1998 Australian Archival Statistics

Introduction

The Australian Council of Archives conducts an annual survey of all members, as well as some other institutions that have archives management programs, a ongoing endeavour to maintain and make available a database of information about archives in Australia.

The statistical database is a valuable source of comparative information for individual Archives to make use of, and it provides data to support applications for and other resource-allocating bodies. If you have ever wanted to know, for example, how institutions with similar-sized holdings fare in terms of staffing levels statistical database will be a vital tool. The statistics for 1988 cover 46 archival institutions representing holdings of over 1,136,809 linear metres and an ar \$247 million.

In 1996, the Council published a five year summary, *Australian Archival Statistics 1991-95.* This year, in addition to the annual statistics, summary statisti 98 are being published on the Internet. Together these summaries give a good picture of our industry over an eight year period.

This years survey form was the same as last year with the exception of the "uses of archives" section. This section was introduced last year. However, it define categories that were universally applicable. Consequently the results were unreliable. This year only two categories of use, business and researcl nominated. Because of these changes, this section has not been included in the three year summary statistics.

The survey forms for 1998 were sent out in late February 1999. Of the 68 forms despatched, 46 were completed and returned. This represents a return I decline on last years return rate of 71%.

My thanks to all those ACA members who have taken the time to complete the forms and to provide feedback.

Ms L McGregor Convenor, Statistics Subcommittee

Contents

National Archives

State and Territory Archives

- Local Government
- Universities

Commercial and others

Collecting Institutions

| 1998 NA | TIONAL ARCHIVES | National Archives of Australia | NZ National Archives |
|-----------|--|--------------------------------------|-------------------------|
| | | 30-06-98 | 30-06-98 |
| Holdings | | | |
| 1a | At start of year - Archives (metres) | 238254 | |
| 1b | At start of year - Total (metres) | 465579 | 64109.9 |
| 2a | Accessions during year - Archives | 10826 | |
| 2b | Accessions during year - Total (metres) | 20528 | 5259.1 |
| 3a | Number of accessions - Archives | 3091 | |
| 3b | Number of accessions - Total | 4736 | |
| 4a | Volume of disposal - Archives (metres) | | |
| 4b | Volume of disposal - Total (metres) | 235365 | |
| 5a | At end of year - Archives (metres) | 249308 | |
| 5b | At end of year - Total (metres) | 462571 | 69369 |
| Arranger | nent & description | | |
| | Percentage of holdings available in public | | |
| 6a | finding side At start of year (%) | 98 | |
| 6b | At end of year (%) | 98 | |
| 7a | Number of accessions processed during | 4736 | |
| Reference | e services | | |
| 8a | Visits to search room during year | 16149 | 17118 |
| 9a | Items made available in search room | 68443 | 53678 |
| 10a | Enquiries recorded (except records | 49852 | 5420 |
| 11a | Items loaned to creators/owners | 38118 | 4847 |
| Use Of H | oldings Percentage | | |
| 12a | Business Users (%) | 20 | 9.4 |
| 12b | Research Users (%) | 80 | 90.6 |
| Reposito | ry buildings | | |
| 13a | Total storage area - start of year (m ₂) | 71288 | 5000 |
| 13b | Total storage area - end of year (m ₂) | 69031 | 5000 |
| 14a | Shelving capacity - start of year (metres) | 597445 | |
| 14b | Shelving capacity - end of year (metres) | 597816 | 81236 |
| Personne | əl | | |
| 15a | FTE positions filled - start of year | 336.1 | 71.8 |

| 15b Fundin | FTE positions filled - end of year q (\$000) | 315 | 69.7 |
|---------------|---|--------|-------|
| 16a | Total budget for the year (\$000) | 34,793 | 9,436 |
| 17a | Actual expenditure for the year (\$000) | 35,373 | 9,436 |
| 18a | Including cost of accommodation (yes/no) | yes | yes |

