

AUSTRALIAN COUNCIL OF ARCHIVES**STANDARDISATION OF DESCRIPTIVE PRACTICE AMONGST CUSTODIANS OF
ARCHIVES, MANUSCRIPTS AND RECORDS IN AUSTRALIA****REPORT AND PROPOSALS FOR DISCUSSION**

By C. Hurley
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APPENDIX A: FORMATS USED FOR EXAMPLE AND ILLUSTRATION

November, 1986

FORMATS

It is proposed that each entry in the National Digest format should comprise at least four data elements, viz.

Description/Title	Date(s)	Reference/Citation	Location
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Entries in this format, which can be enhanced by addition of more data as required provided the standard header is always used, can be applied to describe broad government administrations/classifications, e.g.

:PENAL COLONY OF NEW SOUTH WALES
(1788-1823) Records:AON;

as well as classifications of non-government archives, e.g.

:CHURCH ARCHIVES
(1788-) Records:RCA;

They can be used to describe record groups, e.g.

:ABORIGINES WELFARE BOARD
(1883-) NRG 1 Records:AON

as well as agencies, whether in the record group system, e.g.

:ABORIGINES WELFARE BOARD
(1934-) NRG 1 Records:AON

or in the series system, e.g.

:CHIEF SECRETARY'S DEPARTMENT
(1855-1981) VA 475 Records:PRV

and also record series, e.g.

:MINUTE BOOKS
(1862-1946) VPRS 5558 Records:BAL
12 vol Open

record classes, e.g.

:PAPERS
(1918+) A5000-A5033 Records:UNA
mainly 1954-1974 34 boxes Available for reference, but some series restricted.
Warden of Newcastle...
Mostly Professor...

:MINUTES AND GENERAL RECORDS
(1919-1973) E241;E255;Z94 Records:ANU
3 m.

or deposits/accessions, e.g.

:WAGGA WAGGA TEACHERS COLLEGE RECORDS
(1947-1971) RW 1 Records:RCA
29 boxes Permanent transfer
Depositor: Riverina College of Advanced Education

In each case, the output format can be varied to omit and/or rearrange the standard header data and, depending on the software used, to produce output

under other descriptors, e.g.

<i>Description/Title</i>	<i>Date(s)</i>	<i>Ref/Cit</i>	<i>Locn</i>
:PENAL COLONY OF NEW SOUTH WALES	1788-1823		AON;
:CHURCH ARCHIVES	1788-		RCA;
:ABORIGINES WELFARE BOARD	1883-	NRG 1	AON
:ABORIGINES WELFARE BOARD	1934-	NRG 1	AON
:CHIEF SECRETARY'S DEPARTMENT	1855-1981	VA 475	PRV
:MINUTE BOOKS	1862-1946	VPRS 5558	BAL
:PAPERS	1918+	A5000	UNA
		- A5033	
:MINUTES AND GENERAL RECORDS	1919-1973	E241, E255	ANU
		Z94	
:WAGGA WAGGA TEACHERS COLLEGE RECORDS	1947-1971	RW 1	RCA

<i>Description/Title</i>	<i>Date(s)</i>
:MINUTES AND GENERAL RECORDS E241, E255, Z94	1919-1973
:PENAL COLONY OF NEW SOUTH WALES AON; PRV; etc	1788-1823
:CHURCH ARCHIVES RCA; MUA; etc	1788-
:ABORIGINES WELFARE BOARD NRG 1 Records: AON	1934-

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APPENDIX B : USE OF STANDARDISED INVENTORY FORMAT FOR IN-HOUSE
 INDEXING PURPOSES

USE OF NATIONAL DIGEST FORMATS, INVENTORIES FOR OTHER PURPOSES

The principal purpose of the Inventories of Persons and Agencies is to link the Inventories of Records, which remain essentially in-house guides tailored to the needs and styles of each custodian, with the National Digest itself which is a universal standard guide to all archives in Australia.

For the non-government archives, the Inventories need to be edited and keyboarded centrally to generate a consolidated index to agencies, persons and families. The government archives authorities need only offer inventories of families and persons in national register format and supplementary inventories of agencies under headings for other government administrations (i.e. NSW for Victoria, Norfolk Island, Tasmania, etc.) or entries for Part II headings in the National Digest itself, whichever is more appropriate or convenient (they may do both if they desire).

In all cases, custodians would be free to expand entries on their own Inventories with whatever data they wanted to take from the Digest.

This could take the form of cross-references such as the "see" and "see also" references already used (cf ANU) which could not, of course, be brought up into the Consolidated Index. By adopting a uniform style of cross-references, however, more often in the form of "succeeded by..." and "succeeded to...", such additional data could even be brought up into the Consolidated Index in due course.

In addition, the enhanced Inventories could largely replace existing in-house indexing functions if they were kept on even the simplest computing equipment. Thus, most, but not all, of the NSW index entries are in fact agency titles,

Example 1

NSW Concise Guide: Use of Inv. of Agencies to Replace Selected Index Entries

CONCISE GUIDE

INVENTORY OF AGENCIES

ABORIGINES WELFARE BOARD (1883-)

NRG 1

:ABORIGINES WELFARE BOARD

(1934-) NRG 1 Records:AON

ATTORNEY GENERAL AND JUSTICE (1873-)

NRG 5

:ADULT PROBATION SERVICE

(1952-1956) NRG 5 Records:AON

16-17 (22) (23)

BOARD OF HEALTH (1881-)

NRG 8

:ABATTOIR COMMITTEE

(1895-1915) NRG 8 Records:AON

46 (10) (11)

:ADVISORY COMMITTEE UNDER PURE FOOD ACT

(1909-1914) NRG 8 Records:AON

46 (13)

A computer generated index to the NSW Inventory of Agencies would achieve much the same result as the present index to the Concise guide if merged with a Supplementary Index (Selective Subject/Function Index) to the Inventory of Records (i.e. the Concise Guide itself) holding those index entries which are not entries for agencies or groups,

Example 2NSW Concise Guide: [Supplementary] Index to Inventory of SeriesCONCISE GUIDEINVENTORY OF RECORDSIndex

:Aborigines

see Aborigines Welfare Board NRG 1; Clergy and School Lands Corporation NRG 17; Colonial Secretary NRG 20: 76-78, 109, 111, 114, 116; Commissioners of Crown Lands NRG 24; Governor NRG 56: 224 (19) (22), 226 (26); Mines NRG 77: 279; Supreme Court NRG 110: 395 (113) (114).

:Adoption

see Child Welfare and Social Committee NRG 12: 56.

.....
to produce a Consolidated KWIC Index virtually identical in function to the existing index to the Concise Guide,

Example 3NSW Concise Guide: Consolidated Index to Inv. of Agencies/Inv. of SeriesCONCISE GUIDECONSOLIDATED INDEX

<i>Description/Title</i>	<i>Date(s)</i>	<i>Ref/Cit</i>
:ABATTOIR COMMITTEE 46 (10) (11)	1895-1915	NRG 8
:Aborigines see Aborigines Welfare Board NRG 1; Clergy and School Lands Corporation NRG 17; Colonial Secretary NRG 20: 76-78, 109, 111, 114, 116; Commissioners of Crown Lands NRG 24; Governor NRG 56: 224 (19) (22), 226 (26); Mines NRG 77: 279; Supreme Court NRG 110: 395 (113) (114).		
:ABORIGINES WELFARE BOARD	1883-	NRG 1
:ABORIGINES WELFARE BOARD	1934-	NRG 1
:ACT, ADVISORY COMMITTEE UNDER PURE FOOD 46 (13)	1909-1914	NRG 8
:Adoption see Child Welfare and School Committee NRG 12: 56		
:ADULT PROBATION SERVICE 16-17 (22) (23)	1952-1956	NRG 5
:ADVISORY COMMITTEE UNDER PURE FOOD ACT 46 (13)	1909-1914	NRG 8
.....		
:FOOD ACT, ADVISORY COMMITTEE UNDER PURE 46 (13)	1909-1914	NRG 8
.....		
:WELFARE BOARD, ABORIGINES	1883-	NRG 1
:WELFARE BOARD, ABORIGINES	1934-	NRG 1
.....		

it being understood that each custodian needs only to develop its own program around a requirement to produce the specified output in the National Digest system (in addition to whatever other output they specify for in-house use) thereby achieving in some measure the desired "standardisation" without trying to write a common program for use by all custodians.

Custodians using the accession system (e.g. RCA) could replace their existing indexes by simply enhancing their Inventories of Agencies/Persons,

Example 4Riverina College: Use of Inv. of Agencies to Replace Existing IndexGUIDE TO COLLECTIONSINVENTORY OF AGENCIES

<i>Description/Title</i>	<i>Date(s)</i>	<i>Ref/Cit</i>
COMPANIES (-)		PRG 34
:AGRICULTURAL AVIATION CO. LTD. (1858-1964) PRG 34 Records:RCA Job records, aircraft log book	1958-1964	RW 109
:THE ATLAS PRINTING WORKS (1890-1905) PRG 34 Records:RCA Newspaper files of the "Cootamundra Liberal"	1890-1905	RW 127

Index

This is an index to the location in this volume of entries for the records of public offices in the State archives of New South Wales; and to some subjects. It is not an exhaustive index to all the subject matter of the archives, and the absence of an entry for a particular subject should not be taken to imply that there is no information on it in the archives. Most of the subject entries have been included to give quick reference to frequently requested items; with a few exceptions, the many lists of special bundles or of series of out-letterbooks have not been indexed.

Additional notes on the use of this *Concise Guide to the State Archives* and its index are on page xl.

- Abattoir Committee
 - Board of Health 46 (10) (11)
- Aborigines
 - Aborigines Welfare Board 1; Clergy and School Lands Corporation 64-73; Colonial Secretary 76-78, 109, 111, 114, 116; Commissioners of Crown Lands 160-163; Governor 224 (19) (22), 226 (26); Mines 279; Supreme Court 395 (113) (114)
- Aborigines Welfare Board 1
- Adoption
 - Child Welfare and Social Welfare 56
- Adult Probation Service
 - Attorney General and Justice 16-17 (22) (23)
- Advisory Committee under Pure Food Act
 - Board of Health 46 (13)
- Aerial surveys
 - Lands 257 (80)
- Affidavits, Commissioners for
 - Supreme Court 385 (33), 389 (56) (60)
- Afforestation Camps
 - Prisons 315 (48), 316 (49), 319, 320, 336-337
- Agent for Church and School Estates 1833-80
 - Clergy and School Lands Corporation and Agent for Church and School Estates
- Agent General for New South Wales in London 2-4
 - see also Auditor General 27-32; Colonial Secretary 77-78, 81 (21), 89 (76); Public Service Board 348; Treasury 429 (18), 430 (30), 432 (65) (74) (84), 434 (119) (120), 435 (121) (122) (126)
- Agricultural Societies
 - Colonial Secretary 77-78, 140-141, 187; Lands 253-259
- Agriculture 4-13
 - See also Government Guarantee Board 211; Mines 272, 273 (9); Pastures Protection Boards 283-284; Rural Bank 372-373
- Albury Gaol
 - Colonial Secretary 132, 133; Prisons 315 (48), 316-317
- Alpacas, introduction of
 - Lands 253 (1), 255 (37)
- Agricultural Establishments, Government
 - Agriculture 4-13; Colonial Secretary 76-78; Establishments 200-203
- Animal Quarantine Service
 - Agriculture 11 (61)
- Anzac Day observances
 - Colonial Secretary 150; Premier's Department 304
- Apprenticeship indentures
 - Child Welfare and Social Welfare 57 (21); Clergy and School Lands Corporation 68 (29); Court of Criminal Jurisdiction 148 (5) (6); Education 197 (13); Government Printing Office 214 (17); Judge Advocate's Office 248 (1); Pharmacy Board 285 (9) (10)
- Arbitration
 - Court Reporting Office 186; Industrial Commission 239-240; Industrial Registrar 241; Labour and Industry 251 (6) (7) (8); Supreme Court 386 (38)
- Armidale Gaol
 - Government Architect 210 (1); Prisons 316 (49), 317
- Asylums for Infirm and Destitute
 - see Benevolent Society and Asylums
 - Public Health 344 (33)
- Attorney General 1823-1901 13-14
 - see also Attorney General and Justice 1901-14-27; Government Architect 210 (1)
- Attorney General and Justice 1901-14-27
 - see also Attorney General 1823-1901 13-14
- Attorneys
 - Supreme Court 388 (49) (50), 394 (106) (107)
- Auctioneers' licences
 - Attorney General and Justice 17-19; Treasury 428 (5), 436 (145), 437 (153)
- Auditor General 27-32
 - see also Colonial Secretary 77-78, 79 (14), 89 (72); Government Architect 210 (1); Lands 254 (11), 255 (27); Treasury 427-444
- Australian Agricultural Company
 - Colonial Secretary 77-78, 120; Lands 259 (95); Mines 279; Surveyor General 407-425
- Australian Antarctic Expedition, 1911-14, Committee on printing the records
 - Education 196 (9); Premier's Department 303 (4)
- Australian Museum
 - Colonial Secretary 77-78, 83 (38), 122, 124, 138; Government Architect 210 (1); Public Works 363
- Australian Potato Committee
 - Potato Marketing Board 302
- Australian Subscription Library
 - Colonial Secretary 121; Government Architect 210 (1)
- Aviation
 - Premier's Department 303-305
- Baby Health Centres
 - Public Health 340 (9)
- Balranald Gaol
 - Prisons 316 (49), 318
- Bankruptcy
 - Court Reporting Office 186; Supreme Court 383, 392, 393 (100), 395-405
- Banks
 - Colonial Secretary 105 (13), 122, 125, 129, 143; Rural Bank; Savings Bank of N.S.W.; Treasury 433 (100), 434 (107) (108)
- Barker, Collet Captain
 - Colonial Secretary 112, 114
- Barristers Admission Board
 - Supreme Court 392 (96), 394 (106) (107)
- Bathurst Gaol
 - Colonial Secretary 132, 133; Government Architect 210 (1); Prisons 315 (48), 316 (49), 318 (81)
- Bathurst Internment Camp
 - Prisons 318 (82)
- Bay View House, Tempe
 - Inspector General of Mental Hospitals 246-247
- Beer excise duty stamps
 - Government Printing Office 215 (33)
- Bega Gaol
 - Prisons 316 (49), 318 (83) (84)

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APPENDIX C: NATIONAL REGISTER OF ARCHIVES

November, 1986

THE NATIONAL REGISTER OF ARCHIVES

The role of a national register of archives must be clearly understood. There are three distinct purposes which such enterprises serve.

Firstly, it may attempt to aggregate descriptive data about the nature and whereabouts of archives holdings, to become a massive catalogue of the diverse collections scattered about amongst many custodians and in private hands. Such an approach (the "catalogue approach") is exemplified by the British National Register and the Mander-Jones Guide. (Note: The catalogue may result from a merging of data or from networking disaggregated data bases).

Secondly, it may attempt to bring together descriptive data about collections, irrespective of location and/or provenance being information related to particular subjects. This approach (the "index" approach) is exemplified by the NLA Guide to Manuscripts.

Finally, it may attempt to create a broad framework or classification covering the totality of the archives of a specified area of activity by reference to which the holdings of different custodians and the whereabouts of records may be described. This approach (the "digest" approach) is not used in any actual example of which I am aware,

The digest will notice Deakin only as the creator of the Deakin Archives - a body of records created and maintained by Alfred Deakin which will, obviously, contain few of Deakin's own letters but all of those received by him. For the index, on the other hand, the Deakin Archives will be of some interest but its principal concern will be to identify firstly the many letters from Deakin scattered throughout the Archives of other individuals and organisations and secondly the records relating to Deakin whether part of the Deakin Archives or of other Archives both official and private.

The catalogue, which largely reflects the approach to arrangement and description of the custodian which produces it, has as its prime purpose describing one custodian's holding. An archivist's catalogue will be more likely to identify the Deakin Archives (or any part of it) held by the custodian (though it may reference to other Deakin material through ancillary indexes). An indexer's "catalogue" will try to describe all Deakin related material held (though it may also highlight that much of it which is truly part of the Deakin Archives).

In practice, most guides and finding aids will be a mixture of the catalogue and the indexing approaches. The NSW Guide is a good example of a catalogue with some indexing functions. The NLA Guides (if the review article by Michael Saclier, Archives and Manuscripts, Vol. 6 No.8, February 1977, pp.370-375 is an accurate description of them) are good examples of the index approach carried into descriptive practice. The Australian Archives Summary Guide, which describes the custodian's holdings by reference to a precise and extensive description of the administration which produced them in such a way that the completeness of the Archives held is, in each case, instantly perceived, is a good example of the digest approach. ①

The first duty of the catalogue is to display, as completely as may be, the holdings of the custodian which produces it. Where the custodian is the sole repository of the Archives of an organisation or individual whose records are so described, there is little or no problem about locating the Archives concerned. If the Archives of the Government of N.S.W. in their entirety are to be found in the Archives Office of N.S.W., for example, a total separation can be achieved between the task of cataloguing those Archives and guiding persons to the whereabouts of material. The records of any known part of the N.S.W. Government will certainly be at the Archives Office and its Guide need do no more than itemise the records held. Locator information is not necessary since no NSW Archives will be anywhere else and indexing is not required beyond pointing out the existence of records amongst them which could not reasonably be deduced from adequate prior research (principally into administrative history) before the Guide is consulted.

Such premiss can never be acted upon, however. Scarcely any Archives is unaffected by the processes which produce estrays and inherited records. Moreover, those processes raise the same difficulties, and on a much larger scale, within the finding aids of most dedicated archives (see para.11 of the Report) as they do for inherited records, estrays and distributed archives. It follows that no custodian, however absolute its mandate to be sole repository of a given Archives, can operate on the assumption that it holds the entire Archives of any body or person and that no finding aid which does not accurately "digest" the material it includes can adequately describe them. Moreover, most Archives are not complete simply because some culling and destruction will almost always occur and there is a need to describe what has survived as distinct from what may have once existed. Finally, no amount of prior research will equip the user to predict infallibly the contents of even a complete Archives of any body or person once it has been located. a/

Some ancillary guidance on the presence of material related to subjects and/or functions is desirable as well as a description, however brief, of what actually exists and a means of

identifying estrays and inherited records. The means of giving this ancillary guidance are generally beyond the custodians of large archives holdings and it is as much as most of them can do (or are very likely to be able to do) to provide an adequate catalogue of their holdings (with, possibly, supporting indexes to notable or unexpected features of their holdings as an ancillary aid in their guides).

It is equally largely beyond the custodian's ability to chart the whereabouts of estrays and inherited records. The AA's series system permits the coherent location of estrays and inherited records whether held by the custodian or elsewhere and such information is a useful addition to the guide but it can never be complete and the research involved in ferreting out the whereabouts of parts of the Archives in custody elsewhere is usually greater than the benefits warrant.

There is no great purpose to be served by a national register which merely aggregates the finding aids of the several custodians unless and until a uniform digest approach, such as the series system, is universally adopted and the resulting guides and finding aids are merged or networked in some way. Apart from the practical obstacles to merging of data, it is to be questioned whether so massive an operation could ever be justified in terms of prospective use. At most, such an aggregation might be justified if it were confined, like the British National Register, to identifying the whereabouts of selected kinds of records outside the mainstream custodians. Networking remains a possibility provided the prospect of adoption by all custodians of a uniform digest system is a real one. It is doubtful, to me at least, that even this approach, even if it were feasible, could deal adequately with the distributed archives.

The principal purpose of the national register should be to provide a digest of the records of Australia, in effect a structured classification, by reference to which the holdings of different custodians can be described by provenance essentially to identify estrays and inherited records not held by government archives authorities and other dedicated archives and to bring together data about records of persons and non-government bodies held by distributed archives in a scheme of classification which enables ready reference to a description of all archives of each type described in the finding aids of the separate custodians.

Provided each custodian's finding aids are reasonably adequate, they do not need to be gathered in to the national register. Rather, the national register needs to be distributed to incorporate each custodian's finding aids separately and guide the user from a centralised classification of government, non-government and personal archives to the finding aids in which the archives of each creator are described.

The task of indexing this vast mass of data may well be beyond the scope of the national register or of any national guide. Selective "bibliographies" of subjects/functions may be possible but it is likely that they will be few in number or narrow in scope and coverage and, of these, the NLA Guide to Manuscripts may be regarded as merely one example (albeit an example that is likely to remain supreme).

What is needed of the national register, therefore, is a centralised, coherent and uniformly presented classification of the archives of Australia built up around the structure of government and the types of archives (e.g. banks, businesses, churches, unions, families and persons, etc.) which are to be found and which locates as well as it can the whereabouts of the archives of each type (i.e. of each government administration and of each category of non-government archives).

In-depth description of record creators is not necessary for government and other dedicated archives (that is best left to the custodians themselves in their separate guides). A condensed, aggregated listing or index of record creators in distributed archives is desirable if it can be achieved and beyond this a "register" of archives held privately or outside the mainstream participating custodians would be of advantage if it could be achieved.

Finally, a great deal of thought should be given to the extent to which indexing of subjects, functions and/or persons is either desirable or feasible. In view of the very small extent to which, taken as a whole, the archives of this country have already been given such treatment by their several custodians, the lack of any real prospect that this will ever be done and the questionable value of such indexing of large archives groups, it should not be identified as a primary purpose of the national register.

I have stated that I believe the question of standardisation of format is contingent upon the question of standardisation of method (Report, para.2). The questions raised here about the need for a national digest (whether in the form of the National Digest proposed in my Report or not) and the future of the National Register are inseparable, in my view, from the question of standardisation of method.

These are not simple questions. Some will regard them as irrelevant, others as fundamental. Some will think their consideration is timely, others that it is premature. I believe they are fundamental and that they should be dealt with now. Their resolution will be long and hard.

I am reluctant to attempt a distillation of complex issues into simple alternatives but I will risk the attempt in one basic proposition. Perhaps what we have to decide is this : Are we to

base our hopes for a successful national guide to Australia's archives and manuscripts upon the prospect of a universal system which permits successful merging and/or networking of primary data or should we proceed on the basis that a consolidated digest of broad record groupings identified, in some cases at least, solely for the purposes of integration and based on an assumption that the present diversity will be forever with us is the key to "standardisation"?

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APPENDIX D: SAMPLE EXTRACTS FROM THE PROPOSED NATIONAL DIGEST
 OF ARCHIVES

NATIONAL DIGEST OF ARCHIVES

Code:

AAA : some records held by Australian Archives
AAC : some records held by Australian Archives, Canberra
AAN : some records held by Australian Archives, Sydney
AAV : some records held by Australian Archives, Melbourne
ANU : some records held by A.N.U. Archives of Business and Labour
AON : some records held by Archives Authority of New South Wales
MUA : some records held by Melbourne University Archives
PRV : some records held by Public Record Office, Victoria
RCA : some records held by Riverina College Archives and Records Service
UKN : whereabouts of records unknown
UNA : some records held by University of Newcastle Archives

ContentsPart I: Commonwealth, State and Territory Archives AuthoritiesGREAT BRITAIN (1707-)

- :Kingdom of Great Britain (1707-1801)
- :United Kingdom of Great Britain and Ireland (1801-1922)
- :United Kingdom of Great Britain and Northern Ireland (1922-)
- :Sources of Administrative History

NEW SOUTH WALES (1788-)

- :Penal Colony of New South Wales (1788-1823)
- :Crown Colony of New South Wales (1823-1856)
- :Self-Governing Colony of New South Wales (1856-1901)
- :State of New South Wales (1901-)
- :Sources of Administrative History

NORFOLK ISLAND (1788-)

- :Norfolk Island Penal Settlement I (1788-1813)
- :Norfolk Island Penal Settlement II (1825-1856)
- :Norfolk Island Settlement (1856-1914)
- :Territory of Norfolk Island (1914- ?)
- :?Self-Governing Territory of Norfolk Island (? -)
- :Sources of Administrative History

TASMANIA (1803-)

- :Penal Settlement of Hobart Town (1803-1812)
- :Penal Settlement of Port Dalrymple (1804-1812)
- :Penal Colony of Van Diemen's Land (1812-1825)
- :Crown Colony of Van Diemen's Land (1825-1856): Tasmania after 1853
- :Self-Governing Colony of Tasmania (1856-1901)
- :State of Tasmania (1901-)
- :Sources of Administrative History

VICTORIA (1803-)

- :Port Phillip Penal Settlement (1803-1804)
- :Settlement Point Establishment (1826-1828)
- :Port Phillip District (1836-1851)
- :Crown Colony of Victoria (1851-1856)
- :Self-Governing Colony of Victoria (1856-1901)
- :State of Victoria (1901-)
- :Sources of Administrative History

QUEENSLAND (1824-)

- :Moreton Bay Penal Settlement (1824-1839)
- :Moreton Bay District (1843-1859)
- :Port Curtis Penal Settlement (1847)
- :Crown Colony of Queensland (1859-1861)
- :Self-Governing Colony of Queensland (1861-1901)
- :State of Queensland (1901-)
- :Sources of Administrative History

NORTHERN TERRITORY (1824-)

- :Melville Island Settlement (1824-)
- :Port Darwin Settlement (1863-1911)
- :Northern Territory I (1911-1926)
- :Territory of North Australia (1926-1931)
- :Territory of Central Australia (1926-1931)
- :Northern Territory II (1931-1978)
- :Self-Governing Northern Territory (1978-)
- :Sources of Administrative History

WESTERN AUSTRALIA (1829-)

- :King George Sound Settlement (1826-1831)
- :Crown Colony of Western Australia (1831-1870)
- :Self-Governing Colony of Western Australia (1870-1901)
- :State of Western Australia (1901-)
- :Sources of Administrative History

SOUTH AUSTRALIA (1836-)

- :Crown Colony of South Australia (1836-1857)
- :Self-Governing Colony of South Australia (1857-1901)
- :State of South Australia (1901-)
- :Sources of Administrative History

EMPIRE OF GERMANY (1871-1918)

- :Empire of Germany (1871-1918)
- :Sources of Administrative History

WESTERN PACIFIC HIGH COMMISSION (1877-)

- :Western Pacific High Commission (1877- ?)
- :Sources of Administrative History

PAPUA NEW GUINEA (1884-)

- :Protectorate of British New Guinea (1884-1888)
- :Colony of German New Guinea (1888-1914)
- :Crown Colony [Possession] of British New Guinea (1888-1906)
- :Territory of Papua (1906-1949)
- :Australian Military Occupation of German New Guinea (1914-1921)
- :Mandated Territory of New Guinea (1921-1942)
- :Australian Military Administration of New Guinea (1942)
- :Australian New Guinea Administrative Unit (1942-1945)
- :Provisional Administration of the Territory of Papua-New Guinea (1945-1949)
- :Territory of Papua and New Guinea (1949-1978)
- :Papua New Guinea (1978-)
- :Sources of Administrative History

COMMONWEALTH OF AUSTRALIA (1901-)

- :Commonwealth of Australia (1901-)
- :Sources of Administrative History

Part II: Other Archives CustodiansARCHIVES OF POLITICAL PARTIES

- :Archives of Political Parties
- :Sources of Administrative History

ASSOCIATIONS AND SOCIETIES

- :Associations and Societies
- :Sources of Administrative History

BANK ARCHIVES

- :Bank Archives
- :Sources of Administrative History

BUSINESS ARCHIVES

- :Business Archives
- :Sources of Administrative History

CHURCH ARCHIVES

- :Church Archives
- :Sources of Administrative History

MUNICIPAL ARCHIVES

- :Municipal Archives
- :Sources of Administrative History

SCHOOL ARCHIVES

- :School Archives
- :Sources of Administrative History

UNION ARCHIVES AND ARCHIVES OF EMPLOYER ORGANISATIONS AND PROFESSIONAL GROUPS/ASSOCIATIONS

- :Union Archives and Archives of Employer Organisations and Professional Groups/Associations
- :Sources of Administrative History

UNIVERSITY AND COLLEGE ARCHIVES

- :University and College Archives
- :Sources of Administrative History

NOT OTHERWISE CLASSIFIED

- :Not Otherwise Classified
- :Sources of Administrative History

Part III: Family and Personal ArchivesFAMILY AND PERSONAL ARCHIVES

- :Families
- :Persons
- :Sources of Family and Personal History

ch03

NATIONAL DIGEST OF ARCHIVES

ARCHIVES AUTHORITIES

PART I

COMMONWEALTH, STATE AND TERRITORY ARCHIVES AUTHORITIES

This part of the Digest is used to describe records which are the responsibility of the archives authorities of the Commonwealth (including the Australian War Memorial), the States and the Territories.

