resources to front-line purposes and strengthened our capacities overall.”

## Business Records Strategy Update

Robert Brown's successor Katey Logan was appointed in April this year to take the business records strategy forward. Katey's background (apart from being a former BAC Exec member!) is in the corporate sector - working for Burmah Castrol and Boots The Chemists establishing company archives, museum, and records management functions. She also has commercial experience in retail supply chain and business services. Here is Katey's update:

### Background & context

It's great to be working on the business archives strategy. I'm employed by a consortium of fund-holders\* as a consultant, which gives me some degree of autonomy and hopefully objectivity!

The timing of the strategy couldn't be more critical. Business archives in the corporate sector face shrinking budgets and tighter scrutiny, and we're heading towards economic recession. The prospect of increased business failure and how it will impact the record-keeping community in both private and public sector needs to be addressed urgently and effectively. So it's timely that TNA is launching a strategy that should allow the profession to focus on its capabilities and invest in its potential to manage business records better.

\* TNA, BAC, SoA, Economic History Society, ABH, MLA and CyMAL

### Project activities & milestones

I'm building on the work Robert Brown has already delivered as well as inputs from the BAC and BRG executive, so the timescale for project delivery is short:

- Investigative consultation, Apr-Jul 08
- Stakeholder consultation, Jul 08
- Stakeholder consultation, Jul-Oct 08
- Final strategy published, Nov 08
- Draft toolkits published, Jan 09
- Final toolkits published, Apr 09

In addition to a monitoring group (of fund-holders) that supervises my work, I have set up an advisory committee of business archivists and records managers to support strategy development. The committee represents a wide range of sectors - retail, banking, oil & gas, telecomms, pharmaceuticals, media, food & beverages. In addition I am analysing the questionnaires completed by BAC members at last year's conference (SWOT analysis) to get a sense of your views. This analysis together with

research from universities, the public sector self-assessment forms, and Robert's questionnaires to business archives all give great data on the current status of business archives management.

### Strategy content & next steps

As well as addressing the business community itself, the strategy will target the following key stakeholder groups:

1. Corporate archives sector
2. Local authority archives sector
3. University archives sector
4. Community and specialist archives
5. The National Archives
6. Professional training

The strategy aims to achieve quick wins as well as identifying longer-term initiatives that will need funding commitment. Your input is critical to its success as collectively BAC members have unique expertise and knowledge on how to grow, manage, sustain and exploit business records. You can share your views formally at events like the regional forums or The Society of Archivists conference in late August, or by giving me a call! You may also see my appeals for information on the archives and RM listservs. Please do get involved so that the strategy fully represents your concerns for business archives and records.



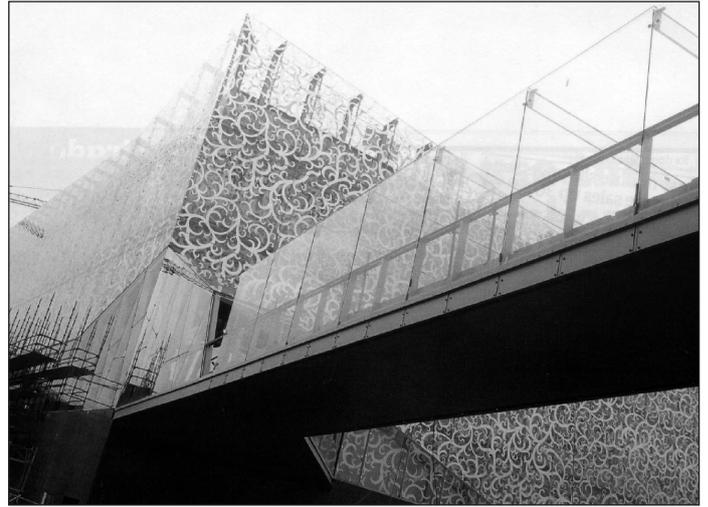
Katey works on a part-time basis, but you can reach her most days. Tel: 0115 9226722 or 07790910760 and email [katey@loganmccabe.com](mailto:katey@loganmccabe.com)