| 1998 ST | ATE AND TERRITORY ARCHIVES | Archives Authority of NSW | PRO VIC | QLD State Archives | SA State Records | PRO WA |
|-----------|--|---------------------------------|----------|-----------------------|---------------------|----------|
| | | 30-06-98 | 30-06-98 | 30-06-98 | 30-06-98 | 30-06-98 |
| Holdings | | | | | | |
| 1a | At start of year - Archives (metres) | 43892 | 38567 | 25647 | 15430.85 | 8740 |
| 1b | At start of year - Total (metres) | 236892 | 69192 | 33236 | 63558.5 | 19592 |
| 2a | Accessions during year - Archives | 554 | 2342 | 714 | 1144.5 | 293 |
| 2b | Accessions during year - Total (metres) | 26642 | 6064 | 899 | 6108.47 | 296 |
| 3a | Number of accessions - Archives | | 52 | 129 | 307 | 129 |
| 3b | Number of accessions - Total | | 52 | 148 | 1467 | 130 |
| 4a | Volume of disposal - Archives (metres) | 234 | | | | |
| 4b | Volume of disposal - Total (metres) | 5116 | 836 | 364 | 1261.72 | 1689 |
| 5a | At end of year - Archives (metres) | 44455 | 40909 | 26361 | 16575.35 | 9033 |
| 5b | At end of year - Total (metres) | 258661 | 74420 | 33771 | 67926.29 | 18199 |
| Arranger | ment & description | | | | | |
| | Percentage of holdings available in public | | | | | |
| 6a | At start of year (%) | 98 | 90 | 87 | | 96 |
| 6b | At end of year (%) | 99 | 85 | 84 | | 96 |
| 7a | Number of accessions processed during | | 46 | 605 | | 129 |
| Reference | ce services | | | | | |
| 8a | Visits to search room during year | 14488 | 25951 | 9470 | 3499 | 9566 |
| 9a | Items made available in search room | 99248 | 49569 | 27730 | 16677 | 18021 |
| 10a | Enquiries recorded (except records | 7739 | 59287 | 4400 | 15768 | 10743 |
| 11a | Items loaned to creators/owners | 107727 | 9255 | 4142 | 24581 | 5878 |
| Use Of H | Ioldings Percentage | | | | | |
| 12a | Business Users (%) | 3 | 16 | 9 | 67.5 | 30 |
| 12b | Research Users (%) | 97 | 84 | 91 | 32.5 | 70 |
| Reposito | ory buildings | | | | | |
| 13a | Total storage area - start of year (m_2) | 19586 | 10000 | 6260 | 4210 | 2585 |
| 13b | Total storage area - end of year (m_2) | 27000 | 10000 | 6260 | 5048.58 | 2585 |
| 14a | Shelving capacity - start of year (metres) | 185000 | 84173 | 47999 | 63000 | 23450 |
| 14b | Shelving capacity - end of year (metres) | 280000 | 84173 | 48158 | 75728.7 | 23450 |
| Personn | el | | | | | |
| 15a | FTE positions filled - start of year | 99 | 43 | 53 | 23.2 | 16.5 |
| 15b | FTE positions filled - end of year | 105.13 | 43 | 46 | 28 | 16 |
| Funding | (\$000) | | | | | |
| 16a | Total budget for the year (\$000) | 8160 | 4553 | 4,746 | 2,442 | 1,257 |
| 17a | Actual expenditure for the year (\$000) | 8150 | 4320 | 4,770 | 2,703 | 1,220 |
| 18a | Including cost of accommodation (yes/no) | yes | yes | yes | yes | yes |

