

News Notes

**Edited by
Maggie Shapley**

Archives Office of New South Wales

Correspondent: Michael Allen

A new public search room, designed to accommodate up to fifty people, is to be constructed at the State Archives and Government Records Repository at Kingswood, in Sydney's far western suburbs. The search room is to be part of an extension costing well over a million dollars, which should be completed by mid-1986. Three-quarters of the State Archives collection is now stored at Kingswood, and the public will be able to use these records at the repository as well as The Rocks building. In addition, all the major record series currently held in The Rocks building and of interest to genealogists will be available on microfilm at Kingswood. The services block will also contain special facilities for the storage of new record formats. Two cold rooms will be provided for the storage of computer tapes and micrographic records.

A special program to promote visits by country researchers is planned. Members of historical or genealogical groups in country areas will be encouraged to arrange weekend coach trips to the repository. The repository site of ten hectares is being landscaped and should be available for picnics. It is hoped that celebrations such as family reunions and re-enactments of historical events will be held in the repository grounds using the new facilities.

The response to the *Genealogical Research Kit* has been most enthusiastic. By mid-1985, over one hundred orders for complete or partial Stage I and II sets had been received from public libraries, university libraries and archives, historical societies, professional genealogical services, and individuals. Training courses on using the kit were conducted for purchasers of Stage I earlier in the year, with 121 representatives from fifty organisations attending.

Australian Archives

Correspondent: A. Pearlman

General Disposal Schedule No. 11 for Staff and Establishment records was issued in April this year and will be distributed to all Commonwealth

agencies. This schedule supersedes General Disposal Schedule No. 9 and authorises the disposal of the standard personnel records created by most Commonwealth departments and authorities. A revised introduction to the General Disposal Schedules, incorporating a brief explanation of the Archives Act 1983 and regulations governing the disposal of Commonwealth records, was also issued.

A revised leaflet on citations, replacing one issued in 1981, has been prepared. It describes the systems of control in use in Australian Archives in detail so that users can understand the individual elements in Archives' citations of archival material. The leaflet has been distributed to Australian and international archival institutions, universities, and editors of historical and political journals. Negotiations are underway with the Australian Government Publishing Service to have information on the citation of archival material included in the forthcoming revision of the *Style Manual*.

The recently created Conservation section of Central Office which has responsibility for the management of the conservation function throughout the organisation and for technical development and research is now staffed. Projects completed so far include the promulgation of an outline plan for care of records in disaster situations and the preparation of an audio-visual presentation on the care of records for training archives staff. A survey of holdings in all repositories, using sampling methods, is being planned in order to provide data needed for planning future conservation strategies.

Since the installation of the PRIME 9950 computer and system software in January, communication lines have been established between Australian Archives' offices in the Australian Capital Territory and New South Wales. Advanced word-processing equipment and some terminals are also being installed, and NEC APC micro-computers have been placed in all regional offices to enable staff to familiarise themselves with computer keyboards and to develop other ADP applications.

Work on the Intellectual Framework (IF) sub-system is substantially complete. IF is the first component of the ADP system which has been designed as a number of modules, each dealing with different processes such as conservation, access, and repository management. The IF sub-system will provide intellectual control over records by providing information about record series and the agencies and persons who created them. Instant access will be provided to data such as: which agency created specific records, which agency currently has responsibility for those records, their format, age, quantity, system of arrangement, and general function.

More sophisticated data will be provided in the future with the development of the RINSE (Records Information Service) sub-system. The IF sub-system reflects the principles of the current CRS system and preparation of a comprehensive *CRS System Manual* incorporating

procedures, standards, guidelines, and explanatory material is underway.

AUSTRALIAN CAPITAL TERRITORY REGIONAL OFFICE

The arrangement and description of the personal archives of Sir Kenneth Bailey, Solicitor General and Secretary of the Attorney-General's Department from 1946 to 1964, and his son Mr Peter Bailey, currently Deputy Chairman of the Human Rights Commission, has recently been completed. The work of the Conservation section has included three special projects: the repair of the 356 folded and torn documents making up the personal papers of David Peacock, the Norfolk Island Storekeeper (c. 1852-1905); the copying and treatment of a volume of exhibits to the Inquiry into the Cowra Outbreak, subject to heavy use and consisting of extremely poor quality paper used in war-time; and the cleaning, copying and reboxing of glass photographic negatives of ethnographic subjects, taken by F.E. Williams in Papua New Guinea during the period c. 1921-1937.