Records of government or semi-government agencies falling within the ambit of archives legislation - i.e. government authorities, banks and business enterprises; municipalities in most States; public hospitals; universities, colleges and public schools - are described here if they are included in the finding aids of the archives authorities. Where such records are retained in an in-house archives, have been deposited out of official custody, or placed in an approved place of deposit, and their custodian is a contributor to the National Digest, they will be described in Part II.

Every effort will be made, however, to include in Part I cross-references to entries from Part II where relevant.

European settlement in Australia was undertaken by the British soon after Cook's discovery of the eastern coastline in 1770. From Britain, Australia has inherited its forms of government, law and administration. Settlement began in 1788 with the foundation of the Penal Colony of New South Wales under Captain Arthur Phillip. New South Wales then included the eastern half of the continent and "adjacent" Pacific islands.

New colonies were formed during the nineteenth century: Van Diemen's Land (later Tasmania) in 1825, Western Australia in 1829, South Australia in 1836, New Zealand in 1840, Victoria in 1851, and Queensland in 1859.

Responsible government was first granted in 1823 to New South Wales. Self-government on the Canadian model was progressively introduced after 1855.

South eastern New Guinea was annexed to the Western Pacific High Commission in 1884 and jointly administered by Britain and the Colonies of Queensland, New South Wales and Victoria - Queensland supervising its day to day affairs - until 1906 when the Commonwealth assumed responsibility.

In 1901, the five mainland Colonies federated with Tasmania to form the Commonwealth of Australia. The Commonwealth enjoyed Dominion status within the British Empire (British Commonwealth after 1930). By the Statute of Westminster (1931), adopted by Australia in 1942, Britain renounced Imperial Parliamentary supremacy (with some exceptions) over self-governing countries within the British Commonwealth. Residual imperial powers were further reduced by agreement between the States, the Commonwealth, and the United Kingdom in 1986.

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NATIONAL DIGEST OF ARCHIVESARCHIVES AUTHORITIES**NEW SOUTH WALES
(1788-)**

Historical background to be drafted.

PENAL COLONY OF NEW SOUTH WALES (1788-1823)

Administered by Kingdom of Great Britain (1707-1801); United Kingdom of Great Britain and Ireland (1801-1922).

Administrative history to be drafted.

Administered Norfolk Island Penal Settlement I (1788-1813); Port Phillip Penal Settlement (1803-1804); Penal Settlement of Hobart Town (1803-1812); Penal Settlement of Port Dalrymple (1804-1812); Penal Colony of Van Diemen's Land (1812-1825).

Title/Description	Date(s)	Ref/Cit	Loc'n
:GOVERNOR	(1787-)	NRG 56	AON
:COLONY (TERRITORY) OF NEW SOUTH WALES	(1787-1901)	CO. 2	AAA
:BENCHES OF MAGISTRATES	(1788-)	NRG 7	AON
:COLONIAL SECRETARY	(1788-1934)	NRG 20	AON
:COMMISSARIAT	(1792-1850)	NRG 22	AON
:VICE ADMIRALTY COURT	(1795-1911)	NRG 117	AON
:PORT PHILLIP PENAL ESTABLISHMENT	(1803-1804)	VRG 1	UKN
:AUDITOR-GENERAL	(1814-1884)	NRG 6	AON
:ESTABLISHMENTS (MILITARY, PENAL AND AGRICULTURAL)	(1818-1851)	NRG 46	AON

CROWN COLONY OF NEW SOUTH WALES (1823-1856)

Administered by United Kingdom of Great Britain and Ireland (1801-1922).

Administrative history to be drafted.

Administered Penal Colony of Van Diemen's Land (1812-1824); Melville Island Settlement (1824- ?); Norfolk Island Penal Settlement II (1825-1856) to 1844; Settlement Point Establishment (1826-1828); King George Sound Settlement (1826-1831) to 1829; Port Phillip District (1836-1851); Moreton Bay District (1843-1859); Port Curtis Penal Settlement (1847).

NATIONAL DIGEST OF ARCHIVES

ARCHIVES AUTHORITIES

NEW SOUTH WALES
(cont'd)CROWN COLONY OF NEW SOUTH WALES (1823-1856) cont'd

Title/Description	Date(s)	Ref/Cit	Loc'n
:GOVERNOR	(1787-)	NRG 56	AON
:COLONY (TERRITORY) OF NEW SOUTH WALES	(1787-1901)	CO 2	AAA
:BENCHES OF MAGISTRATES	(1788-)	NRG 7	AON
:COLONIAL SECRETARY	(1788-1934)	NRG 20	AON
:COMMISSARIAT	(1792-1850)	NRG 22	AON
:VICE ADMIRALTY COURT	(1795-1911)	NRG 117	AON
:AUDITOR-GENERAL	(1814-1884)	NRG 6	AON
:ESTABLISHMENTS (MILITARY, PENAL AND AGRICULTURAL)	(1818-1851)	NRG 46	AON
:ATTORNEY-GENERAL	(1823-1901)	NRG 4	AON
:TREASURY	(1823-)	NRG 116	AON
:SETTLEMENT POINT ESTABLISHMENT	(1826-1828)	VRG 2	PRV
:COLONIAL ENGINEER	(1836-1839)	NRG 19	AON
:POLICE MAGISTRATE, PORT PHILLIP DISTRICT	(1836-1839)	VRG 7	PRV
:ARMED FORCES [VICTORIA]	(1836-1901)	VRG 3	UKN
:CEMETERIES [VICTORIA]	(1836-)	VRG 4	PRV
:COURTS [VICTORIA]	(1836-)	VRG 5	PRV
:NOT OTHERWISE CLASSIFIED [VICTORIA]	(1836-)	VRG 6	PRV
:HEALTH AND WELFARE AGENCIES [VICTORIA]	(1837-)	VRG 8	PRV
:PRISONS AND YOUTH TRAINING CENTRES [VICTORIA]	(1837-)	VRG 9	PRV
:POLICE [VICTORIA]	(1839-)	VRG 10	PRV

NATIONAL DIGEST OF ARCHIVES

ARCHIVES AUTHORITIES

NEW SOUTH WALES
(cont'd)CROWN COLONY OF NEW SOUTH WALES (1823-1856) cont'd

Title/Description	Date(s)	Ref/Cit	Loc'n
:SUPERINTENDENT, PORT PHILLIP DISTRICT	(1839-1850)	VRG 11	PRV
:GOVERNMENT PRINTING OFFICE	(1840-)	NRG 53	AON
:MUNICIPALITIES [VICTORIA]	(1842-)	VRG 12	PRV
:LIEUTENANT-GOVERNOR [VICTORIA]	(1850-1851)	VRG 13	PRV
:ROYAL COMMISSIONS AND BOARDS OF INQUIRY [VICTORIA]	(1850-)	VRG 14	PRV

SELF-GOVERNING COLONY OF NEW SOUTH WALES (1856-1901)

Administered by United Kingdom of Great Britain and Ireland (1801-1922).

Administrative history to be drafted.

Administered Moreton Bay District (1843-1859); Norfolk Island Settlement (1856-1914).

Title/Description	Date(s)	Ref/Cit	Loc'n
:ARCHIVES AND MANUSCRIPTS HELD IN THE UNIVERSITY OF NEWCASTLE ARCHIVES: PART II: RECORDS RECEIVED MARCH 1979 - FEBRUARY 1982	(1770-)	PRG 45	UNA
:GOVERNOR	(1787-)	NRG 56	AON
:COLONY (TERRITORY) OF NEW SOUTH WALES	(1787-1901)	CO 2	AAA
:BENCHES OF MAGISTRATES	(1788-)	NRG 7	AON
:COLONIAL SECRETARY	(1788-1934)	NRG 20	AON
:MISCELLANEOUS	(1788-)	PRG 47	RCA

NATIONAL DIGEST OF ARCHIVES

ARCHIVES AUTHORITIES

NEW SOUTH WALES
(cont'd)SELF-GOVERNING COLONY OF NEW SOUTH WALES (1856-1901) cont'd

Title/Description	Date(s)	Ref/Cit	Loc'n
:ARCHIVES AND MANUSCRIPTS HELD AT THE UNIVERSITY OF NEWCASTLE ARCHIVES: PART II: RECORDS RECEIVED MARCH 1979 - FEBRUARY 1975: CEMETERY RECORDS HELD AT THE UNIVERSITY OF NEWCASTLE ARCHIVES	(1791-)	PRG 46	UNA
:VICE-ADMIRALTY COURTS	(1795-1911)	NRG 117	AON
:ARCHIVES AND MANUSCRIPTS HELD AT THE UNIVERSITY OF NEWCASTLE ARCHIVES: PART I: RECORDS RECEIVED FEBRUARY 1975 - MARCH 1979	(1801-)	PRG 44	UNA
:AUDITOR GENERAL	(1814-1884)	NRG 6	AON
:ATTORNEY GENERAL	(1823-1901)	NRG 4	AON
:TREASURY	(1823-)	NRG 116	AON
:GOVERNMENT PRINTING OFFICE	(1840-)	NRG 53	AON
:COMMISSIONERS OF CROWN LANDS	(1843-)	NRG 24	AON
:NEW SOUTH WALES GOVERNMENT AGENCIES	(1861-1979)	PRG 43	RCA
:ATTORNEY GENERAL AND JUSTICE	(1873-)	NRG 5	AON
:MINES	(1874-)	NRG 77	AON
:ABORIGINES WELFARE BOARD	(1883-)	NRG 1	AON
:AGRICULTURE	(1890-)	NRG 3	AON

STATE OF NEW SOUTH WALES (1901-)

Administered by United Kingdom of Great Britain and Ireland (1801-1922); United Kingdom of Great Britain and Northern Ireland (1922-) to 1986; Commonwealth of Australia (1901-) in respect of federal matters.

Administrative history to be drafted.

Administered Norfolk Island Settlement (1856-1914).

NATIONAL DIGEST OF ARCHIVES

ARCHIVES AUTHORITIES

NEW SOUTH WALES
(cont'd)

STATE OF NEW SOUTH WALES (1901-) cont'd

Title/Description	Date(s)	Ref/Cit	Loc'n
: GOVERNOR	(1787-)	NRG 56	AON
: BENCHES OF MAGISTRATES	(1788-)	NRG 7	AON
: COLONIAL SECRETARY	(1788-1934)	NRG 20	AON
: MISCELLANEOUS	(1788-)	PRG 47	RCA
: ARCHIVES AND MANUSCRIPTS HELD AT THE UNIVERSITY OF NEWCASTLE ARCHIVES: PART II: RECORDS RECEIVED MARCH 1979 - FEBRUARY 1982: CEMETERY RECORDS HELD IN THE UNIVERSITY OF NEWCASTLE ARCHIVES	(1791-)	PRG 46	UNA
: VICE-ADMIRALTY COURTS	(1795-1911)	NRG 117	AON
: ARCHIVES AND MANUSCRIPTS HELD AT THE UNIVERSITY OF NEWCASTLE ARCHIVES: PART I: RECORDS RECEIVED FEBRUARY 1975 - MARCH 1979	(1801-)	PRG 44	UNA
: TREASURY	(1823-)	NRG 116	AON
: GOVERNMENT PRINTING OFFICE	(1840-)	NRG 53	AON
: COMMISSIONERS OF CROWN LANDS	(1843-)	NRG 24	AON
: NEW SOUTH WALES GOVERNMENT AGENCIES	(1861-1979)	PRG 43	RCA
: ATTORNEY GENERAL AND JUSTICE	(1873-)	NRG 5	AON
: MINES	(1874-)	NRG 77	AON
: ABORIGINES WELFARE BOARD	(1883-)	NRG 1	AON
: AGRICULTURE	(1890-)	NRG 3	AON
: STATE OF NEW SOUTH WALES	(1901-)	CO 24	AAA
: FORESTRY COMMISSION	(1907-)	NRG 48	AON

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**NEW SOUTH WALES
(cont'd)**

SOURCES OF ADMINISTRATIVE HISTORY

To be drafted.

**NORFOLK ISLAND
(1788-)**

Historical background to be drafted.

NORFOLK ISLAND PENAL SETTLEMENT I (1788-1813)

Administered by Penal Colony of New South Wales (1788-1823).

Administrative history to be drafted.

Title/Description	Date(s)	Ref/Cit	Loc'n
:COMMISSARIAT	(1788-1870)	NRG 22	AON
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**VICTORIA
(1803-)**

After two early attempts at settlement were abandoned, the Port Phillip District was established as part of the Colony of New South Wales.

Until separation from New South Wales, many government offices dealt directly with or referred matters to their parent offices in Sydney. Official records of the pre-separation period can, therefore, be found today duplicated in the Archives of New South Wales, and in some cases these are the only extant copies.

The Crown Colony (established 1851) became self-governing in 1856 and was succeeded by the State of Victoria when the Australian colonies federated in 1901.

At federation, many records relating to functions assumed by the Commonwealth were passed to that administration. For some years afterwards, Melbourne was the seat of Commonwealth government and this process was more complete in Victoria than elsewhere. From the 1920's on, Commonwealth agencies were moved progressively to the new capital in Canberra. As a result of these moves, some inherited records of the nineteenth century Victorian government can now be found at either the Victorian or the Canberra branch of the Australian Archives.

NATIONAL DIGEST OF ARCHIVES

ARCHIVES AUTHORITIES

VICTORIA
(cont'd)PORT PHILLIP PENAL SETTLEMENT (1803-1804)

Administered by Penal Colony of New South Wales (1788-1823).

An expedition under the command of Lieutenant-Colonel David Collins arrived in Port Phillip Bay in October 1803. Nearly 400 persons, including 299 male convicts, had been brought from Sydney in the vessels "Calcutta" and "Ocean". Collins established his small penal settlement on the Nepean (later Mornington) peninsula near present day Sorento.

The settlement did not prosper and Collins appears not to have pursued his task with vigour.

Governor King authorised the abandonment of the settlement less than four months after its establishment. Collins and his party departed on 30 January 1804 to join the Penal Settlement of Port Dalrymple (1804-1812) in Tasmania.

Title/Description	Date(s)	Ref/Cit	Loc'n
:PORT PHILLIP PENAL SETTLEMENT	(1803-1804)	VRG 1	UKN

SETTLEMENT POINT ESTABLISHMENT (1826-1828)

Administered by Crown Colony of New South Wales (1823-1856).

Fear of French incursions seems to have motivated the British Government to instruct Governor Darling to establish posts on the south and west coastlines of Australia.

A party of forty, including twenty convicts, under Captain Wright and Lieutenant Burchell on board the "Fly" and the "Dragon", arrived at Point Settlement (Western Port) in November 1826. The Establishment was military not penal in character and, once fears of the French subsided, it was abandoned in January 1828.

All extant records are to be found amongst the Archives of New South Wales of which microfilm copies are held amongst the Victorian Archives.

Title/Description	Date(s)	Ref/Cit	Loc'n
:ESTABLISHMENTS (MILITARY, PENAL AND AGRICULTURAL)	(1818-1851)	NRG 46	AON
:SETTLEMENT POINT ESTABLISHMENT	(1826-1828)	VRG 2	PRV

PORT PHILLIP DISTRICT (1836-1851)

Administered by Crown Colony of New South Wales (1823-1856).

VICTORIA
(cont'd)

PORT PHILLIP DISTRICT (1836-1851) cont'd

Early exploration of south-eastern Australia revealed the pastoral potential of what is now Victoria. Sealers and whalers established early settlements along the coast. They were joined in the early 1830's by pastoralists such as the Hentys, Batman and Fawkner. Batman was forward in establishing the Port Phillip Association (cf records in the State Library of Victoria) to urge the New South Wales and British governments to establish an official settlement.

When Governor Bourke sent a police magistrate to Port Phillip in June 1836, there were found to be nearly 200 Europeans there. Capt. William Lonsdale, as well as acting as police magistrate for the District, had "the general superintendence in the new settlement of all such matters as require the immediate exercise of the authority of the governments". Lonsdale's party arrived in September 1836 on board the "Rattlesnake" and from this time forward Victoria has had continuous local administration.

Lonsdale's successor, C.J. La Trobe, variously described as Superintendent or Lieutenant-Governor, took charge in October 1839. Melbourne, so named by Governor Bourke in 1837, grew rapidly and was incorporated as a town in 1842.

In that same year, the District was given representation, by an Act of the Imperial Parliament, by 6 out of 24 elected members in the New South Wales Legislative Council. Rising discontent with the New South Wales administration induced the British Government to pass an Act in 1850 separating Port Phillip from New South Wales and conferring a constitution on the new Crown Colony of Victoria. [uc]

All officials under Lonsdale took their instructions from Sydney and the early history of Port Phillip is therefore to be found extensively recorded in the Archives of New South Wales as well as in those of Victoria.

The system changed somewhat under La Trobe, to whom and through whom local matters were increasingly referred. For the latter part of the period, therefore, the Superintendent's records at the Public Record Office provide a fuller record of the administration than for the early years.

Title/Description	Date(s)	Ref/Cit	Loc'n
:COLONY (TERRITORY) OF NEW SOUTH WALES	(1787-1901)	CO 2	AAA
:POLICE MAGISTRATE, PORT PHILLIP DISTRICT	(1836-1839)	VRG 7	PRV
:ARMED FORCES	(1836-1901)	VRG 3	AAA

NATIONAL DIGEST OF ARCHIVESARCHIVES AUTHORITIES**VICTORIA
(cont'd)**PORT PHILLIP DISTRICT (1836-1851) cont'd

Title/Description	Date(s)	Ref/Cit	Loc'n
:CEMETERIES	(1836-)	VRG 4	PRV
:COURTS	(1836-)	VRG 5	PRV
:NOT OTHERWISE CLASSIFIED	(1836-)	VRG 6	PRV
:HEALTH AND WELFARE AGENCIES	(1837-)	VRG 8	PRV
:PRISONS AND YOUTH TRAINING CENTRES	(1837-)	VRG 9	PRV
:POLICE	(1839-)	VRG 10	PRV
:SUPERINTENDENT, PORT PHILLIP DISTRICT	(1839-1850)	VRG 11	PRV
:MUNICIPALITIES	(1842-)	VRG 12	PRV
:UNIVERSITY - GOVERNMENT AND ADMINISTRATION	(1842-)	PRG 31	MUA
:COMMISSIONERS OF CROWN LANDS	(1843-)	NRG 24	AON
:LIEUTENANT-GOVERNOR	(1850)	VRG 13	PRV
:ROYAL COMMISSIONS AND BOARDS OF INQUIRY	(1850-)	VRG 14	PRV
:AUDITOR-GENERAL	(1851-)	VRG 15	PRV

CROWN COLONY OF VICTORIA (1851-1856)

Administered by United Kingdom of Great Britain and Ireland (1801-1922).

The Crown Colony came formally into existence on 13 January 1851. La Trobe was appointed first Lieutenant-Governor and was supported by a partially elected Legislative Council.

The discovery of gold led to a rapid and significant increase in population and created unprecedented problems of administration, not least the agitation arising from gold mining licence fees which culminated in an outbreak of violence at Ballarat (Eureka Stockade).

Charles Hotham succeeded C.J. La Trobe as Lieutenant-Governor in June 1854 and presided over the transition to

NATIONAL DIGEST OF ARCHIVES

ARCHIVES AUTHORITIES

VICTORIA
(cont'd)CROWN COLONY OF VICTORIA (1851-1856) cont'd

self-government.

After separation, Victoria was in direct communication with the Imperial Government in London although on some matters reference was still made to the Governor of New South Wales who acted as "Governor-General" in Australasia.

Title/Description	Date(s)	Ref/Cit	Loc'n
:CEMETERIES	(1836-)	VRG 4	PRV
:COURTS	(1836-)	VRG 5	PRV
:NOT OTHERWISE CLASSIFIED	(1836-)	VRG 6	PRV
:HEALTH AND WELFARE AGENCIES	(1837-)	VRG 8	PRV
:PRISONS AND YOUTH TRAINING CENTRES	(1837-)	VRG 9	PRV
:POLICE	(1839-)	VRG 10	PRV
:MUNICIPALITIES	(1842-)	VRG 12	PRV
:UNIVERSITY - GOVERNMENT AND ADMINISTRATION	(1842-)	PRG 31	MUA
:COMMISSIONERS OF CROWN LANDS	(1843-)	NRG 24	AON
:ROYAL COMMISSIONS AND BOARDS OF INQUIRY	(1850-)	VRG 14	PRV
:AUDITOR-GENERAL	(1851-)	VRG 15	PRV
:EXECUTIVE	(1851-)	VRG 17	PRV
:PARLIAMENT	(1851-)	VRG 20	PRV
:COLONIAL SECRETARY	(1851-)	VRG 16	PRV
:LANDS	(1851-1983)	VRG 18	PRV
:LAW	(1851-)	VRG 19	PRV
:POSTMASTER GENERAL	(1851-1901)	VRG 21	PRV
:TRADE AND CUSTOMS	(1851-1901)	VRG 22	PRV

**VICTORIA
(cont'd)**

CROWN COLONY OF VICTORIA (1851-1856) cont'd

Title/Description	Date(s)	Ref/Cit	Loc'n
:COLONY OF VICTORIA	(1851-1901)	CO 6	AAA
:TREASURER	(1851-)	VRG 23	PRV
:EDUCATIONAL INSTITUTIONS	(1852-)	VRG 24	PRV
:MINING DISTRICTS	(1852-1953)	VRG 25	PRV
:DISTRICT LAND OFFICES	(1855-)	VRG 27	PRV
:CHIEF SECRETARY	(1855-1981)	VRG 26	PRV
:PUBLIC WORKS	(1855-)	VRG 28	PRV

SELF-GOVERNING COLONY OF VICTORIA (1856-1901)

Administered by United Kingdom of Great Britain and Ireland (1801-1922).

When the British Government invited New South Wales to construct a new constitution for self-government on the Canadian model, a similar invitation was extended to Victoria. The Victorian draft was submitted to London in 1854, enacted and received the Royal Assent in that year. The new Constitution was brought into effect on 23 November 1855.

A bi-cameral Parliament, comprising a Legislative Council and a Legislative Assembly, replaced the former single chamber. Both chambers were elected.

Ministerial appointees in the first administration of William Clark Haines, the first Colonial Secretary (Premier) were most often also the departmental chiefs of their departments since many of them were in fact the officials appointed under the Crown Colony (e.g. Surveyor General) who had formerly sat in the Legislative Council also. This arrangement led to difficulties when governments fell and a separation gradually occurred between ministerial and permanent civil service positions although for more than a century certain ministerial appointments had statutory or similar status. The last such office in Victoria to be "degraded" from ministerial status was that of Solicitor-General the holder of which regularly belonged to the Government until 1951.

Much of the work of Government during the nineteenth century was concerned with land development and survey and with tariffs and immigration. Public health, education and factory legislation became matters of increasing importance. A large department developed to deal with postal services.

NATIONAL DIGEST OF ARCHIVES

ARCHIVES AUTHORITIES

VICTORIA
(cont'd)SELF-GOVERNING COLONY OF VICTORIA (1851-1901) cont'd

Local government was extended over practically the whole of Victoria beginning with the establishment of the Roads Boards in rural Victoria (which exercised municipal jurisdiction in addition to road development and construction functions) and of cities, boroughs and towns.

Title/Description	Date(s)	Ref/Cit	Loc'n
:CEMETERIES	(1836-)	VRG 4	PRV
:COURTS	(1836-)	VRG 5	PRV
:NOT OTHERWISE CLASSIFIED	(1836-)	VRG 6	PRV
:UNIVERSITY - GOVERNMENT AND ADMINISTRATION	(1842-)	PRG 31	MUA
:COMMISSIONERS OF CROWN LANDS	(1843-)	NRG 24	AON
:COLONY OF VICTORIA	(1851-1901)	CO 6	AAA
:LANDS AND WORKS	(1857-1966)	VRG 29	PRV
:LABOUR AND INDUSTRY	(1900-1985)	VRG 42	PRV

STATE OF VICTORIA (1901-)

Administered by United Kingdom of Great Britain and Ireland (1801-1922); United Kingdom of Great Britain and Northern Ireland (1922-) to 1986; Commonwealth of Australia (1901-) in respect of federal matters.

Administrative history to be drafted.

Title/Description	Date(s)	Ref/Cit	Loc'n
:CEMETERIES	(1836-)	VRG 4	PRV
:COURTS	(1836-)	VRG 5	PRV
:NOT OTHERWISE CLASSIFIED	(1836-)	VRG 6	PRV
:UNIVERSITY - GOVERNMENT AND ADMINISTRATION	(1842-)	PRG 31	MUA
:LABOUR AND INDUSTRY	(1900-1985)	VRG 42	PRV
:STATE OF VICTORIA	(1901-)	CO 20	AAA

**VICTORIA
(cont'd)**SOURCES OF ADMINISTRATIVE HISTORY

- :Victoria. Public Record Office. List of Holdings (Melbourne, 1985); Summary Guide (Melbourne, 1986 -); Historical Records of Victoria (Melbourne, 1981 -).
- :Victoria. "Blue Books"; Government Directory; Government Gazette; Victorian Year Book; etc.
- :Australian Joint Copying Project.
- :Historical Records of New South Wales; Historical Records of Australia; etc.
- :etc.

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NATIONAL DIGEST OF ARCHIVESOTHER ARCHIVES CUSTODIANS**PART II****OTHER ARCHIVES CUSTODIANS**

This Part of the Digest is used to describe the record holdings of all custodians other than the Commonwealth, State and Territory archives authorities.