Katey Logan. © Peter Scott

## Modernity in Leicester meets tradition from Carlisle

When the new John Lewis store opens in Leicester in the Autumn there will be a visual link with the company's archive on view across the city. The exterior of the new shop is clad in a glass envelope onto which has been etched a design taken from the Company's textile archive in Carlisle. The design which dates from the early 19th century was selected from over 22,000 designs at the archive by the Partnership's Architectural Design Manager, Jeremy Thornton on a visit to the archive in 2005. The idea of using a textile design reflects the local heritage of the textiles, hosiery and knitting industries in the city and was incorporated into the building's design by Foreign Office Architects who are working with the Partnership on the store in the new Highcross Leicester development.

The use of the archive for this project demonstrates the way archives can play a constructive role in the development of a brand new corporate project and brings the archive into the forefront of modern design practice.



*Under construction, the John Lewis store in Leicester.*  
© Joe Sheehan

---

## Henry Button

The Newsletter is very sorry to report the death of Henry Button, at the great age of 94, in March this year. Henry had been a loyal and enthusiastic member of the Council since 1965, becoming an Honorary Member in 2004. He also served as Reviews Editor of Business Archives for many years and remained particularly interested in the history and archives of some of the very long-established companies and firms which featured in our membership or in our survey work. This interest was also reflected in his 32 years as Secretary of the Tercentenarian Club, an exclusive group of businesses which can claim to have been established for 300 years or more.

Henry's knowledge and curiosity extended far beyond our own subject. Winner of the Brain of Britain radio contest

in 1962, he was also editor of the Guinness Book of the Business World and a contributor to the Guinness Book of Records. He set a record of his own when he became a Master of Letters at the University of Cambridge – no less than 42 years after registering as a research student. He was also a prolific writer of letters to the national press and to the Cambridge Evening News, where hundreds of letters and articles over the years demonstrated his encyclopaedic knowledge, particularly of Cambridge and its history. Editors all round the country will miss the flow of Henry's typewritten, annotated letters and we shall miss his annual messages of encouragement. The Council sends condolences to Henry's family, who have kindly provided information on his long and distinguished career.

---

## Call for research participants

*Elizabeth Lomas (elizabeth.lomas@unn.ac.uk) of Northumbria University, is conducting a research project (based in London) undertaken by means of co-operative action research, entitled 'Continued Communication: confronting the challenges of managing records/data held within information communication systems (email, Facebook, MySpace etc), through technology, business models and the impact of the individual'.*

Elizabeth is looking for a wide range of volunteers to participate in this research - communications enthusiasts, archivists, IT professionals, knowledge managers, lawyers, etc. As a participant you would become part of a group that critically examines and reflects upon their own use of such systems. This will involve occasional face to face meetings in London (first optional meeting 5.30pm 14 July 2008) and online networking. All participants will have an equal opportunity to direct the research's development and direction. Participants will engage in a personal capacity and therefore corporate permission is not required. All participants will be duly credited for their participation unless total anonymity is requested.

Participation benefits include:

- insights into a research project and research programmes generally;
- information on the role of information management in the context of different types of information and communication systems, including Web 2.0 applications such as Facebook;
- copies of key articles and literature, to aid discussions;
- the opportunity for additional training, as identified by the participants.

Please note that a separate group of records managers is also being established. Ultimately the records management group will merge with the wider 'users' group, which will have been offered records management training. For further information please email:  
elizabeth.lomas@unn.ac.uk

## SOA Conference

The line up of speakers and events at the Society of Archivists 2008 conference is complete and includes many business related themes. This year the conference is in York between 26 and 29 August 2008 and the theme is Spanning the Spectrum- Confronting Record Keeping Challenges. Speakers will be addressing digital preservation, e-records, web 2.0 as well as a whole host of other topics. The conference has been planned by the Society's Records Management Group and features a line up of speakers from around the world and the UK.

