

News Notes

Edited by Maggie Shapley

Adelaide City Archives

Correspondent: Peter Crush

The last records in custody were moved to the new City Archives on 29th July, 1986, bringing to an end a solid month's work by about twelve staff and removalists.

Occupation of a purpose built facility by an increased number of staff has been very exciting and has involved major changes in orientation for the longer serving staff. The new staff and facilities allow for greater specialisation of functions which has had an impact on the evolution of the generally encouraged team approach of the Section.

Since the last report (*A and M*, May 1986) the following decisions on staffing have been made:-

- The half-time position of Corporation Librarian became full-time from 1st July, 1986.
- The 1/5 time Graduate Research Assistant position, responsible for the museum function, has been reviewed and become a 3/5 time position of Curator of the Civic Collection from 1st July, 1986; and
- A new full-time position of Conservator was created, also from 1st July, 1986.

These and the previously detailed positions now comprise the Archives, Library and Curatorial Services Section within the Information Services Division of the Department of Corporate Services which is one of six Departments which comprise the Corporation of the City of Adelaide.

Substantially improved facilities for users of the City's Archives, located in a visible and accessible location, combined with the recent distribution of a pamphlet, *City of Adelaide Archives Guide*, will no doubt see an increase in demand for user services.

Marked progress is being made on the documentation of the context in which records have been created and the backlog of transfers are being attended to now that space is available.

The Conservation Laboratory is now equipped to the degree considered necessary, bearing in mind co-operative arrangements which have been made with the State Conservation Centre. The Conservator has carried out

a number of repairs in addition to completing a survey of conservation needs and in designing condition and treatment record forms.

Australian Archives

Correspondent: A.L. Pearlman

The microfilming of Inwards Passenger Lists for Queensland ports is continuing at the Queensland Regional Office. The following lists are now available: Brisbane 1859-1925, Gladstone 1924-1964, Thursday Island 1924-1966, Townsville 1895-1964, Bowen 1897-1961, Cairns 1897-1969, Rockhampton 1898-1962, Mackay 1924-1962, Maryborough 1929-1950, and Bundaberg 1948-1950. Filming of the remaining Brisbane list will be done by September 1987 to complete the project. Copies of the lists for all ports except Brisbane will also be available at our Townsville office. Other items recently conserved include Bradford's Journal of the Cape York Peninsula Expedition (1883), Letter Book of Magnetic Island Quarantine Station (1914-1917), and a Ships Masters Letter Book (1884-1917).

Senator Don Chipp recently arranged for the transfer of his records to the Victorian Regional Office while closing his Melbourne office following his resignation as Leader of the Australian Democrats. An additional quantity of Lord Casey's records were recently transferred to the same office.

The Darwin Repository has been fitted with roller shutter doors on all entrances and cyclone dampers to the air-conditioning plant. These additions will provide greater protection to the building and its contents in the event of cyclones. The roller shutter doors are closed to prevent damage from flying debris and the force of cyclonic winds. When considered necessary, the dampers can be activated to cause the air-conditioning to shut down and associated external openings in the plant to be sealed to prevent debris and water damage to the system. Once the emergency has passed the dampers are opened and the air-conditioning reactivated.

Under the Commonwealth Archives Act, a member of the public may appeal to the Administrative Appeals Tribunal against decisions made by Australian Archives to restrict or refuse access to records. To date, ten appeals have been lodged with the Administrative Appeals Tribunal. Four cases have been heard by the Tribunal, four were resolved prior to a formal hearing, and two are still pending. The appeals relate to records of the Australian Security Intelligence Organization, the Department of Defence, the Australian Federal Police, and the Industries Assistance Commission.

Australian Joint Copying Project

Correspondent: Mary-Ann Burchfield

A shipment of new AJCP microfilm reels has recently been received from London. The Public Record Office material filmed includes 239 reels of CO 225/ 124-375 Western Pacific, Original Correspondence 1914-1951,

Military Headquarters papers in the War Office relating to Australia's and New Zealand's participation in World War II, Admiralty I Secretariat papers 1791-1839, personal collections in the Foreign Office 800 class, and the papers of Charles Abbot when he was Chief Secretary for Ireland, 1801-1802.