| Holdings1aAt start of year - Archives (metres)161433244.031bAt start of year - Total (metres)1616810315.832aAccessions during year - Archives317822bAccessions during year - Total (metres)474823aNumber of accessions - Total146113bNumber of accessions - Total146114aVolume of disposal - Archives (metres)n/a04bVolume of disposal - Archives (metres)13405aAt end of year - Archives (metres)1650810398Arrangement & description1650810398Percentage of holdings available in publicFeiton and95977aNumber of accessions processed during the number of accessions processed during the number of accessioned to creators/owners277223868aVisits to search room during year106705395399aItems made available in search room26350887110aEnquiries recorded (except records tems loaned to creators/owners27722386Use Of Holdings Percentage1000100014412bTotal storage area - start of year (m_2)2000100013aTotal storage area - end of year (m_2)2000100013bTotal storage area - end of year (m_2)2000100014aShelving capacity - start of year (metres)187631041814bShelving capacity - start of y | 1998 ST | TATE AND TERRITORY ARCHIVES (cont) | Archives Office of TAS | NT Archives Service |
|--|---------|--|---------------------------|------------------------|
| 1aAt start of year - Archives (metres)161433244.031bAt start of year - Total (metres)1616810315.832aAccessions during year - Archives317822bAccessions during year - Total (metres)474823aNumber of accessions - Archives143113bNumber of accessions - Archives (metres)146114aVolume of disposal - Archives (metres)13405aAt end of year - Archives (metres)13405aAt end of year - Total (metres)1660810398Arrangement & description1650810398Percentage of holdings available in public faction with6aAt start of year (%)95977aNumber of accessions processed during the unart12511Reference services8aVisits to search room during year26350887110aEnquiries recorded (except records to control/numers)25568711aItems baned available in search room26350887110aEnquiries recorded (except records to control/numers)25568711aItems baned to creators/owners to control/numers)27722386Use Of Holdings2000100013b70tal storage area - start of year (m_2)2000100013bTotal storage area - start of year (m_2)2000100014aShelving capacity - start of year (m_2)20001000 <td< th=""><th></th><th></th><th>30-06-98</th><th>30-06-98</th></td<> | | | 30-06-98 | 30-06-98 |
| 1bAt start of year - Total (metres)16/16810315.832aAccessions during year - Archives317822bAccessions during year - Total (metres)474823aNumber of accessions - Archives143113bNumber of accessions - Total146114aVolume of disposal - Archives (metres)n/a04bVolume of disposal - Archives (metres)13405aAt end of year - Archives (metres)1660033265bAt end of year - Total (metres)1650810398Arrangement & descriptionPercentage of holdings available in public finder of dressions processed during the output125116aAt start of year (%)9590906bAt end of year (%)959773Number of accessions processed during the output12511Reference services2556878aVisits to search room during year26350887110aEnquiries recorded (except records to output25568711aItems made available in search room26350887110aEnquiries recorded (except records to output2568712aBusiness Users (%)n/a35Repository buildings100014a5helving capacity - start of year (m_p)2000100013bTotal storage area - start of year (m_p)2000100014a13aTotal storage area - end of year (metres | Holding | s | | |
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| 2bAccessions during year - Total (metres)474823aNumber of accessions - Archives143113bNumber of accessions - Total146114aVolume of disposal - Archives (metres)n/a04bVolume of disposal - Total (metres)13405aAt end of year - Archives (metres)1646033265bAt end of year - Total (metres)1650810398Arrangement & descriptionPercentage of holdings available in public6aAt start of year (%)959795977aNumber of accessions processed during the user12511Reference services8aVisits to search room during year106705399aItems made available in search room26350887110aEnquiries recorded (except records content/numer)25568711aItems made available in search room26350887110aEnquiries recorded (except records content/numer)25568712aBusiness Users (%)n/a6512bResearch Users (%)n/a35Repository buildings137631041814bShelving capacity - start of year (metres)187631041814bShelving capacity - end of year (metres)187631041814bShelving capacity - end of year259915bFTE positions filled - start of year259915bFTE positions | 1b | At start of year - Total (metres) | 16168 | |
| 2bAccessions during year - Total (metres) 474 82 3aNumber of accessions - Archives143113bNumber of accessions - Total146114aVolume of disposal - Archives (metres)13405aAt end of year - Archives (metres)1646033265bAt end of year - Archives (metres)1650810398Arrangement & descriptionPercentage of holdings available in public finding and the secret of year (%)951006bAt end of year (%)95977aNumber of accessions processed during the unart12511Reference services8aVisits to search room during year106705395399aItems baard to creators/owners2772238610aEnquiries recorded (except records creating/number)25568711aItems baard to creators/owners27722386Use Of Holdings Percentage137010013512aBusiness Users (%)n/a35Repository buildings137010013613aTotal storage area - start of year (metres)187631041814bShelving capacity - end of year (metres)187631041814bShelving capacity - end of year (metres)187631041814bShelving capacity - end of year25915bFTE positions filled - start of year25915bFTE positions filled - end of year259< | 2a | | 317 | 82 |