Records of government or semi-government agencies within the ambit of archives legislation - i.e. government sponsored banks and businesses, municipalities, public hospitals and schools, universities and colleges - may not be described here if they are held by or described in the guides of Commonwealth, State or Territory archives authorities (cf Part I) but every effort will be made to include in Part II cross-references to entries in Part I where relevant.

ARCHIVES OF POLITICAL PARTIES

General description of class to be drafted.

ARCHIVES OF POLITICAL PARTIES (-)

Title/Description	Date(s)	Ref/Cit	Loc'n
:ORGANISATIONS	(1835-)	PRG 37	RCA
:POLITICS	(1837-)	PRG 13	MUA

SOURCES OF ADMINISTRATIVE HISTORY

To be drafted.

ASSOCIATIONS AND SOCIETIES

General description of class to be drafted.

ASSOCIATIONS AND SOCIETIES (-)

Title/Description	Date(s)	Ref/Cit	Loc'n
:SOCIETIES AND LODGES	(1854-)	PRG 20	MUA
:TRADE AND INDUSTRY ASSOCIATIONS	(1882-)	PRG 23	MUA
:ORGANISATIONS	(1835-)	PRG 37	RCA
:ARCHIVES AND MANUSCRIPTS HELD AT THE UNIVERSITY OF NEWCASTLE ARCHIVES: PART I: RECORDS RECEIVED FEBRUARY 1975 - MARCH 1979	(1801-)	PRG 44	UNA

NATIONAL DIGEST OF ARCHIVESOTHER ARCHIVES CUSTODIANS**ASSOCIATIONS AND SOCIETIES
(cont'd)**ASSOCIATIONS AND SOCIETIES (-) cont'd

Title/Description	Date(s)	Ref/Cit	Loc'n
:ARCHIVES AND MANUSCRIPTS HELD AT THE UNIVERSITY OF NEWCASTLE ARCHIVES: PART II: RECORDS RECEIVED MARCH 1979 - FEBRUARY 1982	(1770-)	PRG 45	UNA

SOURCES OF ADMINISTRATIVE HISTORY

To be drafted.

BANK ARCHIVES

General description of class to be drafted.

BANK ARCHIVES (-)

Title/Description	Date(s)	Ref/Cit	Loc'n
:ARCHIVES AND MANUSCRIPTS HELD AT THE UNIVERSITY OF NEWCASTLE ARCHIVES: PART I: RECORDS RECEIVED FEBRUARY 1975 - MARCH 1979	(1801-)	PRG 44	UNA

SOURCES OF ADMINISTRATIVE HISTORY

To be drafted.

BUSINESS ARCHIVES

General description of class to be drafted.

BUSINESS ARCHIVES (-)

Title/Description	Date(s)	Ref/Cit	Loc'n
:RECORDS RELATING TO COMPANIES AND FIRMS	(1850-)	PRG 2	ANU
:ARCHITECTURE, CONSTRUCTION AND SURVEYING	(1856-)	PRG 3	MUA
:FINANCE, ACCOUNTING AND INSURANCE	(1839-)	PRG 6	MUA
:REAL ESTATE	(1853-)	PRG 17	MUA

NATIONAL DIGEST OF ARCHIVESOTHER ARCHIVES CUSTODIANS**BUSINESS ARCHIVES
(cont'd)**BUSINESS ARCHIVES (-) cont'd

Title/Description	Date(s)	Ref/Cit	Loc'n
:TRADE AND COMMERCE	(1839-)	PRG 22	MUA
:COMPANIES	(1865-)	PRG 34	RCA
:NEWSPAPERS	(1892-)	PRG 36	RCA
:STATIONS	(1865-)	PRG 42	RCA
:ARCHIVES AND MANUSCRIPTS HELD AT THE UNIVERSITY OF NEWCASTLE ARCHIVES: PART I: RECORDS RECEIVED FEBRUARY 1975 - MARCH 1979	(1801-)	PRG 44	UNA
:ARCHIVES AND MANUSCRIPTS HELD AT THE UNIVERSITY OF NEWCASTLE ARCHIVES: PART II: RECORDS RECEIVED MARCH 1979 - FEBRUARY 1982	(1770-)	PRG 45	UNA

SOURCES OF ADMINISTRATIVE HISTORY

To be drafted.

CHURCH ARCHIVES

General description of class to be drafted.

CHURCH ARCHIVES (-)

Title/Description	Date(s)	Ref/Cit	Loc'n
:ARCHIVES AND MANUSCRIPTS HELD AT THE UNIVERSITY OF NEWCASTLE ARCHIVES: PART I: RECORDS RECEIVED FEBRUARY 1975 - MARCH 1979	(1801-)	PRG 44	UNA
:ARCHIVES AND MANUSCRIPTS HELD AT THE UNIVERSITY OF NEWCASTLE ARCHIVES: PART II: RECORDS RECEIVED MARCH 1979 - FEBRUARY 1982	(1770-)	PRG 45	UNA

SOURCES OF ADMINISTRATIVE HISTORY

To be drafted.

NATIONAL DIGEST OF ARCHIVESOTHER ARCHIVES CUSTODIANS**MUNICIPAL ARCHIVES**

General description of class to be drafted.

MUNICIPAL ARCHIVES (-)

Title/Description	Date(s)	Ref/Cit	Loc'n
:MUNICIPALITIES	(1842-)	VRG 12	PRV
:MUNICIPAL AND SHIRE ARCHIVES	(1886-)	PRG 35	RCA
:ARCHIVES AND MANUSCRIPTS HELD AT THE UNIVERSITY OF NEWCASTLE ARCHIVES: PART II: RECORDS RECEIVED MARCH 1979 - FEBRUARY 1982	(1770-)	PRG 45	UNA

SOURCES OF ADMINISTRATIVE HISTORY

To be drafted.

SCHOOL ARCHIVES

General description of class to be drafted.

SCHOOL ARCHIVES (-)

Title/Description	Date(s)	Ref/Cit	Loc'n
:EDUCATIONAL INSTITUTIONS	(1852-)	VRG 24	PRV
:ORGANISATIONS	(1835-)	PRG 37	RCA
:SCHOOLS	(1976-)	PRG 41	RCA
:NEW SOUTH WALES GOVERNMENT AGENCIES	(1861-)	PRG 43	RCA
:ARCHIVES AND MANUSCRIPTS HELD AT THE UNIVERSITY OF NEWCASTLE ARCHIVES: PART I: RECORDS RECEIVED FEBRUARY 1975 - MARCH 1979	(1801-)	PRG 44	UNA
:ARCHIVES AND MANUSCRIPTS HELD AT THE UNIVERSITY OF NEWCASTLE ARCHIVES: PART II: RECORDS RECEIVED MARCH 1979 - FEBRUARY 1982	(1770-)	PRG 45	UNA

SOURCES OF ADMINISTRATIVE HISTORY

To be drafted.

NATIONAL DIGEST OF ARCHIVESFAMILY AND PERSONAL ARCHIVES**PART III****FAMILY AND PERSONAL ARCHIVES**

This part of the Digest is used to describe holdings of personal and family archives with all custodians.

General description of category to be drafted.

Title/Description	Date(s)	Ref/Cit	Loc'n
:ARCHIVES OF FAMILIES AND PERSONS	(-)	CRG 1	AAA
:TREASURY	(1823-)	NRG 116	AON
:NOT OTHERWISE CLASSIFIED	(1836-)	VRG 6	PRV
:CHIEF SECRETARY	(1855-1981)	VRG 26	PRV
:RECORDS RELATING TO COMPANIES AND FIRMS	(1824-)	PRG 2	ANU
:ARCHITECTURE, CONSTRUCTION AND SURVEYING	(1856-)	PRG 3	MUA
:POLITICS	(1837-)	PRG 13	MUA
:PRIMARY INDUSTRY	(1838-)	PRG 14	MUA
:PERSONS	(1855-)	PRG 38	RCA
:ARCHIVES AND MANUSCRIPTS HELD AT THE UNIVERSITY OF NEWCASTLE ARCHIVES: PART I: RECORDS RECEIVED FEBRUARY 1975 - MARCH 1979	(1801-)	PRG 44	UNA
:ARCHIVES AND MANUSCRIPTS HELD AT THE UNIVERSITY OF NEWCASTLE ARCHIVES: PART II: RECORDS RECEIVED MARCH 1979 - FEBRUARY 1982	(1770-)	PRG 45	UNA

SOURCES OF FAMILY AND PERSONAL HISTORY

:Australian Dictionary of Biography
:etc.

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AUSTRALIAN COUNCIL OF ARCHIVES

STANDARDISATION OF DESCRIPTIVE PRACTICE AMONGST CUSTODIANS OF
ARCHIVES, MANUSCRIPTS AND RECORDS IN AUSTRALIA

REPORT AND PROPOSALS FOR DISCUSSION

by C. Hurley
Public Record Office, Victoria

APPENDIX E : SAMPLE EXTRACTS FROM STANDARDISED INVENTORIES OF
 AGENCIES

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NEW SOUTH WALES
ARCHIVES AUTHORITY

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ABORIGINES WELFARE BOARD (1883-1934)	NRG 1
.....	
AGRICULTURE (1890-)	NRG 3
ATTORNEY GENERAL (1823-1901)	NRG 4
ATTORNEY GENERAL AND JUSTICE (1873-)	NRG 5
.....	
COMMISSARIAT (1788-1870)	NRG 22
.....	
COMMISSIONERS OF CROWN LANDS (1836-1870)	NRG 24
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ESTABLISHMENTS (MILITARY, PENAL AND AGRICULTURAL) (1801-1851)	
NRG 46	
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SUPREME COURT (1823-)	NRG 110
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Code:

AAC : some records held by Australian Archives, Canberra
etc. as for National Digest

CONCISE GUIDE

INVENTORY OF AGENCIES

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:ABORIGINES WELFARE BOARD (1934-) NRG 1 Records:AON	
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:DEPARTMENT OF AGRICULTURE (1907-) NRG 3 Records:AON	
.....	
<u>ATTORNEY GENERAL (1823-1901)</u>	<u>NRG 4</u>
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:DEPARTMENT OF THE ATTORNEY GENERAL (1856-1901) NRG 4 Records:AON	
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<u>ATTORNEY GENERAL AND JUSTICE (1873-)</u>	<u>NRG 5</u>
:JUSTICE DEPARTMENT (1873-1901) NRG 5 Records:AON	
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<u>COLONIAL SECRETARY (1788-1934)</u>	<u>NRG 20</u>
:NEW SOUTH WALES - COLONIAL SECREAETARY (1828-1891) PRG 44 Records:UNA	
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:COMMISSARIAT DEPARTMENT, WINDSOR (1812-1818) NRG 22 Records:AON	
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: COMMISSIONER OF CROWN LANDS, ARMIDALE - NEW ENGLAND
 (1844-1889) NRG 24 Records: AON
 : CHIEF COMMISSIONER OF CROWN LANDS
 (1849-1870) NRG 22 Records: AON

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(1801-1851)

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 (1801-1802) NRG 46 Records: AON
 : PORT PHILLIP PENAL SETTLEMENT
 (1803-1804) VA ... Records: UKN
 : PENAL SETTLEMENT, NEWCASTLE II
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 : PORT MACQUARIE PENAL SETTLEMENT
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 : CHIEF COMMISSIONER OF CROWN LANDS
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 :PROTHONOTARY OF THE SUPREME COURT [VICTORIA]
 (1836-) VA 433 Records:PRV
 :SUPREME COURT OF NEW SOUTH WALES, DISTRICT REGISTRY, PORT
 PHILLIP
 (n.d.) CA Records:AAC

COMMONWEALTH OF AUSTRALIA
AUSTRALIAN ARCHIVES

A.N.G.A.M.

INVENTORY OF AGENCIES

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INVENTORY OF ADMINISTRATIVE ARRANGEMENTS ORDERS

.....

Code:

AAC : some records held by Australian Archives, Canberra
etc. as for National Digest

CO 1/2
15.2.85
HU/CK/3

1901-

CO 1

Inventory of Agencies

Entry
No.

Agency title

Date range

Agency No.

DEPARTMENTS OF STATE

ALPHABETICAL LISTING

Aboriginal Affairs, Department of	(19 Dec.)1972-	CA 1476
Administrative Services [I], Department of	(7 Oct.)1975-1975(Dec.22)	CA 1924
Administrative Services [II], Department of	(22 Dec.)1975-1984(Dec.13)	CA 1964
Agriculture, Department of	(12 June)1974-1975(Dec.22)	CA 1768
A.I.F. Repatriation [I] [Repatriation], Department of	(28 Sept.)1917-1974(June 12)	CA 16
Air, Department of	(13 Nov.)1939-1973(Nov.30)	CA 35
Aircraft Production, Department of	(26 June)1941-1946(Nov.1)	CA 41
Army, Department of the	(13 Nov.)1939-1973(Nov.30)	CA 36
Arts, Heritage and Environment, Department of	(13 Dec.)1984-	CA 4131
Attorney-General's Department	(1 Jan.)1901-	CA 5
Aviation, Department of	(7 May)1982-	CA 3253
Business and Consumer Affairs, Department of	(22 Dec.)1975-1982(May 7)	CA 1951
Cabinet Office, Department of the	(11 Mar.)1968-1971(Mar.12)	CA 1285
Capital Territory, Department of the	(19 Dec.)1972-1983(Mar.11)	CA 1477
Civil Aviation, Department of	(24 Nov.)1938-1973(Nov.30)	CA 29
Commerce, Department of	(13 Apr.)1932-1942(Dec.22)	CA 28
Commerce and Agriculture, Department of	(22 Dec.)1942-1956(Jan.11)	CA 48
Communications, Department of	(3 Nov.)1980-	CA 3067
Community Services, Department of	(13 Dec.)1984-	CA 4133

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CO 1

Inventory of Agencies

Entry No.	Agency title	2	Date range	Agency No.
	Construction, Department of		(22 Dec.)1975-1978(Dec.5)	CA 1952
	Customs and Excise, Department of		(11 Jan.)1956-1975(Mar.27)	CA 62
	Defence [I], Department of		(1 Jan.)1906-1921(Dec.21)	CA 6
	Defence [II], Department of		(21 Dec.)1921-1939(Nov.13)	CA 19
	Defence [III], Department of		(14 Apr.)1942-	CA 46
	Defence Co-ordination, Department of		(13 Nov.)1939-1942(Apr.14)	CA 37
	Defence Production, Department of		(11 May)1951-1958(Apr.23)	CA 58
	Defence Support, Department of		(7 May)1982-1984(Dec.13)	CA 3254
	Education [I], Department of		(19 Dec.)1975-1983(Mar.11)	CA 1478
	Education [II], Department of		(13 Dec.)1984-	CA 4134
	Education and Science, Department of		(13 Dec.)1966-1972(Dec.19)	CA 1196
	Education and Youth Affairs, Department of		(11 Mar.)1983-1984(Dec.13)	CA 3494
	Employment and Industrial Relations [I], Department of		(22 Dec.)1975-1978(Dec.5)	CA 1953
	Employment and Industrial Relations [II], Department of		(7 May)1982-	CA 3255
	Employment and Youth Affairs, Department of		(5 Dec.)1978-1982(May 7)	CA 2746
	Environment, Department of		(21 Apr.)1975-1975(Dec.22)	CA 1869
	Environment, Aborigines and the Arts, Department of the		(31 May)1971-1972(Dec.19)	CA 1407
	Environment and Conservation, Department of		(19 Dec.)1972-1975(Apr.21)	CA 1479

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COLONY (TERRITORY) OF NEW SOUTH WALES

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(7 Feb.)1788-1901(Jan.1)

2
CO

NAS 29 (revised)

Entry No.	Agency title	Date range	Agency No.
1.	Colony (Territory) of New South Wales	(7 Feb)1788-1901(Jan 1)	
	<p>The Proclamation of the Colony of New South Wales took place on 7 February 1788. The Governor's Commission consisted of the territory now forming the State of New South Wales, Tasmania, Victoria, Queensland and part of New Zealand and the Western Pacific. The foundation of civil, as distinct from military, government dates from 1823. The Colony was granted responsible government in 1855 (New South Wales Constitution Act 1855). The Colony was effectively abolished by the Commonwealth of Australia Constitution Act on 1 January 1901 when, along with the other colonies, New South Wales was federated as the Commonwealth of Australia.</p>		
A.	<u>Executive - pre-Responsible Government (1856):</u>		
2.	Governor's Office (TO CO 24, STATE OF NSW, 1901)	1786-	
	<p>Responsible for Norfolk Is. 1856-1897. Records held in Canberra for period 1882-1897 - Accession CP 697/37.</p>		
3.	Colonial Secretary's Office (TO COLONIAL SECRETARY, 1856)	1821-1893	CA 1272
	<p>Patents records, held in Canberra, for period 18 - 1887.</p>		
4.	Government Observatory, Parramatta	1822-1847	CA 3091
	<p>Records from 1822, in Sydney.</p>		
5.	Colonial Architect/(from 1890) Government Architect (TO SECRETARY FOR LANDS AND WORKS, 1856)	1835-	
	<p>Records for postal, customs and defence establishments, for the period 1861 +, held in Sydney - Accession SP 821.</p>		
6.	General Post Office, Sydney. (Also known as Postal Department (till October 1865), then Postmaster- General's Department (to 1 December 1901) Postmaster General's Department - State Administration, NSW (1 July 1975) (TO CO 24, 1901)	(21 Oct)1835-1975(July 1)	CA 1030

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Inventory of Agencies			
	2		
Entry No.	Agency title	Date range	Agency
A.	<u>Executive - pre-Responsible Government (1856) (continued):</u>		
	FROM CO 12, UNITED KINGDOM OF G.B. AND I., 1852:		
7.	Collector of Customs, Sydney (TO COLONIAL TREASURER, 1856)	(9 Apr)1827-	CA 785
	Records extant from 1827, in Sydney.		
8.	Sub-Collector of Customs, Newcastle (TO COLONIAL TREASURER, 1856)	by1848-	CA 787
	Records extant from 1895, in Sydney.		
<hr/>			
9.	Sub-Collector of Customs, Albury (TO COLONIAL TREASURER, 1856)	1854-191?	
	Records held in Canberra.		
10.	Shipping Master's Office, Sydney (TO COLONIAL TREASURER, 1856)	1854-1922	CA 3244
	Records from 1860, in Sydney.		
11.	Shipping Master's Office, Newcastle (TO COLONIAL TREASURER, 1856)	1854-1922	CA 1277
	Records extant from 1865, in Sydney.		
12.	NSW Military Forces (TO COLONIAL SECRETARY, 1856)	1854-1901	
	Fragmentary records 1879-1901, held in Sydney, of certain units - Accession SP 820		
13.	Electric Telegraph Department (TO SECRETARY FOR LANDS AND WORKS, 1856)	c.1856-1893	
	Amalgamated with GPO in 1893. Some records from 1877 held in Sydney - Accession SP 13.		

ORGANISATION:

COLONY (TERRITORY) OF NEW SOUTH WALES

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Inventory of Agencies

Entry No.	Agency title	3	Date range	Agency No.
A.	<u>Executive - pre-Responsible Government (1856) (continued):</u>			
14.	Sydney Observatory (TO COLONIAL SECRETARY, 1856)		1856-	CA 1739
	From 1840 abstracts of the Meteorological journal were published in the NSW Government Gazette. In 1856 the present buildings were erected, the name of the site changed to Observatory Park by proclamation in 1887. Meteorological records from 1850s held in Sydney.			
15.	Registrar General's Office/Department (TO COLONIAL SECRETARY, 1856)		1856-	CA 1274
	Trademarks records from 1865 in Sydney, from 1885 in Canberra.			

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Entry No.	Agency title	<u>Inventory of Agencies</u>		Agency No.
		4	Date range	
B.	<u>Judicature:</u>			
1.	Supreme Court Office (TO CO 24, STATE OF NSW, 1901)		1824-	CA 1273
	Patents records, held in Canberra, for period 1854-1887.			
2.	Supreme Court of New South Wales, District Registry, Port Phillip (TO CO 6, COLONY OF VICTORIA, 1851)		n.d.	
	Naturalization records held in Canberra for period 1847-1852.			

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Inventory of Agencies				
Entry No.	Agency title	5	Date range	Agency No.
C.	<u>Executive - from Responsible Government (1856):</u>			
1.	Colonial Secretary's Office		1821-1893	CA 1272
	Patents records, held in Canberra, for period 18 -1887.			
2.	Registrar General's Office/Department (TO MINISTER OF JUSTICE, 1897)		1856-	CA 1274
	Trademarks records from 1865 in Sydney, from 1885 in Canberra.			
3.	Sydney Observatory (TO CO 24, 1901)		1856-	CA 1739
	From 1840 abstracts of the Meteorological journal were published in the NSW Government Gazette. In 1856 the present buildings were erected, the name of the site changed to Observatory Park by proclamation in 1887. Meteorological records from 1850s held in Sydney.			
4.	NSW Military Forces (TO CO 24, 1901)		1854-1901	
	Fragmentary records 1879-1901, held in Sydney of certain units - Accession SP 820.			
5.	Patents Office (TO CO 24, 1901)		1887-c.1910	CA 1276
	Patents records from 1887 in Sydney, from 1887 in Canberra.			
6.	Police Station, Ginninderra (TO CO 24, 1901)		1882-1927	CA 1233
	Located in what is now the ACT. Records in Canberra.			
7.	Board of Health (TO CO 24, 1901)		1882-	
	Records from Quarantine Station, Newcastle from 1889- , in Sydney - Accession SP 139.			

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CO 2

NAS 29 (revised)

Inventory of Agencies				
Entry No.	Agency title	6	Date range	Agency N
C.	<u>Executive - from Responsible Government (1856) (continued):</u>			
8.	Government Statistician (TO CO 24, 1901)		1886-1957	
	Records from 18.., held in Sydney.			
9.	Colonial Treasurer/Secretary for Finance and Trade		1824-	
10.	Collector of Customs, Sydney (TO CO 1, COMMONWEALTH OF AUSTRALIA (CA 10, TRADE AND CUSTOMS,) 1901)	(9 Apr)	1827-	CA 785
	Records extant from 1827, in Sydney.			
11.	Sub-Collector of Customs, Newcastle (TO CO 1, COMMONWEALTH OF AUSTRALIA (CA 10, TRADE AND CUSTOMS,) 1901)		by 1848-	CA 787
	Records extant from 1895, in Sydney.			
12.	Shipping Master's Office, Sydney		1854-1922	CA 3244
	Records from 1860, in Sydney.			
13.	Shipping Master's Office, Newcastle (TO CO 24, 1901)		1854-1922	CA 1277
	Records extant from 1865, in Sydney.			
14.	General Post Office, Sydney (TO POSTMASTER-GENERAL, 1865)		1835-1975	CA 1030
	Records extant from 1851, in Sydney.			
15.	Lighthouses		1858-1915	
	Records of individual lighthouses from 1875, in Sydney - Accession SP 1089.			
16.	Inspector of Distilleries		by 1873-18	
	Records 1873-1882 held in Sydney - CRS A1028.			

NAS 29 (revised)

Inventory of Agencies			
Entry No.	Agency title	Date range	Agency No.
C.	<u>Executive - from Responsible Government (1856) (continued):</u>		
17.	Board of Commissioners of Trade and Customs	1879-1901	
	Minute books, 1879-1901, held in Sydney - CRS A1029-A1031.		
18.	Registrar of Copyright (TO MINISTER OF JUSTICE, 18)	1879-1907	CA 1275
	Copyright records from 1879 in Sydney, from 1879 in Canberra.		
19.	Norfolk Island Office, Sydney	1897-1914	
	Records in Canberra - Accession CP 697.		
20.	Secretary for Lands and Works	1856-1859	
21.	Colonial Architect/(from 1890) Government Architect (TO SECRETARY FOR WORKS, 1859)	1835-	
	Records for postal, customs and defence establishments, for the period 1861+ held in Sydney - Accession SP 821.		
22.	Electric Telegraph Department (TO SECRETARY FOR WORKS, 1859)	c.1856-1893	
	Amalgamated with GPO in 1893. Some records from 1877 held in Sydney - Accession SP 13.		
23.	Secretary for Public Works	1859-	
	FROM SECRETARY FOR LANDS AND WORKS, 1859:		
24.	Colonial Architect/(from 1890) Government Architect		
	Records for postal, customs and defence establishments, for the period and held in Sydney - Accession SP 821.		

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Inventory of Agencies			
Entry No.	Agency title	8	Agency No.
		Date range	
C.	<u>Executive - from Responsible Government</u> (1856) (continued):		
	FROM SECRETARY FOR LANDS AND WORKS, 1859:		
25.	Electric Telegraph Department (TO POSTMASTER-GENERAL, 1865)	c.1856-1893	
	Amalgamated with GPO in 1893. Some records from 1877 held in Sydney - Accession SP 13.		
26.	Postmaster-General	1865-1901	see CA 1030
27.	General Post Office, Sydney (TO CO 24, 1901)	1835-1975	CA 1030
	Records extant from 1851, in Sydney.		
<hr/>			
	FROM SECRETARY FOR WORKS, 1867:		
28.	Electric Telegraph Department	c.1856-1893	
	Amalgamated with GPO in 1893. Some records from 1877 held in Sydney - Accession SP 13.		
<hr/>			
29.	Minister of Justice and Public Instruction	1873-1880	
30.	Tuggeranong Public School (TO MINISTER OF PUBLIC INSTRUCTION, 1880)	?1874-?1940	CA 777
	Located in what is now the ACT. Records in Canberra.		
31.	Minister of Justice	1880-1901	

ORGANISATION:

COLONY (TERRITORY) OF NEW SOUTH WALES

CO 2/2

Rev.10.4.82

PJS/MS/47

(7 Feb.)1788-1901(Jan.1)

CO 2

NAS 29 (revised)

<u>Inventory of Agencies</u>				
Entry No.	Agency title	9	Date range	Agency No.
C.	<u>Executive - from Responsible Government</u> (1856) (continued):			
	FROM COLONIAL SECRETARY, 18 :			
32.	Patents Office (TO CO 24, 1901)		1887-c.1910	CA 1276
	Copyright records from 1879 in Sydney, from 1879 in Canberra.			
	FROM COLONIAL TREASURER, 18 :			
33.	Registrar of Copyright (TO CO 24, 1901)		1879-1907	CA 1275
	Copyright records from 1879 in Sydney, from 1879 in Canberra.			
	FROM COLONIAL SECRETARY, 1897:			
34.	Registrar General's Office/Department (TO CO 24, 1901)		1856-	CA 1274
	Trademarks records from 1865 in Sydney, from 1885 in Canberra.			
35.	Minister of Public Instruction		1880	
	FROM MINISTER OF JUSTICE AND PUBLIC INSTRUCTION, 1880:			
36.	Tuggeranong Public School (TO CO 24, 1901)		?1874-?1940	CA 777
	Located in what is now the ACT. Records in Canberra.			

