

WESTERN AUSTRALIA'S RECORDS REPOSITORY

During 1960 the Public Service Commissioner decided to improve storage conditions and efficiency of work with records in State Government Departments. An officer was appointed to make a survey of records systems throughout the public service, and following the recommendations in his report a building was acquired in Morley Park to serve as an intermediate repository.

This property, which is only four miles from the centre of the city, is well suited for the purpose. The buildings on a site of approximately one acre are of brick with cement floors, with no other structure in close proximity. The main building has a floor area of 2,800 square feet and can be easily extended for another 1,200 square feet. It is fitted with shelving to a height of 10 feet.

To 30th June 1961 some 1,500 feet of files and 600 feet of accounting records had been transferred. This work is progressing slowly as departments complete their disposal schedules, and no unscheduled records have been transferred. The back log of old records is being examined by departmental officers and archives staff in the departments, and material sent either direct to Archives or destroyed.

Additional storage of 1,200 feet for Archives this year became available in the State Library's new Annexe.

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