

# What are Business Archives?

Business archives are the historical records of for profit businesses, business-related bodies and businessmen and women.

## Why are they important?

As Scotland's businesses and industries were and are crucial in shaping its economic and social development, so business archives naturally have a wider value to society. They can be found in most archive repositories and many museum collections.



# Why have a strategy? What is our vision?

Crofting

Business archives in Scotland will become even more valuable, representative of economic activity and innovation, accessible to all and supported and developed by strong networks and partnerships.

This will help to ensure the survival of the nation's important business records and industrial heritage.

Textiles

Energy

Tourism

Fishing

Distilling

Insurance

Mining

Oil

Commerce

Brewing

Quarrying

Whaling

Printing

Publishing

Electronics

Gas

Banking

Trading

Manufacturing

Shipbuilding

Engineering

Agriculture

Crafts

Forestry

# Background

1946: National Register of Archives for Scotland (NRAS) founded

1959: University of Glasgow start collecting the archives of Scottish business

1960: Business Archives Council of Scotland (BACS) formed

1970s: Significant decline in manufacturing and 'heavy' industry resulted the 'rescue' of many records of defunct companies

1977: Full time Surveying Officer appointed by the BACS

1980s: Growth in number of records professionals employed by businesses to manage current business records as well as archival collections

1988: The Ballast Trust established to aid the appraisal and cataloguing of technical businesses records, predominantly from heavy industries

2001: Elements towards a National Policy on Business Archives in Scotland published

2005: Capturing the Energy initiative launched to preserve records of the UK offshore oil and gas industry

2009: Launch of the National Strategy for Business Archives (England & Wales)

2011: National Strategy for Business Archives in Scotland launched

# Development

## 2009

March – work begins on drafting a Scottish strategy by Ballast Trust Archivist and BACS Surveying Officer

May – consultation with key stakeholders

September – four focus groups held with Users, Academics, Heritage Professionals and Archivists & Records Managers

## 2010

April – public consultation on draft strategy document

August – strategy published

October – first implementation group meeting

## 2011

January – launch held at Museum on the Mound, Edinburgh

# Strategy Content

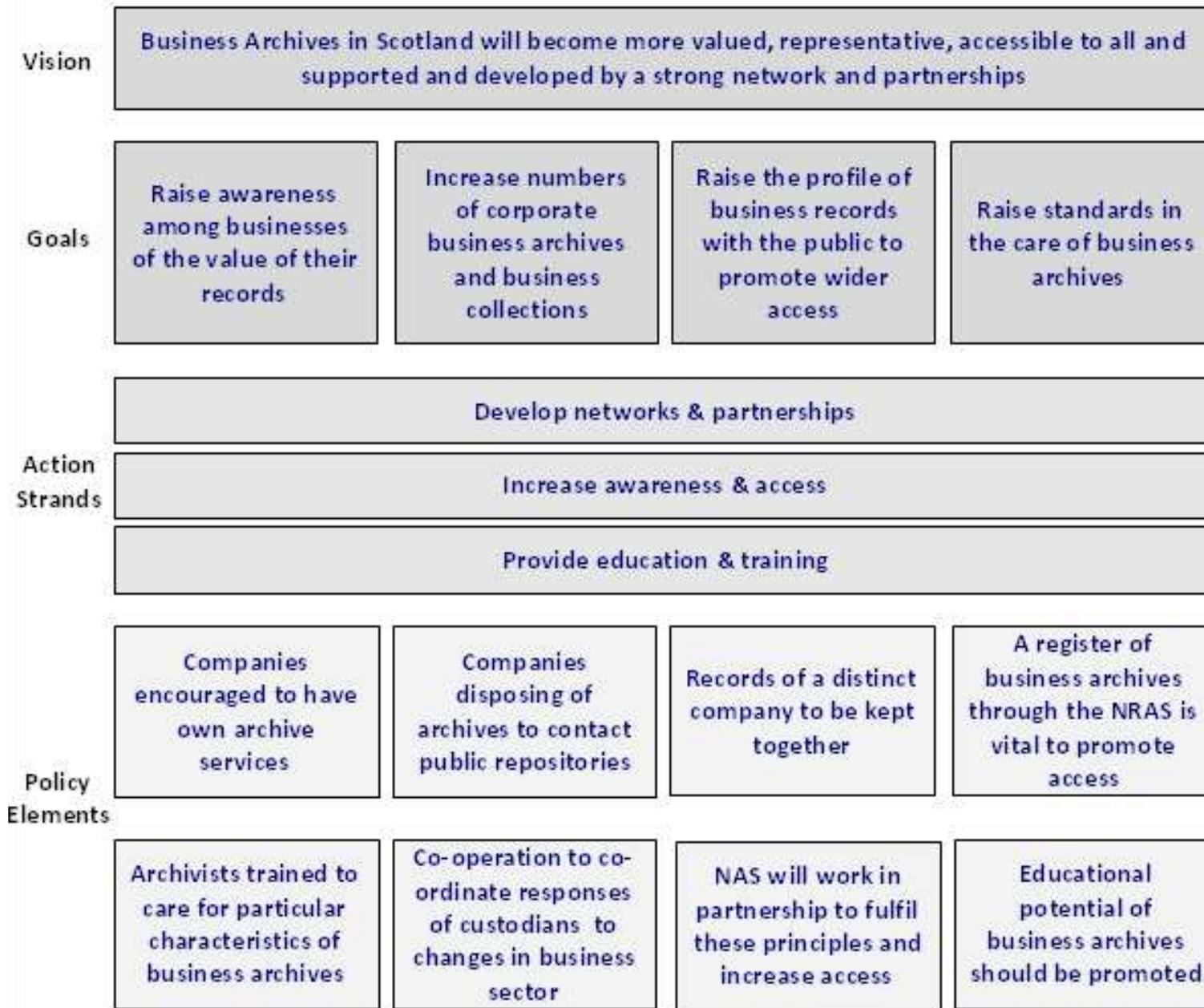
The five-year strategy has four defined **goals**:

- I. To raise awareness amongst businesses of the value of archives and provide guidance and support.
- II. To increase the number of collections publicly accessible.
- III. To raise the profile of business archives with the public.
- IV. To raise standards in their care.

It also included information about:

- **Scope and Background** and relationship to English and Welsh strategy
- **Benefits** to business and society
- **Status Review** of business archives sector in Scotland
- **Risks** of non-implementation
- **Implementation** plans and action strands
- **Actions** (5 year plan)

# Strategy Structure



# Implementation

- Implementation group currently has 10 members representing key stakeholder organisations
- It meets 4 times a year
- Annual action plans drive the strategy forward and encourage us to review our progress
- Meeting papers are published regularly

[http://www.scottisharchives.org.uk/projects/business\\_archives/implementation](http://www.scottisharchives.org.uk/projects/business_archives/implementation)

# Year 1 Implementation

2011 was the first full year of implementation:

- Secured £3,000 of funding from the Archives & Records Association for a data mapping project
- Created more case studies to inspire businesses and archives to make the most of their collections
- Over 1500 visits to our blog

A NATIONAL STRATEGY FOR BUSINESS ARCHIVES IN SCOTLAND

## 2011 Annual Review

Business archives in Scotland will become even more valuable, representative of economic activity and innovation, accessible to all and supported and developed by strong networks and partnerships.

Implementation Group

### 4 Meetings

January, April, July, October

To lead and drive the 5 year implementation of the National Strategy for Business Archives Scotland

Implementation Group Members



72% of group members represent archive sector organisations

Resources

#### FIGHT Case Studies



Corporate Archives as Business Assets

Partnership Projects

Capturing the Energy

Scottish Business Archive

The Building Trust

The Banking Group

Lloyds Banking Group

G.L.Watson

Diageo

Tennent's

Archives & Heritage

Business Archives

## ONLINE training

1,943 Visits

financial records  
more case studies  
& business benefits  
guidance  
on using business  
records for family  
history

advice

events & news

crisis management team

United Kingdom USA Canada India Australia

Top 5 visiting countries from 64

**£3,000**

awarded by Archives and Records Association to fund data mapping project

17% of collections are held by private organisations

**SIX THOUSAND ONE HUNDRED AND ELEVEN** collections identified

Crafting  
Energy  
Tourism  
Fishing  
Distilling  
Insurance  
Mining  
Oil  
Commerce  
Brewing  
Quarrying  
Whaling  
Printing  
Publishing  
Electronics  
Gas  
Banking  
Trading  
Manufacturing  
Shipbuilding  
Engineering  
Agriculture

The project will locate and map business archive collections in Scotland to create a single consistent and clarified online dataset. This will provide improved and flexible information for creators, custodians and users of business archives.