ORGANISATION: COLONY OF VICTORIA

30 6/2
 Revised
 15.5.75
 MG/GR

1851-1901

CO 6

Inventory of Agencies

Entry No.	Agency title	Date range	Agency No.
1.	FROM CO 2, COLONY OF NEW SOUTH WALES, 1851: Supreme Court of New South Wales, District Registry, Port Phillip	1841-1852	CA 1364
2.	Sub-Collector of Customs, Geelong by (10 Nov.) 1848- [TO CO 1 - CA 10, TRADE AND CUSTOMS, 1901] [In May 1848 Geelong was constituted a free warehousing port and the papers for the first ship registered at Geelong were signed by Mr L.A. Moody, Acting Sub-Collector of Customs and it is presumed that by this date (10 Nov. 1848) the position had been authorised. Moody was appointed in 1846 but the staff register does not second to which post.]		CA 790
3.	Colonial Secretary's Office	1851-1855	CA 1328
4.	General Post Office, Melbourne [TO CO 28, STATE OF VICTORIA, 1901]	c. 1851-	CA 1034
5.	Supreme Court of Victoria [TO CO 28, 1901]	1852	CA 1327
6.	FROM CO 12, U.K. OF G.B. AND I., c.1852: Collector of Customs, Melbourne [TO CO 1, COMMONWEALTH OF AUSTRALIA, 1901] [Mr J.H.N. Cassell was the first Collector of Customs at Melbourne, a position which was authorised in 1845, by the UK Board of Customs but not filled until 1848. At Federation, the Customs function was transferred to the Commonwealth Government in the Federal Department of Trade and Customs (CA 10), and the Collectors of Customs Victorian were controlled by the Department and its successor, Department of Customs and Excise (CA 62)]	by 1851-	CA 789
7.	Chief Secretary's Office [TO CO 28, 1901]	1855-	CA 1329
8.	Department of Trade and Customs	1855-1901	CA 1254

NAS 29 (revised)

CO 6/2

Revised
15.5.75
EMG/GR

1851-1901

CO 6

Inventory of Agencies

-2-

Entry No.	Agency title	Date range	Agency N
9.	Sub-collector of Customs, Portland [TO CO 1, COMMONWEALTH OF AUSTRALIA, 1901]	by 1855-by 1888 by 1957-	CA 782
	<p>[The Report of the Board appointed to enquire into the condition and management of the Department of Her Majesty's Customs (Parliamentary Paper No.99 of 1856) shows that a Sub-Collector existed at Portland before June 1855. In a Gazette notice dated 7 May 1856 it was announced that the Sub-Collectors of Customs would be renamed Collectors of Customs. However, the Public Service Staff list of 1884 makes reference to the Sub-Collector of Portland.</p> <p>By 1957 the Sub-Collector appears in the Federal Guide, (1957, p.84). No mention is made of the agency in Staff Lists between 1901 and 1946.]</p>		
10.	Sub-Collector of Customs, Warrnambool [TO CO 1 - CA 10, 1901]	by 1855-by 1930	CA 1820
11.	Central Board appointed to watch over the interests of the Aborigines	(7 June)1860-1869(Nov. 11)	CA 2012
12.	Central Board for the Protection of Aborigines [TO CO 28, STATE OF VICTORIA, 1901]	(11 Nov.)1869-1957(July 30)	CA 2013
13.	Registrar of Copyrights (Office of Copyright Registry of Victoria) [TO CO 28, 1901]	(1 Mar.)1870-1907(Feb?)	CA 1400
14.	Department of Defence [TO CO 28, 1901]	1883-1901	CA 1340

AUSTRALIAN NATIONAL UNIVERSITY
ARCHIVES OF BUSINESS & LABOUR

LIST OF HOLDINGS

INVENTORY OF AGENCIES

Contents:

RECORDS RELATING TO EMPLOYEE, EMPLOYER AND PROFESSIONAL
ORGANISATIONS (1850-) PRG 1
RECORDS RELATING TO COMPANIES AND FIRMS (1824-) PRG 2

CODE:

AAC : some records held by Australian Archives, Canberra
etc. as for National Digest

LIST OF HOLDINGSINVENTORY OF AGENCIESRECORDS RELATING TO EMPLOYEE, EMPLOYER AND PROFESSIONAL ORGANISATIONS (1850-) PRG 1Union Archives and Archives of Employer Organisations and Professional Groups/Associations

:ABC STAFF ASSOCIATION
 (n.d.) PRG 1 Records:ANU

:ABC STAFF ASSOCIATION, NSW BRANCH
 (n.d.) PRG 1 Records:ANU

:ABC STAFF ASSOCIATION, VICTORIAN BRANCH
 (n.d.) PRG 1 Records:ANU

:ACTORS AND ANNOUNCERS EQUITY ASSOCIATION
 (1919-1973) PRG 1 Records:ANU

:ADELAIDE CHAMBER OF COMMERCE
 see Chamber of Commerce and Industry, SA

:ADMINISTRATIVE AND CLERICAL OFFICERS ASSOCIATION< AUSTRALIAN
 PUBLIC SERVICE
 (1916-1980) PRG 1 Records:ANU

:AGRICULTURAL IMPLEMENT MAKERS
 succeeded by Sheet Metal Working, Agricultural Implement and
 Stovemaking Industrial Union of Australia

:AIRLINE EMPLOYEES
 see Australasian Flight Engineers Association; Australian
 Federation of Air Pilots; and Flight Stewards Association
 of Australia

:AMALGAMATED ENGINEERING UNION
 (1852-1972) PRG 1 Records:ANU
 succeeded by Amalgamated Metal Workers Union

:AMALGAMATED ENGINEERING UNION, CANBERRA BRANCH
 (1944-1968) PRG 1 Records:ANU

:AMALGAMATED ENGINEERING UNION, DARWIN BRANCH
 (1929-1968) PRG 1 Records:AUN

:AMALGAMATED ENGINEERING UNION, NSW BRANCHES
 (1893-1968) PRG 1 Records:ANU

:AMALGAMATED ENGINEERING UNION, SYDNEY DISTRICT COMMITTEE
 (1885-1968) PRG 1 Records:ANU

:AMALGAMATED ENGINEERING UNION, QUEENSLAND BRANCHES
 (1885-1968) PRG 1 Records:ANU

.....

:AMALGAMATED METAL WORKERS UNION
 (1972-1980) PRG 1 Records:ANU
 succeeded to Amalgamated Engineering Union; Boilermakers and
 Blacksmiths Society; Sheet Metal Working, Agricultural
 Implement and Stovemaking Industrial Union of Australia;
 and Federated Shipwrights and Ship Constructors Association.

:AMALGAMATED METAL WORKERS UNION, NSW BRANCH
 (1972-1980) PRG 1 Records:ANU

:AMALGAMATED METAL WORKERS UNION, PERTH BRANCH
 (1972-1980) PRG 1 Records:ANU

LIST OF HOLDINGSINVENTORY OF AGENCIES

RECORDS RELATING TO EMPLOYEE, EMPLOYER AND PROFESSIONAL PRG 1
ORGANISATIONS (1850-) cont'd

Union Archives and Archives of Employer Organisation and
Professional Groups/Associations cont'd

:AMALGAMATED POSTAL WORKERS UNION OF AUSTRALIA
 (1910-1974) PRG 1 Records:ANU
 succeeded by Australian Postal and Telecommunications Union;...
 :AMALGAMATED POSTAL WORKERS UNION OF AUSTRALIA, QUEENSLAND BRANCH
 (1945-1969) PRG 1 Records:ANU
 :AMALGAMATED POSTAL WORKERS UNION OF AUSTRALIA, TASMANIAN BRANCH
 (1930-1960) PRG 1 Records:ANU

 :AMALGAMATED PRINTING TRADE EMPLOYEES UNION
 succeeded by Printing and Kindred Industries Union
 :AMALGAMATED PRINTING TRADE EMPLOYEES UNION, NSW BRANCH
 (1886-1940) PRG 1 Records:ANU
 :AMALGAMATED PRINTING TRADE EMPLOYEES UNION, VICTORIAN BRANCH
 (1889-1946) PRG 1 Records:ANU
 :AUSTRALASIAN FLIGHT ENGINEERING ASSOCIATION
 (1957-1963) PRG 1 Records:ANU
 :AUSTRALIAN FEDERATION OF AIR PILOTS
 (1943-1960) PRG 1 Records:ANU
 :AUSTRALIAN POSTAL AND TELECOMMUNICATIONS UNION
 succeeded to Amalgamated Postal Workers Union of Australia

 :BOILERMAKERS AND BLACKSMITHS SOCIETY
 succeeded by Amalgamated Metal Workers Union

 :FEDERATED SHIPWRIGHTS AND SHIP CONSTRUCTOR ASSOCIATION OF
 AUSTRALIA
 succeeded by Amalgamated Metal Workers Union

 :FLIGHT STEWARDS ASSOCIATION OF AUSTRALIA
 (1957-1963) PRG 1 Records:ANU

 :PRINTING AND KINDRED INDUSTRIES UNION
 succeeded to Amalgamated Printing Trade Employees Union

 :SHEET METAL WORKING, AGRICULTURAL IMPLEMENT AND STOVEMAKING
 INDUSTRIAL UNION OF AUSTRALIA
 (1938-1972) PRG 1 Records:ANU
 succeeded to Agricultural Implement Makers...
 succeeded by Amalgamated Metal Workers Union
 :SHEET METAL WORKING, AGRICULTURAL IMPLEMENT AND STOVEMAKING
 INDUSTRIAL UNION OF AUSTRALIA, NSW BRANCH
 (1881-1972) PRG 1 Records:ANU
 :SHEET METAL WORKING, AGRICULTURAL IMPLEMENT AND STOVEMAKING
 INDUSTRIAL UNION OF AUSTRALIA, QUEENSLAND BRANCH
 (1965-1972)(PRG 1 Records:ANU

LIST OF HOLDINGSINVENTORY OF AGENCIESRECORDS RELATING TO COMPANIES AND FIRMS (1824-)PRG 2Business Archives

:ABERDARE RAILWAY CO., Newcastle, NSW
 (1902-1915) PRG 12 Records:ANU
 ?succeeded by Australian Agricultural Company

:ADELAIDE STEAMSHIP COMPANY
 (1875-1982) PRG 2 Records:ANU

:ALLEN TAYLOR & CO., LTD., Sydney
 (1896-1945) PRG 2 Records:ANU

:ALROY DOWNS STATION, Barkly Tablelands, N.T.
 (1913-1937) PRG 2 Records:ANU

:ARNOTTS LTD.
 (1899-1970) PRG 2 Records:ANU

:AUSTRALIAN AGRICULTURAL COMPANY
 (1824-1974) PRG 2 Records:ANU
 ?succeeded to Aberdare Railway Co.; Peel River Land & Mineral
 Co. Ltd.; Ivanhoe Grazing Co.

.....

IVANHOE GRAZING CO.
 ?succeeded by Australian Agricultural Company

.....

:PEEL RIVER LAND & MINERAL CO., LTD.
 (1853-1960) PRG 2 Records:ANU
 ?succeeded by Australian Agricultural Company

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UNIVERSITY OF MELBOURNE
ARCHIVES

GUIDE TO COLLECTIONS

INVENTORY OF AGENCIES

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ARCHITECTURE, CONSTRUCTION AND SURVEYING (1856-) PRG 3
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POLITICS (1837-) PRG 13
.....	
TRADE AND COMMERCE (1839-) PRG 22
.....	
TRADE AND LABOUR MOVEMENT - TRADE UNIONS (1874-) PRG 24
.....	

Code:

AAC : some records held by Australian Archives, Canberra
etc. as for National Digest

GUIDE TO COLLECTIONSINVENTORY OF AGENCIESARCHITECTURE, CONTRUCTION AND SURVEYING (1856-)PRG 3Business Archives

:BATES, SMART AND MCCUTCHEON PTY. LTD.
 (1862-1956) PRG 3 Records:MUA
 :BRIDGE, HAYDEN AND ASSOCIATES
 (1859-1961) PRG 3 Records:MUA
 :BURNE, W.C. AND SONS
 (1947-1970) PRG 3 Records:MUA

POLITICS (1837-)PRG 13Archives of Political Parties

:AUSTRALIAN LABOR PARTY, CASTLEMAINE BRANCH
 (1931-1939) PRG 13 Records:MUA
 :AUSTRALIAN LABOR PARTY, NORTH FOOTSCRAY BRANCH
 (1955-1969) PRG 13 Records:MUA
 :AUSTRALIAN LABOR PARTY STATE OF NEW SOUTH WALES (HUGHES-EVANS
 LABOR PARTY)
 (1943-1944) PRG 13 Records:MUA

 :LIBERAL PARTY OF AUSTRALIA (VICTORIAN BRANCH)
 (1936-1970) PRG 13 Records:MUA

TRADE AND LABOUR MOVEMENT - TRADE UNIONS (1874-)PRG 24Union Archives and Archives of Employer Organisations and Professional Groups/Associations

:AMALGAMATED ENGINEERING UNION
 (1858-1970) PRG 24 Records:MUA
 succeeded to Amalgamated Society of Engineers
 succeeded by Amalgamated Workers and Shipwrights Union
 :AMAGAMATED METAL WORKERS AND SHIPWRIGHTS UNION
 succeeded to Amalgamated Engineering Union; Boilermakers Society
 of Australia; Federated Shipwrights and Ship Constructors
 Association of Australia.
 :AMALGAMATED SOCIETY OF CARPENTERS AND JOINERS I
 succeeded by Building Workers Industrial Union
 :AMALGAMATED SOCIETY OF CARPENTERS AND JOINERS II
 succeeded to Building Workers Industrial Union
 :AMALGAMATED SOCIETY OF CARPENTERS AND JOINERS II, VICTORIAN
 BRANCH
 (1950-1971) PRG 24 Records:MUA
 :AUSTRALIAN BOOT TRADE EMPLOYEES FEDERATION

 :AUSTRALIAN BOOT TRADE EMPLOYEES FEDERATION, VICTORIAN BRANCH
 (1902-1978) PRG 24 Records:MUA

LIST OF HOLDINGSINVENTORY OF AGENCIES

TRADE AND LABOUR MOVEMENT - TRADE UNIONS (1858-)
cont'd

PRG 24

Union Archives and Archives of Employer Organisations and
Professional Groups/Associations cont'd

:BUILDING WORKERS INDUSTRIAL UNION

succeeded to Amalgamated Society of Carpenters and Joiners I;

Society of Progressive Carpenters and Joiners

succeeded by Amalgamated Society of Carpenters and Joiners II

VICTORIA
PUBLIC RECORD OFFICE

SUMMARY GUIDE

INVENTORY OF AGENCIES

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MUNICIPALITIES (1842-)	VRG 6
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EMPLOYMENT AND TRAINING (1981-1985)	VRG 75
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INDUSTRIAL AFFAIRS (1983-1985)	VRG 78
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EMPLOYMENT AND INDUSTRIAL AFFAIRS (1985-)	VRG 85
.....	

Code:

AAC : some records held by Australian Archives, Canberra
etc. as for National Digest

PORT PHILLIP PENAL SETTLEMENT (1803-1804)VRG 1

A party of 400 persons, including 299 male convicts, arrived in Port Phillip Bay in October 1803 and settled on the Nepean Peninsula near present day Sorrento. The Settlement did not prosper and Governor King authorised its abandonment after less than four months. The party moved on to the Port Dalrymple Penal Settlement (1804-1812) in Tasmania.

:PORT PHILLIP PENAL SETTLEMENT
(1803-1804) VA Records:UKN

SETTLEMENT POINT ESTABLISHMENT (1826-1828)VRG 2

Fear of the French seems to have motivated the British Government to instruct Governor Darling to establish outposts on the south and west coastlines of Australia. A party of 40, including 20 convicts, arrived in Western Port in November 1826. The Establishment was essentially military in its purpose. It was abandoned in 1828.

:SETTLEMENT POINT ESTABLISHMENT
(1826-1828) VA Records:PRO;AON

POLICE MAGISTRATE, PORT PHILLIP DISTRICT (1836-1839)VRG 3

:POLICE MAGISTRATE, PORT PHILLIP DISTRICT
(1836-1839) VA472 Records:PRO

:TREASURER P
[1838-1855] VA Records:PRO

:DEPARTMENT OF CROWN LANDS AND SURVEY P
[c.1835-1976] VA Records:PRO

:CHIEF PROTECTOR OF ABORIGINES P
[1838-1851] VA512 Records:PRO

:SURVEYOR-GENERAL: SURVEYOR IN CHARGE P
[1828-1851] VA Records:PRO

:PUBLIC RECORD OFFICE P
[1788-1983] VA683 Records:PRO

:POLICE OFFICE, GEELONG P
[1838-1853] VA659 Records:PRO

:MELBOURNE SURVEY OFFICE P
[1836-1853] VA Records:PRO

:REGISTRAR OF BIRTHS, DEATHS AND MARRIAGES P
[1837-1981] VA983 Records:PRO

:SUB-TREASURY P
[1838-1855] VA Records:PRO

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MUNICIPALITIES (1842-)

VRG 6

The development of municipal corporations and other institutions for the management of towns, districts and counties was given sustained legislative and administrative attention in New South Wales during the 1840's with mixed success. In 1842, both Sydney and Melbourne were made incorporated towns. Melbourne was proclaimed a city in 1847 and Geelong incorporated as a town in 1849.

Under the New South Wales Government Act of 1842, the Governor was given power to establish districts and to create in each of them a District Council to be appointed in the first instance and thereafter elected triennially. Each Council was to be presided over by a Warden and was to have powers to impose tolls on public works and rates on property and to provide funds to defray the costs of the colony's police establishment. Some 29 charters establishing District Councils were issued but, by 1845, all except Parramatta had ceased to function.

The Crown's powers to establish municipal institutions was received into Victoria upon separation from New South Wales in 1851 but no use was made of them. In 1853, legislation (which came into force in December 1854) established the Central Roads Board and also provided for the creation of local Road Districts in rural Victoria, each under the management of an elected District Road Board with some powers of local administration. See also PUBLIC WORKS (1855-).

Following the Eureka disturbance, the government established elected Mining Courts in the gold fields in 1855, each under a nominated chairman, whose senior administrative officers were the Wardens. These courts were also given powers of local administration in areas where they operated. In 1857, the legislative and judicial functions of the courts were split and transferred respectively to elected Mining Boards and to a Court of Mines. See also MINING REGISTRARS AND WARDENS (1850s-).

Under the Municipal Corporations Act of 1854, provision was made for the incorporation (upon petition) of Districts of no more than nine square miles and during 1855 and 1856 a number of Districts in suburban Melbourne and rural townships were established.

The basis for the existing system of local government was laid by the 1863 Municipal Corporations Act since which time local government has been extended over almost all of Victoria which has been divided into urban (city, town, borough) and rural (shire) municipalities.

The powers and functions of municipalities have varied a good deal over time. Responsibilities include or have included building control and control over land use, regulation of traffic, water supply, drainage and sewerage, law and order and public safety, education, health and welfare, public transport, community services (e.g. garbage collection), and amenities (e.g. libraries and parks). It should be noted, however, that many of these functions overlap with those (and, particularly in large urban areas, may be the exclusive responsibility) of State Government agencies. From time to time, extensive transfers of functions (and with them part or all of the associated records) have taken place between municipalities and other agencies - most recently in the case of many of the local water authorities.

Municipal boundary changes are frequent and must be studied to determine the likely whereabouts within the municipal archive of all relevant records. A substantial amalgamation of municipalities occurred in 1915/16.

MUNICIPALITIES (1842-) cont'd

VRG 6

:ALBERTON

(1855-) VA2372 Records:NIA
 District(1855); Shire(1864)
 Part incorporated into Woorayl(1888-) [1890]; Rosedale(1869-) [1914]
 Succeeded by South Gippsland(1894-)

:ALEXANDRA

(1868-) VA2373 Records:NIA
 District(1868); Shire(1869)
 Incorporated part of Yea(1869-) [1914]; Healesville(1887-) [1963]
 Part incorporated into Euroa(1879-) [1963]

:ALTONA

(1957-) VA888 Records:PRO
 Shire(1957); City(1968)
 Succeeded to Werribee(1862-)
 Part incorporated into Werribee(1862-) [1958]; Williamstown(1856-) [1962]

:ARAPILES

(1888-) VA2374 Records:NIA
 Shire(1888)
 Succeeded to Wimmera(1862-)
 Incorporated part of Wimmera(1862-) [1913]

:ARARAT I

(1858-) VA2375 Records:PRO
 Borough(1858); Town(1934); City(1950)
 Incorporated part of Ararat II(1861-) [1941;1960]

:ARARAT II

(1861-) VA2376 Records:PRO
 District(1861); Shire(1864)
 Incorporated part of Stawell I(1861-) [1954]
 Part incorporated into Stawell I(1861-) [1926;1954]; Ararat I(1858-) [1941;1960]

:AVOCA

(1861-) VA536 Records:PRO
 District(1861); Shire(1864)
 Part incorporated into Lexton(1860-) [1941]

:AVON

(1864-) VA2377 Records:PRO
 District(1864); Shire(1865)
 Incorporated part of Bairnsdale I(1867-) [1914;1964]; Maffra(1875-) [1917]
 Part incorporated into Sale(1863-) [1966;1967]

:BACCHUS MARSH

(1862-) VA2378 Records:NIA
 District(1862); Shire(1871)
 Incorporated part of Corio(1861-) [1911]
 Part incorporated into Kyneton(1859-) [1911/13]

:BAIRNSDALE I

(1867-) VA2581 Records:NIA
 District(1867); Shire(1868)
 Part incorporated into Avon(1864-) [1914;1964]
 Succeeded by Tambo(1882-); Bairnsdale II(1967-)

:BAIRNSDALE II

(1967-) VA2379 Records:NIA
 Town(1967)
 Succeeded to Bairnsdale I(1867-)

MUNICIPALITIES (1842-) cont'd

VRG 6

- :BALLAARAT (BALLAARAT WEST TO 1921)
(1855-) VA478 Records:PRO
Borough(1863); City(1870)
Succeeded to Ballaarat East(? -1921)
Incorporated part of Bungaree(1863-) [1930]
- :BALLAARAT EAST
(? -1921) See BALLAARAT
Town(?)
- :BALLAARAT WEST
(1855-1921) See BALLAARAT
Borough(1863); City(1870)
- :BALLAN
(1862-) VA967 Records:PRO
District(1862); Shire(1864)
Part incorporated into Kyneton(1959-) [1921]
- :BALLARAT
(1856-) VA2380 Records:NIA
District(1856); Shire(1863)
- :BANNOCKBURN
(1862-) VA2381 Records:NIA
District(1862); Shire(1864)
Succeeded to Meredith(? -1915)
Part incorporated into Corio(1861-) [1916]
- :BARRABOOL
(1853-) VA2382 Records:NIA
District(1853); Shire(1865)
Incorporated part of Winchelsea(1860-) [1927]
- :BASS (PHILLIP ISLAND TO 1874; PHILLIP ISLAND AND WOOLAMAI TO 1928; WOOLAMAI TO 1929)
(1871-) VA2383 Records:NIA
District(1871); Shire(1874)
Succeeded by Phillip Island II(1928-)
- :BEECHWORTH I
(1856-1871) See BEECHWORTH III
District(1856); Borough(1863)
- :BEECHWORTH II
(1865-1871) See BEECHWORTH III
Shire(1865)
Succeeded to Stanley(1862-1865); Wooragee(1863-1865)
- :BEECHWORTH III
(1856-) VA2384 Records:NIA
District(1856;1862;1863); Borough(1863); Shire(1865;1871)
Succeeded to Beechworth I(1856-1871); Beechworth II(1865-1871)
- :BELFAST I
(1853-) VA2385 Records:NIA
District(1853); Shire(1863)
Succeeded by Minhamite(1871-)
- :BELFAST II
(1856-1887) See PORT FAIRY
Borough(1863)

[BALLAARAT - BELFAST II]

[31/7/85]

CHIEF SECRETARY(1851-1981) cont'dVRG 14

:STATE LIBRARY OF VICTORIA P
[c1840s-1971] VA913 Records:PRO

:NATIONAL MUSEUM OF VICTORIA P
[1869-1921] VA431 Records:PRO

:SCIENCE MUSEUM OF VICTORIA P
[1900-1983] VA1005 Records:PRO

:STATE FILM CENTRE P
[1945-1977] VA2325 Records:PRO

:TRUSTEES OF THE PUBLIC LIBRARY, MUSEUMS AND NATIONAL GALLERY P
[1853-1956] VA912 Records:PRO

:BOARD OF EDUCATION P
[1848-1905] VA713 Records:PRO

:DENOMINATIONAL SCHOOLS BOARD P
[1848-1867] VA703 Records:PRO

:NATIONAL SCHOOLS BOARD P
[1851-1864] VA919 Records:PRO

:GOVERNMENT PRINTING OFFICE P
[1840-1961] VA1035 Records:PRO

:CENTRAL BOARD FOR THE PROTECTION OF ABORIGINES P
[1889-1946] VA515 Records:PRO

:MELBOURNE OBSERVATORY P
[1852-1937] VA Records:PRO

:FLAGSTAFF OBSERVATORY P
[1858-1863] VA Records:PRO

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LABOUR AND INDUSTRY(1900-1985)VRG 34

In 1915, the Factories Office in CHIEF SECRETARY(1851-1981) was formed into the Department of Labour which became the Department of Labour and Industry in 1953.

In 1981, responsibility for job creation and industrial training passed to EMPLOYMENT AND TRAINING(1981-1985).

In 1983, responsibility for industrial welfare and industrial relations (including conciliation and arbitration) passed to INDUSTRIAL AFFAIRS(1983-1985).

In 1984, the Technical Services Division of the Department passed to EMPLOYMENT AND TRAINING(1981-1985).

In 1985, the functions of this Group were recombined with EMPLOYMENT AND TRAINING and with INDUSTRIAL AFFAIRS to form EMPLOYMENT AND INDUSTRIAL AFFAIRS (1985-).

See also List of Holdings (2nd edn., 1985) entry 3.9.0.

:MINISTER OF LABOUR
(1900-1954) VA Records:NIA

:MINISTER OF LABOUR AND INSUSTRY
(1954-1985) VA Records:NIA

:CHIEF SECRETARY'S DEPARTMENT
(1855-1981) VA475 Records:PRO

:DEPARTMENT OF LABOUR [3.9.2]
(1915-1953) VA Records:PRO

LABOUR AND INDUSTRY(1900-1985) cont'dVRG 34

:DEPARTMENT OF LABOUR AND INDUSTRY [3.9.2]
(1953-1985) VA1027 Records:PRO

:FACTORIES OFFICE [3.9.2]
(1885-1915) VA Records:PRO
Succeeded by Department of Labour(1915-1953)

:APPRENTICESHIP COMMISSION [3.9.5]
(1928-1975) VA899 Records:PRO
Succeeded by Industrial Training Commission(1975-)

:INDUSTRIAL TRAINING COMMISSION [3.9.5]
(1975-) VA900 Records:PRO
Succeeded to Apprenticeship Commission(1928-1975)

:INDUSTRIAL RELATIONS COMMISSION [3.9.6]
(1981-) VA1009 Records:PRO
Succeeded to Court of Industrial Appeals(1903-1981); Wages Boards(1896-1981)

:COURT OF INDUSTRIAL APPEALS [3.9.6]
(1903-1981) CA1011 Records:PRO
Succeeded by Industrial Relations Commission(1981-)

:MOTOR ACCIDENT BOARD [3.9.9]
(1973-) VA1055 Records:PRO

:WAGES BOARDS [3.9.7]
(1896-1981) VA Records:PRO
Succeeded by Conciliation and Arbitration Boards(1981-); Industrial Relations Commission(1981-)

:CONCILIATION AND ARBITRATION BOARDS [3.9.7]
(1981-) VA Records:PRO
Succeeded to Wages Boards(1896-1981)

EMPLOYMENT AND TRAINING(1981-1985)VRG 75

In 1981, responsibility for job creation and industrial training was separated from LABOUR AND INDUSTRY(1900-1985).

