

News Notes

Edited by Maggie Shapley

Archives Branch, State Library of South Australia

Correspondent: Olwyn Barwick

The major item of news has been the appointment in February this year of a non-archivist, Mrs Val Siebert, to the position of Branch Manager. Val's main task is to expedite the projected separation of the government and private records functions of the Archives. In particular she is responsible for establishing an effective public records office in South Australia pending the appointment of a permanent director of that office. As well as initiating procedural and house-keeping changes in the Branch, Val has been representing the Archives in State Library executive level meetings and is Executive Officer of a Commonwealth/State inter-governmental working party set up late last year 'to examine the development and operation of public records management programs' in South Australia. The first report of the working party, dealing particularly with accommodation needs, was presented to State Cabinet in May 1984. Eventual government action arising from the recommendations of the working party is awaited with interest by archivists in Australia.

State Archives staff have participated in staging two displays this year to show the public the range of unique and valuable material that will be transferred to the Mortlock Library of South Australiana from the present State Archives and South Australian Collection. A public appeal to raise funds has been launched, and a publicity campaign mounted to encourage the public to donate documents to the new collection which is expected to be operational in April 1985.

After that date the task of soliciting donations of private records will be undertaken by a Field Officer whose employment will be funded initially by the South Australian Jubilee 150 Board. Readers of this magazine should also note that although the officer-in-charge of the new collection is to be called the Mortlock Librarian, he or she could very well be an archivist.

Archives Office of New South Wales

Correspondent: Michael Allen

The Premier of New South Wales has approved the publication of a *Genealogical Research Kit* and arrangements are being made with the

Treasury for the provision of special funding to support its production. The kit is the most significant initiative of the past year and was prompted by the boom in genealogy which has seen a 400% increase in the number of readers using the Archives Office since 1978, the year we moved to the Rocks. The kit is based on 35mm microfilm, supplemented wherever practicable by microfiche. It has as its foundation the records which document the arrival of people in New South Wales from 1788 to 1900, that is, the records recording the arrival of convicts, assisted immigrants and unassisted persons. To these are being added records of births, deaths and marriages, of naturalisations, of the employment of public servants, of land grants, publican's licences, electoral rolls and a wealth of other material useful to family historians. In addition, many of these records have been indexed, so the kit includes some volumes of printed indexes published by the Archives Authority and some reference to indexes produced by outside organisations.

Although specifically directed at genealogists, the *Genealogical Research Kit* will be of value to historians and researchers generally. It is planned to publish the kit in three stages, spread over at least three years. A substantial amount of material (Stage I) is being published during 1984. A number of parts are already available for purchase. Copies of the *Genealogical Research Kit Prospectus* were sent to libraries and other interested organisations and individuals in early August 1984. We are encouraged by the response so far.

A function was held on 23 May 1984 to mark the hanging of the painting 'Cutty Sark and Thermopylae at anchor in Sydney Harbour, 1873' by Oswald Brett, a noted Australian marine artist now living in the United States. The painting depicts the occasion in 1873 when the two famous clipper ships were moored at the same time in Sydney Harbour. It has been placed on loan with the Archives Authority by Dr Joan Redshaw and can be viewed in the Archives Office exhibition area.

The Archives Office contributed selected sources on the history of women in New South Wales to the exhibition staged in the Archives Office exhibition area for International Archives Week, 17-21 September 1984.

Australia and New Zealand Banking Group Ltd Archives

Correspondent: Kristina Willey

The ANZ Bank Archives were recently moved to the old Stock Exchange Building at 380 Collins Street, Melbourne. An area on the lower ground floor has been upgraded to provide much improved storage facilities for the Bank's holdings which include records of all fourteen component banks and date from the late 1820's. Compactus shelving

provides the majority of storage space but once unpacking is completed static shelving will be installed to house the growing collection of artefacts. The area is served by a 24 hour a day air-conditioning, motion detector and closed circuit television security systems and a Halon gas fire suppressant system. Research facilities are provided and a display area, which fronts on to Collins Street, will be opened in May 1985 to coincide with the Bank's 150th anniversary.

Major projects underway at present include the introduction of a computerised information retrieval system, and a survey of all Australian branches which is providing some worthwhile results.