The Miscellaneous series reels received were filmed at the National Libraries of Wales, Scotland and Ireland, the county record offices for Northumberland, Bedfordshire, Somerset and Merseyside, the Institute of Commonwealth Studies and the Bodleian Library. The records of the banking firm Baring Brothers and Company were also filmed as well as the papers of architect Lord Holford on the planning and development of Canberra; selections of the correspondence of L.J. Maxse, owner and editor of the influential periodical *National Review* in 1892-1932; the correspondence (1886-1920) of Douglas Sladen, a prolific writer, editor and literary agent; selections from the political papers of the 15th Lord Derby, Secretary of State for the Colonies in 1858 and 1882-85; and the albums of cuttings, photographs, letters and programmes of the 9th Lord Kintore which document his vice-regal activities as Governor of South Australia in 1889-95.

Interesting developments on archival matters in Britain have been reported by Graeme Powell, the AJCP Officer based in London, in his Annual Report for 1985-1986. A Surveying and Copying Committee of the Commonwealth Archivists Association has been formed with Graeme Powell as Chairman and representatives from archives in Australia, Canada, Kenya, Zimbabwe, Zambia, Ghana and Malaysia. The Committee has been responsible for the first publication of the Association, a catalogue entitled *Commonwealth Sources in British Official Records: Colonial and Dominions Offices* (London, 1985). It includes a section listing records filmed by the AJCP in the years before the establishment of the Public Record Office Film Library. Another matter of interest is that in April 1986 the British Government issued a White Paper on copyright entitled *Intellectual Property and Innovation* (Cmnd. 9712). It suggests that the term of copyright in unpublished works might be reduced from perpetuity to the period of the author's life plus fifty years, with libraries and archives being permitted to make copies of unpublished works for research or private study purposes.

Australian War Memorial

Correspondent: Ron Gilchrist

Further discussion related to the status of Commonwealth records has taken place with the Australian Archives. Various working parties have been meeting on a regular basis in an attempt to finalise discussions by the end of 1986.

The Written Records section was fortunate in avoiding flood damage to the collection when a freak cloudburst sent up to seven centimetres of water through the storage area in late November. Staff spent the next two weeks checking for any hidden damage to the records.

The Private Records sub-section has experienced a reduced number of donations of personal papers in 1986. This downturn has been offset by a large increase in the number of post-1945 papers, particularly concerned with the conflict in Vietnam. The sub-section was fortunate in receiving a large collection of papers from South Africa related to Sergeant Cyril Lawrence, Australian Engineers. The Gallipoli diary of Sergeant Lawrence was successfully published in 1981.

The arrangement and description of the records of the FARELF Headquarters 1955-71 and ANZUK Headquarters 1971-75 is nearing completion. These records of approximately 80 metres comprise the administrative records of HQ FARELF, HQ AAF FARELF, HQ ANZUK Force and the various units serving therein. The latter force was established following joint agreement between the Australian, New Zealand and United Kingdom governments. An administrative history of the FARELF and ANZUK formations has also been completed. Similar work is also being undertaken on the papers of Dr Robert O'Neill, Official Historian for the Korean War 1950-53.

The Council of the City of Sydney Archives

Correspondent: Janet Howse

The Conservation of Building Plans Project is now well underway. In January 1987 a new intake of Community Employment Program staff commenced for six months. During the latter half of 1986 a humidity tent was constructed by Council tradesmen for the purpose of relaxing brittle rolled-up plans prior to flattening and conservation treatment.

Two graduates of the Diploma in Information Management (Archives) worked for three months following completion of their course at the end of 1986. Their work compiling agency manuals for current Council agencies and commencing agency registrations comprises the first stage in the introduction of a modified control system based on the Australian Archives model.

Council proceeded in the last six months to computerise its central records system, including the compilation of a thesaurus, new file numbering system and file covers and the introduction of a barcode file tracking system. Non-current records control will comprise phase two of the computerised records control system.

La Trobe Library, State Library of Victoria

Correspondent: Tony Marshall

The air-conditioned and renovated premises to which the Australian Manuscripts and Picture Collections have returned were officially opened by the Minister for the Arts, the Hon. Race Mathews, on 16 December. A small display entitled 'Air-conditioning Burke and Wills' was mounted for the occasion. A new use has been found for another of the State Library's buildings, the historic domed reading-room. On 29 November an audience of over 650 people heard a choral concert presented by the Astra Chamber Music Society.