Staff have provided lectures at the Canberra College of Advanced Education in the Research Resources unit of the courses in Library and Information Studies, and Information and Records Management. Arrangements were also made for a group of students to gain practical work experience in the regional office as part of this unit. Work experience has also been provided for students at the ACT Junior College level.

One-day workshops on the preparation of disposal schedules have continued to be held for departmental personnel. Assistance has been provided to staff of the Department of Resources and Energy who have been examining records relating to the British atomic bomb tests in Australia for the Royal Commission enquiring into that matter. The Repository Services section is co-operating with the Department of Housing and Construction in a survey of energy consumption and conservation in Commonwealth agencies.

NEW SOUTH WALES REGIONAL OFFICE

Major transfers include: nominal index cards to case files from the Australian Taxation Office, over seven thousand cans of archival film from Film Australia Productions, and the first transfer of Petroleum Data records from the Victorian Office of Minerals and Energy. Material was also transferred by the Australian Atomic Energy Commission, the Australian Egg Board, the Glebe Estate Office, the Australian Veterans Herbicide Study, and the Women's Royal Australian Army Corps School. Personal archives were deposited by Hon. B. Cohen, Hon. J. Howard, and Mr P.M. Ruddock.

Conservation work has included the copying for reference and preservation purposes of the gramophone discs recording the debriefing of

Vladimir Petrov by the Australian Security Intelligence Organization following his defection in 1954, and the commencement of microfilming of the inwards passenger manifests of shipping for Sydney, 1952-1964.

New facilities have been completed at the Villawood Repository including a new Archives Preparation Area and increased accommodation for conservation and audio-visual services.

VICTORIAN REGIONAL OFFICE

Commonwealth Employment Program staff have been involved in a project to produce finding aids for previously unlisted accessions, including World War I Unit Nominal Rolls, Army correspondence files, 1930-1946, and Australian Broadcasting Commission correspondence files, 1938-1948.

Microfilming of the Department of Defence inwards correspondence register, 1901-1966, of thirty volumes and the numerical index to folios of inwards correspondence register, 1902-1906, of six volumes has been completed.

QUEENSLAND REGIONAL OFFICE

The Conservation section of the Queensland Regional Office is presently being equipped before it becomes fully operational. The Ships' Passenger lists for Brisbane for the period 1852 to 1964 are currently being prepared for microfilming.

WESTERN AUSTRALIAN REGIONAL OFFICE

A micro-computer application has been implemented in the Western Australian Regional Office in the form of the input of the Location Index for the repository onto the micro-computer. The Stage 2 development of the repository is nearing completion. This new facility will provide adequate audio-visual storage, a microfilming laboratory, an 'A' class security vault, and permanent records storage space.

Australian Joint Copying Project

Correspondent: Mary-Ann Pattison

Several large orders for AJCP microfilm have been received in recent months, including two from South Australian institutions. The Flinders University Library has ordered a complete set of microfilm, totalling almost 8,000 reels, while the State Library of South Australia has ordered 1,371 reels. It is pleasing to see that South Australian researchers will soon have access to substantial sets of this important collection of manuscript material in the United Kingdom which relates to Australia and New Zealand.

The second edition of the AJCP Handbook, *Part 8: Miscellaneous Series*, was published in March and describes one hundred new collections filmed for the Miscellaneous Series. The new edition of Part 1 of the AJCP Handbook, which contains a shelf list of reels and a list of institutions holding AJCP microfilm, should be published in August. Copies of the eight handbooks are available from the Sales and Subscription Section of the National Library of Australia.

Australian National University Archives of Business and Labour

Correspondent: Maureen Purtell

In Autumn this year *ABLative* was launched as newsletter No. 1 of the Archives of Business and Labour. It is directed to both users and depositors of collections. For the depositor we hope it will be informative to show the work done by Archives staff and researchers. It will also serve to illuminate for potential users the value of records in both new and old collections. *ABLative* can also be used for communicating current research projects. Issue No. 2 should appear with the Canberra Spring.

Work has begun on a biographical register of the Australian Agricultural Company's 600-odd indentured servants (with wives and families) who were brought to New South Wales between 1825 and 1862. Requests about these people constitute our major (though not only) genealogical demand.

