

**Summary of recommendations**  
**Adelaide current holdings, November 2010**  
**Overview**

**Records proposed for relocation**

Description	Shelf metres
Prime Minister and Cabinet, Cabinet Office - Royal Commission records	66.64
Defence - photographic records and register	12.30
Australian National Railways - staff cards and photographic records	16.553
Immigration - alien registration records	77.96
Property and Works files - photographic records	14.744
Copyright, trademarks, patents - post-Federation trademark registers	176.865
Other photographic records	6.618
Other records	55.44
<b>Total</b>	<b>427.12</b>

In Addition, the following record is proposed for transfer to Darwin  
 Darwin Post Office Diary, 1942 **0.2**

The photographic records proposed for relocation include photographs that require: digitisation prior to relocation	7.25
item description and digitisation prior to relocation	7.83
item description, then to be digitised on demand after relocation	24.38
<b>Total</b>	<b>39.46</b>

The following records could also be considered for future item level description or proactive digitisation and then relocation	
Migration Forms 47A, landing and re-entry permits - item description	7.56
Alien Registration cards – digitisation	56.7
British migrant selection documents - item description	143.28
WWII Army Pay files-item description	439.92
<b>Total</b>	<b>647.46</b>

**Summary by function**

**Prime Minister and Cabinet, Cabinet Office **70.9****

Recommend relocate Royal Commission records 66.64m  
 Recommend retain microfilm cabinet index reference copies  
 Royal Commission into Aboriginal Deaths in Custody, made available in SA under the terms of the Commission. Low public use.

**Defence and Dept of Veterans' Affairs **530****

Recommend retain majority in Adelaide  
 Recommend relocate:  
 11.58m photographic records to cold storage vault, and associated register, 0.72m  
 The bulk of these (442 metres) are Army file. These are a secondary source of defence service, but many contain unique material not duplicated on the defence service files. The information contained on these pay files demonstrates the social history and hardships of the family and relatives at the home front while the service personnel were at war.  
 A current research project is accessing all items in the series to create a database to be made available at [www.ach.familyhistorysa.info/](http://www.ach.familyhistorysa.info/). The project will not be completed within the expected timeframe of relocation (March 2011) and would not continue if it involved paying for copies of each item. These items often need complex access clearance  
 The records are also used by local genealogists for family history, even without publicising them locally or conducting a proactive data entry project. There have been in excess of 2000 entries registered on demand for D1358 alone (prior to the above project being undertaken).  
 The other 90 metres made up of:

- 20 metres of assorted Defence Science and Technology Organisation photos, plans, objects, volumes and files
- 1.5 metres of microfilm Boer War records - reference copies

- 50 metres of Defence records related to SA establishments, enlistments, Woomera facility, equipment, chemical weapons, etc
- 15 metres of general Veteran's correspondence files

This includes some colonial period material.

### **Australian National Railways** **370**

Recommend the majority be retained in Adelaide

Recommend relocate 2.25m of staff cards (entire collection digitised) and 0.945m of index cards

Recommend relocate 13.35m of photographic records to specialised cold storage

The bulk of this is the central department correspondence file series, B300, of 305 metres. This covers rail subjects for all of Australia, but with the majority related to SA.

2.25 metres of staff cards could be relocated. These are entered at item level and digitised

There are 10 metres of photographic records, which might be better stored in cold storage in Sydney.

Most of the remaining 55 metres is SA related, and includes some colonial records.

### **Post and Communications** **205**

Recommend retain the majority in Adelaide.

Recommend relocate wartime Post Office diaries to Darwin.

All this is local, valuable and early material and much is of the colonial period.

### **Immigration** **820**

Recommend retain the majority in Adelaide

Recommend relocate alien registration records after they have been entered at item level and digitised: sponsored migrant files (entered at item level); and medical forms – total 77.96m

Recommend digitise then transfer Alien Registration cards, 56.7m

Recommend item entry then relocation of D4879, Forms 47A, landing and re-entry permits, 7.56m

In several sets

- Alien records (files and cards) 135.3m  
These are high use records and take resources to service, so the proposal is to digitise this collection then transfer the original files to Sydney. D4878 is currently being digitised ready for relocation; D4881 is proposed for future digitisation
- Passenger records  
Required for proof-of-arrival cases
- Migration case files 154.62m  
Mostly British (eg ten pound Poms) Recommend future proactive digitisation then transfer.
- Naturalisation records
- Migration registers 10.48m
- Migration hostel records 20.13m  
These relate to the local experiences of arriving migrants, refugees and displaced persons
- Immigration correspondence files (inc migration case files) 391.02m  
Some of these series are split between Sydney and Adelaide.

### **Customs and Trade** **199**

Recommend retain in Adelaide

This is early locally significant and valuable material, much of which is colonial-era. 150m of this are in two correspondence file series that span 1855 to 1982. This is a solid collection that we would not want to divide.

### **Transport and Maritime** **243**

Recommend retain in Adelaide

The majority of this is made up of.

- Records of ships crew, 1852-1983 157m
- Lighthouse logbooks, 1853-1966 21m
- Lighthouse and coastal administration, 1915-1988 50m
- Microfilm registers of British Ships, 1827-1982 4m

Lighthouse records are iconic records that must stay in Adelaide.

### **Property and Works files** **195**

Recommend retain majority in Adelaide

Recommend relocate 14.744m of records to specialised cold storage.

Relate to SA property, buildings, land, etc. Include plans and photographs

**Copyright, trademarks, patents** **294**

Recommend retain the majority, particularly Colonial, in Adelaide

Recommend relocate post-Federation trademark registers D5005 and D5549, 177m.

These are iconic records, mostly colonial era or early 20th century. Post-Federation trademarks cover trademarks Australia-wide.

**Internees and Prisoners-of-war** **59**

Recommend retain in Adelaide

Consist of records of locally interned residents and captured prisoners of war in both WWI and WWII and investigation files from 1910–1987

**Miscellaneous photographic records** **46.3**

Recommend relocate to special cold vault storage for preservation reasons

Various photographic prints and negatives, including some already listed under groupings above.

**Miscellaneous records** **172**

Recommend retain majority in Adelaide

Recommend selected records listed below be relocated, total 55.44m

Records to retain in Adelaide include

- Reference microfilms 1.9m
- Meteorological records, 1839–1956 14.5m
- CSIRO health and nutrition 8.1m
- Aboriginal index cards 1.35m
- Quarantine records 10m
- WWII home front rationing, fundraising 30m
- D1917, Employment and Workplace Relations correspondence files (migrant accommodation and employment 3.42m
- Other 64m

Records recommended to relocate 9 54m

- D848, Government Solicitor's correspondence , (1,936 on RecordSearch) 54m
- AP102/1, Electoral Commission branch administration files 45m
- D1037, Telecom engineering files (Darwin housing portion) 36m
- D53, Pension index cards, alphabetical series