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| 4bVolume of disposal - Total (metres)13405aAt end of year - Archives (metres)1646033265bAt end of year - Total (metres)1650810398Arrangement & description1650810398Percentage of holdings available in public finding offer6aAt start of year (%)95977aNumber of accessions processed during the under12511Reference services8aVisits to search room during year106705399aItems made available in search room26350887110aEnquirise recorded (except records255687Use of Holdings Percentage12aBusiness Users (%)n/a6512bResearch Users (%)n/a35Repository buildings13aTotal storage area - start of year (m2)2000100013bTotal storage area - end of year (m2)187631041814bShelving capacity - start of year (metres)1876313079Personnel15aFTE positions filled - start of year (metres)1,40086417aActual expenditure for the year (\$000)1,400864 | 3b | Number of accessions - Total | 146 | 11 |
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| 5bAt end of year - Total (metres) 16508 10398 Arrangement & descriptionPercentage of holdings available in public finction or de95 100 6aAt start of year (%)95976aAt end of year (%)95977aNumber of accessions processed during the under 125 11 Reference services106705398aVisits to search room during year 10670 5399aItems made available in search room 26350 8871 10aEnquiries recorded (except records 2556 87 11aItems loaned to creators/owners 2772 2386 Use Of Holdings Percentage 107 35 12bResearch Users (%) n/a 65 12bResearch Users (%) n/a 35 Repository buildings 1000 1000 1000 13bTotal storage area - start of year (m_2) 2000 1000 14aShelving capacity - start of year (metres) 18763 13079 Personnel 156 FTE positions filled - start of year 25 9 15bFTE positions filled - end of year 25 9 15bFTE positions filled - end of year 25 9 Funding (\$000) $1,400$ 864 17aActual expenditure for the year (\$000) $1,400$ 854 | 4b | Volume of disposal - Total (metres) | 134 | 0 |
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| Reference services8aVisits to search room during year106705399aItems made available in search room26350887110aEnquiries recorded (except records tems loaned to creators/owners)25568711aItems loaned to creators/owners27722386Use Of Holdings Percentage1001/28512aBusiness Users (%)n/a6512bResearch Users (%)n/a35Repository buildings1000100013bTotal storage area - start of year (m2)2000100014aShelving capacity - start of year (metres)187631041814bShelving capacity - end of year (metres)1876313079Personnel15aFTE positions filled - start of year25915bFTE positions filled - end of year25915bFTE positions filled - end of year (\$000)1,40086417aActual expenditure for the year (\$000)1,400854 | 7a | | 125 | 11 |
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| 11aItems loaned to creators/owners 2772 2386 Use Of Holdings Percentage12aBusiness Users (%)n/a6512bResearch Users (%)n/a35Repository buildings13aTotal storage area - start of year (m_2)2000100013bTotal storage area - end of year (m_2)2000100014aShelving capacity - start of year (metres)187631041814bShelving capacity - end of year (metres)1876313079Personnel15aFTE positions filled - start of year25915bFTE positions filled - end of year259Funding (\$000)1,40086417aActual expenditure for the year (\$000)1,400854 | 10a | | 2556 | 87 |
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| 13aTotal storage area - start of year (m_2) 2000100013bTotal storage area - end of year (m_2) 2000100014aShelving capacity - start of year (metres)187631041814bShelving capacity - end of year (metres)1876313079Personnel155FTE positions filled - start of year25915bFTE positions filled - end of year259Funding (\$000)1,40086417aActual expenditure for the year (\$000)1,400854 | 12b | Research Users (%) | n/a | 35 |
| 13bTotal storage area - end of year (m_p)2000100013bTotal storage area - end of year (m_p)2000100014aShelving capacity - start of year (metres)187631041814bShelving capacity - end of year (metres)1876313079Personnel155FTE positions filled - start of year25915bFTE positions filled - end of year259Funding (\$000)1,40086417aActual expenditure for the year (\$000)1,400854 | Reposit | ory buildings | | |
| 14a Shelving capacity - start of year (metres) 18763 10418 14b Shelving capacity - end of year (metres) 18763 13079 Personnel 15a FTE positions filled - start of year 25 9 15b FTE positions filled - end of year 25 9 Funding (\$000) 1,400 864 17a Actual expenditure for the year (\$000) 1,400 854 | 13a | Total storage area - start of year (m_2) | 2000 | 1000 |
| 14b Shelving capacity - end of year (metres) 18763 13079 Personnel 15a FTE positions filled - start of year 25 9 15b FTE positions filled - end of year 25 9 Funding (\$000) 1,400 864 17a Actual expenditure for the year (\$000) 1,400 854 | 13b | Total storage area - end of year (m ₂) | 2000 | 1000 |
| Personnel 15a FTE positions filled - start of year 25 9 15b FTE positions filled - end of year 25 9 Funding (\$000) 16a Total budget for the year (\$000) 1,400 864 17a Actual expenditure for the year (\$000) 1,400 854 | 14a | Shelving capacity - start of year (metres) | 18763 | 10418 |
| 15aFTE positions filled - start of year25915bFTE positions filled - end of year259Funding (\$000)16aTotal budget for the year (\$000)1,40086417aActual expenditure for the year (\$000)1,400854 | 14b | Shelving capacity - end of year (metres) | 18763 | 13079 |
| 15b FTE positions filled - end of year 25 9 15b FTE positions filled - end of year 25 9 Funding (\$000) 16a Total budget for the year (\$000) 1,400 864 17a Actual expenditure for the year (\$000) 1,400 854 | Personr | nel | | |
| Funding (\$000)16aTotal budget for the year (\$000)1,40086417aActual expenditure for the year (\$000)1,400854 | 15a | FTE positions filled - start of year | 25 | 9 |
| 16aTotal budget for the year (\$000)1,40086417aActual expenditure for the year (\$000)1,40085410aLabel discussed of the year (\$000)1,400854 | 15b | FTE positions filled - end of year | 25 | 9 |
| 17a Actual expenditure for the year (\$000) 1,400 854 10a Isolation and affinities (soc(a)) 1,400 854 | Funding | ı (\$000) | | |
| | 16a | Total budget for the year (\$000) | 1,400 | 864 |
| 18a Including cost of accommodation (yes/no) no no | 17a | Actual expenditure for the year (\$000) | 1,400 | 854 |
| | 18a | Including cost of accommodation (yes/no) | no | no |