While permanent staff numbers have not changed we recently acquired the temporary addition of two competent assistants under the Commonwealth Employment Program. This has enabled work to proceed on the measurement and coding of a large backlog of maps for the computer catalogue and the processing of a voluminous file series (275 shelf metres) in the Tooth collection.

Australian War Memorial

Correspondent: Ron Gilchrist

The past twelve months have seen further significant changes to the Written Records section of the Memorial. Restrictions on staffing have forced the closure of the Research Centre on one day each week. The reaction from users has not been favourable, however the closure has enabled staff to concentrate on the relatively neglected areas of documentation and preservation. All sections, assisted in many cases by temporary staff and volunteers, have carried out the checking of collections, routine maintenance, indexing, and in some cases, the streamlining of material. Given the long-term possibility of staff restrictions, further material has been released on microfiche for distribution to major national institutions. The first of these, the Nominal Roll of the AIF (Service

Abroad), 1914-1918, has already been circulated, with the Embarkation Roll of AIF units, 1914-1918, to follow shortly.

The Official Records sub-section has contributed to on-going discussion with the Australian Archives on the manner and extent to which the Archives Act 1983 applies to the Memorial's collection. Such discussions have re-directed documentation efforts with a view to identifying the 'exempt material' component of the official collection. Official Records staff have also provided assistance to the Royal Commission investigating the United Kingdom's atomic tests in Australia during the 1950s and 1960s, and have been involved in the preparation of a *Guide to Genealogical Sources in the Australian War Memorial*. Archives, museums, historical societies, and ex-service associations, both within Australia and overseas, have been approached for information. The guide will be released to coincide with the Fourth Australasian Congress on Genealogy and Heraldry in Canberra in May 1986.

The Private Records sub-section has received the extensive military papers of Lieutenant General Sir Frank Berryman. This collection adds significantly to those papers already held of other senior Australian officers involved in World War II. Private Records staff assisted in the selection of original manuscript material as part of the Memorial's contribution to the Australian National University's Word Festival. Assistance has also been given by Written Records staff to researchers currently involved with the Australian National Dictionary project being undertaken at the Australian National University.

Geelong Historial Records Centre

Correspondent: Norman Houghton

The Geelong Historial Records Centre was judged the winner in the Victorian Museum of the Year Awards, Section B, announced in May this year. The cash prize of \$500 and a wall plaque was awarded for 'excellence in the establishment and operation of a public access centre for the preservation and documentation of country Victoria's largest and most comprehensive collection of regional Australiana'. The criteria for assessment were achievement, communication, innovation and imagination, utilisation of resources, development of resources, and objectives. The centre has been operating since 1979 under professional archival management, and currently handles about 4,500 enquiries per year.

J.S. Battye Library of West Australia History

Correspondent: Chris Coggin

The new Alexander Library Building was officially opened by the Premier of Western Australia, Mr Brian Burke, M.L.A., on 18 June. The

Battye Library and State Archives, including the State Film Archives, Conservation and Photographic units are situated on the two top floors of the building. A search room (on the fourth floor) forms part of the design, but until additional staff is available it will not be possible to open this to the public. In the meantime a full archival service is provided in the main Battye Library reading room on the third floor.

KINGSLEY FAIRBRIDGE EXHIBITION

On 14 August, 1985 an exhibition commemorating the centenary of the birth of *Kingsley Fairbridge (1885-1924) 'the prophet of an idea'* was opened by his eldest daughter, Mrs Barbara Rowley, at The Alexander Library Building, before a gathering of about 200 people. The exhibition focuses on the life and achievements of Kingsley Fairbridge using manuscripts, photographs and film held by the Battye Library.

As a Rhodes Scholar at Oxford, Kingsley Fairbridge, a South African-born Rhodesian, founded the Society for the Furtherance of Child Emigration to the Colonies. In 1912 the first Farm School was initiated at Pinjarra in Western Australia where underprivileged British children would be trained to be agricultural workers in the sparsely populated colonies. Kingsley Fairbridge worked tirelessly for his cause and by the time of his death in July 1924, the Farm School, after much trial, was a well-established institution.

Following the death of Kingsley Fairbridge the work of the Society he had founded continued and expanded. Fairbridge Farm Schools were established in New South Wales, Tasmania, South Australia and Vancouver, Canada. As laws and attitudes changed The Fairbridge Society diversified to assist the children of single-parent or particularly large families who wished to emigrate to a new country.