In 1984, the Technical Services Division was taken from LABOUR AND INDUSTRY, the Occupational Health Division from HEALTH(1890-) and the Hazardous Materials Division from MINERALS AND ENERGY(1927-1985).

In 1985, the Victorian Employment Committee was taken from PREMIER(1936-). Subsequently, the functions of this Group were reincorporated with LABOUR AND INDUSTRY and with INDUSTRIAL AFFAIRS(1983-1985) to form EMPLOYMENT AND INDUSTRIAL AFFAIRS(1985-).

See also List of Holdings (2nd edn., 1985) entry 3.9.0

:MINISTER OF EMPLOYMENT AND TRAINING
(1981-1985) VA Records:NIA

:MINISTRY OF EMPLOYMENT AND TRAINING [3.9.3]
(1981-1985) VA704 Records:

:INDUSTRIAL TRAINING COMMISSION [3.9.5]
(1975-) VA900 Records:PRO
Succeeded to Apprenticeship Commission(1928-1975)

:VICTORIAN EMPLOYMENT COMMITTEE [3.9.8]
(1979-) VA2583 Records:PRO

INDUSTRIAL AFFAIRS (1983-1985)

VRG 78

In 1983, responsibility for industrial welfare and industrial relations (including conciliation and arbitration) was separated from LABOUR AND INDUSTRY (1900-1985).

In 1985, these functions were incorporated into EMPLOYMENT AND INDUSTRIAL AFFAIRS (1985-).

See also List of Holdings (2nd edn, 1985) entry 3.9.0.

:MINISTER OF INDUSTRIAL AFFAIRS
(1983-1985) VA Records:

:MINISTRY OF INDUSTRIAL AFFAIRS [3.9.4]
(1983-1985) VA Records:

:INDUSTRIAL RELATIONS COMMISSION [3.9.6]
(1981-) VA1009 Records:PRO
Succeeded to Court of Industrial Appeals(1903-1981); Wages Boards(1896-1981)

:CONCILIATION AND ARBITRATION BOARDS [3.9.7]
(1981-) VA Records:PRO

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EMPLOYMENT AND INDUSTRIAL AFFAIRS (1985-)

VRG 85

In 1985, the functions of EMPLOYMENT AND TRAINING (1981-1985) were amalgamated with those of INDUSTRIAL AFFAIRS (1983-1985) and LABOUR AND INDUSTRY (1900-1985). Responsibility for youth affairs was added from YOUTH, SPORT AND RECREATION (1972-1985).

See also List of Holdings (2nd edn, 1985) entry 3.9.0.

:MINISTER FOR EMPLOYMENT AND INDUSTRIAL AFFAIRS
(1985-) VA Records:NIA

:DEPARTMENT OF EMPLOYMENT AND INDUSTRIAL AFFAIRS [3.9.1]
(1985-) VA Records:NIA

:INDUSTRIAL TRAINING COMMISSION [3.9.5]
(1975-) VA900 Records:PRO
Succeeded to Apprenticeship Commission(1928-1975)

:INDUSTRIAL RELATIONS COMMISSION [3.9.6]
(1981-) VA1009 Records:PRO
Succeeded to Court of Industrial Appeals(1903-1981); Wages Boards(1896-1981)

:MOTOR ACCIDENTS BOARD [3.9.9]
(1973-) VA1055 Records:PRO

:OCCUPATIONAL HEALTH AND SAFETY COMMISSION
() VA Records:NIA

:HOSPITALS REMUNERATION TRIBUNAL
() VA Records:PRO

:CONCILIATION AND ARBITRATION BOARDS [3.9.7]
(1981-) VA Records:PRO

:VICTORIAN EMPLOYMENT COMMITTEE [3.9.8]
(1979-) VA2583 Records:PRO

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RIVERINA COLLEGE OF ADVANCED EDUCATION
ARCHIVES AND RECORDS SERVICE

GUIDE TO COLLECTIONS

INVENTORY OF AGENCIES

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MUNICIPAL AND SHIRE OFFICES (1886-) PRG 35
NEWSPAPERS (1892-) PRG 36
ORGANISATIONS (1835-) PRG 37
PLACES (1900-) PRG 39
POST OFFICES (1863-) PRG 40
SCHOOLS (1976-) PRG 41
STATIONS (1865-) PRG 42
NEW SOUTH WALES GOVERNMENT AGENCIES (1861-) PRG 43
MISCELLANEOUS (1788-) PRG 47

Code:

AAC : some records held by Australian Archives, Canberra
etc. as for National Digest

COMPANIES (1865-)PRG 34:Business Archives

:AGRICULTURAL AVIATION CO. LTD.
 (1958-1964) PRG 34 Records:RCA
 :ATLAS PRINTING WORKS
 (1890-1905) PRG 34 Records:RCA
 :BULGARY PASTORAL COMPANY
 (n.d.) PRG 34 Records:RCA

 :WRIGHT HEATON CO. LTD. Wagga Wagga
 (1909-1939) PRG 34 Records:RCA

MUNICIPAL AND SHIRE COUNCILS (1886-)PRG 35:Municipal Archives

:ILLABO SHIRE COUNCIL [NSW]
 (nd) PRG 35 Records:RCA
 :JUNEE MUNICIPAL COUNCIL [NSW]
 (1886-1977) PRG 35 Records:RCA
 :KYEAMBA SHIRE COUNCIL [NSW]
 (1906-1969) PRG 35 Records:RCA

 :YANCO SHIRE COUNCIL [NSW]
 (1892-1973) PRG 35 Records:RCA

ORGANISATIONS (1835-)PRG 37:Archives of Political Parties

:AUSTRALIAN COUNTRY PARTY, Wagga Wagga
 (1927-1941) PRG 37 Records:RCA

:Associations and Societies

:APEX CLUB OF WAGGA WAGGA
 (1932-1980) PRG 37 Records:RCA
 :FARMERS AND SETTLERS ASSOCIATION, Wagga
 (1945-1962) PRG 37 Records:RCA

NEW SOUTH WALES GOVERNMENT AGENCIES (1861-)PRG 43:New South Wales (1788-)

.....
 :CROWN LAND AGENT, ADELONG
 (nd) PRG 43 Records:RCA
 :CROWN LAND AGENT, ALBURY
 (1863-1974) PRG 43 Records:RCA
 :CROWN LAND AGENT, COROWA
 (1862-1970) PRG 43 Records:RCA

UNIVERSITY OF NEWCASTLE
ARCHIVES

GUIDE

INVENTORY OF AGENCIES

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(1801-) PRG 44
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...Archives (1791-) PRG 46

Code:

AAC : some records held by Australian Archives, Canberra
etc. as for National Digest

ARCHIVES AND MANUSCRIPTS HELD IN THE UNIVERSITY OF NEWCASTLE ARCHIVES
PART I: RECORDS RECEIVED FEBRUARY 1975 - MARCH 1979 (1801-)

PRG 44

:Bank Archives

:BANK OF NEWCASTLE
 (1828-1829) PRG 44 Records:UNA

:Business Archives

:ARMSTRONG AND ROYCE LTD.
 (ca1900) PRG 44 Records:UNA
 :AUSTRALIAN AGRICULTURAL COMPANY
 (1824-1952) PRG 44 Records:UNA

:Church Archives

:ANGLICAN DIOCESE OF NEWCASTLE
 (1828-1972) PRG 44 Records:UNA

:New South Wales (1788-)

:NEW SOUTH WALES - COLONIAL SECRETARY
 (1828-1891) PRG 44 Records:UNA
 :NEW SOUTH WALES, Department of Education
 (1861-1972) PRG 44 Records:UNA
 :NEW SOUTH WALES - SYDNEY HARBOUR BRIDGE ADVISORY BOARD
 (1903) PRG 44 Records:UNA

:Not Otherwise Classified

:AUSTRO-HUNGARIAN VICE-CONSULATE, Newcastle
 (1874-1914) PRG 44 Records:UNA

ARCHIVES AND MANUSCRIPTS HELD IN THE UNIVERSITY OF NEWCASTLE ARCHIVES
PART II: RECORDS RECEIVED MARCH 1979 - FEBRUARY 1982 (1770-)

PRG 45

:Associations and Societies

:ABORIGINAL CO-OPERATIVE SOCIETY, Newcastle
 (1980) PRG 45 Records:UNA
 :ANCIENT ORDER OF FORESTERS: COURT HUNTER
 (1867-1877) PRG 45 Records:UNA

:Business Archives

:AUSTRALIAN AGRICULTURAL COMPANY
 (1855-1904) PRG 45 Records:UNA

:Church Archives

:ANGLICAN CHURCH, Gloucester
 (1979-1980) PRG 45 Records:UNA
 :ANGLICAN CHURCH, Jesmond
 (1929-1979) PRG 45 Records:UNA
 :ANGLICAN CHURCH, Millfield
 (1880-1980) PRG 45 Records:UNA

:ANGLICAN DIOCESE OF NEWCASTLE
 (1860-1980) PRG 45 Records:UNA

ARCHIVES AND MANUSCRIPTS HELD IN THE UNIVERSITY OF NEWCASTLE ARCHIVES PRG 45PART II: RECORDS RECEIVED MARCH 1979 - FEBRUARY 1982 (1770-) cont'd:New South Wales (1788-)

:NEW SOUTH WALES AMBULANCE TRANSPORT SERVICE BOARD, Lake Macquarie District
(1920-1944) PRG 45 Records:UNA

.....

:Not Otherwise Classified

:ABERDEEN RAILWAY BRIDGE
(c1900?) PRG 45 Records:UNA
:ABERGLASSLYN HOUSE, Maitland
(1981) PRG 45 Records:UNA
:AUSTRALIAN CRICKET TOUR, 1896
(1896) PRG 45 Records:UNA

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ARCHIVES AND MANUSCRIPTS HELD IN THE UNIVERSITY OF NEWCASTLE ARCHIVESPRG 46PART II: RECORDS RECEIVED MARCH 1979 - FEBRUARY 1982: APPENDIX I:CEMETERY RECORDS HELD IN THE UNIVERSITY OF NEWCASTLE ARCHIVES (1791-):Not Otherwise Classified

:BELMONT [CEMETERY]
(1879-1980) PRG 46 Records:UNA
:BISHOP'S BRIDGE: ST. ANDREWS ANGLICAN CEMETERY
(1867-1978) PRG 46 Records:UNA
:CHRIST CHURCH CATHEDRAL [CEMETERY]
(1804-1963) PRG 46 Records:UNA
:CLARENCE TOWN [CEMETERY]
(1831-1976) PRG 46 Records:UNA

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AUSTRALIAN COUNCIL OF ARCHIVES

STANDARDISATION OF DESCRIPTIVE PRACTICE AMONGST CUSTODIANS OF
ARCHIVES, MANUSCRIPTS AND RECORDS IN AUSTRALIA

REPORT AND PROPOSALS FOR DISCUSSION

by C. Hurley
Public Record Office, Victoria

APPENDIX F : SAMPLE EXTRACTS FROM STANDARDISED INVENTORIES OF
 FAMILIES/PERSONS

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NEW SOUTH WALES
ARCHIVES AUTHORITY

CONCISE GUIDE

INVENTORY OF FAMILIES/PERSONS

Contents:

TREASURY (1823-) NRG 116

Code:

AAC : some records held by Australian Archives, Canberra
etc. as for National Digest

TREASURY (1823-)NRG 116:Persons

:KILPATRICK, W.R.
(1923-1956) NRG 116 Records:AON

COMMONWEALTH OF AUSTRALIA
AUSTRALIAN ARCHIVES

A.N.G.A.M.

INVENTORY OF FAMILIES/PERSONS

Contents:

FAMILIES INDEX

MURRAY (-) CF 1

.....

WHITE (-) CF 10

STRETTON (-) CF 11

.....

PERSONS INDEX

MURRAY, Hubert Leonard (1886-by 1965) CP 1

.....

Code:

AAC : some records held by Australian Archives, Canberra
etc. as for National Digest

FAMILY/ANNUAL

MURRAY

emigrated 1827

CF/EA 1

CAO 71 (revised)

Inventory of Persons			
Entry No.	Person's name	Dates of birth/death	Person No.
1.	Terence MURRAY, fought in the Irish Rebellion of 1798 and with the Coldstream Guards at Waterloo. He then transferred as a paymaster to the 48th Regiment of Foot and went to the Colony of New South Wales, where he remained for 7 years before going to India and thence back to Ireland. He returned to N.S.W. and took up land in 1827. He married Ellen, dau. of -- FITZGERALD, and had issue:		-
	(1) James Fitzgerald, Army surgeon in New South Wales; died at Lake George, N.S.W.; unmarried.	1806 - 1856	-
	(2) Anna Maria, married Captain George BUNN and resided for many years at Braidwood, N.S.W.; had issue:	1808 - 1889	-
	(1) George, married and had issue: Agnes and Mary		-
	(2) William, married and has issue: Georgina		-
	(3) Sir Terence Aubrey, of whom presently (see entry 2)	1810 - 1873	-
2.	Sir Terence Aubrey MURRAY, migrated to Australia with his father, Terence, in 1827. He farmed in the Lake George Canberra area and then entered politics in 1843 as a member of the New South Wales Legislative Assembly. He was knighted in 1869. He married firstly, Mary, dau. of -- GIBBES, and had issue:	1810 - 1873	-
	(1) Leila, died at Goulburn; unmarried	1844 - ?	-
	(2) Elizabeth, died in infancy	1847	-
	(3) Evelyn, married Robert Morrison, and had issue: one son and one daughter (Evelyn)	1849 - ?	-
	(4) Constance, died in infancy	1851	-

FAMILY/AGENCY

MURRAY

emigrated 1827

CF/EX 1

CAO 71 (revised)

Entry No.	Inventory of Persons			Person No.
	Person's name - 2 -	Dates of birth/death		
	(5) Geraldine, died in infancy	1853		-
	(6) James Aubrey, of whom presently (see entry 3)	1857 - 1933		-
	He married secondly, Agnes Anne, dau. of -- EDWARDS, and had issue:			
	(7) Sir John Hubert Plunkett, of whom hereafter (see entry 5)	1861 - 1940		CP59
	(8) George Gilbert Aimé, left Australia in 1877 and was educated in Britain. He was Regius Professor of Greek at Oxford, 1908 - 1936. In 1941 he was awarded the Order of Merit. He married Lady Mary, dau. of the Earl of Carlisle, and had issue:	1866 - ?		-
	(1) Rosalind, married Arnold TOYNBEE, and had issue: 3 sons			-
	(2) Denis			-
	(3) Agnes			-
	(4) Basil			-
	(5) Stephen			-
3.	James Aubrey MURRAY, died at Ivanhoe, Victoria on 7 Aug. 1933. He married Marion Edith, dau of -- LEWIS, and had issue:	1857 - 1933		-
	(1) Denis died in infancy			-
	(2) Florence, married C.G. GARRIOCH of Mauritius, resided in Ivanhoe, Victoria and had issue:			-
	(1) Leonard	1914 - ?		-
	(2) Aubrey	1917 - ?		-
	(3) Hubert Leonard, of whom presently (see entry 4)	1886 - by 1965		CP1
	(4) Gerald, a doctor in Quarantine Department and became Chief Medical Officer for Western Australia. He married Marjorie, dau. of -- PEACOCK and had issue:			-

CAO. 71.....

CF 11/2/1

22.12.66

PJS/KS

Commonwealth Archives Office

INVENTORY OF PERSONS

Family/Agency STRETTON

No: CF 11

Para No.				Person No.
1	STRETTON, William George	1847 - 1920		CP 19
2	" , Alfred V.	-		CP 21
3	" , Alice (Mrs Williams)	-		CP 20

AUSTRALIAN NATIONAL UNIVERSITY
ARCHIVES OF BUSINESS & LABOUR

LIST OF HOLDINGS

INVENTORY OF FAMILIES/PERSONS

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RECORDS RELATING TO COMPANIES AND FIRMS (1824-) PRG 2

Code:

AAC : some records held by Australian Archives, Canberra
etc. as for National Digest

RECORDS RELATING TO COMPANIES AND FIRMS (1824-)PRG 2:Persons

:GUNN, J.A.; Wagga, NSW

(1892-1926) PRG 2 Records:ANU

:GUTHRIE, J.F., Geelong and Riverina

(1893-1952) PRG 2 Records:ANU

UNIVERSITY OF MELBOURNE
ARCHIVESGUIDE TO COLLECTIONSINVENTORY OF FAMILIES/PERSONSContents:

ARCHITECTURE, CONSTRUCTION AND SURVEYING (1856-) PRG 3
.....
POLITICS (1837-) PRG 13
.....
PRIMARY INDUSTRY (1838-) PRG 14
.....

Code:

AAC : some records held by Australian Archives, Canberra
etc. as for National Digest

ARCHITECTURE, CONSTRUCTION AND SURVEYING (1856-)PRG 3:Persons

:ANNEAR, HAROLD DESBROWE
 (n.d.) PRG 3 Records:MUA
 :BARTLETT, HAROLD
 (1939-1960) PRG 3 Records:MUA
 :BOYD, ROBIN
 (1940s-1960s) PRG 3 Records:MUA
 :BURNE, LEWIS
 (1947-1970) PRG 3 Records:MUA
 :EARLE, JAMES
 (1950s-1981) PRG 3 Records:MUA

POLITICS (1837-)PRG 13:Persons

:BETHUNE, DULCIE
 (1971-1975) PRG 13 Records:MUA
 :D'APPRANO, ZELDA
 (1969-1975) PRG 13 Records:MUA
 :DOW, DAVID MACKENZIE
 (1837-1953) PRG 13 REcords:MUA

PRIMARY INDUSTRY (1838-)PRG 14:Families

:MACK
 (1840-1889) PRG 14 Records:MUA
 :PATTERSON
 (1838-1926) PRG 14 Records:MUA

VICTORIA
PUBLIC RECORD OFFICE

SUMMARY GUIDEINVENTORY OF FAMILIES/PERSONSContents:

NOT OTHERWISE CLASSIFIED (1836-) VRG 6
CHIEF SECRETARY (1855-1981) VRG 26

Code:

AAC : some records held by Australian Archives, Canberra
etc. as for National Digest

SUMMARY GUIDEINVENTORY OF FAMILIES/PERSONSNOT OTHERWISE CLASSIFIED (1836-)VRG 6:Families

:A'BECKETT
(1328-1808) VRG 6 Records:PRV

:Persons

:BARRY, SIR REDMOND
(1861-1870) VRG 6 Records:PRV

:DOUBE, V.J.
(n.d.) VRG 6 Records:PRV

CHIEF SECRETARY (1855-1981)VRG 26:Persons

:RYLAH, A
(1965-1970) VRG 26 Records:PRV

RIVERINA COLLEGE OF ADVANCED EDUCATION
ARCHIVES AND RECORDS SERVICE

GUIDE TO COLLECTIONS

INVENTORY OF FAMILIES/PERSONS

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PERSONS (1855-) PRG 38

Code:

AAC : some records held by Australian Archives, Canberra
etc. as for National Digest

PERSONS (1855-)PRG 38:Families

:FITZPATRICK FAMILY

(1969-1980) PRG 38 Records:RCA
.....:Persons

:ESLER, KEVIN

(1965-1980) PRG 38 Records:RCA

:FISCHER, T.A.

(1971-1976) PRG 38 Records:RCA

:FITZPATRICK, JOHN

(1969-1980) PRG 38 Records:RCA

:FLORANCE, H.O.

(1906-1909) PRG 38 Records:RCA
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UNIVERSITY OF NEWCASTLE
ARCHIVESGUIDEINVENTORY OF FAMILIES/PERSONSContents:ARCHIVES AND MANUSCRIPTS HELD IN THE UNIVERSITY OF NEWCASTLE
ARCHIVES

:Part I : Records Received February 1975 - March 1979

(1801-) PRG 44

:Part II : Records Received March 1979 - February 1982

(1770-) PRG 45

Code:AAC : some records held by Australian Archives, Canberra
etc. as for National Digest

GUIDEINVENTORY OF FAMILIES/PERSONSARCHIVES AND MANUSCRIPTS HELD IN THE UNIVERSITY OF NEWCASTLE ARCHIVESPRG 44PART I: RECORDS RECEIVED FEBRUARY 1975 - MARCH 1979 (1801-):Families

:AIRD FAMILY
 see AIRD, JOAN C
 :COUPLAND FAMILY
 see AIRD, JOAN C
 :WINN FAMILY
 see AIRD, JOAN C

.....

:Persons

:AIRD, JOAN C
 (1867-1975) PRG 44 Records:UNA
 :AUCHMUTY, Professor JAMES JOHNSTON
 (1918+) PRG 44 Records:UNA
 :BARR, MICHAEL
 (1877-1978) PRG 44 Records:UNA

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ARCHIVES AND MANUSCRIPTS HELD IN THE UNIVERSITY OF NEWCASTLE ARCHIVESPRG 45PART II: RECORDS RECEIVED MARCH 1979 - FEBRUARY 1982 (1770-):Families

:ASSER AND TURNER FAMILIES
 (c1880-c1980) PRG 45 Records:UNA
 :TURNER FAMILY
 see ASSER AND TURNER FAMILIES

.....

:Persons

:ALBERT, France
 (1770-1829) PRG 45 Records:UNA
 :ALLEGRIITI, Inta
 (1980) PRG 45 Records:UNA
 :ANTCLIFF, VERONICA
 (1979) PRG 45 Records:UNA
 :ARMSTRONG, JOHN W
 (1980) PRG 45 Records:UNA
 :AUCHMUTY, Professor JAMES JOHNSTON
 (c1930-1980) PRG 45 Records:UNA

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AUSTRALIAN COUNCIL OF ARCHIVES

STANDARDISATION OF DESCRIPTIVE PRACTICE AMONGST CUSTODIANS OF
ARCHIVES, MANUSCRIPTS AND RECORDS IN AUSTRALIA

REPORT AND PROPOSALS FOR DISCUSSION

by C. Hurley
Public Record Office, Victoria

APPENDIX G : SAMPLE EXTRACTS FROM INVENTORIES OF RECORDS
 (NON-STANDARDISED)

Concise guide to the State Archives of New South Wales

**Guide to the
State Archives
of New South Wales
number thirteen**

**Sydney
Archives Authority
of New South Wales
1970**

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Surveyor of Roads and Bridges			
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Treasury 1823- NRG 116	427-444		
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ABORIGINES WELFARE BOARD

NRG 1

Aborigines Welfare Board

1.

Aborigines Welfare Board

By a minute of the Executive Council, 2 June 1883, a Board for the protection of Aborigines was established comprising six members, appointed by the Governor, with the Inspector-General of Police as chairman. The Board held weekly meetings at which recommendations concerning the general protection of the State's aboriginal population were considered.

Under the Aborigines Protection Act of 1909, the Board was re-constituted, the number of members being increased to ten whose duty was "to exercise a general supervision and care over all matters affecting the interest and welfare of aborigines and to protect them against injustice, imposition and fraud."

The Board was again reconstituted under the Aborigines Protection (Amendment) Act of 1934, its name being altered to the Aborigines Welfare Board. The Under-Secretary of the Chief Secretary's Department was appointed chairman and provision was made for ten other members of whom one was to be a full-blooded Aborigine and one either a full-blooded Aborigine or having an admixture of blood, to represent their people.

The policy of the Board is to encourage the assimilation of Aborigines into the general community. The Board sponsors the erection of houses for leasing and provides housing loans to the Aborigines. It exercises general supervision over matters affecting the welfare of Aborigines, manages the Aboriginal Stations and Reserves, provides for the custody and maintenance of Aboriginal children whose parents are unable to care for them and provides scholarships, travelling expenses, uniforms, textbooks etc. for children of necessitous Aboriginal families.

Access Conditions: Records less than 50 years old are RESTRICTED

1. Minute Books, 1890-1901; 1905-6; 1911-38 (4/7108-27)
20 vols.

The Aborigines Welfare Board (formerly The Board for Protection of Aborigines) held weekly meetings from 1890-1915 and then monthly meetings until 1938. The Minute Books show those present, proceedings of previous meetings and statements of accounts.

2. Registers of letters received, 1910-13 (7/3644-5)
2 vols.

3. Copies of letters sent, 1914-27 (4/7128)
1 vol.

These are copies of letters, (mainly circulars), sent from the Board's office at Sydney.

4. Aboriginal Reserves - reports and descriptions, 1884-1904 (7/3639)
1 vol.
5. Tabulated expenditure at Aboriginal Stations, 1887-90 (7/3640-1)
2 vols.
6. Registers of expenditure of the Board, 1898-1905, 1922-24 (7/3642-3)
2 vols.

Agriculture

The Department of Agriculture was formed with the appointment of a Director of Agriculture on 10 February 1890. It was placed under the administration of the Secretary for Mines whose title was altered to that of Secretary for Mines and Agriculture. From this time the three main functions of the Department were research, education and advice, with decentralisation the keynote.

By the Department of Agriculture Act, 1907, Agriculture became a Department in its own right.

The Department is the State authority for rural industry in general, administering policy and Acts of Parliament relating to rural industries and conducting agricultural colleges and research stations.

Until 1916 the Forestry Department came under its jurisdiction. In 1917 the Forestry Commission (q.v.) was established as a statutory corporation.

At present there are eight divisions within the Department of Agriculture:

1. Administration
2. Plant Industry
3. Horticulture
4. Animal Industry
5. Dairying
6. Science Services
7. Marketing and Agricultural Economics
8. Information Services

The Pastures Protection Section. See also Pastures Protection Boards.

Since the Pastures Protection Act of 1934, Pastures Protection Boards, formerly administered by the Lands Department have been administered by the Department of Agriculture, Pastures Protection Section. The Act requires the Boards to send annual financial statements and stock returns to the Department of Agriculture.

Access Conditions : Records less than 35 years old are RESTRICTED.

Correspondence and Records Branch

1. Miscellaneous correspondence, 1886-93 (4/115-17)
3 vols.

These records comprise reports, letters received and some copies of letters sent and are mainly concerned with the establishment of a Department of Agriculture, its functions and progress during the 16 months after its inception; an Agricultural Education System; Experimental Farms.