## FIND OUT MORE

[www.scoarch.org.uk/businessarchives](http://www.scoarch.org.uk/businessarchives)

# **Successful Implementation**

CRUCIAL to have tangible outputs/resources from your strategy:

## **Case studies**

- Published 10 case studies promoting business archives as assets
- Link to other case studies and examples

## **Guidance**

- Leaflet on using business archives for family history research

## **Events**

- training day on financial records for archivists
- a 'meet the archivists' day for Phd students
- training day on technical records for archivists
- promoting archive awareness with a 'working archive' theme in 2013

# Capturing the Energy – *future proofing industry*

Aerial view of MCP-01 | 1984



Business Archives | A National Strategy for  
Business Assets | Business Archives in Scotland

“ The North Sea oil and gas industry represents one of the most remarkable success stories in the history of the UK. The technical achievements of the past 30 years are awesome and deserve to be remembered, celebrated and learned from. ”

*Brian Wilson  
former energy minister and CtE patron*



[www.capturing-the-energy.org.uk](http://www.capturing-the-energy.org.uk)

Find out how the Capturing the Energy project has promoted and preserved the history of the offshore UK oil and gas industry.

Read case studies demonstrating how to make the most of business archives at: [www.scoarch.org.uk/businessarchives](http://www.scoarch.org.uk/businessarchives)

# Tennents - celebrating and marketing heritage

Business Archives  
Business Assets

A National Strategy for  
Business Archives in Scotland

“ The Tennent's archive is one of our key assets and hosts a wealth of facts, figures and memorabilia spanning hundreds of years of the brewery's history ... such records are of paramount importance to preserving the brand's rich and colourful history. ”

Mike Lees

MD of Tennent's Lager



[www.tennents.com](http://www.tennents.com)

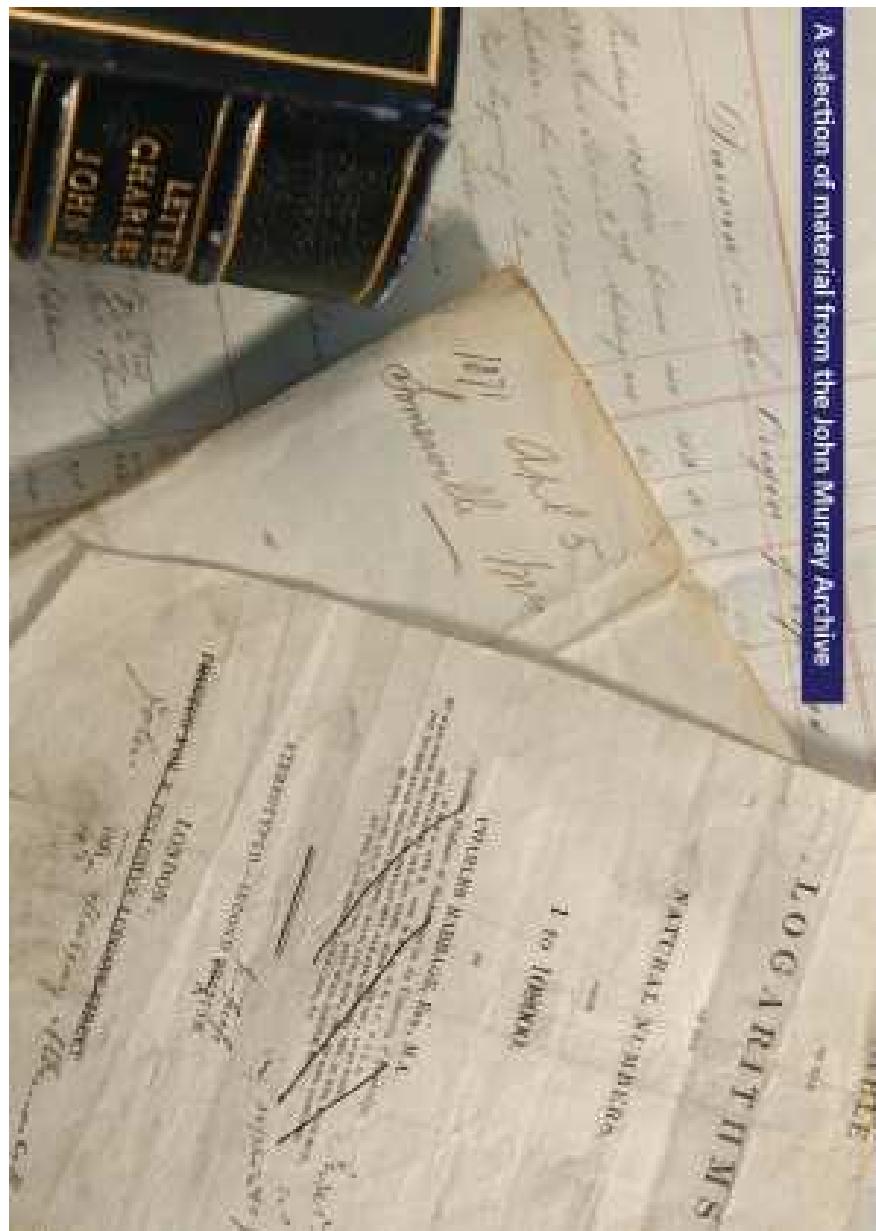
Find out more about how Tennent's used its brand heritage to celebrate the 125th anniversary of Tennent's Lager in 2010.