| 1998 LO | CAL GOVERNMENT | City of Sydney Archives | Brisbane City Council | Ashfield Council | City of Adelaide Archives |
|-----------|--|-------------------------------|--------------------------|---------------------|---------------------------------|
| | | 30-06-98 | 31-12-98 | 31-12-98 | 31-12-98 |
| Holdings | 6 | | | | |
| 1a | At start of year - Archives (metres) | 6051 | 1410 | 324 | |
| 1b | At start of year - Total (metres) | 8321 | 12250 | 324 | |
| 2a | Accessions during year - Archives | 417 | 10 | 18 | |
| 2b | Accessions during year - Total (metres) | 600 | 600 | 26 | 106 |
| 3a | Number of accessions - Archives | n/a | 3 | 16 | |
| 3b | Number of accessions - Total | n/a | 310 | 16 | 104 |
| 4a | Volume of disposal - Archives (metres) | | 10 | 0 | |
| 4b | Volume of disposal - Total (metres) | 969 | 400 | 8 | 35 |
| 5a | At end of year - Archives (metres) | 6468 | 1410 | 342 | |
| 5b | At end of year - Total (metres) | 7952 | 12450 | 342 | |
| Arranger | ment & description | | | | |
| | Percentage of holdings available in public | | | | |
| 6a | At start of year (%) | 99 | 82 | 70 | 80 |
| 6b | At end of year (%) | 96 | 82 | 75 | 83 |
| 7a | Number of accessions processed during | n/a | 3 | 16 | 104 |
| Reference | the year | | | | |
| 8a | Visits to search room during year | 341 | 210 | 33 | 528 |
| 9a | Items made available in search room | 3093 | 960 | 205 | 4226 |
| 10a | Enquiries recorded (except records | 909 | 964 | 159 | 1428 |
| 11a | Items loaned to creators/owners | 3190 | 180 | 112 | 2524 |
| Use Of H | Holdings Percentage | | | | |
| 12a | Business Users (%) | 10 | 20 | 49 | 60 |
| 12b | Research Users (%) | 90 | 80 | 51 | 40 |
| Reposito | ory buildings | | | | |
| 13a | Total storage area - start of year (m ₂) | 1402 | 2100 | 98 | 585 |
| 13b | Total storage area - end of year (m ₂) | 1402 | 2200 | 98 | 585 |
| 14a | Shelving capacity - start of year (metres) | 8608 | | 485 | 5246 |
| 14b | Shelving capacity - end of year (metres) | 8608 | | 485 | 5246 |
| Personn | el | | | | |
| 15a | FTE positions filled - start of year | 3 | 1 | 0.8 | 4.5 |
| 15b | FTE positions filled - end of year | 4 | 1 | 0.8 | 4.5 |
| Funding | (\$000) | | | | |
| 16a | Total budget for the year (\$000) | 505 | 68 | 55 | 266 |
| 17a | Actual expenditure for the year (\$000) | 505 | 68 | 51 | 266 |
| 18a | Including cost of accommodation (yes/no) | yes | no | no | no |
| | | | | | |