The Friends of the State Library of Victoria had a particularly successful year in 1986. By a variety of means they raised over \$50,000 towards the purchase of items for the Library, including a collection of original cartoons by David Low, a painting by Henry Short (1807-1865) entitled 'In Memory of the Lamented Heroes of the Victorian Expedition, 1861', a letter written by Henry Kendall, and a microscope for the Library's conservation laboratory. The *La Trobe Library Journal*, published by the Friends, has a new cover design; the Spring 1986 issue is devoted to items from, and articles about, the Royal Australasian Ornithologists' Union Archive.

A recent acquisition of particular note is the extensive personal papers of the Hon. James Balfour (1830-1913), a parliamentarian, merchant, newspaper proprietor, land-owner, and Presbyterian layman of Melbourne. The papers came to the Library already sorted and with a detailed descriptive list prepared by Balfour's biographer, Andrew Lemon. Other acquisitions include papers of the scientists Edmund Gill and Geoffrey Douglas, records of the Tenants' Union of Victoria, a journal kept by Robert Simson on Carngham station near Ballarat from 1843 to 1847, and substantial additions to the records of the Independent Order of Rechabites, Try Youth Services, the Australian Literature Society, the Institution of Engineers (Victorian Division), the Victorian Association for the Care and Resettlement of Offenders, and the Democratic Labor Party.

Mitchell Library, State Library of New South Wales

Correspondent: Jim Andrighetti

Some important and substantial acquisitions have been the Norman Lang McKellar collection on shipping, 1824-1985, of 361 boxes including records of the Australasian United Steam Navigation Company and business correspondence of the 1st and 2nd Earls of Inchcape; the personal papers of artist Sir Will Ashton including a considerable amount of letters received from fellow artists, in particular Hans Heysen and Lionel Lindsay; the records of The Rocks Residents Group, the Australian Housewives Association (NSW), the Sydney City Mission (partly restricted access), the NSW Churches Cricket Association; and the papers of writers Ethel

Turner, Kate Grenville and E.O. Schlunke, politicians Rosemary Foot and Sir William McKell (both restricted access), artist Desiderius Orban, feminist and unionist Edna Ryan, and Craig Johnston as Secretary of the Gay Rights Lobby.

Staff of the Manuscripts Section assisted in the preparation of several exhibitions. In September 1986 the exhibition 'The Thistle and the Waratah' drawn from the extensive Angus and Robertson archives in the Mitchell Library celebrated the publisher's one hundred years in the book trade. In January 1987 a display of items from the Dame Mary Gilmore collection was mounted to coincide with the staging of Beverley Dunn's one-woman show based on Dame Mary Gilmore's life, 'To Botany Bay on a Bondi Tram'. Miss Dunn researched much of her production at the Library.

On 26 October 1986 a book launching was held at the Library to mark the publication of *Matthew Flinders: Navigator and Chartmaker* by Geoffrey C. Ingleton and *Matthew Flinders: Private Journal 1803-1814*, a facsimile edition of the original Flinders manuscript held in the Mitchell Library.

On 17 November John Dunmore Lang papers, Macarthur Family papers, and Hassall Family correspondence.

National Library of Australia, Manuscripts Section

Correspondent: Pam Ray

September 1986 saw the launching (an appropriate term) of the facsimile edition of the notebook of William Bligh, compiled during the voyage to Timor in the *Bounty* launch following the mutiny in April 1789. The publication of this work, the original of which was purchased by the Library in 1976, was the first venture of the National Library's Morris West Trust Fund. The limited edition of five hundred copies of the two-volume work (comprising the facsimile volume and a transcription edited by Dr John Bach) is already out of print, but a popular edition in one volume will be published in 1987.

An increasing number of exhibitions have featured material from the Manuscript Collection. Material was lent for exhibition to the new Australian Gallery of Sport, the University of Western Australia, and The Vancouver Museum. Exhibitions within the Library included a display celebrating the 60th anniversary of the *Canberra Times* newspaper, a small display on ballet, a larger exhibition entitled 'Bridging the Gap' which explored links between Australia and South America, and an exhibition featuring eminent Australian writers and their works, held during the National Word Festival in March 1987.