CARTOGRAPHIC MATERIALS AS ARCHIVES

Negotiations with certain Departments have been in progress for some time in order to establish procedures whereby computer-generated cartographic documents such as plans can be transferred to the State Archives as COM. The first major transfer to be received is from the Valuer General's Department and comprises some 6,000 fiche which collectively provide complete cadastral coverage of Western Australia. Regular transfers will be made every 3-5 years, thus enabling a 'snapshot' record to be maintained in considerable detail in very little space. As an added bonus problems associated with storage of the original computer tapes are avoided.

An innovative and effective way of storing roll maps is being tried out by the Library. The rolled maps are placed in cyclopack tubes imported from New Zealand and the tubes placed vertically in a 'Milk crate'-type structure.

La Trobe Library, State Library of Victoria

Correspondent: Tony Marshall

Since 1982 the Library Council of Victoria has been in the throes of reviews and studies leading to a reclassification and restructuring of staffing. This work is now complete and, among other things, it has created two new positions in the La Trobe Library: a Newspaper Librarian and an Oral History Librarian.

A major acquisition of manuscripts of particular interest is the papers of Denison Deasey, who was at various times in his life a writer, teacher, publisher, expatriate, and taxi-driver. His papers include diaries, photographs, letters and miscellaneous unpublished writings. He was a correspondent of Geoffrey Dutton, Alister Kershaw, Richard Aldington, Albert Tucker, and many others. Other acquisitions of note include the diaries from 1928 to 1982 (in 136 volumes) of Cyril E. Goode, an engineer who was involved in literary circles in Melbourne and overseas, and the records of the National Book Council, Shelter Victoria (a housing lobby group), The Council for Aboriginal Rights, the Bibliographical Society of Australia and New Zealand, the Victorian Amateur Swimming Association, and the naturalist and writer Charles Barrett. The records of Erskine House, which began its life as a guesthouse at Lorne in 1868 and is now owned and operated by the Victorian Government, were also received.

Work has commenced on the air-conditioning of the La Trobe Library with the Manuscripts and Picture Collections being connected first. This will inevitably cause some disruption to the services which can be offered to the public. The entire State Library, including the La Trobe Library, will be closed for stocktaking for a month from 25 November 1985.

The Mitchell Library, State Library of New South Wales

Correspondent: Anne Robertson

A major acquisition has been the substantial collection of papers of Myles Joseph Dunphy (1891-1985) who was a pioneer bushwalker, conservationist and cartographer, and a founding member of the Mountain Trails Club and the Sydney Bushwalkers. The papers consist of 127 boxes of manuscript material and many maps and photographs, and include Dunphy's travel journals, profusely illustrated with his sketches, describing the earliest explorations for recreational purposes of natural areas in New South Wales, particularly in the Blue Mountains.

The records of the retailers Nock and Kirby Limited, 1895-1981, have also been placed in the library, and include articles of association, minutes, correspondence, accounts, and advertising material, tracing the growth of the company and its subsidiaries, throughout the state. Two separate collections of King Family material have been received: Admiral Phillip

Parker King's letterbook, 1817-1823, and his logbook, 1822-1823, of H. M. Brig *Bathurst*, and the correspondence of his mother, Anna Josepha King, and his wife Harriet.

Preparations are underway for the major exhibition *The Most Useful Art: Architecture in Australia, 1788-1985*. Sponsored by the Lend Lease Corporation Limited, this exhibition of Australia's architectural heritage features work by Greenway, Verge, Hunt, Blacket, and Rowe, together with representative 20th century architects. The material will be on display in the Mitchell Gallery from August until early 1986.

National Library of Australia

Correspondent: Pam Ray

Since our last News Notes contribution, the Manuscript section has shared with other sections of the library the unlooked-for experience of dealing with several disasters in quick succession. The first was minor flooding of a storage area, which necessitated the drying and reboxing of about one hundred boxes of manuscripts. Fortunately the special manuscript boxes and folders had provided good protection, and there was no severe or permanent damage to any of the papers. This experience stood us in good stead when on the night of 8 March 1985 fire broke out in the National Library, causing some damage to the fabric of the building especially in the roof area. Library services were affected for some weeks, in part due to the lack of air-conditioning in the building, but fortunately there was little damage to the collections. The special collections in the Manuscript, Rare Book and Pictorial sections were little affected, apart from some water damage to about fifty boxes of manuscripts which dried out by natural means in a few days. All sections were grateful for assistance given at the time by colleagues from the conservation sections of kindred institutions such as the Australian Archives, the Australian War Memorial and the Museum of Australia. A report on the fire and procedures recommended in times of similar emergency is to be published by the library shortly.