Australian Archives

Correspondent: A.L. Pearlman

The *Archives Act 1983* was passed by Parliament in October 1983 and proclaimed to come into effect on 6 June 1984. Associated regulations were prepared and came into operation on the same date. The Act provides a statutory basis for the operations of the Australian Archives and defines its functions and responsibilities. The Act is intended to improve the management of the whole body of Commonwealth records. It ensures the preservation of important Commonwealth records, the orderly and accountable selection of records for retention and destruction, and promotes and assists the knowledge of and public access to government records.

The Act also provides for the establishment of an Advisory Council on Australian Archives. The role of the Council will be to advise the Minister and the Director-General of Australian Archives on all matters relating to the functions of the Archives. The two members of Parliament to serve on the Council have been appointed. They are Senator K. Martin and Mr C. Hollis. The remaining 11 members will be appointed as soon as possible. They are to be drawn from such diverse fields as management, law and human rights, information management, the trade union movement, academic and public users, and the public sector.

A consequence of this legislation is the development and implementation of an ADP strategy to meet the requirements for the provision of services by the Archives. The design allows for the development of a number of sub-systems which will enable the Archives to automate several of its major functions. The computer system will be on-line and interactive with regional communications. Development will commence in September 1984 and the installation of the hardware at the Archives ACT Regional repository, Mitchell, will take place during January 1985.

The Assistant Director-General Business Management, Mr C. Pitson,

the Assistant Director-General Development and Records Analysis, Ms G. Finlay, and the Director Conservation, Ms T. Exley will be attending the 10th International Congress on Archives in Bonn. Mr Pitson will speak to his paper 'The Application of Business Management Techniques in Archives — Australian Experience' at the Second Plenary Session of the Congress. In addition, Mr Pitson and Ms Finlay have been invited to present a paper at the Pre-Congress Seminar on ADP dealing with ADP applications being developed by the Australian Archives.

With the proclamation of the Archives Act, the Australian National Guide to Archival Material (ANGAM) became available to Australian Archives users. ANGAM has two components: providing summary information about records and their administrative context and identifying the status of those records access examined. A copy of ANGAM is located in the Reference and Guide Room of each Regional Office of the Australian Archives and a range of charts and explanatory material has been prepared to assist users of the Guide.

All regions of the Australian Archives are now operating on the Commonwealth Record Series System (CRS) of control. The older system of control, the Accession System, under which some Regional Offices operated until recently, will be phased out only gradually.

Developments in CRS Conversion and the ADP programme have been reflected in the issue of a range of new procedures, relating to the preparation of records documentation. The procedures include those for agencies, organisations, record series, persons, inventories of series and inventories of agencies. Information about these procedures and the CRS System is available from the Administrative Structures and Analysis Section, Australian Archives Central Office. Pre-processing of the organisation's documentation for input to the new ADP system is well underway. As part of ADP pre-processing a micro-computer has been used to generate a new Agencies Index, a microfiche copy of which is located in each Regional Office.

NEW SOUTH WALES

The Film and Television School has transferred a total of seven hundred cans of film and some eleven hundred cans of film were received from Film Australia. Four hundred and five video tapes were transferred from the Australian Joint Warfare Establishment. This was the first significant transfer of video material from a non-broadcasting agency. The Joint Coal Board transferred records to the office's custody for the first time. The office also took custody of most of the records of the North Head Quarantine Station and completed a comprehensive survey and report of the condition of the records. The office began conservation work on a set of fragile 1901 Cockatoo Island dockyard plans and continued its conservation work on the 19th century Newcastle crew lists.

The Sydney city office has been relocated within the Raymond Engineers Building and now occupies two and a half floors in the building. The address of the office is unchanged (24 Market Street, Sydney). The office has upgraded its audio-visual equipment by acquiring a Packburn Noise Suppression Unit for the conservation of audio records. It has also augmented its conservation equipment with a quadrant balance sample cutter used for the precise measuring and cutting of samples for testing. Shelving capacity at Villawood has been extended with the acquisition of special backing for paintings and artwork, a further three units of computer tape racking and some standard shelving.