New acquisitions include the outstanding collection of personal papers of Geoffrey Dutton who has had a marked influence on Australian writing

and publishing, a first deposit of records of the Australian Council of Churches, a further donation of personal journals of the artist Donald Friend, a collection of papers and diaries of Isla a'Beckett Marsh and her family, the journal of surgeon William Dalton kept aboard the *Phoenix* whaling ship on two voyages in 1823-25 which took the ship to South America, New Zealand, the Pacific Islands and California, further additions to the papers of the academic and writer Professor Vincent Buckley, writers Maslyn Williams and Alan Marshall, and a large donation of papers by the economist Russell Mathews who recently retired from the position of Director, Centre for Research on Federal Financial Relations, at the Australian National University. Some of these collections will not be available for use for some time, either because of conditions of restricted access requested by the donor or because of their unsorted condition. All researchers would be well advised to write in advance of visits to the Library to avoid delays which might arise from access and copyright difficulties or from material being housed outside the Library.

A concerted effort has been made to clear the backlog of cataloguing of collections on microfilm. Work has also progressed on entering on the Australian Bibliographic Network all manuscript collections on microfilm, beginning with the older collections, many of which were acquired from overseas libraries. All manuscripts on microfilm can be made available on inter-library loan.

Northern Territory Archives Service

Correspondent: Don Brech

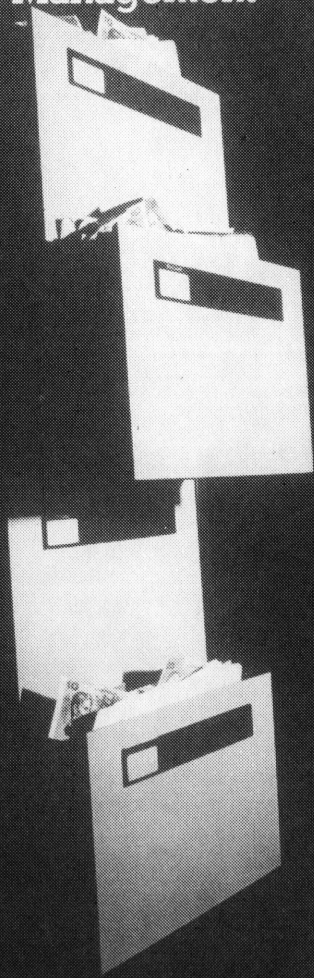
In September 1986 the Minister for Community Development appointed a committee to carry out a review of the Northern Territory Archives Service. Under its terms of reference the Review Committee is to make recommendations on *inter alia*:

- the role, function and organisation of the Archives
- objectives and policy for its development as the State Archives of the Northern Territory
- its responsibilities in managing Northern Territory public records
- the administrative location of the Archives within the structure of government
- the need for and general provisions of archival legislation.

At the time of writing (November 1986) the work of the Review Committee is in progress.

In support of its objective to promote efficient and economic management of government records, the Archives has launched a records management awareness campaign in the Northern Territory. This was timed to coincide with the 3rd National Convention of the Records