The number of researchers using the Manuscript section's collections and services, in person or by mail or phone, continues to grow. The rate of accessioning of new collections has declined due to demands for research for exhibitions and the considerable time which has been devoted to the production of the *Guide to collections of manuscripts relating to Australia*. An exhibition in honour of the composer Larry Sitsky is to open in late August; the research for this having been carried out by the Manuscript section.

Notable acquisitions include a final consignment of the papers of the writer Alan Marshall and a large collection of papers of the expatriate author Jack Lindsay. Organisations depositing their records for the first

time included the International Theatre Institute, the Christmas Island Staff Association, and the Blake Society of Religious Art. An interesting purchase was a letterbook of Robert Craigie, an Adelaide settler in the early 1840s, which reveals much about social and economic conditions in the young colony. The National Library was honoured to receive from Sir Donald Bradman fifty-two bound volumes containing letters, news-cuttings, photographs, and memorabilia, relating to his outstanding career as a cricketer.

We were fortunate to have the services of three people employed under the Commonwealth Employment Program for the first few months of 1985. They worked on the collections of the Returned Services' League, the Liberal Party, former Senator James Keeffe, and several smaller collections. As in past years, students from the Canberra College of Advanced Education sorted and listed collections as part of their coursework for the Graduate Diploma in Librarianship. During the first semester of 1985, lectures were given at the college by John Thompson, Principal Librarian, Australian Reference, to students undertaking the archives and manuscripts unit.

Northern Territory Archives Service

Correspondent: Don Brech

Planning and fitting out of a second interim repository located at Winnellie is underway. It is expected to be ready for occupation towards the end of 1985.

The Archives has expanded its micro-computer facilities with the acquisition of a second Apple IIe. This is providing the opportunity for staff to gain 'hands on' experience in this area and giving practical support to records and archives management services. Accession and series registers and the Archives own general correspondence files and budget control system are currently computer-based. Applications being developed include a photographic index, oral history register, and search room and lending service records control. This is regarded as a first stage in the development of an integrated, mainframe-based computer facility for the Archives. It is hoped that the experience gained now will assist the Service in planning, implementing and managing the longer-term proposal.

The Archives' outreach program has been actively developed. Its objective is to promote an understanding within government and the community of the value of records to the Territory and the related role of the Archives Service. This program has included regular exhibitions of records in Darwin, and a photographic display on the functions of the Archives as part of the Department of Community Development's exhibit at the Alice Springs, Tennant Creek, Katherine, and Darwin Shows.

Queensland State Archives

Correspondent: Paul Wilson

The Committee of Review of the State Library of Queensland (the Richardson Committee) has completed its report, and it should be released by September 1985. Because of storage limitations, only small archival transfers are being accepted. All research for queries received by mail or phone has now ceased because of staff levels. Matters of personal or civil rights will still receive attention, as will requests for source analyses, but research requests from Queensland correspondents outside Brisbane can no longer be undertaken.

South Australian Archives

Correspondent: Robert Thornton

Preparations are being made to transfer the private record collections to the new Mortlock Library of South Australia, due to be officially opened during the Adelaide Festival of Arts in March 1986. It is expected that an announcement will be made by the South Australian Government before the end of the year as to the future of the government records and the establishment of a State Public Records Office.

Efforts are being made to recruit more professional staff in order to overcome the present critical staffing shortage brought about by a spate of resignations over the past twelve months. At the same time, the search for additional storage space continues; the Somerton Park and Netley repositories now being almost completely full. In the meantime, further substantial transfers of government records have had to be suspended.

Special projects now being undertaken with the help of Mortlock Bequest funds and Commonwealth Employment Program staff include the indexing of the entire photographic views collection, and the printing and listing of a vast and varied collection of glass negative views of the South Australian environment, produced by the Photographic Branch of the Lands Department from 1900 to 1960.

Among recent transfers have been the administrative records of the now defunct Kindergarten Union of South Australia Incorporated, which date back to 1905, and the business records of Mouldens, a family firm of Adelaide solicitors, established in 1874.