VICTORIA

Two accessions of papers transferred during 1983 by the Hon. Moses Henry Cass were sorted, registered and listed. The material reflects his interests and parliamentary responsibilities particularly in immigration, ethnic affairs, health, the environment and media matters. Case files of the Department of Immigration and Ethnic Affairs dating from 1946 to the present have been appraised. The new disposal schedule will supersede one issued in 1953 and not used since the mid 1960's.

Recent conservation work has included routine washing and repair of selected Army correspondence files; the cleaning, repair and encapsulation of architectural plans of Fortress installations; the packing of part of the holdings of Commonwealth Railways glass and other negatives for transport and storage in the South Australian repository; and a time study of the proposed washing and encapsulation of a large accession of aircraft drawings. The office is continuing its ongoing boxing program for PMG registers and is soon to start boxing militia registers. The office is also undertaking the conservation of ten Tourist Commission posters which are planned to be exhibited on a rotational basis in the Brighton office.

The office is in the process of equipping the conservation laboratory. Recent major alterations including new sinks and benches in the darkroom and main laboratory area are close to completion.

WESTERN AUSTRALIA

The Department of Veterans Affairs has transferred Death Registers of servicemen who served in World Wars I and II (including civilian patients) to the office. The office will be organising an exhibition and conducting tours at the East Victoria Park repository for delegates attending the International Conference on Indian Ocean Studies to be held in Perth in December 1984. Extensions to the repository commenced last April and are expected to be completed by December. The extensions provide for a security vault, audio-visual storage, and will increase storage capacity by about 37 per cent.

QUEENSLAND

A mezzanine floor has been added to the North Queensland repository at Townsville for the storage of permanent records.

SOUTH AUSTRALIA

George Smith convened two seminars in his capacity as Branch Councillor of the Records Management Association of Australia in conjunction with the COMTEC Information Technology Fair.

The half-day seminars entitled 'Office Efficiency without Information Technology' and 'Information and Records Management into the 1980's' featured several speakers from various Australian Archives offices as well as Peter Crush, formerly of Australian Archives, from the Adelaide City Council Archives.

NORTHERN TERRITORY

In line with the transfer of powers and functions to the Northern Territory Government in recent years, the bulk of 'Territorial Archives' were scheduled to be transferred to the Northern Territory Archives Service in September this year. Some 2,700 metres of records have been identified for transfer to the physical custody of the NT Archives Service, comprising former Commonwealth Government records and small quantities of personal and corporate archives.

Australian Joint Copying Project

Correspondent: Mary-Ann Pattison

Since 1972 the National Library has published a series of eight handbooks as a guide to the vast amount of material already copied under the Project. The first handbook is a shelf list of the AJCP reels, Parts Two to Seven describe filming in various sections of the Public Record Office including the Colonial Office, Home Office, War Office, Foreign Office and Admiralty Office, whilst Part Eight lists all records filmed outside the Public Record Office, known as the Miscellaneous Series.

With over six thousand reels of material filmed in the Public Record Office and 1,800 reels of Miscellaneous Series microfilm now produced and increasing by approximately two hundred reels a year, these handbooks have quickly become outdated. The National Library has recently been trying to rectify this situation by revising and updating most of these handbooks. New editions of the Colonial Office, Home Office and Foreign Office handbooks have been published this year and we expect an updated shelf list and Miscellaneous Series handbook to be out before the end of 1984. Copies of these handbooks can be obtained from the Sales and

Subscription Section of the National Library.

Our next proposed handbook is to be a guide to records filmed by the AJCP in the Dominions Office. Selected pieces have already been filmed in the Dominions Office classes of D.O. 114 (1924-1951), D.O. 115 (1928-1936), D.O. 121 (1924-1951) and D.O. 126 (1931-1941) as well as the 590 reels produced of D.O. 35 (1926-1946). The Project intends to extend its filming of D.O. 35 to the year 1953, and also to film parts of D.O. 57 (1925-1936) and D.O. 117 (1926-1929) in the near future. The recent filming of Dominions Office classes reflects the progress of the AJCP into twentieth century records. There are still many nineteenth century records being copied but the Project has now shifted firmly into twentieth century records.