These files were found in 1926 by a clerk of the Department of Agriculture, amongst old records in the Stock Branch and were at this time re-registered with 1926 Miscellaneous registration numbers. Thus they bear their original registration number but have been bound into three volumes in order of the 1926 registration numbers.

AGRICULTURE (1890-) cont'd

NRG 3

Agriculture

5

The Department of Agriculture was formed at the beginning of 1890 and placed under the administration of the Secretary for Mines, whose title was altered to that of Secretary for Mines and Agriculture. Some of these records pre-date the establishment of the Department of Agriculture and were transferred from the Mines Department to Agriculture in 1890.

2. Miscellaneous files, 1919, 1921, 1933-59 (7/321-3; 7/317; 7/363; R15088-15129; R29226-61; 3211)
5 vols. 78 boxes
3. Individual files, 1921-40 (R15075-87)
13 boxes
4. Grain elevator construction files, 1925-37 (R15074)
1 box

Special Files

5. Farrer Memorial Trust; William James Farrer papers, Feb 1885 - May 1906 (3249.1-3249.2)
part of 1 box

Farrer carried on an extensive correspondence with agricultural scientists and responsible wheat growers both overseas and throughout Australia. He discussed the methods and progress of his experiments, concerning the problem of wheat rust and the improvement of the milling qualities and nutritive value of wheat as well as exchanging numerous wheat samples with his correspondents.

The papers comprise: letters received by Farrer from Henry Vilmorin, a French grain merchant and experimentalist, M.A. Carleton and B.T. Galloway of the United States Department of Agriculture, Professor A.E. Blount of the State Agricultural College Colorado and C.E. Saunders of the Department of Agriculture, Canada, (together with typed copies of all these in-letters); a volume of typed copies of letters sent by Farrer to B.T. Galloway and M.A. Carleton; an incomplete letter sent by Farrer to Dr. N.A. Cobb, plant pathologist of the New South Wales Department of Agriculture and three invoices from the Vilmorin-Andrieux and Company, France, to Farrer for wheat samples.

6. Appointment of an expert in connection with the dairying industry, 1896 - 1924 (6/883)
1 box

Contains applications for the position of Dairy Expert in New South Wales, received by Sir Saul Samuel, Agent General, and his notes on interviews with three selected candidates as well as details of the conditions of employment of the successful applicant Mr. Michael Angelo O'Callaghan, his subsequent application for a permanent appointment after three years service in 1900, and ultimate secondment to the Commonwealth Public Service in 1924 as Dairy Expert.

7. Biennial review of General Division officers and employees, 1934-6 (7/69)
1 box

In pursuance of Section 14(3) of the Public Service Act 1902, a Salaries Committee was appointed to determine the grades and salaries of General Division officers and employees of this department, among others.

This file records the decisions of the Committee. Inter alia it also gives the names and duties of the officers holding the various positions that were enquired into.

Mostly the decisions are in the form of approvals of increase in salaries or betterment of conditions; but sometimes they take the form of relatively major policy decisions.

Division of Marketing and Agricultural Economics

8. Minutes of Proceedings received from the Egg Marketing Board, 28 Sep 1961 - 12 Dec 1963 (3435)
1 box

Copies for the Minister of Agriculture's information including minutes of meetings and statements concerning stock and financial transactions of the Board.

Attorney General

See also Attorney General and Justice

An Attorney General for New South Wales was first appointed in 1823 in consequence of the reorganisation of the legal system of the colony after the passing of the New South Wales Act 4 Geo. IV C.96 (1823) which provided that all criminal prosecutions should be by information filed in the name of the Attorney General. Prior to this date many of the duties normally falling to an Attorney General had been carried out by the Deputy Judge Advocate.

The Attorney General's instigating criminal prosecution was in contrast to the position in England where criminal prosecutions were normally begun on the basis of "an indictment" by a grand jury. These provisions regarding the conduct of criminal prosecutions were conferred by the Act 9 Geo. IV C.83 (1828).

In addition the Attorney General was the principal legal adviser of the Crown. Originally he also acted as counsel for the Crown in civil and criminal proceedings, and had the duty of drafting legislation. With the introduction of responsible government in 1856 the Attorney General became a responsible minister of the Crown instead of, as previously, a permanent official.

At the same time a Parliamentary Draftsman was appointed to draft legislation under the direction of the Attorney General. The Attorney General was also responsible for the Crown Solicitor's Office. From 1 August 1901 the Department of the Attorney General and the Department of Justice were amalgamated under the designation of the Department of the Attorney General and Justice. Subsequently the offices of Attorney General and Minister of Justice have been held by the same Minister at various times.

1. Charge Book or Court Book, 1825-26 (4/467.3)
1 vol.
Shows name, crime - place and date, witnesses, dates of filing of informations, sitting of court and findings.
2. Diary of Court Cases, Nov 1836 (4/467.2)
1 vol.
Gives number of case, prisoner's names, condition, bench and charge, witnesses for Crown, witnesses for defence, court finding.
There is also enclosed a list of cases for military jury and for a civil jury.
3. Deposition Books, 1825-35 (4/467.3 - 4/467.6)
4 vols.
4. Opinions of the Attorney General, 1836-38, 1877-1901 (4/473, 4718, 4696-99, 7/5363)
7 vols.
5. Copies of Letters sent to the Colonial Secretary, 1831-33, 1847-50 (7/2677-2678 formerly M.L. A1779, A1514)
3 vols.
6. Draft copies of letters sent to the Colonial Secretary, 1834-35 (4/466)
1 vol.
7. Copies of letters sent to Magistrates, 1839-49, 1842-46, 1865-68 (4/6658-6659, 7/2679 formerly M.L. A1780, A843 M.L.)
4 vols.
8. Copies of letters sent to Public Officers, 1831-40 (A165 M.L.)
1 vol.
9. Registers of letters received, 1857-1901 (4659-93)
35 vols.
10. Indexes to Registers of letters received, 1867-1900 (4644-4658)
15 vols.
11. Letters Received, 1899 (4708-4713)
6 boxes
12. Letters Received - Special Bundles, 1868 - 1900 (See List of titles on page 14)
15 boxes

Establishments (Military, Penal and Agricultural)

The records of the administrative and other Colonial offices of the various settlements which were established in outlying or remote areas of Australia for strategic or commercial reasons, as penal settlements, or as convenient stations in the major lines of communications are listed here. The term "establishment" was in general currency contemporaneously with the settlements for which records are held. These settlements are indicated below, with the terminal dates of their establishment and discontinuance where known.

Other records of establishments will be found in the series Letters Received and Special Bundles, in the records of the Colonial Secretary.

Establishment

Date of establishment and abandonment

FORT WELLINGTON,
Raffles Bay.

Possession taken 18 June, 1827, abandonment August, 1829.

KING GEORGES SOUND

Settlement established 30 December, 1826; transferred to Swan River when the colony of Western Australia was founded by James Stirling as lieutenant-governor in June, 1829.

NEWCASTLE

First settlement established June, 1801, abandoned 1802. Settlement re-established, March, 1804. From 1804 to 1824 Newcastle was used as a place of secondary punishment for convicts. In 1824 it was abandoned as a penal settlement in favour of Port Macquarie.

PORT ESSINGTON
("Victoria", North
Australia)

First proposed settlement, 1824, transferred to Fort Dundas, Melville Island, then Fort Wellington, Raffles Bay; upon the abandonment of these, Port Essington was established on Coburg Peninsula in 1838. It was abandoned in 1849.

PORT MACQUARIE.

Penal settlement established March, 1821; abandoned as a penal establishment in 1830.

g) Rooty Hill Agricultural Establishment

18. Copies of letters sent by the Superintendent, 4 Dec 1826 - 26 Mar 1828 (4/6270)
1 vol.

Copies of letters sent by the Superintendent to the Colonial Secretary, Private Secretary, Deputy Acting Commissary General (Parramatta), Principal Superintendent of Convicts, and other officials.

The stock and Agricultural Establishment at Rooty Hill was discontinued at the end of 1828 and the land was given to the Trustees of the Clergy and School Corporation.

h) Western Port Settlement

19. Copies of letters sent and received, 1826-28 (4/456, 4/7032)
1 vol.

Western Port was first discovered and named by George Bass in 1798 and although it was sighted and explored slightly it was not till 1826 that this settlement was set up. In 1826 the French voyager, D'Urville spent some time in the area and this revived fears that the French might colonise. Presumably it was this which led to this settlement being established.

This series contains letters sent and those received. It starts with Wright's instructions to form the settlement and goes up to about the time the settlement was abandoned.

Correspondence from the Colonial Secretary and Commissariat Dept to the Commandant together with lists of convicts sent, manifests and way bills of stores and cargo shipped on various vessels for the settlement, memoranda of slop clothing for the convicts, invoices of medicines supplied, lists of livestock despatched and plants and seeds from the Botanic Gardens in Sydney.

The lists of convicts provide details of their names, ship of arrival in N.S.W., original conviction (where, when, and sentence), trade, age, native

COMMONWEALTH OF AUSTRALIA
AUSTRALIAN ARCHIVES

A.N.G.A.M.

INVENTORY OF RECORDS

Contents:

INDEX OF AGENCIES

GOVERNOR-GENERAL'S OFFICE (1900-) CA 1

FEDERAL EXECUTIVE COUNCIL (1901-) CA 2

SECRETARY TO CABINET/CABINET SECRETARIAT (1901-1968) CA 3

.....

CA 1/2
Rev.23.9.85
PB/CA/15

CA 1

(29 Oct.)1900-

Inventory of Series

Entry No.	Series Title	Date Range	Series No.
1.	<u>Establishment:</u> The letters Patent of 29 October 1900 appear to formally constitute the office of Governor-General.		
2.	<u>Functions:</u> In summary, the principal powers and functions of the Governor-General are to represent the Crown in its Australian aspect and to symbolise the executive authority of the Commonwealth internally and before the world. He presides over meetings of the Federal Executive Council and signs Executive Council Minutes and other instruments approved by that body. He is nominal Commander-in-Chief of the Australian armed forces. He commissions successive Prime Ministers. He formally appoints the Ministers of State and administers the oath of office. He summons, prorogues and dissolves Parliament, may grant a double dissolution in the event of an inter-House deadlock and, if the ensuing elections do not resolve the deadlock, may summon a joint meeting of the two Houses. He recommends appropriations to Parliament. He assents to Bills, may refer them back to Parliament with suggestions for amendment or refer them to the Queen for the Queen's pleasure. However, this power was curtailed when Australia adopted in 1942 all appropriate sections of the Statute of Westminster 1931. The Governor-General may appoint judges to the High Court and other Federal Courts and may remove them upon receipt of addresses from both Houses of Parliament. The Governor-General is appointed for a limited term (usually 5 years).		
3.	Copies of Letters Patent relating to the Office of Governor-General (CP 8/1)	1900-1920	
4.	Despatches from the Secretary of State for Colonies (CP 78/1, 290/15)	1900-1911	
5.	Register of Despatches received from the Secretary of State for Colonies (CP 78/6)	1900-1911	
6.	Miscellaneous correspondence (CP 78/2)	1900-1911	
7.	Register of miscellaneous correspondence (CP 78/7)	1900-1911	
8.	"Special Portfolios" of correspondence (TO CA 12, PRIME MINISTER'S DEPARTMENT, 1928) (CP 78/21, 290/15)	1900-1936	

AGENCY/PERSON: GOVERNOR-GENERAL'S OFFICE

CA 1

A 1/2
ev.23.9.85
B/CA/15

(29 Oct.)1900-

Entry No.	Inventory of Series			Series No.
	Series Title	Date Range		
9.	Outward Letter Books, despatches to Secretary of State (CP 78/8)	1900-1911		
10.	Outward Letter Books, secret and confidential despatches (CP 78/9)	1900-1911		
11.	Outward Letter Books, letters to State Governors (CP 78/11)	1900-1911		
12.	Outward Letter Books, letters to Prime Minister (CP 78/14)	1900-1911		
13.	Outward Letter Books, miscellaneous (CP 78/15)	1900-1911		
14.	Copies of speeches delivered at the opening of the Parliament of the Commonwealth of Australia (ex CP 227/1; 254/1; 931/1) (0.01m)	(9 May)1901- ((15 Feb.)1954-)		A5737
15.	Outward Letter Books, letters to Admiral and Naval Commander in Chief of the Australian Station (CP 70/16)	1901-1911		
16.	Papers relating to Colonial Naval Cadetships (CP 78/3)	1901-1911		
17.	Papers relating to Honours and Awards (CP 78/4)	1901-1911		
18.	Papers relating to tropical medicine (CP 78/5)	1901-1911		
19.	"Recommendations for Honours" files (1m)	1901-1917(Dec.)		A2922

1901-

CA/CPX 2

NAS 28 (revised)

Inventory of Series

Entry
No.

Series Title

Date Range

Series No.

PART A

VICE-PRESIDENT'S OFFICE

1.

G.F. Pearce: Papers relating
to the Development and
Migration Commission
(ex CP 820/1)

1926-1931

FROM CA 10, TRADE AND CUSTOMS, 1940:

2.

G. McLeay: Papers
(ex CP 12/4)
(TO CA 10, TRADE AND CUSTOMS,
1940)

1938-1941

FROM CA 31, INTERIOR [II], 1945:

3.

J.I. Collings: General
correspondence
(ex CP 12/5)

1944-1947

1901-

CA/CMX 2

NAS 28 (revised)

Inventory of Series

Entry
No.

Series Title

Date Range

Series No.

PART B

SECRETARY'S OFFICE:

1. Minute book
(CP 451/1) 1901-1902
2. Minutes of meetings ("Schedules
of Minutes")
(ex CP 70/1, 109/2, 166/2,
162/2, 230/2, 274/1, 377/2,
499/2, 988/1, AS63/78) 1901-(1963) A1572
3. Register of papers
(CP 320/1) 1901-1903
4. Minute papers approved
("Orders in Council")
(ex CP 70/1, 190/1, 166/1,
162/1, 230/1, 274/1, 377/1,
499/1, 988/1, AA63/78) 1901-(1963) A1573
5. Register of Executive
Councillors 1901-1962 A1560
6. Papers of the Secretary to
the Executive Council
(CP 78/19) 1903-1921
7. Papers relating to the
conduct of Executive Council
meetings
(CP 78/199, 290/12, 518/1) 1903-1951
8. FROM CA 7, EXTERNAL AFFAIRS [1], 1905:
Great Seals of the
Commonwealth of Australia
(ex CP 250/2, 790/1) 1904-
(1903-) A1214

AGENCY/PERSON:

SECRETARY TO CABINET/CABINET SECRETARIAT [1]

CA 3/2
Rev.21.3.86
CJC/JH/7

CA 3

1901-1968(Mar.12)

Inventory of Series

Entry No.	Series Title	Date Range	Series No.
1.	<u>Establishment:</u> An Honorary Minister (J.N.F. Hume Cook) was appointed as Secretary to Cabinet in January 1908. Prior to this date, minutes of Cabinet meetings had been maintained in diary form. In 1919, at the direction of Acting Prime Minister Watt, a more systematic procedure was adopted and papers were filed by the Secretary of the Prime Minister's Department. It is from this date that Cabinet records are extant in official custody.		
2.	<u>Functions:</u> On 28 November 1927, the Prime Minister (Rt. Hon. S. M. Bruce) indicated that "it had been decided to establish (under the control of the Secretary to Cabinet)(still an Honorary Minister) a Cabinet Office, the function of which will be essentially one of machinery and not of policy". Although the Scullin Cabinet reverted to the earlier pattern, a Cabinet Secretariat was re-instituted by the Lyons Government. In 1940, the Secretary of the Prime Minister's Department was for the first time admitted to Cabinet meetings to record decisions. With the outbreak of War, a War Cabinet was formed and met for the first time on 27 September 1939 (see CA1468). Other bodies associated with Cabinet were:		
	(1) Economic Cabinet (CA 1473)	1939-1940	
	(2) Economic and Industrial Committee (CA 464)	1941	
	(3) Production Executive (CA 648)	1941-1946	
	(4) Food Executive (CA 653)	1943-1950?	
	(5) Allied Supply Council	1943-1945	
3.	<u>Abolition:</u> In March 1968, J.C. Gorton established a separate Department of the Cabinet Office (CA 1285) under Sir John Bunting, who from 1959 had been both Secretary to Cabinet and Secretary of the Prime Minister's Department.		
4.	<u>Barton Ministry:</u> Diary of Meetings (kept by R. Hon. Sir Edmund Barton) (Now held by CA 755, National Library of Australia)	1902-1903	MS51/951
5.	<u>Barton and Deakin Ministries:</u> Diaries of Cabinet Meeting (kept by Rt. Hon. Alfred Deakin)	(8 May)1902-1904(Apr.2) (10 July)1904-1908(Nov.7) (3 June)1909-1919(Jan.12)	MS1540/ 18/264 MS1540/ 20/276 MS1540/21/277 (Now held by CA 755, National Library of Australia)

AGENCY/PERSON: SECRETARY TO CABINET/CABINET SECRETARIAT [I]

CA 3/2
Rev.21.3.86
CJC/JH/7

CA 3

1901-1968(Mar.12)

Entry No.	Inventory of Series		
	Series Title	Date Range	Series No.
6.	<u>Fisher Ministry:</u> Cabinet diary (kept by Rt. Hon. Andrew Fisher) (Now held by CA 755, National Library of Australia)	1913-1914	MS2919/2/5
7.	<u>Hughes Ministry:</u> Folders of Agenda and decisions (0.54m originally accession CP4/8, but withdrawn from archival custody in 1954 and now held by CA 1472 Cabinet Secretariat [II]. Copies held by CA 3196, Australian Archives, A.C.T. Region)	(Jan.)1919-1922(Oct.) (1919-1922)	A2717
8.	<u>Hughes Ministry:</u> Alphabetical card index to Cabinet Submission and decisions folders 4, 7, 9 and 10 (not necessarily complete) (original 0.03m held by CA 1472 Cabinet Secretariat [II]; 0.03m copies held by CA 3136, Australian Archives, A.C.T. Region)	1919-1921 (1919-1921; 1925)	A3227
9.	<u>Bruce-Page Ministry:</u> Volumes of minutes and minutes and submissions (incomplete), with partial indexes (1.08m held by CA1472 Cabinet Secretariat [II]; copies held by CA 3196, Australian Archives, A.C.T. Region)	(11 Feb.)1923-1929(Oct.18) ((11 Feb.)1923-1929(Sept.10))	A2718

ANU ARCHIVES OF BUSINESS AND LABOUR

LIST OF HOLDINGS

as at

OCTOBER 1985

Canberra

ISSN 0727 - 3924

INVENTORY OF RECORDS

LIST OF HOLDINGS

PRG 1

RECORDS RELATING TO EMPLOYEE, EMPLOYER AND PROFESSIONAL ORGANISATIONS (1850-)

Dep. no.	Name of Deposit	Dates	Qty	Type of Records
Z217	ABC STAFF ASSOCIATION			
Z216	Federal Office			
Z191	NSW branch			
	Victorian branch			
E241, E255, Z94	ACTORS AND ANNOUNCERS EQUITY ASSOCIATION	1919-1973	3m	Minutes and general records.
	ADELAIDE CHAMBER OF COMMERCE see CHAMBER OF COMMERCE AND INDUSTRY, SA			
	ADMINISTRATIVE AND CLERICAL OFFICERS ASSOCIATION, AUSTRALIAN PUBLIC SERVICE			
A12, E182, E228, E229, E257, N67, Z97, Z237	Federal Office	1916-1980	70m	General and arbitration records also HIGH COUNCIL OF PUBLIC SERVICE ORGANISATIONS material.
	AGRICULTURAL IMPLEMENT MAKERS see SHEET METAL WORKING ... INDUSTRIAL UNION			
	AIRLINE EMPLOYEES see AUSTRALASIAN FLIGHT ENGINEERS ASSOCIATION, AUSTRALIAN FEDERATION OF AIR PILOTS and FLIGHT STEWARDS ASSOCIATION			
	AMALGAMATED ENGINEERING UNION (now AMALGAMATED METAL WORKERS UNION)			
T61, E107, E140, E157, E162, E185, E200, E209, E221, E222, E227, E234, Z161, M24, P109		51m		Includes records of the AMALGAMATED SOCIETY OF ENGINEERS to 1920.
	National Office	1852-1859 1887-1972	7rls	Minutes, financial and membership records.
	Canberra branch	1944-1968		Minutes and membership records.

RECORDS RELATING TO EMPLOYEE, EMPLOYER AND PROFESSIONAL ORGANISATIONS (1850-) cont'd

PRG 1

Page 2

Dep. no.	Name of Deposit	Dates	Qty	Type of Records
	AMALGAMATED ENGINEERING UNION continued			
	Darwin branch	1929-1935 1938-1941 1958-1968		Minutes and membership records.
	NSW branches	1893-1896 1901-1968		Minutes, financial and membership records.
	Sydney District Committee	1942-1946		Minutes, financial and membership records.
	Queensland branches	1885-1968		Minutes, financial and membership records.
	South Australian branches	1870-1972		Minutes, financial and membership records.
	Tasmanian branches	1891-1923 1936-1938		Minutes, financial and membership records.
	Victorian branches	1859-1968		Minutes and membership records.
	West Australian branches	1948-1968		Minutes and membership records.
	AMALGAMATED METAL WORKERS UNION (includes all previous titles)			
E262,N24, Z8,Z102, Z112	National Office	1972-1980 2m		General records.
Z53,Z125 Z63	NSW Branch Perth Branch			
	see also AMALGAMATED ENGINEERING UNION, SHEET METAL WORKING ... INDUSTRIAL UNION, BOILERMAKERS AND BLACKSMITHS SOCIETY and FEDERATED SHIPWRIGHTS ... ASSOCIATION			
T35,E129, E205,Z148	AMALGAMATED POSTAL WORKERS UNION OF AUSTRALIA (now AUSTRALIAN POSTAL AND TELECOMMUNICATIONS UNION) Federal Office	1910-1974 18m		AUSTRALIAN LETTER CARRIERS ASSOCIATION and POSTAL SORTERS UNION OF AUSTRALIA and APWU general and arbitration records. Minutes and general records, also ACTU and ALP material.
E178	Queensland branch	1945-1969 1m		
E122	Tasmanian branch	1930-1960 1m		Minutes and general records.

RECORDS RELATING TO EMPLOYEE, EMPLOYER AND PROFESSIONAL ORGANISATIONS (1850-) cont'd

Dep. no.	Name of Deposit	Dates	Qty	Type of Records
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WHEAT GROWERS see NATIONAL FARMERS FEDERATION

WOOLCLASSERS ASSOCIATION OF AUSTRALIA

T1, E147,
E172, N40,
Z178Federal Office
1911-1974 10m
Minutes, financial, general, arbitration and
membership records also branch records.

WOOLGROWERS see AUSTRALIAN WOOLGROWERS AND GRAZIERS COUNCIL and GRAZIERS ASSOCIATION OF NSW

WOOL PRODUCERS see under NATIONAL FARMERS FEDERATION

LIST OF HOLDINGS

INVENTORY OF RECORDS

RECORDS RELATING TO COMPANIES AND FIRMS (1824-)

PRG 2

Dep. no.	Name of Deposit	Dates	Qty	Type of Business	Type of Records
25	ABERDARE RAILWAY CO., Newcastle, NSW	1902-1915	2m	Railway	Correspondence, agreements & financial records.
N46	ADELAIDE STEAMSHIP CO. LTD	1875-1982	27m	Shipping	Minutes, financial and general records and photographs.
44	ALLEN TAYLOR & CO. LTD, Sydney	1896-1945	1m	Timber	Letterbooks and financial records.
4, M4	ALROY DOWNS STATION, Barkly Tablelands, NT	1913-1937	.5m 1rl	Pastoral	Correspondence, diary and manager's reports (T.L. Armstrong), financial records and maps.
135	ARNOTTS LTD	1899-1970	11m	Biscuits, snackfoods, containers	Correspondence, financial and legal records.
1,114, 117,118, 131,167, N64,N65, M1,M28,M40 78,126,160 Z173	AUSTRALIAN AGRICULTURAL COMPANY LTD Australian Office	1824-1973 *closed post 1940	161m	Station owners and coal mining 85rls	All types of company records. Includes IVANHOE GRAZING CO. and JAMES McLEISH ESTATES LTD, CONNOR, DOHERTY & DURACK PTY LTD and DARKS ICE AND COLD STORAGE LTD records.
	London Office	1824-1974 *closed post 1940	35m		All types of company records. Includes AA&P JOINT HOLDINGS LTD and UNION PASTORAL INVESTMENTS LTD records.
	see also ABERDARE RAILWAY CO., AUSTRALIAN COKING & BY-PRODUCTS LTD, CORONA STATION, MT KEIRA and MT KEMBLA COLLIERIES and PEEL RIVER LAND & MINERAL CO. LTD				
	AUSTRALIAN CARRYING AND SHIPPING CO. see Wm McCULLOCH & CO.				
28	AUSTRALIAN COKING & BY-PRODUCTS LTD	1909-1934	2m	Coal by-products	Minutes, correspondence and financial records.

RECORDS RELATING TO COMPANIES AND FIRMS (1824-)

Dep. no.	Name of Deposit	Dates	Qty	Type of Business	Type of Records
122	WESTERN ASSURANCE CO., Melbourne	1938-1955	1m	Insurance	Correspondence and financial records.
153	W.H. WILES, Sydney	1950-1968	.5m	Electrical contractors/ retailers	Financial records.
41	WOLLONGONG GASLIGHT CO. LTD	1911-1950	.5m	Gas producers	Minutes.
Z163	John WRIGHT & SONS PTY LTD				



UNIVERSITY OF MELBOURNE ARCHIVES

GUIDE TO COLLECTIONS

Archives 1: a publication of the Archives Board of Management,
University of Melbourne

1983

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Introduction

The collections within the Archives cover such a wide range of interests that it has not been easy to arrange the material in this *Guide*. In the end it was resolved to arrange the material alphabetically according to major topics, for example Architecture, Primary Industry, or University — Individuals. Where the one collection has significant diversity of interests, cross-references have been inserted.

Each entry consists of:

- The name of the collection
- The main activity and geographical location
- A brief historical and contextual note
- The date range of material
- The quantity
- ("R", if access is "Restricted")
- A summary description of the records

The entries are brief. They are designed to bring out the nature and span of the collections; to indicate fields of research and suggest leads, rather than map out full information.

Many larger collections embrace a wider range of activities, organisations or locations than are noted in the entries. Detailed listings of many collections are held at the Archives Office; cataloguing of many others has not been completed. Researchers are encouraged to make enquiries of the Archives staff.

Access is open to bona fide researchers and depositors or their nominees, subject to the Archives Access and Repository Rules. A copy of the Rules, and Access Form, precedes the index at the back of the *Guide*. Some collections have special conditions: that work must be presented for review by the depositor or nominees prior to publication or submission for examination; that permission must be obtained from the depositor or nominees before certain records can be consulted. Collections to which such restrictions apply are denoted by "R" (for "Restricted") in the entry. In all cases the rules must be read and the Archives Access Form signed before access is granted.