Records Management Is \$\$\$ Management

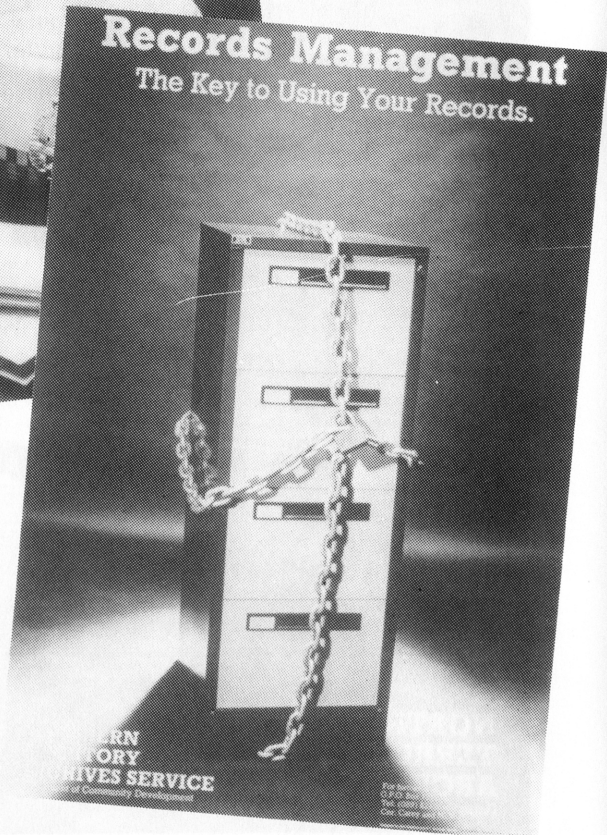
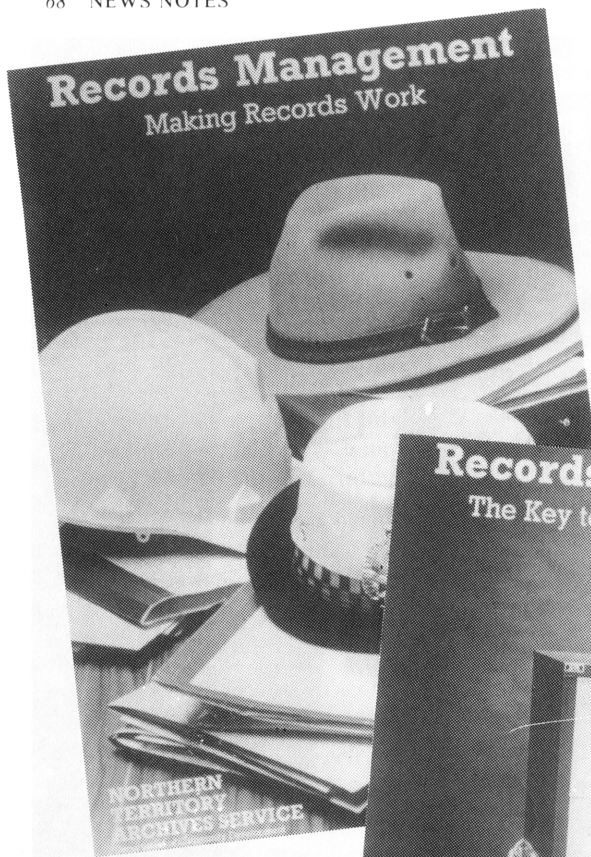


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Poster promoting records management to government in the Northern Territory. The originals are in full colour.
Copyright: NT Archives Service.



Posters promoting records management to government in the Northern Territory. The originals are in full colour.
Copyright: NT Archives Service.

Management Association of Australia held in Alice Springs in September 1986. A set of three posters was developed for distribution to Territory and Local government agencies. The specific aims of the posters are:

- to raise the level of awareness of and interest in records management among public servants
- to encourage agencies to give attention to record keeping as an integral part of the management process
- to draw attention to the role of records management and its contribution to efficiency, economy and effectiveness in government administration
- to orientate government agencies towards the records function discharged by the Northern Territory Archives Service.

The posters were designed jointly by the Northern Territory Archives Service and Gail Graphics, Darwin, and produced at the Northern Territory Printing Office.

Information Leaflet No. 4, *Oral History*, has now been published. It provides an introduction to the Northern Territory Government's oral history programme which is administered by the Archives.

Queensland State Archives

Correspondent: Lee McGregor

Staff at Queensland State Archives have been working on the State Library's strategic plan which is currently being developed in conjunction with the Public Service Board. The aim is to develop on-going strategies for achieving the Library's goals within a climate of economic stringency. Consideration is being given to the relationship between the different sections of the Library (including the State Archives), and to staffing and funding levels in each section.

Work is proceeding on the development of a retention schedule for use by local government authorities in Queensland. Over the last few years or so there has been a strong trend for local government authorities to computerise and/or microfilm their records. Consequently requests for destruction approvals are increasing. The development of a draft schedule will be of great assistance in dealing with this category of records.

Reserve Bank of Australia

Correspondent: Allan Seymour

The Bank's archives are currently assisting with the transfer of Inscribed Stock Registry records to the Australian Archives pending appraisal and the authorisation of appropriate disposal arrangements. The initial consignment of Sydney Registry's records amounted to 82 shelf metres.

The same process is now underway in the Registries throughout Australia.

As part of the Bank's ongoing archival microfilming programme, we also recently deposited the master negatives of 36 rolls of microfilm with the Australian Archives. They consist of the minutes and papers of the Bank's Board and related material. We hope that this material will shortly be stored in the low temperature film storage vault at Villawood.

Our Records Management Group became heavily involved in branch records systems in late 1986 and we expect this to continue this year. Staff conducted feasibility studies in Darwin and Perth branches, investigating procedures, storage and other aspects with a view to introducing the Bank's uniform records system. The Perth records system is now being implemented.