The AJCP's filming schedule at the Public Record Office was disrupted last financial year by the closure of the Public Record Office for several months due to a breakdown of the air-conditioning system. It reopened in June enabling the AJCP Officer and his assistant to continue searching and listing classes for filming.

For further information on any aspect of the AJCP or to place reel orders please write to: Principal Librarian, Australian Reference Section, National Library of Australia, Canberra, ACT, 2600.

Australian National University Archives of Business and Labour

Correspondent: Maureen Purtell

New collections include Federal Office records of the Australian Postal and Telecommunications, the Transport Workers, Printing and Timber Workers Unions. The latter collection contains minutes 1938-1974, office files 1952-1977, and industrial records 1936-1977. Branch records were received from the Federated Clerks Union Tax Branch covering 1944-1982, Melbourne Waterside Workers' Federation including Branch Executive minutes 1924-1979, and the Victorian Branch of the Woolclassers Association. Among Canberra organisations, new deposits came from the ACT Trades and Labour Council, the Australian Hospital Association, the Federation of College Academics, the Australian Government Lawyers Association, the Federal Chamber of Automotive Industries and the Federation of Automotive Products Manufacturers. Two excellent small collections received from Melbourne were the records of Morlynn Ceramics Limited covering 1913-1975 and those of John Wright & Sons, the timber merchants, for 1860-1950. The Tasmanian Teachers Federation deposited material, and the Australian Association of National Advertisers added some new elements, introducing us to a world of advertising, marketing and media with series ranging from a complete set of minutes 1928-1969 to thirty-second film commercials

promoting the virtues of tea, toasters, peanut butter, sherry and push-button washing machines.

Continuing collections during the year added industrial files from the First World War period to the Federated Engine Drivers and Firemens Association collection and brought Humes Limited deposits to 1981. Additions to the large Tooth & Company Limited collection included share registers 1888-1976 and some 350 cartons of office files, cards and photographs of the Hotels Division. These cover the period 1920-1979 and relate to three hundred hotels in NSW. A surprise find was some very early legal records, correspondence, accounts and ledgers from Michaelis Hallenstein & Company Limited. Dating from 1864 to 1950 they will enhance the existing collection of this Melbourne tanning and leather business.

For several years the Archives has had available a cottage adjacent to the offices and repository which has been partially renovated for use as a conservation workshop. This year it has been possible to begin equipping this building with basic conservation and photographic equipment. Our next hurdle is to provide the necessary staff to operate the equipment and get the conservation program underway. This is not, it is admitted, the ideal way to go about things, but unavoidable. It is expected that owing to extended delays in work on the cottage we will not begin conservation work until early 1985. Full-time conservation staff may be available in 1986 or 1987.

The passage of the Commonwealth *Archives Act* has resulted in the Australian National University being designated a Commonwealth institution, which appears to accord with the views of the Vice-Chancellor and his advisers. In line with this and prompted both by the desire of the Director of the Research School of Social Sciences to know what resources exist for writing the history of the School and our long-term interest in the University's archives (a battle which we have been fighting for a decade), the Archives of Business and Labour is undertaking a survey of records within the School. Its purpose is to identify the administrative series existing in each department and unit, the collections of research records, and the accumulations of private papers. We thus hope to ease the accomplishment of the task of integrating the University's records into the Australian Archives system, raise the level of consciousness concerning records within the University, and establish the parameters of the paper-keeping problem within the School and by extrapolation throughout the University.

Australian War Memorial

Correspondent: Ron Gilchrist

The Memorial continues to undergo major renovations throughout the

building. Members of the Written Records section have been reviewing the areas of procedures, documentation and collection control in line with the Joint Parliamentary Accounts Committee recommendations. In parallel with this, the first in a series of leaflets outlining the function of the Research Centre has been released for public use. Further leaflets will be forthcoming on citations and the soliciting of donations.

Considerable staff time has been allocated to work on the recently renovated Gallipoli gallery. There has been a deliberate effort to put a wide range of original material into the new display area. This should generate an interest and wider awareness of the research holdings of the Memorial. At the same time a reserve of display material has been established so that items may be regularly rotated. A similar project has been commenced in relation to the Korean gallery. Despite an extensive soliciting programme, material has not been forthcoming from the general public. Further work is being carried out in conjunction with the National Reunion of Prisoners of War to be held in Melbourne in early October. Considerable material has been deposited with the Memorial over the last eighteen months as a result of the activities of various ex-POW units and the recently aired oral history presentation 'Under Nippon' by the ABC.