The Archives Department is at 119-129 Barry Street, Carlton, 3053. Telephone numbers are (03) 341 6848; 341 6849.

Hours of opening: Monday - Friday

9 am - 1 pm

2 pm - 5 pm

ARCHITECTURE, CONSTRUCTION AND SURVEYING

(1856-)

PRG 3

ARCHITECTURE, CONSTRUCTION & SURVEYING

1

Architecture, Construction & Surveying

ANNEAR, HAROLD DESBROWE.

Architect, Melbourne.

Desbrowe Annear was educated in Melbourne and began his articles in 1903. Among his best-known commissions are houses in The Eyrie, Eaglemont, the MacGeorge house Fairy Hills, in Ivanhoe and Troon, in Toorak.

n.d.

2 rolls

Plans for M.H. Baillieu residence, Orrong Road, Toorak.

BARTLETT, HAROLD.

Architect, Melbourne.

Harold Bartlett, from the firm Leith and Bartlett (q.v.), was appointed to the Architects' Panel of the Housing Commission of Victoria in 1942 and served as its chairman between 1943 and 1956.

1939-1960

7m

Reports; correspondence; working papers; tenders, contracts and specifications; drawings and plans; photographs.

BATES, SMART & McCUTCHEON PTY. LTD.

Architects, Melbourne.

One of Melbourne's leading practices since Joseph Reed's arrival in 1852, the firm has designed many of Victoria's most prominent public buildings. Since 1862 it has been run as a partnership incorporating the names of Reed (1862-90), Frederick Barnes (1862-83), A.M. Henderson (1883-90), F.J. Smart (1883-1907), W.B. Tappin (1890-1905), N.B. Peebles (1907-22), C.P. Smart (1907-50), E.A. Bates (1907-31) and Osborn McCutcheon (1926-) in various combinations.

1862-1956

5m plus 3 x 10-drawer plan cabinets

Letter files (containing correspondence, specifications, drawings, invoices, etc.) 1888-1936; plans, elevations, perspectives, photographs, 1862-1956.

BOYD, ROBIN.

Architect and critic, Melbourne.

Boyd was a seminal Melbourne modern architect, product of a celebrated artistic family and partner in Grounds, Romberg and Boyd. He wrote *Australia's Home* (1952), *The Australian Ugliness* (1960), *The Puzzle of Architecture* (1965), etc.

1940s-1960s

2 crates

Large photographic prints of a selection of Boyd's important buildings, assembled as a posthumous travelling exhibition.

BRIDGE, HAYDEN AND ASSOCIATES.

Architects, Melbourne.

ARCHITECTURE, CONSTRUCTION AND SURVEYING (1856-) cont'd PRG 3

2

ARCHITECTURE, CONSTRUCTION & SURVEYING

Bridge, Hayden and Associates designed the Caulfield Hebrew Congregation Synagogue.
1959-1961

2cm

Sketches, plans and specifications for the synagogue.

BURNE, LEWIS.

See in this section — Burne, W.C., & Sons.

BURNE, W.C., & SONS.

Master builders, Melbourne.

One of the partners, Sir Lewis Burne, was also active in a range of employer bodies, and was an employer delegate to the I.L.O.

1947-1970

3.5m

Specifications, job files and correspondence 1949-70.

Sir Lewis Burne: Personal papers including material on I.L.O. 1954-63, Victorian Employers' Federation 1960-70, Master Builders' Federation of Australia 1947-49, Australian Institute of Builders 1949-70, and Victorian Overseas Foundation 1958-70.

See under TRADE & INDUSTRY ASSOCIATIONS — Victorian Employers' Federation.

CLARK, J.J. & E.J.

Architects, Melbourne.

This father and son partnership practised at 395 Collins Street. J.J. Clark's important designs included that of the Treasury Building 1862.

1883-1929

1m

Perspectives, elevations, plans and blueprints for buildings, including the Queen Victoria Hospital, provisional Parliament House 1924, Prahran Post Office 1927, Commonwealth Bank, Perth 1929 and Auckland Town Hall; pencil sketches, Pacific and Italy, 1889.

CLEMENTS LANGFORD PTY. LTD.

Master builders, Melbourne.

The company was incorporated in 1923, having grown from Langford's small Richmond business, established around 1881, into one of Melbourne's largest building firms.

1868-1960

43m plus approx. 10,000 drawings and plans.

Minutes 1949-55; agenda book 1935-42; indentures 1914-23; correspondence 1945-56; diaries 1949-55; accounts 1881-85, 1911, 1920-59; job files 1946-58; specifications 1928-60; drawings and plans 1868-1960 (very few pre-1900, mostly post-1940); photographs 1895-1912.

Builders' Group Association: Minutes 1954-56.

Building Industry Congress (q.v.): Minutes 1949-57.

Industrial Committee of the Master Builders' Association: Minutes 1949-57.

COCKRAM & COMELY (builders).

See in this section — Shaw, Mary Turner.

CROWN LANDS AND SURVEY, DEPARTMENT OF.

Government department, Victoria.

19th century

13cm

Bound plan registers, 'Aboriginal Reserve'-'Yuroke', 'Aberfeldy'-'Lyonville'.

EARLE, JAMES.

Architect and town planner, Glenferrie, Melbourne.

POLITICS (1837-)

PRG 13

POLITICS

67

Politics

ABORTION LAW REFORM ASSOCIATION.

See in this section — Marginson, Betty.

ANSTEY, FRANK (Labor M.P.).

See in this section — Peters, E.W.

ANTI-CONSCRIPTION COMMITTEES (1916).

See in this section — Political Labor League, Bendigo District Council.
— Political Labor League, Creswick Branch.

AUSTRALIA-EAST TIMOR ASSOCIATION.

Political support group, Melbourne.

The A-E.T.A. was formed by Australian trade unionists and peace activists in the wake of Portuguese decolonization, in order to support self-determination for East Timor. It reached the peak of its activity during the months following the 1975 Indonesian invasion.

1974-1977

60cm

Minutes (intermittent) 1974-76; newsletters; correspondence; pamphlets, advertisements and petitions.

AUSTRALIAN ANTI-METRIC ASSOCIATION.

Public interest group, Melbourne.

Group which lobbied against the introduction of the metric system.

1975-1976

15 pages

Copies of letters to federal parliamentarians; extracts from replies to an A.A-M.A. questionnaire.

AUSTRALIAN-INDONESIAN ASSOCIATION, VICTORIAN BRANCH.

Political organization, Melbourne.

The A-I.A. was formed by trade union, political and intellectual opponents of colonialism, in order to support Indonesian republicans in their war against Dutch attempts to reassert control of their East Indies territories after 1945.

1945-1948

20cm

News-sheets, correspondence, information bulletins and pamphlets.

AUSTRALIAN LABOR PARTY, CASTLEMAINE BRANCH.

Politics, Castlemaine.

This A.L.P. branch was closely associated with the political activity of the Sheehan family and the Castlemaine Trades and Labour Council (q.v.).

1931-1939

5cm

68

POLITICS

Minutes 1931-39.

AUSTRALIAN LABOR PARTY, CRESWICK BRANCH.

See in this section — Political Labour League, Creswick Branch.

AUSTRALIAN LABOR PARTY, NORTH FOOTSCRAY BRANCH.

Politics, Melbourne.

An A.L.P. branch re-established in North Footscray during 1955 after the defection of many previous members to the D.L.P.

1955-1969

10cm

Minutes, 1955-69.

AUSTRALIAN LABOR PARTY STATE OF NEW SOUTH WALES (Hughes-Evans Labor Party).

Political party, New South Wales.

By 1939 this was one of three competing labor parties in New South Wales, the result of internal dissension during the previous decade. A marxist-inclined party, it amalgamated with the Communist Party in 1943-44 after a series of unity conferences.

1943-1944

3cm

Executive minutes May-October 1943; 1943 Easter Conference papers and resolutions; Education Committee discussion notes; papers contributed by L.G. Churchward on A.L.P. defence policy and attitude to a "National" government; pamphlets.

AUSTRALIAN PEACE PLEDGE UNION.

See in this section — Rivett, Kenneth.

BARRETT, JAMES WILLIAM (Vice-Chancellor, University of Melbourne.)

See under UNIVERSITY — INDIVIDUALS.

BENDIGO FEDERAL ELECTORAL ASSEMBLY CAMPAIGN COMMITTEE.

Election campaigning, Bendigo.

An A.L.P. committee established in 1960 to control electoral work in Bendigo.

1960-1966

5cm

Minutes 1960-66.

BETHUNE, DULCIE.

Women's Movement activist, Melbourne.

Active in Melbourne's outer eastern suburbs, Dulcie Bethune was a member of both Women's Liberation and Women's Electoral Lobby (q.v.).

1971-1975

3cm

Papers relating to the history and activities of W.E.L. and Women's Liberation; conference papers; material on working mothers, equal pay and taxation.

BURCHETT PASSPORT COMMITTEE.

Civil rights committee, Melbourne.

The committee was established in 1968 to campaign for the rights of left-wing Australian journalist, Wilfred Burchett, to an Australian passport and unmolested re-entry into Australia.

1968-1970

70cm

TRADE UNION & LABOUR MOVEMENT

- TRADE UNIONS (1874-)

PRG 24

124

TRADE UNION & LABOUR MOVEMENT — TRADE UNIONS

Trade Union & Labour Movement Trade Unions

AMALGAMATED ENGINEERING UNION.

Trade union, Victoria, Sydney.

The A.E.U. (before 1920 known as the Amalgamated Society of Engineers; since 1970 part of the Amalgamated Metal Workers & Shipwrights' Union) was established in Australia in 1851 by emigrant British engineers as a branch of the parent British union. The union has been a pre-eminent force in labour politics, especially during the power struggles after 1945. 1858-1970

7m

Some parts Restricted

Melbourne District and Political Committees: Minutes 1883-1970 (microfilm).

Ballarat Branch: Minutes 1907-68; financial records; monthly, quarterly and annual reports of the A.S.E. (Great Britain) 1858-83.

Ballarat No. 2 Branch: Minutes 1955-68

Bendigo Branch: Minutes 1865-1903; 1943-62; letterbooks 1923-65; accounts; contribution, clearance and benefit books.

Bendigo No. 2 Branch: Minutes 1943-51; accounts books.

Castlemaine Branch: Minutes 1911-49; membership records (microfilm).

Northern Central (Victoria) District Committee: Minutes 1913-25.

Melbourne District Youth Committee: Printed newsletters, papers, pamphlets 1942-64.

Sydney District Film Committee: Small collection of 16mm films 1950s-60s.

AMALGAMATED METAL WORKERS AND SHIPWRIGHTS' UNION.

See in this section — Amalgamated Engineering Union.

— Boilermakers' Society of Australia.

— Federated Shipwrights and Ship Constructors' Association of Australia.

See under TRADE UNION & LABOUR — INDIVIDUALS — Willis, Stan.

AMALGAMATED POSTAL WORKERS' UNION.

See in this section — Australian Postal and Telecommunications Union.

AMALGAMATED SOCIETY OF CARPENTERS AND JOINERS (until 1942).

See in this section — Building Workers' Industrial Union.

AMALGAMATED SOCIETY OF CARPENTERS AND JOINERS, VICTORIAN BRANCH.

Trade union, Australia-wide.

The A.S.C.J. was established during 1948-9 as an anti-communist breakaway from the Building Workers' Industrial Union. While federally-registered, it remains strongest in Victoria and South Australia.

1950-1971

6m

R

Executive and general minutes 1950-67; correspondence; subject files; accounts; publications.

TRADE UNION & LABOUR MOVEMENT

- TRADE UNIONS (1874-) cont'd

PRG 24

TRADE UNION & LABOUR MOVEMENT — TRADE UNIONS

125

*Ballarat Sub-Branch: Minutes 1959-71.**A.S.C.J. Co-operative Society: Minutes 1959-71.***AMALGAMATED SOCIETY OF ENGINEERS.**

See in this section — Amalgamated Engineering Union.

AUSTRALIAN BOOT TRADE EMPLOYEES' FEDERATION, VICTORIAN BRANCH.

Trade union, Victoria.

As a major beneficiary of Victoria's nineteenth century policy of protectionism, the Boot Trades union was one of Victoria's largest and most influential unions prior to 1914. In more recent years, its strength has been sapped by the volume of footwear imports.

1902-1978

46m

Membership registers 1908-77; account and contribution books, c.1910-38; secretary's files 1950s-60s; correspondence 1955-78; material relating to trademen's rights and post-war reconstruction, including the Boot Repairers Soldiers' Industrial Committee minutes 1921-24; printed material.

*Repairers Section: Minutes, with some correspondence 1921-48.**Wood Heel and Last Section: Minutes 1946-47.**Geelong Sub-Branch: Minutes 1948-51.***AUSTRALIAN BUILDING CONSTRUCTION EMPLOYEES AND BUILDERS LABOURERS' FEDERATION, VICTORIAN BRANCH.**

Trade union, Victoria.

The A.B.L.F. can claim to be one of the original signatories to the Victorian Eight Hours system. One of the oldest Australian unskilled unions; builders labourers have participated in all the labour movement's major political campaigns.

1915-1942

10 reels of microfilm.

R

Minutes 1922-42; accounts 1915-22.

AUSTRALIAN COAL AND SHALE EMPLOYEES' FEDERATION, [MINERS' FEDERATION], VICTORIAN DISTRICT/POWLETT RIVER BRANCH.

Trade union, Wonthaggi, Korumburra, Kileunda.

The Federation's Victorian District was centred upon Wonthaggi and its State Coal Mine, which operated between 1909 and 1968.

1909-1968

6m

Minutes 1920s-1968 (includes the [Miners] Union Theatre Committee Minutes, 1938-41); correspondence; industrial campaign notes; cavi books 1909-68; awards; accounts; pamphlets.

AUSTRALIAN FEDERATED UNION OF LOCOMOTIVE ENGINEMEN.

Trade union, Australia-wide.

This union, dating from 1865, represents enginemen, guards and cleaners on Australian railways. A decentralized yet strongly organized union; the history of the A.F.U.L.E. reflects the development of national union organization after 1880, and craft union-industrial union relations.

1880-1882, 1899-1973

34m

*Federal Executive: Minutes and conference reports 1899-1960; correspondence, pamphlets, photographs.**Melbourne Enginedrivers and Firemen's Association: Letterbook, 1880-82.*

VICTORIA
PUBLIC RECORD OFFICE

SUMMARY GUIDEINVENTORY OF RECORDSCode:

BAL: some records held at Public Record Office Central Highlands Repository,
Ballarat

LAV: some records held at Public Record Office Base Repository, Laverton

PDP: some records held at place of deposit (see separate list)

INDUSTRIAL TRAINING COMMISSION (1975-)VA 900

:GENERAL CORRESPONDENCE AND POLICY FILES
(1963-1981) VPRS5345 237boxes Open LAV

:MICROFICHE ANNUAL SINGLE NUMBER INDEX O GENERAL CORRESPONDENCE AND POLICY FILES
(1963-1981) VPRS6625 28fiche Open LAV

:MICROFICHE ALPHABETICAL INDEX TO GENERAL CORRESPONDENCE AND POLICY FILES
(1963-1981) VPRS6626 14fiche Open LAV

:MASTER MICROFICHE ANNUAL SINGLE NUMBER INDEX TO GENERAL CORRESPONDENCE AND
POLICY FILES
(1963-1981) VPRS6627 28fiche Open LAV

:MASTER MICROFICHE ALPHABETICAL INDEX TO GENERAL CORRESPONDENCE AND POLICY FILES
(1963-1981) VPRS6628 14fiche Open LAV

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BALLAN (1862-)VA 967

:MINUTE BOOKS
(1862-1946) VPRS5558 12vol BAL

:LETTER BOOKS
(1862-1938) VPRS5562 14vol BAL

:INWARDS LETTER BOOKS
(1873-1903) VPRS5581 5vol BAL

:RATE BOOKS
(1863-1946) VPRS5557 6vol BAL

:GENERAL RATES CASH BOOKS
(1863-1966) VPRS5560 14vol BAL

:CONTRACT REGISTERS
(1863-1967) VPRS5561 14vol BAL

:PAN REGISTERS
(1915-1954) VPRS5564 8vol BAL

:LEDGERS
(1863-1933) VPRS5565 5vol BAL

:COUNTRY ROADS BOARD FINANCIAL REPORT BOOKS
(1915-1966) VPRS5566 6vol BAL

:FINANCE COMMITTEE REGISTERS
(1909-1966) VPRS5567 7vol BAL

:COUNTRY ROADS BOARD CONTRACT REGISTERS
(1914-1944) VPRS5568 3vol BAL

:TREASURER'S REPORT BOOKS
(1945-1961) VPRS5569 2vol BAL

:WIRE NETTING LEDGER
(1909-1913) VPRS5570 1vol BAL

:VOTERS REGISTER
(1864-1868) VPRS5571 1vol BAL

:BALLAN REPATRIATION COMMITTEE LETTER BOOKS
(1918-1920) VPRS5572 2vol BAL

:WAR DAMAGE INSURANCE REGISTER
(1942-1943) VPRS5573 1vol BAL

BALLAN (1862-) cont'd

VA 967

:QUARTERLY FINANCIAL REPORTS
(1914-1915) VPRS5574 1vol BAL

:PAN FEES CASH BOOK
(1916-1953) VPRS5575 1vol BAL

:JOURNAL
(1864-1903) VPRS5576 1vol BAL

:TREASURER'S CASH BOOK
(1921-1937) VPRS5577 1vol BAL

:REGISTER OF BOARDING HOUSES
(1926-1935) VPRS5578 1vol BAL

:PUBLIC WEIGHBRIDGE CASHBOOKS
(1891-1944) VPRS5579 2vol BAL

:DAY WORK BOOKS
(1885-1905) VPRS5580 2vol BAL

:MONTHLY CASH BOOKS
(1885-1902) VPRS5582 1vol BAL

:ACCOUNTS BOOK
(1884-1903) VPRS5583 1vol BAL

:DOG REGISTRATION CASH BOOK
(1910-1939) VPRS5584 1vol BAL

:DOG REGISTER
(1871-1873) VPRS5585 1vol BAL

:UNEMPLOYMENT RELIEF COMMITTEE CASH ACCOUNTS REGISTER
(1931-1932) VPRS5586 1vol BAL

:MISCELLANEOUS CASH BOOK
(1908-1968) VPRS5587 1vol BAL

:WIRE NETTING FUND LOAN REGISTER
(1891-1912) VPRS5588 1vol BAL

:COUNTRY ROADS BOARD CASH BOOK
(1915-1934) VPRS5623 1vol BAL

:COUNTRY ROADS BOARD LEDGER
(1915-1936) VPRS5624 1vol BAL

:CONTRACTORS DEPOSIT REGISTER
(1913-1930) VPRS5625 1vol BAL

:POUND FEES BOOK
(1897-1910) VPRS5626 1vol BAL

:RATE COLLECTORS' REPORT BOOK
(1930-1941) VPRS5627 1vol BAL

:DAIRY REGISTER
(1901) VPRS5628 1vol BAL

:ENGINEER'S REPORT BOOK
(1913-1934) VPRS5629 1vol BAL

:WIRE NETTING CASH ACCOUNTS BOOK
(1895-1934) VPRS5630 1vol BAL

:REGISTER OF RABBIT POISONS SALES
(1901-1908) VPRS5631 1vol BAL

SUMMARY GUIDE

INVENTORY OF RECORDS

BALLAN (1862-) cont'dVA 967

:POISONS REGISTER

(1901-1906) VPRS5632 1vol BAL

MOTOR ACCIDENTS BOARD (1973-)VA 1055

:CANCELLED CHEQUES

(1973-1977) VPRS3070 24boxes Open LAV

:MICROFICHE COPY OF CLAIMS AND PAYMENT SUMMARY DETAILS

(1973-1976) VPRS5339 649fiche Closed LAV

:MICROFICHE COPY OF INDEX TO CLAIMS AND PAYMENT SUMMARY DETAILS

(1973-1976) VPRS5340 53fiche Closed LAV

:CASE FILES (CLAIMS)

(1973-1981) VPRS10372 8591boxes Closed LAV

RIVERINA COLLEGE ARCHIVES AND

RECORDS SERVICE

A GUIDE TO COLLECTIONS

COMPILED BY THE ARCHIVES' STAFF

FIRST EDITION: 60 COPIES

AUGUST 1983

I.S.B.N. 0 - 909561 - 28 - 1

RIVERINA C.A.E., WAGGA WAGGA, N.S.W.

AUSTRALIA

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LIST OF HOLDINGS

This list provides statements of accession number, date range, depositor, description and quantity, and type of deposit. Deposits are being received frequently and so between this edition of the Guide and the next, which will be produced in March 1984, some sheets of supplementary information may be provided.

[iii]

Accession No.	Date Range	Depositor	Description/Quantity	Type of Deposit
RW 1	1947-1971	Riverina College of Advanced Education	Wagga Wagga Teachers College records, 29 Boxes	Permanent transfer
RW 2	1865-1962	Tubbo Estate Co. Pty. Ltd.	Tubbo Station records, 314 Boxes, 137 Vols., 9 Bundles	Long-term loan
RW 3	1929-1974	Mr. J.A. Gibson	John Allan Gibson papers, 6 Boxes	Donation
RW 4	1868-1974	Riverina Newspapers Pty. Ltd.	Newspaper files of Wagga Wagga Advertiser, The Daily Advertiser, et alia, 354 Vols.	Long-term loan
RW 5	1835-1978	Wagga Wagga and District Historical Society	Historical Society's records collection, 582 Items	Long-term loan
RW 6	1975-1977	Riverina & NE Victoria TV Ltd.	RWN 2 records; scripts and newsfilm, 37 reels 16mm film and 1 Vol.	Donation
RW 7	1922-1952	Mrs. S.G. Carley	Messrs. Carley Bros. records, 1 Box	Donation
RW 8	1884-1975	Archives Office of NSW	Dept. Public Works, Wagga; Wagga Agricultural College; Lands Board Office, Wagga; Crown Lands Agents, Narrandera and Temora and Wagga Experimental Farm records, 148 Boxes, 45 Vols.	Long-term loan

Accession No.	Date Range	Depositor	Description/Quantity	Type of Deposit
RW 276	1969-1970	Court House, Leeton	Court of Petty Sessions Leeton proceedings, 2 Boxes	Long-term loan
RW 277	1977	Court House, Griffith	Miscellaneous licences, 10 Boxes	Long-term loan
RW 278	1980-1981	Riverina Music Centre	Papers, 2 Boxes	Donation
RW 279		Albury Base Hospital	Patient files, 580 Boxes	Long-term loan
RW 280	1911-1982	Wagga Wagga Land Office	Land files	Long-term loan
RW 281	1964-1975	Court House, Wagga Wagga	District Court Ledgers, 24 Vols.	Long-term loan
RW 282	1969-1970	Court House, Albury	Court of Petty Sessions papers, 32 Boxes	Long-term loan
RW 283	1921-1924	R. Sharpless	Photographic negatives, 140 Negs.	Donation

ARCHIVES INDEX

PART I

The first section of this index provides information as to subject, accession number, type of material, and date.

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Stations (1865-)	PRG 42
New South Wales Government Agencies (1861-)	PRG 43

COMPANIES

PRG 34

AGRICULTURAL AVIATION CO. LTD.

RW 109 Job records, aircraft log book, 1958 - 1964

THE ATLAS PRINTING WORKS

RW 127 Newspaper files of *The Cootamundra Liberal* 1890 - 1905

BULGARY PASTORAL COMPANY

RW 42 Records

CARLEY BROS, Messrs.

RW 7 Records including letters and diaries 1922 - 1952

CLIFFORD LOVE & CO. LTD. Cootamundra

RW 121 Records

CLOSE, J.T. & E.N. & Co.

RW 124 Business records, letter books, account books

COHOE & WALSTER

RW 106 Records including account books, catalogues 1893 -

ERNEST TOOLEY STUDIOS

RW 122 Letter 1948

FIELD, T.A. LTD.

See Hunthawang Station

HARDY'S LTD.

RW 119 Records including ledgers, share certificate issue register 1882 - 1941

HOGAN & MAHON, Messrs.

RW 41 Records, account books 1906 - 1916

HORE & MACINTOSH CO. LTD.

RW 34 Records, diary and Advertising book 1930 - 1936

LOGAN & HITCHENS, Messrs.

RW 57 Records, statements and agreement 1939 - 1946

MAHON & HEADLEY PTY. LTD.

RW 41 Records, agreements and articles of Association 1915 - 1922

COMPANIESSCOTTISH AUSTRALIAN INVESTMENT CO.

T.J. SHEEKEY & CO.

SHEEKEY'S (Wagga Wagga) PTY. LTD.

STRATTON & SON PTY. LTD.

TUBBO ESTATE CO.

THE WAGGA DAILY ADVERTISER

WALSTER, A.J. & SON

WRIGHT HEATON CO. LTD. Wagga Wagga

MUNICIPAL & SHIRE COUNCILS

JUNEE MUNICIPAL COUNCIL

KYEAMBA SHIRE COUNCIL

PRG 34See Bull's Run, Murrumbidgee and
Rockview under Stations

RW 77 Records 1874 - 1969

RW 77 Records 1874 - 1969

RW 121 Records including correspondence,
accounts and production records 1891 - 1969RW 2 Station records including letter
books, correspondence, account
books, stock and wool records 1865 - 1962RW 4 Newspaper files of *The Daily*,
Advertiser 1868 - 1974

RW 17 Photographic records 1964 - 1976

RW 160 Newspaper files of *The Daily*
Advertiser and photographic
negatives 1973 - 1979RW 106 Records including account books,
photographs 1893 - 1967RW 134 Business records including
correspondence 1909 - 1939PRG 35

RW 126 Records including minute books 1886 - 1977

RW 97 Records including minute books,
account books, correspondence
and maps 1906 - 1969

COMPANIES

DAILY ADVERTISER - Wagga Wagga

RW 269

Photographic negatives,

PRG 34

70 Boxes

MISCELLANEOUS

CARRIAGES AND WAGGONS

RW 88

Photographs

PRG 47

12 Photographs

COACH BUILDING

RW 70

Copies of notebooks and papers

1 Box

M.I.A. SCHEME

See Gibson family, RW 254

REGISTRY OF BIRTHS, DEATHS AND MARRIAGES
N.S.W.

RW 263

Microfiche

437 Microfiche

REGISTRY OF BIRTHS, DEATHS AND MARRIAGES
QUEENSLAND

RW 265

Microfiche

136 Microfiche

172

MUNICIPAL & SHIRE COUNCILS

ILLABO SHIRE COUNCIL

RW 185

Records

PRG 35120 Boxes, 23 Vols.
19 Bundles

URANA SHIRE COUNCIL

RW 202

Records

3 Boxes, 52 Vols.

NEWSPAPERS

COOLAMON AND GANMAIN FARMERS REVIEW

RW 158

Microfilm

PRG 36

10 reels x 35 m.m.