The latest addition to the programme includes the opportunity to question Roy Clare and Natalie Ceeney about the future direction of public sector archives. Please see the latest details and full conference programme at [www.archives.org.uk/thesociety/conference2008.html](http://www.archives.org.uk/thesociety/conference2008.html) and [www.archives.org.uk/thesociety/conference2008/conference2008programme.html](http://www.archives.org.uk/thesociety/conference2008/conference2008programme.html). To see delegate fees and book your conference place please visit [www.sounds-commercial.co.uk/cgi-bin/arc/cp-app.cgi](http://www.sounds-commercial.co.uk/cgi-bin/arc/cp-app.cgi)

## BAC member the Prudential celebrates 160th anniversary

Since 1848, the Prudential has been providing financial security to generations of families, from industrial workers in Victorian Britain to twenty million customers worldwide in 2008. To mark Prudential's 160th anniversary the Group Archives team have produced two new publications, launched an anniversary microsite and installed a new art exhibition. All are designed to present the Company's brand heritage in a light and engaging format for the Company's different audiences and are described here by Group Archivist, David Carter.

'The story so far...' is a colourful brochure that tells the story of the Company from its foundation in 1848 to date and shows how the business has developed over time and how the constituent parts of the Group have come together. 'Prudential in Pictures' is a postcard pack designed as a gift or memento and features lots of different images from our Archives. It also presents the Company's vital statistics from 1848 and 2008. Both items were launched publicly at the Prudential plc AGM and are being distributed across the Group's operations for use with both internal and external audiences.

The new microsite contains virtual rooms packed full of information about the company's history. There are also pages devoted to the international community of people who have contributed to Prudential's success, from chairmen and directors to clerks and agents. The microsite can be accessed at [www.prudential160.co.uk](http://www.prudential160.co.uk) and enables browsers to view and download:

- Iconic images and posters from Prudential's past
- Historical and contemporary images of Prudence
- Annual Reports dating from 1848 to the present day

*The Art of History – The Prudential Collections* in Prudential's Head Office, showcases portraits of notable figures from each of the decades of the Company's history alongside works in the Art Collection from the same time period. Setting the portraits with works created within the same decade creates some interesting and creative combinations that bring the character of each decade to life.

The exhibition also features posters, calendars and objects from the Prudential's Archives and these reflect the changing style of Prudential's advertising and publicity material over the years. Already the posters and staff photographs have attracted a lot of interest. It is clear to visitors that, although times and fashions change in the advertising posters, the underlying message is always one of Prudential providing financial security to customers and their families.

Please contact David Carter for further information: [David.Carter@Prudential.co.uk](mailto:David.Carter@Prudential.co.uk)



Pages from 'The Story So Far...' produced by the Prudential Group Archives team. © Prudential plc.

## STOP PRESS

The winner of the Business Archives Council's Business History Bursary for 2008 is Mr Felipe Tamega Fernandes, of the Economic History Department, London School of Economics. He will research 'Telegraphs and Shipping: Shrinking the Economic Distances, 1850s-1914'.

## Brush up your paleography: Reading old handwriting 1500 - 1800

The National Archive and the School of Library, Archive and Information Studies (SLAIS), UCL have launched a practical online tutorial [www.nationalarchives.gov.uk/palaeography/](http://www.nationalarchives.gov.uk/palaeography/)

The editor of this newsletter is Alan Gall. The next issue will appear in Autumn 2008. Prospective copy should be sent to Alan Gall, Tel: 0161 745 7029 (daytime) 01706 344429 (evening) Fax: 0161 745 9649 email: [alanguall@hotmail.com](mailto:alanguall@hotmail.com) Post: c/o SDA Electronics Ltd, Unit 30, Willan Industrial Estate, Eccles New Road, Salford M50 2GR.

The Hon Secretary of the BAC is Karen Sampson, Group Archivist, Lloyds TSB Group Archives, 5th Floor, Princess House, 1 Suffolk Lane, London EC4R 0AX (Tel: +44 (0) 207 489 3945); [Karen.Sampson@LloydsTSB.co.uk](mailto:Karen.Sampson@LloydsTSB.co.uk).

© 2008 Business Archives Council

Printed by Patersons, 21 Chapman Way, Tunbridge Wells, Kent TN2 3EF. Tel: 01892 511212 Fax: 01892 519566 [www.patersons.com](http://www.patersons.com)