Notable additions to the Written Records collection include the extensive letters, photographs, maps and other relics of Captain John Aram (57th Bn) who died at Pozieres, a series of Anzac Day Commemorative books compiled by pupils of various Monaro district schools (1917-1926), papers of Air Vice-Marshal Bostock relating to his dispute with Air Vice-Marshal Jones, and the many descriptive letters of Private R.S. Demaine (6th Bn, AIF). Further details of recent acquisitions are available in both the bi-monthly *Newsletter* and the bi-annual *Australian War Memorial Journal*.

Broken Hill Proprietary Company Limited Archives

Correspondent: D. Wheeler

The removal of all archives and secondary records to new premises in South Melbourne was the major activity this year. All processing work was halted and the archives closed to users during May. The new single storey building is 1438m² in area (approximately double that previously occupied). Office and work areas which include research, exhibition preparation and records processing rooms occupy 239m², secondary storage is 801² and archives 368². The archives area is protected by fire resistant walls and doors, and is air-conditioned 24-hourly at a constant 19 degrees Celsius. Sophisticated security and fire detection systems have been installed. The move to specially designed premises signals management acceptance at last of the importance of its records, and the

fact that these can be more economically, efficiently and securely maintained by its own trained staff. Space now allows us to accept records which have accumulated in BHP House during the past two years, and for the first time, Archives will house computer-generated records. The work of BHP's records management section, established in January, should contribute to an influx of records into both archives and secondary storage areas over the next twelve months.

In the first half of the year, three exhibitions were mounted. The first, in BHP House, was a retrospective look at Cockatoo Island in Yampi Sound, Western Australia. The others were two of four exhibitions on the history of BHP, set up each year for the Company's quarterly Residential Training Course at Kalorama in the Dandenongs. An exhibition of manganese mining at Groote Eylandt is planned for the end of the year.

Computers are being introduced to the Archives: BASIS, a document storage and retrieval system, has been modified to accommodate the index for our collection of 26,000 photographs, and it is anticipated that the inventories and index to archival holdings will also be on-line in 1985. It is expected that a personal computer will be installed to access both data bases and allow us word-processing facilities. A separate data base will be maintained for secondary records with internal access only, since information about these records is mainly of a housekeeping nature.

Other work planned for the coming months includes indexing of BHP Board minutes 1885-1916, processing of large series of departmental and works records, and assisting the various projects being undertaken for BHP's forthcoming centenary in 1985. Staff increases are projected during the next twelve months to deal with the indexing and processing work.

Commonwealth Banking Corporation Archives

Correspondent: Colin Munns

The Commonwealth Bank Archives Section is currently establishing a separate repository in which will be stored examples of the Bank's obsolete but historically significant machinery. In particular, the area will house samples of early computer equipment, now nearing the end of its commercial life. It will also provide storage facilities for specimens of older-type machinery, presently located in various departments and branches throughout the service. It is hoped that a selection of this interesting collection will eventually be placed on public display, possibly in a permanent banking exhibition being planned for the Bank's refurbished headquarters at 48 Martin Place.

J.S. Battye Library of West Australian History

Correspondent: Chris Coggin

In May the staff of the Battye Library held a seminar on local history collections for the benefit of public librarians. Talks were given on serials, newspapers, ephemera and materials which local public libraries might hold in their stock.

The library recently completed the accessioning and listing of the records it acquired from the Fairbridge Society before it vacated its Pinjarra property. The records occupy over nine metres of shelving. Subsequently, we have received from the University of Liverpool a listing of the complementary records of the parent Society in London which were acquired by the University archivist last year.

Cabinet papers covering the period 1950 to 1980 have recently been received. They represent the first transfer of such records as a discrete group. Previous holdings of Cabinet minutes in the State Archives are incomplete and are scattered in departmental files. It is hoped to fill the gaps in the fullness of time.