LOCKHART REVIEW

RW 234

Newspaper files,

20 Vols.

NARRANDERA ARGUS

RW 252

Newspapers

2' thick bundle

NEWSPAPERS - Coolamon, N.S.W.

See RW 158

GUIDE TO ARCHIVES AND MANUSCRIPTS

HELD IN THE

UNIVERSITY OF NEWCASTLE ARCHIVES,

AUCHMUTY LIBRARY

UNIVERSITY OF NEWCASTLE

PART 1

PRG 44

RECORDS RECEIVED FEBRUARY 1975 - MARCH 1979

THE UNIVERSITY OF NEWCASTLE

1982

ARCHIVES AND MANUSCRIPTS HELD IN THE UNIVERSITY OF NEWCASTLE ARCHIVES
PART I: RECORDS RECEIVED FEBRUARY 1975 - MARCH 1979

PRG 44

AIRD, JOAN C

Family papers

1867-1975

1 bundle

A5233

Papers relating to the Winn, Coupland and Aird Families, the business of Winns Ltd., and early history of Newcastle and Toronto.

ANGLICAN DIOCESE OF NEWCASTLE

Diocesan archives

1828-1972

2,225 volumes and 114 boxes

AB5680-AB7805g, AB9061-AB9145 and A5241-A5355

All of the records formerly held by the Diocese, including parish registers of baptisms, marriages and burials, legal documents, minute books, correspondence, books of account, personal records of Bishop Tyrrell, first Bishop of Newcastle, and his successors, terriers of church lands, school and orphanage records, early church publications, church plans and diagrams, photographs, illuminated addresses, and artifacts.

ARMSTRONG AND ROYCE LTD., Joinery works and timber yards, Carrington
Joinery catalogue

Ca 1900

1 piece

A5397

Catalogue of doors, windows and fireplaces.

AUCHMUTY, Professor JAMES JOHNSTON

Papers

1918 +, but mainly 1954-1974

34 boxes

A5000-A5033

Available for reference, but some series restricted.

Warden of Newcastle University College, later first Vice-Chancellor of the University of Newcastle, N.S.W.

Mostly Professor Auchmuty's official files as Warden and Vice-Chancellor at Newcastle, including correspondence, minutes of meetings, reports, and published material.

AUSTRALIAN AGRICULTURAL COMPANY

Records

1824-1952

58 volumes, 8 boxes and maps

AB5366-AB5386, AB5515-AB5517, AB7933-AB7966, A5235, A5238-A5239, and A5386-A5390

Records relating mainly to the earlier years of the company, including despatches and correspondence, land registers, contracts and conveyances of land sold, annual reports, maps, 1824-1953; and typescript copy of Jesse Gregson's The Australian Agricultural Company, 1824-1875 (Syd., Angus & Robertson, 1907).

AUSTRO-HUNGARIAN VICE-CONSULATE, Newcastle

Papers

1874-1914

1 box

A5197

Records relating mainly to the activities of the Newcastle Vice-Consulate in the years preceding World War I: correspondence and printed materials.

ARCHIVES AND MANUSCRIPTS HELD IN THE UNIVERSITY OF NEWCASTLE ARCHIVES
 PART I: RECORDS RECEIVED FEBRUARY 1975 - MARCH 1979

PRG 44

WILLIAMSON, Archdeacon A N

Photographic glass slides

c.1900-1935

3 boxes

A5049-A5051

Photographic glass slides (colour and B. and W.) of scenes from Australian life (notably northern New South Wales), Japan, Papua New Guinea, Nauru, Ocean Is., and Fiji, accompanied by two letters and sundry MS notes.

WOOD, Archdeacon HENRY ALEXANDER

(Records included in Diocese of Newcastle Archives)

Anonymous biography of Archdeacon Wood

(n.d.)

A5335

WORKING WOMEN'S CENTRE, NEWCASTLE

(See VINSON, P A (A5609))

WYNDHAM AND GLENNIE FAMILIES, Hunter Valley

Records

1811-1971

12 volumes and 6 boxes

AB7988-AB7999, A5380-A5385

Correspondence, ledgers, cash book, insurance policies, book of miscellany including muster of cattle at Macintyre River, farming notes, Bible notes, and press clippings, Map of N.S.W showing main travelling stock routes, tanks, wells, public watering places and trucking stations, 1889 (A5384) Branxton church register 1881-1890, Bible 1811, New Testament, Churchman's Almanac 1855, 1911, 1914-1928, printed material and personal mementos.

YOUNG, ENA

(Undated typescript) The Birth, life and death of 'Rohallion'

(c.1970?)

1 folder

A5233

GUIDE TO ARCHIVES AND MANUSCRIPTSHELD IN THEUNIVERSITY OF NEWCASTLE ARCHIVESAUCHMUTY LIBRARYUNIVERSITY OF NEWCASTLEPART 11PRG 45RECORDS RECEIVED MARCH 1979 - FEBRUARY 1982

ARCHIVES AND MANUSCRIPTS HELD IN THE UNIVERSITY OF NEWCASTLE ARCHIVES
 PART II: RECORDS RECEIVED MARCH 1979- FEBRUARY 1982

PRG 45

ABERDEEN RAILWAY BRIDGE

Photograph of navvies at work on Aberdeen railway bridge

c. 1900?

1 piece

A5886 (1)

ABERGLASSLYN HOUSE, Maitland

An Architectural assessment by James Broadbent, with descriptive brochure
 1981

2 pieces

A5979 (11)

ABORIGINAL CO-OPERATIVE SOCIETY, Newcastle

Drawings by Aboriginal children

1980

2 bundles

A5413 (11) and M1438

Drawings produced by children in the Awabakal Culture Class, conducted by
 the Aboriginal Co-operative Society, Newcastle

ALBERT, France

Commercial and civil documents

1770 - 1829

4 pieces

A5609

Four commercial and civil documents, souvenired by an unknown Australian
 soldier during the first World War, from shell-ruined buildings in the
 town of Albert, in France.

ALLEGRIITI, Inta

Christ Church Cathedral, Newcastle 1902-1928,
 1980

1 xerox copy

A5582

University of Newcastle History IIB essay

ANCIENT ORDER OF FORESTERS : COURT HUNTER

Minute book

1867 - 1877

1 volume

A5414

ANGLICAN CHURCH, Gloucester

Printed records on the history of the church

1979 - 1980

2 pieces

A5704

ANGLICAN CHURCH, Jesmond

Jubilee history

1929 - 1979

1 pamphlet

A5238 (xxii)

ARCHIVES AND MANUSCRIPTS HELD IN THE UNIVERSITY OF NEWCASTLE ARCHIVES
 PART II: RECORDS RECEIVED MARCH 1979- FEBRUARY 1982

PRG 45

WORKERS EDUCATIONAL ASSOCIATION (HUNTER REGION)

Leaflet for 1980 Eddy memorial lecture : A Choice of futures, by James Robertson

1 piece

A5754 (xii)

WYNDHAM AND GLENNIE FAMILIES, Hunter Valley

Records

1811 - 1971

12 volumes and 6 boxes

AB7988 - AB7999, A5380 - A5385

Mf. diaries of members of the Glennie and Wyndham Families, 1855 - 1949 (with gaps), correspondence, ledgers, cash book, book of miscellany including muster of cattle at Macintyre River, farming notes, Bible notes, and press clippings, Map of N.S.W. showing main travelling stock routes, tanks, wells, public watering places and trucking stations, 1899 (A5384) Branxton church register 1881 - 1890, Bible 1811, New Testament, printed material, and personal mementos.

ZOLI (CHARLES A) ENTERPRISES

Splashes of 1923: revue staged in Marquee Theatre, Newcastle
 February 10, 1923

1 piece

A5625 (ii)

Xerox copy

ADDENDUM:

GREEN, W G, Tarro

MS book of romantic verse

1890's

1 piece

A5743

GUIDE TO ARCHIVES AND MANUSCRIPTS

HELD IN THE

UNIVERSITY OF NEWCASTLE ARCHIVES

AUCHMUTY LIBRARY

UNIVERSITY OF NEWCASTLE

PRG 46

CEMETERY RECORDS

ARCHIVES AND MANUSCRIPTS HELD IN THE UNIVERSITY OF NEWCASTLE ARCHIVES
PART II: RECORDS RECEIVED MARCH 1979- FEBRUARY 1982: APPENDIX I:
CEMETERY RECORDS HELD IN THE UNIVERSITY OF NEWCASTLE ARCHIVES

PRG 46

BELMONT

Headstone transcripts for burials 1879 - 1980,
compiled by Mrs. J. Splatt, A5792 (via)

BISHOP'S BRIDGE: ST. ANDREWS ANGLICAN CEMETERY

Grave listing 1867 - 1978, compiled by
Suzanne E. Anderson, A5443, (xi, xii)

CHRIST CHURCH CATHEDRAL

Manuscript and typescript notes on the Cathedral Cemetery 1936 - 1963.
General plans of the cemetery, but not including grave locations.
Rodd collection A5398 (vi)

The first burials in Christ Church Cemetery: (typescript) Burials
1804, 1822, 1863, 1866, 1882; A5359 (iii)

Newcastle City Council Engineering Department Survey
Section: Register of graves and plans of Christchurch
Cemetery. Burials 1809 - 1894, A5443 (xx)

Cemetery correspondence and miscellanea	1873 - 1898; A5364(i)
Registrar's certificate for undertaker	1895 - 1896; A5364(i)

CLARENCE TOWN

Headstone transcripts 1831 - 1976, compiled by members
of Raymond Terrace Historical Society, A5443 (xixa)

EBENEZER

Alphabetical list of graves 1812 - 1980, compiled by
Mrs. B. Berry, A5885 (xix, xx)

GOSFORD AREA

Notebook containing tombstone inscriptions and historical
notes relating to the Brisbane Water region. A5338 (iii)

HINTON

Alphabetical list of graves 1854 - 1971 compiled by L. Geer,
A5443 (v, vi)

LISAROW

List of graves until 1963. A5303 (iii)

ch14

AUSTRALIAN COUNCIL OF ARCHIVES

STANDARDISATION OF DESCRIPTIVE PRACTICE AMONGST CUSTODIANS OF
ARCHIVES, MANUSCRIPTS AND RECORDS IN AUSTRALIA

REPORT AND PROPOSALS FOR DISCUSSION

by C. Hurley
Public Record Office, Victoria

APPENDIX H : SAMPLE CONSOLIDATED INDEX OF AGENCIES, FAMILIES
 AND PERSONS FOR PROPOSED NATIONAL REGISTER

PART I: COMMONWEALTH, STATE AND TERRITORY ARCHIVES AUTHORITIES

Part I of the Consolidated Index does not yet include most of the agencies listed in the Inventories of Agencies produced by the archives authorities - see separately the guides to each of those authorities some of whom have indexed their Inventories of Agencies.

An exception is made, however, in some cases involving inherited records and estrays. Agencies assigned to record groups which have been fully analysed in Part I of the National Digest of Archives are not normally offered for inclusion in this Part of the Consolidated Index. Agencies may be offered for inclusion here if the record groups to which they have been assigned have not yet been listed under the relevant headings in Part I of the National Digest of Archives.

This Part of the Consolidated Index, therefore, merely supplements the analysis of government records in the National Digest of Archives until such time as the Inventories of Agencies of the archives authorities have been merged.

This Part of the Consolidated Index also includes all agencies offered under headings for government on Inventories of Agencies prepared by other custodians as well as agencies selected for inclusion from those Inventories by the Editor.

:New South Wales (1788-)

:AMBULANCE TRANSPORT SERVICE BOARD, Lake Macquarie District, NEW SOUTH WALES -
(1920-1944) PRG 45 Records:UNA
:COLONIAL SECRETARY, NEW SOUTH WALES -
(1828-1891) PRG 45 Records:UNA
:CROWN LAND AGENT, ADELONG
(nd) PRG 43 Records:RCA
:CROWN LAND AGENT, ALBURY
(1863-1974) PRG 43 Records:RCA
:CROWN LAND AGENT, COROWA
(1862-1970) PRG 43 Records:RCA
:Education, NEW SOUTH WALES, Department of
(1861-1972) PRG 44 Records:UNA
:NEW SOUTH WALES - AMBULANCE TRANSPORT SERVICE BOARD, Lake Macquarie District
(1920-1944) PRG 45 Records:UNA
:NEW SOUTH WALES - COLONIAL SECRETARY
(1828-1891) PRG 44 Records:UNA
:NEW SOUTH WALES, Department of Education
(1861-1972) PRG 44 Records:UNA
:NEW SOUTH WALES - SYDNEY HARBOUR BRIDGE ADVISORY BOARD
(1903) PRG 45 Records:UNA
:PROTHONOTARY OF THE SUPREME COURT, PORT PHILLIP DISTRICT*
(1836-1851) VA 914 Records:PRV
:SYDNEY HARBOUR BRIDGE ADVISORY BOARD, NEW SOUTH WALES
(1920-1944) PRG 45 Records:UNA

:Norfolk Island (1788-)

:COMMISSARIAT DEPARTMENT, NORFOLK ISLAND*
(1792-1796) NRG 22 Records:AON

:Tasmania (1803-)

:COMMISSARIAT DEPARTMENT, HOBART*
(1819-by1823) NRG 22 Records:AON
:COMMISSARIAT DEPARTMENT, LAUNCESTON*
(by1823-1828) NRG 22 Records:AON

:Victoria (1803-)

:COMMISSIONER OF CROWN LANDS, GIPPSLAND*
(-) NRG 24 Records:AON

*optional entry

PART I: COMMONWEALTH, STATE AND TERRITORY ARCHIVES AUTHORITIES:Victoria (1803-) cont'd

:MELBOURNE, UNIVERSITY OF

see also University of Melbourne

:UNIVERSITY OF MELBOURNE: ASSISTANT REGISTRAR'S BRANCH

(-) PRG 31 Records:MUA

:UNIVERSITY OF MELBOURNE: COUNCIL AND COMMITTEES

(-) PRG 31 Records:MUA

:UNIVERSITY OF MELBOURNE: PROFESSORIAL BOARD

(1855-1978) PRG 31 Records:MUA

:UNIVERSITY OF MELBOURNE: SENATE

(1867-1923) PRG 31 Records:MUA

:WESTERN PORT SETTLEMENT*

(1826-1828) NRG 46 Records:AON

:Western Australia (-)

:FORT WELLINGTON (RAFFLES BAY) SETTLEMENT*

(1828-1829) NRG 46 Records:AON

:KING GEORGE'S SOUND SETTLEMENT*

(1829-1831) NRG 46 Records:AON

:Queensland (-)

:PORT ESSINGTON ("VICTORIA", NORTH AUSTRALIA) SETTLEMENT*

(1844-1851) NRG 46 Records:AON

:Commonwealth of Australia (1901-)

:COLLINGULLIE POST OFFICE

(-) PRG 40 Records:RCA

:TARCUTTA POST OFFICE

(-) PRG 40 Records:RCA

PART II: OTHER ARCHIVES CUSTODIANS:Archives of Political Parties

:AUSTRALIAN COUNTRY PARTY

(1927-1941) PRG 37 Records:RCA

:AUSTRALIAN LABOR PARTY

:AUSTRALIAN LABOR PARTY:CASTLEMAINE BRANCH

(1931-1939) PRG 13 Records:MUA

:AUSTRALIAN LABOR PARTY:NORTH FOOTSCRAY BRANCH

(1955-1969) PRG 13 Records:MUA

:AUSTRALIAN LABOR PARTY STATE OF NEW SOUTH WALES (HUGHES -EVANS LABOR PARTY)

(1943-1944) PRG 13 Records:MUA

:COUNTRY PARTY

see also Australian Country Party

:EVANS LABOR PARTY), AUSTRALIAN LABOR PARTY STATE OF NEW SOUTH WALES (HUGHES-

(1943-1944) PRG 13 Records:MUA

:HUGHES-EVANS LABOR PARTY), AUSTRALIAN LABOR PARTY STATE OF NEW SOUTH WALES (

(1943-1944) PRG 13 Records:MUA

:LABOR PARTY

see also Australian Labor Party

:LIBERAL PARTY OF AUSTRALIA

:LIBERAL PARTY OF AUSTRALIA (VICTORIAN BRANCH)

(1936-1970) PRG 13 Records:MUA

:NATIONAL PARTY

see also Country Party

*optional entry

PART II: OTHER ARCHIVES CUSTODIANS cont'd:Associations and Societies

- :ABORIGINAL CO-OPERATIVE SOCIETY, Newcastle
(1980) PRG 45 Records:UNA
- :ANCIENT ORDER OF FORESTERS: COURT HUNTER
(1867-1877) PRG 45 Records:UNA
- :APEX CLUB OF WAGGA WAGGA
(1932-1980) PRG 45 Records:UNA
- :FARMERS AND SETTLERS ASSOCIATION, Wagga
(1945-1962) PRG 37 Records:RCA
- :FORESTER: COURT HUNTER, ANCIENT ORDER OF
(1867-1877) PRG 45 Records:UNA
- :SETTLERS ASSOCIATION, Wagga, FARMERS AND
(1945-1962) PRG 37 Records:RCA

:Bank Archives

- :BANK OF NEWCASTLE
(11828-1829) PRG 44 Records:UNA
- :NEWCASTLE, BANK OF
(1828-1829) PRG 44 Records:UNA

:Business Archives

- :ABERDARE RAILWAY CO., Newcastle, NSW
(1902-1915) PRG 2 Records:ANU
?succeeded by Australian Agricultural Company
- :ADELAIDE STEAMSHIP COMPANY
(1875-1982) PRG 2 Records:ANU
- :AGRICULTURAL AVIATION CO. LTD.
(1958-1964) PRG 34 Records:RCA
- :AGRICULTURAL COMPANY, AUSTRALIAN
(1824-1974) PRG 2 Records:ANU
(1824-1952) PRG 44 Records:UNA
(1855-1904) PRG 45 Records:UNA
?succeeded to Aberdare Railway Co.; Peel River & Mineral Co. Ltd.; Ivanhoe
Grazing Co.
- :ALLEN TAYLOR & CO., LTD., Sydney
(1896-1945) PRG 2 Records:ANU
- :ALROY DOWNS STATION, Barkly Tablelands, N.T.
(1913-1937) PRG 2 Records:ANU
- :ARMSTRONG AND ROYCE LTD.
(ca 1900) PRG 44 Records:UNA
- :ARNOTTS LTD.
(1899-1970) PRG 2 Records:ANU
- :ATLAS PRINTING WORKS
(1890-1905) PRG 34 Records:RCA
- :AUSTRALIAN AGRICULTURAL COMPANY LTD.
(1824-1974) PRG 2 Records:ANU
(1824-1952) PRG 44 Records:UNA
(1855-1904) PRG 45 Records:UNA
?succeeded to Aberdare Railway Co.; Peel River & Mineral Co. Ltd.; Ivanhoe
Grazing Co.
- :AUSTRALIAN ESTATES COMPANY LTD.
(1877-1969) PRG 22 Records:MUA
- :AVIATION CO. LTD., AGRICULTURAL
(1958-1964) PRG 34 Records:RCA
- :BATES, SMART AND MCCUTCHEON PTY LTD
(1862-1956) PRG 3 Records:MUA
- :BORTHWICK, THOMAS, AND SONS (AUSTRALASIA) LTD.
(1903-1960) PRG 22 Records:UNA

PART II: OTHER ARCHIVES CUSTODIANS cont'd:Business Archives cont'd

:BRIDGE, HAYDEN AND ASSOCIATES
 (1859-1961) PRG 3 Records:MUA
 :BULGARY PASTORAL COMPANY
 (nd) PRG 34 Records:RCA
 :BURNE, W.G. AND SONS
 (1947-1970) PRG 3 Records:MUA
 :HAYDEN AND ASSOCIATES, BRIDGE
 (1859-1961) PRG 3 Records:MUA
 :HEATON CO. LTD. Wagga Wagga, WRIGHT
 (1919-1939) PRG 34 Records:RCA
 :IVANHOE GRAZING CO
 (-) PRG 2 Records:RCA
 succeeded by Australian Agricultural Company
 :McCUTCHEON PTY LTD, BATES, SMART AND
 (1862-1956) PRG 3 Records:MUA
 :PASTORAL COMPANY, BULGARY
 (nd) PRG 34 Records:RCA
 :PEEL RIVER LAND AND MINERAL CO., LTD.
 (1853-1960) PRG 2 Records:ANU
 :PRINTING WORKS, ATLAS
 (1890-1905) PRG 34 Records:RCA
 :ROYCE, LTD, ARMSTRONG AND
 (ca 1900) PRG 44 Records:UNA
 :SMART AND McCUTCHEON PTY LTD, BATES,
 (1862-1950) PRG 3 Records:MUA
 :WRIGHT HEATON CO. LTD. Wagga Wagga
 (1919-1939) PRG 34 Records:RCA

:Church Archives

:ANGLICAN CHURCH, Gloucester
 (1979-1980) PRG 45 Records:UNA
 :ANGLICAN CHURCH, Jesmond
 (1929-1979) PRG 45 Records:UNA
 :ANGLICAN CHURCH, Millfield
 (1880-1980) PRG 45 Records:UNA
 :ANGLICAN DIOCESE OF NEWCASTLE
 (1828-1972) PRG 44 Records:UNA
 (1860-1980) PRG 45 Records:UNA
 :CHURCH OF ENGLAND
 see also ANGLICAN CHURCH

:Municipal Archives

:ALTONA VIC
 (1957-) VA 888 Records:PRV
 :ARARAT I VIC
 (1858-) VA 2375 Records:PRV
 :ARARAT II VIC
 (1861-) VA 2376 Records:PRV
 :AVOCA VIC
 (1861-) VA 536 Records:PRV
 :ILLABO SHIRE COUNCIL NSW
 (nd) PRG 35 Records:RCA
 :JUNEE MUNICIPAL COUNCIL NSW
 (1886-1977) PRG 35 Records:RCA
 :KYEAMBA SHIRE COUNCIL NSW
 (1907-1969) PRG 35 Records:RCA
 :YANCO SHIRE COUNCIL NSW
 (1892-1973) PRG 35 Records:RCA

PART II: OTHER ARCHIVES CUSTODIANS cont'd:Union Archives and Archives of Employer Organisations and Professional Groups/Associations

:ABC STAFF ASSOCIATION
 (nd) PRG 1 Records:ANU

:ABC STAFF ASSOCIATION
 (nd) PRG 1 Records:ANU

:ABC STAFF ASSOCIATION, VICTORIAN BRANCH
 (nd) PRG 1 Records:ANU

:ACTORS AND ANNOUNCERS EQUITY ASSOCIATION
 (1919-1973) PRG 1 Records:ANU

:AMALGAMATED ENGINEERING UNION
 (1852-1972) PRG 1 Records:ANU
 (1858-1970) PRG 24 Records:MUA
 succeeded to Amalgamated Society of Engineers
 succeeded by Amalgamated Metal Workers Union; Amalgamated Workers and Shipwrights' Union

:AMALGAMATED ENGINEERING UNION, CANBERRA BRANCH
 (1944-1968) PRG 1 Records:ANU

:AMALGAMATED ENGINEERING UNION, N.S.W. BRANCHES
 (1893-1968) PRG 1 Records:ANU

:AMALGAMATED METAL WORKERS UNION
 (1972-1980) PRG 1 Records:ANU
 succeeded for Amalgamated Engineering Union; Boilmakers and Blacksmiths Society...

:AMALGAMATED METAL WORKERS UNION, NSW BRANCH
 (1972-1980) PRG 1 Records:ANU

:AMALGAMATED METAL WORKERS AND SHIPWRIGHTS UNION
 succeeded to Amalgamated Engineering Union; Boilermakers' Society of Australia; Federated Shipwrights' and ...

:AMALGAMATED SOCIETY OF CARPENTERS AND JOINERS I
 succeeded by Building Workers' Industrial Union

:AMALGAMATED SOCIETY OF CARPENTERS AND JOINERS II
 succeeded to BUILDING WORKERS' INDUSTRIAL UNION

:AMALGAMATED SOCIETY OF CARPENTERS AND JOINERS II VICTORIAN BRANCH
 (1950)1971) PRG 24 Records:MUA

:BUILDING WORKERS' INDUSTRIAL UNION
 succeeded to Amalgamated Society of Carpenters and Joiners I;
 Society of Progressive Carpenters and Joiners
 succeeded by Amalgamated Society of Carpenters and Joiners II

:BUILDING WORKERS' INDUSTRIAL UNION, VICTORIAN BRANCH
 (1889-1978) PRG 24 Records:MUA

:University and College Archives

:BENDIGO COLLEGE OF ADVANCED EDUCATION
 (1930-1980) VA 1186 Records:PRV

:CAULFIELD INSTITUTE OF TECHNOLOGY
 (1971-1980) VA 889 Records:PRV

:STATE COLLEGE OF VICTORIA
 (1964-1982) PRG Records:PRV

:UNIVERSITY OF MELBOURNE: ASSISTANT REGISTRAR'S BRANCH
 (-) PRG 31 Records:MUA

:UNIVERSITY OF MELBOURNE: COUNCIL AND COMMITTEES
 (1853-) PRG 31 Records:MUA

:UNIVERSITY OF MELBOURNE: SENATE
 (1867-1973) PRG 31 Records:MUA

:UNIVERSITY OF MELBOURNE: PROFESSORIAL BOARD
 (1855-1978) PRG 31 Records:MUA

PART II: OTHER ARCHIVES CUSTODIANS cont'd:Not Otherwise Classified

:ABERDEEN RAILWAY BRIDGE
 (c.1900?) PRG 45 Records:UNA
 :ANGLICAN CEMETERY, BISHOP'S BRIDGE: ST. ANDREW'S
 (1867-1978) PRG 46 Records:UNA
 :AUSTRO-HUNGARIAN VICE-CONSULATE, Newcastle
 (1874-1914) PRG 44 Records:UNA
 :BISHOP'S BRIDGE: ST ANDREW'S ANGLICAN CEMETERY
 (1867-1978) PRG 46 Records:UNA
 :CLARENCE TOWN CEMETERY
 (1831-1976) PRG 46 Records:UNA
 :ST ANDREW'S ANGLICAN CEMETERY, BISHOP'S BRIDGE
 (1867-1978) PRG 46 Records:UNA

PART III: FAMILY AND PERSONAL ARCHIVES:Families

:AIRD
 (1867-1975) PRG 44 Records:UNA
 :FITZPATRICK
 (1969-1980) PRG 38 Records:RCA
 :MAGK
 (1840-1889) PRG 14 Records MUA

:Persons

:ALLEGRIITI, Inta
 (1980) PRG 45 Records:UNA
 :ANNEAR, HAROLD DESBROWE
 (nd) PRG 3 Records:MUA
 :BOYD, ROBIN
 (1940s-1960s) PRG 3 Records:MUA
 :ESLER, KEVIN
 (1965-1980) PRG 38 Records:RCA
 :GUNN, J.A. Wagga, NSW
 (1892-1926) PRG 2 Records:ANU
 :KILPATRICK, W.R.
 (1923-1956) NRG 116 Records:AON

