

**LHSA Advisory Committee
Preservation and Conservation Activity**

Period

March 2005 – February 2006

Unbound material

Completion of the Research Resources in Medical History project, *Preserving 20th century hospital case notes of University of Edinburgh clinical professors: James Learmonth and Derrick Dunlop* on time and on budget.

Commencement of Research Resources in Medical History project *Preserving 20th century case notes of the Royal Edinburgh Hospital* in July 2005. Toby Gough and Sue Turnbull appointed as Project Conservator and Conservation Assistant respectively. Work progressing on budget and slightly ahead of schedule.

Conservation treatment of LHB1/68A architectural plans.

Bound material

Award of National Manuscripts Conservation Trust grant (£650) to partially fund treatment of four manuscripts by Robert Clennell.

A further 24 volumes of the Royal Edinburgh Hospital case books prepared and re-bound.

Volume 8 of the Asylum press cuttings books rebound by TomValentine. Clamshell box for Volume 8 and replacement box for Volume 5 also produced.

Work to re-bind Indexes to the Royal Infirmary of Edinburgh General Register of Patients completed. Report to National Archives of Scotland submitted to receive grant award of £1100.

Basic repair of volumes for inclusion in 'Clinic, Clubs and Societies' exhibition.

Photographic material

A total of c.8200 glass plate negatives now rehoused by the Conservation Assistant.

Provision of basic storage for the photographic collection.

Contribution to application for grant funding to catalogue the photographic collection.

Objects

Supervision of casual staff to box objects accessioned after January 2005.

Treatment of objects contracted to the Scottish Conservation Studio and cleaning of silverware for inclusion in the 'Clinic, Clubs and Societies' exhibition.

Participation in the Textile Heritage Forum.

Environment and storage issues

Continued general monitoring, and subsequent documentation of data, of the environment in the LHSA repository.

Provision of additional environmental monitoring equipment to improve quality and range of data collected.

Digital Preservation

Establishment of in-house digital photography unit.

Production of surrogates of significant items in the LHSA collection.

Reformatting of cellulose acetate and cellulose nitrate x-rays in the LHSA collection (c.20,000 items) for the long-term preservation of their informational content.

Policy

Investigation into possible insurance coverage for LHSA collection.

Exhibition

Preparation for October 2005 exhibition, 'Clinics, Clubs and Societies'.

Preparation of collection items for loan to the National Galleries of Scotland 'Healing Touch' exhibition and the Royal College of Surgeons.

Main Library Refurbishment Project (MLRP)

Participation in decant group and design group.

Preparation for MLRP including box check and preservation re-packaging.

Staff Development

Attendance at the following:

- NMS/SCB lecture series
- Course on conservation and preservation of photographs
- Society of Archivists workshop on disaster planning
- Preventive Conservation Forum visit to the Scottish Mining Museum and discussion on effective environmental monitoring

Visit to the conservation studio at the Royal Commission on Ancient and Historic Monuments of Scotland.

Miscellaneous

Participation in production of job descriptions of conservation posts for Edinburgh University Pay and Reward Modernisation programme.

Tours of LHSA for National Archive of Scotland interns and Wellcome Trust RRMH Programme Officer.

Preservation and conservation activity review for LHSA five- year report.

Presentation titled *Preserving Twentieth-century hospital case notes: the experience of Lothian Health Services Archive* for October 2005 Royal Society of Medicine conference

Development of LHSA conservation studio work space and equipment.

Supervision of volunteer wishing to gain relevant conservation work experience.

Participation in group formulating a disaster recovery plan for EUL (to include LHSA).

MWC visit and provision of advice on suitable safe storage of records.

Budget

On target for on-budget expenditure for the 2005-2006 financial year.

Ruth Honeybone, LHSA Paper Conservator, 13.02.06 for LHSA Advisory Committee Meeting