D-day for the handover of the Alexander Library Building, the new premises for the Library Board of Western Australia, looms large, and plans for the move have entered their final phase. Some temporary restrictions on the delivery of archives to the reading room and on the execution of photographic orders have been introduced to enable collections to be marshalled for the move.

The Mitchell Library, State Library of New South Wales

Correspondent: Anne Robertson

Two important collections of political papers have been presented to the Mitchell Library in the past few months. The papers of L.J. Ferguson cover the period 1974 to 1983, during his time as Minister for Housing, and also Deputy and Acting Premier and Minister for Public Works and Ports. The collection is partly restricted. The papers of the late John C. Maddison, former New South Wales Minister of Justice 1965-1976 and Attorney-General 1975-1976, include speeches, correspondence, newspaper cuttings and reports relating to a wide range of parliamentary issues, and cover the period 1913 to 1982.

Some insight into the life and thought of Kenneth Ivo MacKenzie (1913-1954) can be obtained from a small collection of his correspondence with his friend Thomas Lowe over the years 1945 to 1968 which was donated recently. The records of the Workers' Educational Association, Sydney Metropolitan Region, c.1950-1979, have also been placed in the Library. The records include the chronological correspondence files of the

Metropolitan Secretary, subject files, and minutes and reports of the Metropolitan Council and its committees. The collection records various activities of the Association including tutorial classes, residential schools, special interest groups and public lectures, and its relationship to other educational and cultural institutions, trade unions and government bodies.

Members of the Manuscripts staff have been involved in two exhibitions in the past months. An exhibition on Elizabeth Farm, Parramatta, was mounted to mark the opening of this beautifully-restored building to the public. The display traced the history of the farmhouse and its owners, John and Elizabeth McArthur, and included the original land grant for Elizabeth Farm, a Conrad Martens drawing of the garden, and a twig from the Elizabeth Farm olive tree, the first planted in Australia. Work is also progressing on an exhibition of Mediaeval and Renaissance manuscripts, due to open in August.

The Library Society whose foundation was recorded in the last issue of *Archives and Manuscripts* is now a thriving body of some 550 members, private and corporate. Its activities have so far included a lecture by Professor Greg Denning of the History Department of the University of Melbourne on the death of Captain Cook, which was attended by over three hundred people, a presentation of manuscript, pictorial and rare book material from the Library's collections on Swedish links with Australia, and a special showing to the Society's members of one of the Library's treasures, Audubon's *Birds of America*.

National Library of Australia

Correspondent: Pam Ray

An interesting acquisition during 1984 was a set of five diaries kept between 1904 and 1908 by Sir Everard Im Thurn (1852-1932), Governor of Fiji and High Commissioner for the Western Pacific 1904-1910. Im Thurn was also a noted anthropologist. The diaries mainly record his activities as Governor and High Commissioner, but also contain references to disputes between settlers and natives, relations with Fijian chiefs and French officials in the New Hebrides, inspections of plantations and missions, trade with New Zealand and other matters. They will prove of interest to Pacific historians.

Additions were made to many collections of prominent Australians who have deposited papers with the Library on a regular basis. These include Senator Susan Ryan, Justice Rae Else-Mitchell, Sir Victor Garland (a former federal parliamentarian and until recently Australian High Commissioner in London) and H.J. McIvor, who held the Federal seat of

Gellibrand in Victoria for the Australian Labor Party from 1955 to 1972. An especially welcome acquisition was a set of diaries kept by Dame Enid Lyons in 1935 and 1937 together with correspondence of a later date. These join the substantial body of Lyons papers already held by the Library. Drafts, notes and correspondence of the writer Frank Clune were received from his family for addition to the Clune collection.

Some outstanding acquisitions were made of literary papers. The writer Peter Carey presented to the National Library a collection of correspondence and literary manuscripts. Dorothy Green donated a fine collection of correspondence from literary figures such as Christina Stead, R.D. Fitzgerald and Kylie Tennant. The Library also acquired from Mrs Green a group of letters written by the poets James McAuley and A.D. Hope. Roger McDonald deposited drafts of his latest novel *Slipstream* together with a substantial body of research material, and a final instalment of papers was received from the estate of the expatriate writer Elizabeth Salter who was employed for many years as secretary to Dame Edith Sitwell. The collection includes material on Dame Edith Sitwell and Daisy Bates. Further scripts were received from the radio writer Gwen Meredith.