Read case studies demonstrating how to make the most of business archives at: [www.scoarch.org.uk/businessarchives](http://www.scoarch.org.uk/businessarchives)



Tennent's Advertisement | 2010

# John Murray Archive – *celebrating the history of the book*



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“ The National Library of Scotland have it spot-on when they describe the John Murray Archive as containing the ideas that shaped the world. ”

*Ian Rankin*

 <http://digital.nls.uk/jma>

To discover more about the remarkable publishing history of John Murray visit <http://digital.nls.uk/jma/>

Read case studies demonstrating how to make the most of business archives at: [www.scoarch.org.uk/businessarchives](http://www.scoarch.org.uk/businessarchives)

# UNESCO - *Business archives of national importance*



Business Archives | A National Strategy for  
Business Assets | Business Archives in Scotland

“ A unique resource for understanding this historic and controversial episode - vital to scholars but also of fundamental value more generally to the history and heritage of the Scottish nation. ”

*Professor T M Devine,  
University of Edinburgh, on the archives  
of the Company of Scotland Trading to  
Africa & the Indies*

 [www.rbs.com](http://www.rbs.com)

 [www.nls.uk](http://www.nls.uk)

Find out how business archives can tell stories of huge national importance.

Read case studies demonstrating how to make the most of business archives at: [www.scoarch.org.uk/businessarchives](http://www.scoarch.org.uk/businessarchives)

# Publicity

Talk about your strategy during its development

NSBAS has a blog and web pages on SCA site  
([www.scottisharchives.co.uk](http://www.scottisharchives.co.uk))

- Blog was started in June 2009 to document the development of the strategy
- It had 100% increase in visitors from 2010 to 2011
- It's now used to share business archive news and strategy updates and events/resources



Business Archives Scotland

HOME ABOUT RESOURCES BUSINESS ARCHIVES IN SCOTLAND WEBSITE

Search

Welcome

To the blog for Business Archives in Scotland. We will be sharing news, business archive collections in Scotland, the National Strategy for Business Archives in Scotland and other related items of interest.

The website for Business Archives in Scotland is here. This contains resources, case studies and information about the benefits of business archives.

The Strategy

The National Strategy for Business Archives in Scotland is available to read here

