

annotations which, in consort with the publication addresses supplied for each entry, supply readers with vital information concerning the listed items.

Archivists perusing this publication will likely be unimpressed by the single reference bibliography citation in a section supposedly devoted to archives. Yet despite this initial disappointment, the bibliography still has much to offer archivists who must face records management issues as part of their work. Especially relevant are sections on records retention/disposition, legislation and guidelines, security, and records centres — all vital issues to the proper establishment and management of viable archival programmes. Also of considerable interest, are sections on legality of records and privacy/access to information which are already an ongoing concern for many government archivists. Nonetheless, while archivists will likely be pleased to see the inclusion of such sections in the text, they may at the same time express surprise at the omission of certain key publications within these designated sections. In the privacy/access section for example, recent seminal publications by such authors as Robert J. Hayward, David Flaherty, and J.V. Knoppers go unmentioned while less important or superseded counterparts merit inclusion. This perhaps reflects the compilers' over-reliance on bibliographical and abstracting services when preparing this publication and provides persuasive evidence that a mastery of such tools alone can never totally substitute for thorough professional knowledge.

The editors also might have included a more detailed explanation of their criteria for subject inclusion. Why, for instance, is a health records section included while equally important areas such as legal or university records are excluded? No explanation is forthcoming in the bibliography's introduction. Finally, some consideration should have been afforded to inclusion of a paper format index to supplement the existing microfiche versions. This would have proved both a worthwhile and simple addition and would have significantly improved the volume's accessibility on occasions when consulting microfiche proves difficult or cumbersome.

These bibliographies are welcome additions to a body of knowledge closely allied to archives. Although the publications' limitations may prod certain archivists to seek additional subject literature in the field, for most, these publications should provide a more than adequate records management reference source for the immediate future.

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**Strategic Planning for Records Management and Archives.** CARL NEWTON. Winchester, England: Society of Archivists, Records Management Group, Occasional Paper 4, 1984. 47 p. ISBN 0 902886 16 9.

Effective management of any enterprise depends to a great extent on adequate planning. Strategic planning situates the activities in their broad context, determines the priorities that are to govern future decisions, and provides a framework for development of realistic goals and action plans. Obviously, its techniques are applicable to the related fields of records management and archives. However, one wonders how many archivists or records managers have ever thought about strategic planning, let alone implemented it.

Since 1977, the Records Management Group of the Society of Archivists in Britain has been publishing useful reports and guides. This publication is the fourth in the group's

Occasional Papers series. (Earlier items dealt with office automation, the moving of a records centre, and the management of records of social service departments.) Carl Newton, who is the corporate records manager of British Petroleum, argues forcibly in the publication reviewed here that the time is appropriate for records managers to engage in strategic analysis and planning. His guide analyzes the concept and presents two models illustrating how it might be done. One is a business firm; the other, a civic government.

Newton pays considerable attention to statistics and cost figures. While they are not specifically applicable to Canada, the techniques used certainly are relevant. All readers will appreciate his conclusion. It lists the sorts of challenges facing records managers and archivists that strategic planning might address. A mere listing of them indicates the relevance of this book for archivists in Canada: the growth of information; technology; social change; "freedom of information;" falling profits; productivity; privatization; and new work patterns.

This is a solid effort which should interest all archivists who are interested in the advantages of long-term planning.

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**Shadows in the Sun.** JOCELYN HALEY. Toronto: Harlequin Books, 1984. 382 p. ISBN 0-373-70122-5 \$2.95 pa.

The Public Archives of Canada finally has it made. No more toiling over brochures entitled *Bilingual District Advisory Board Records for Pleasure and Profit*. It can scrap the projected blockbuster exhibitions such as "Furry Symmetry in Transition: A Cartographic History of Seventeenth-Century High Prairie Gopher Skinning." It can forget the Lloyd Francis tapes; the Erik Nielsen affair is history. A new and quite unexpected mentor has catapulted the grey lady of Wellington Street onto the world stage — Manila, Sydney, Moose Jaw — everywhere, in fact, that there are drug stores or paperback racks. Yes friends, Harlequin Books, those nice folks who gave you the plot that launched a thousand titles, the McDonalds of the publishing industry, has made the Public Archives of Canada a whopper among archival institutions!

Well, sort of.

The PAC does not actually appear in *Shadows in the Sun* until page 376, six large-print pages from the end. But the description is detailed and graphic. And the PAC did rate a Harlequin "Superrromance" — the hotsy modern ones in which the hero and heroine do more than hold hands; they sometimes even get married.

Amanda Manley, the heroine of the piece, is a fiery red-haired photographer with a studio on the Sparks Street Mall. She is definitely modern — the author constantly harps on the facts that she can't cook and detests housework. Her paramour is the darkly handsome Piers Redden, a native of Toronto. (Can a Torontonion be named Piers?) The plot is fraught with "the complexities of loving." As the back cover explains:

If only ... if only Mandy were really the carefree photographer she seemed to be. If only she was truly free to join her life with that of Piers Redden, whose fathomless eyes probed the mysteries of her soul.