Substantial use is now being made of the Taxation Incentive for the Arts Scheme. While it is pleasing to report that a number of major gifts have been made to the Library under its provisions, the clerical and administrative burden in arranging valuations and preparing listings of papers has also increased.

As was the case in 1983, a small group of students from the Canberra College of Advanced Education sorted and listed collections as part of their coursework for the Resources and Research unit offered in the Librarianship course.

There has been a steadily increasing use of the Reading Room and on several occasions recently every desk has been occupied.

Northern Territory Archives Service

Correspondent: Don Brech

After its formal establishment by the Northern Territory Government last year, the NT Archives Service has taken a further significant step in its development. In July, the Government approved recommendations for the reorganisation of the Department of Community Development in which the archives function is administratively located. These included the separation of the Archives and Library Services, the latter being transferred to the Department of Education. The NT Archives Service is now a branch of the Community Services Division of the Department. As

such it clearly identifies the archives function within the structure of government and provides a more effective basis from which to deliver archival services to the Territory.

Construction and fitting out of the interim Archives building are well advanced and at the end of July were on target for completion by late August. The first major transfer of records to the new repository will comprise records previously owned by the Commonwealth Government and Northern Territory Government records deposited with Australian Archives in Darwin since self-government.

Queensland State Archives

Correspondent: Paul Wilson

The Queensland State Archives has reached the storage position that all archivists dread: plenty of records on offer for transfer and nowhere to shelve them. The Dutton Park building has enough shelving left for emergency use for a couple of years, but the Acacia Ridge Intermediate Records Repository is full. The Degesch Fumigation Plant (Ethylene Oxide) has been taken out of service pending a review of the cost of upgrading to meet the projected residual level of 1 p.p.m. of fumigant.

No increase in staff levels has occurred in 1983-84 and the fairly severe restrictions on reference and research services will continue. Genealogical enquiries from interstate and overseas are no longer being done. A major records retention schedule project has been completed in the Police Department involving records at the Department's headquarters in Brisbane, the regional and district offices, and all local Police Stations.

Reserve Bank of Australia Archives

Correspondent: Alan Seymour

The Bank's Archives and Records Management Section has been involved over the last six months with a number of projects. Changes to the Banking (Foreign Exchange) Regulations late last year, for example, resulted in the demise of the Exchange Control Department and the gradual transfer of its records to the Archives repository for storage. This has created difficulties in relation to storage space in the repository and will limit further transfer of departmental records. Another project being undertaken by Records Management staff concerns major revisions to the Note Printing Branch records system at Craigieburn, Victoria.

The Section has also completed the compilation of a card index to

facilitate the use of the Savings Bank of New South Wales ledgers and signature registers for the period 1832-1838. Prior to this card index being compiled, access to the information contained in these records involved searching through them page by page. Microfilm master negatives of early Bank Board and Committee minutes and papers have been sent to the Villawood repository of the NSW Regional Office of Australian Archives as a security measure.

The Archives and Records Management Section prepared a display for the International Archives Week Exhibition held at the Archives Office of New South Wales in September. It concerned records on the designing, printing and issuing of the first one pound note by the Commonwealth Bank of Australia in 1923 and the use of the material by a researcher in the publication of a reference book on Australian notes.

University of Wollongong Archives

Correspondent: John Shipp

Activity at the University of Wollongong Archives remains low-key. Now that the new University Librarian has commenced duty, it is hoped that the Archivist can return to the Archives or that an assistant can be appointed. The relocation of the collection to a site on campus has been completed, although there remain a number of housekeeping jobs to be done in order to ensure physical control over the collection.

From the end of June, a team of five people is being employed in the Archives under the Commonwealth Employment Programme. The main aims of the project are to reprocess the NSW Chamber of Manufactures records and to label the R.F.X. Connor collection.

The University is currently investigating automated systems for the administration and the University Library. It is hoped that implementation will occur from October and that a suitable package can be found to cater for the needs of the Archives.