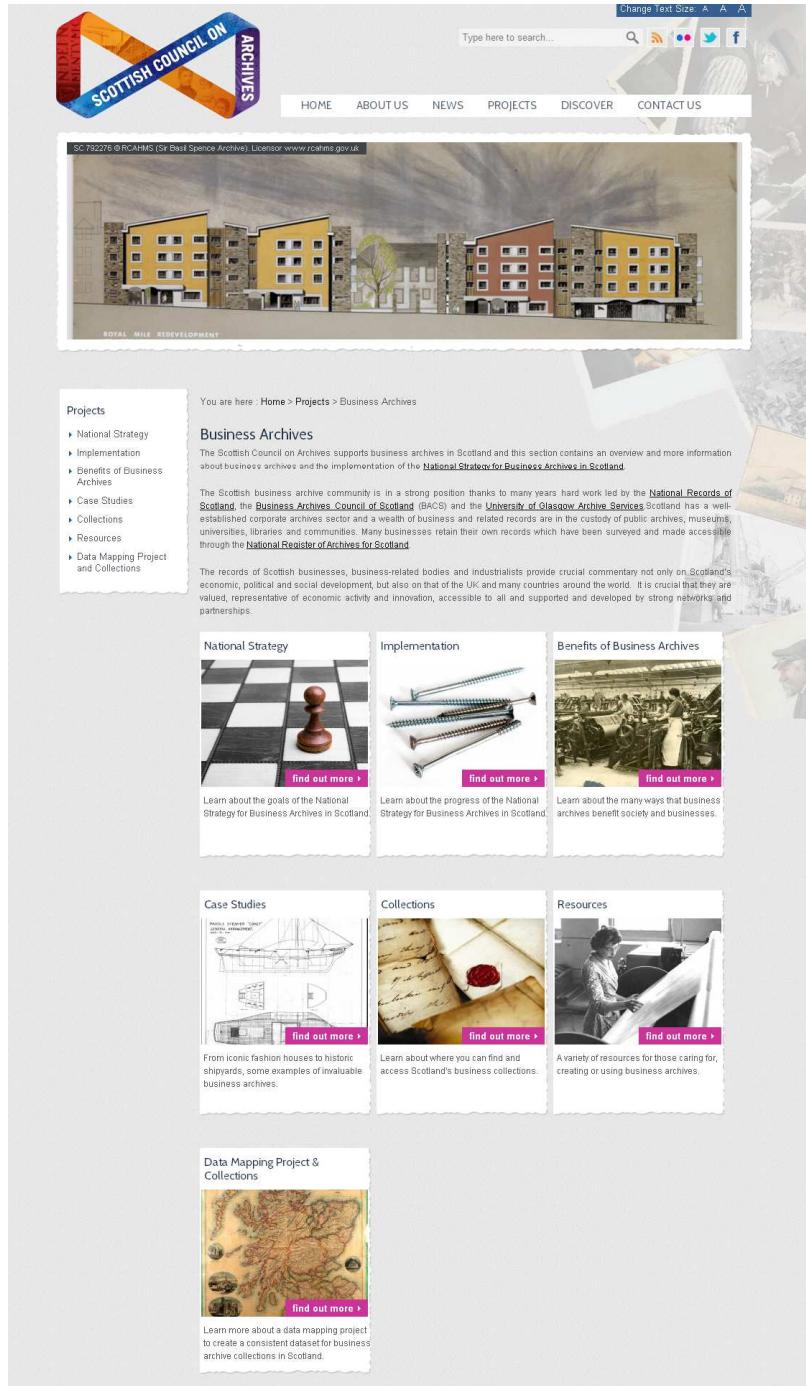
Map Satellite

North S

Blog <http://businessarchivesscotland.blogspot.co.uk>

# Recommendations

- Identify your stakeholders
- Promote and publicise your strategy
- Engage with your user community
- Provide useful and tangible resources
- Look for partnerships



The screenshot shows the Scottish Council on Archives website. The header features the organization's logo with a blue and orange ribbon design and the text 'SCOTTISH COUNCIL ON ARCHIVES'. A search bar and navigation links for 'HOME', 'ABOUT US', 'NEWS', 'PROJECTS', 'DISCOVER', and 'CONTACT US' are visible. The main content area is titled 'Business Archives' and includes a sub-section for 'ROYAL MILE REDEVELOPMENT' with a photograph of modern buildings. A sidebar on the left lists 'Projects' such as 'National Strategy', 'Implementation', 'Benefits of Business Archives', 'Case Studies', 'Collections', 'Resources', and 'Data Mapping Project and Collections'. The 'Business Archives' section itself provides an overview of the sector's importance and links to the 'National Strategy for Business Archives in Scotland'. Below this are several cards with sub-sections: 'National Strategy' (illustrated with a chess pawn), 'Implementation' (illustrated with screws), 'Benefits of Business Archives' (illustrated with a factory scene), 'Case Studies' (illustrated with a boat), 'Collections' (illustrated with a manuscript), 'Resources' (illustrated with a person working at a desk), and 'Data Mapping Project & Collections' (illustrated with a map). Each card includes a 'find out more' button.



Thanks

[Kiara.King@glasgow.ac.uk](mailto:Kiara.King@glasgow.ac.uk)