1998 Statistics

| 1998 U | NIVERSITIES | University of NSW | Edith Cowan University | La Trobe Bundoora | La Trobe Bendigo | University of Adelaide |
|---------|--|----------------------|---------------------------|----------------------|---------------------|---------------------------|
| | | 31-12-98 | 31-12-98 | 31-12-98 | 31-12-98 | 31-12-98 |
| Holding | s | | | | | |
| 1a | At start of year - Archives (metres) | 940 | 1500 | 310 | 143.7 | |
| 1b | At start of year - Total (metres) | 940 | 1680 | 837 | 310.3 | 619 |
| 2a | Accessions during year - Archives | | 300 | 69 | 6.3 | |
| 2b | Accessions during year - Total (metres) | 35 | 420 | 238 | 28.7 | 141 |
| 3a | Number of accessions - Archives | | | 4 | 3 | |
| 3b | Number of accessions - Total | 97 | 213 | 18 | 15 | 35 |
| 4a | Volume of disposal - Archives (metres) | | | 30 | 0 | |
| 4b | Volume of disposal - Total (metres) | 15 | 100 | 56 | 0 | n/a |
| 5a | At end of year - Archives (metres) | 960 | 1800 | 349 | 150 | |
| 5b | At end of year - Total (metres) | 960 | 2000 | 1019 | 339 | 760 |
| Arrange | ement & description | | | | | |
| | Percentage of holdings available in public | | | | | |
| 6a | At start of year (%) | 90 | 80 | 100 | 90 | 95 |
| 6b | At end of year (%) | 90 | 90 | 100 | 90 | 90 |
| 7a | Number of accessions processed during | | 213 | 4 | 2 | 35 |
| Referer | the veer | | | | | |
| 8a | Visits to search room during year | 303 | 53 | 238 | 95 | 58 |
| 9a | Items made available in search room | 000 | 10 | 260 | 64 | n/a |
| 10a | Enquiries recorded (except records | 315 | 300 | 14 | 95 | 113 |
| 11a | Items loaned to creators/owners | 010 | 500 | | | |
| | Holdings Percentage | | 500 | 2187 | 31 | n/a |
| 12a | Business Users (%) | 20% | 95 | 90 | 90 | 10 |
| 12b | Research Users (%) | 80% | 5 | 10 | 10 | 90 |
| Reposit | ory buildings | | | | | |
| 13a | Total storage area - start of year (m ₂) | 170 | 152 | 45 | 79 | n/a |
| 13b | Total storage area - end of year (m ₂) | 230 | 182 | 45 | 79 | n/a |
| 14a | Shelving capacity - start of year (metres) | 1255 | 1500 | 550 | 380 | 1167 |
| 14b | Shelving capacity - end of year (metres) | 1680 | 2000 | 550 | 440 | 1235 |
| Person | nel | | | | | |
| 15a | FTE positions filled - start of year | 3.8 | 1 | 4 | 1 | 0.6 |
| 15b | FTE positions filled - end of year | 3.8 | 1 | 4.2 | 1 | 0.6 |
| Funding | g (\$000) | | | | | |
| 16a | Total budget for the year (\$000) | | n/a | 197 | 6 | n/a |
| 17a | Actual expenditure for the year (\$000) | 270 | n/a | 197 | 6 | n/a |
| 18a | Including cost of accommodation (yes/no) | no | | no | no | |
| | | | | | | |

1998 Statistics

| 1998 UN | IVERSITIES (cont) | University of Melbourne | University of WA | Monash University | Charles Sturt University | University of Sydney |
|----------|--|----------------------------|---------------------|----------------------|-----------------------------|-------------------------|
| | | 31-12-98 | 31-12-98 | 31-12-98 | 31-12-98 | 31-12-98 |
| Holdings | 6 | | | | | |
| 1a | At start of year - Archives (metres) | 11486 | | 1631 | 2679 | 1397 |
| 1b | At start of year - Total (metres) | 11486 | 599 | 1631 | 2706.11 | 1397 |
| 2a | Accessions during year - Archives | 1276 | | 91.46 | 226.89 | 116 |
| 2b | Accessions during year - Total (metres) | 1276 | 30 | 91.46 | 226.89 | 116 |
| 3a | Number of accessions - Archives | | | 55 | 74 | 44 |
| 3b | Number of accessions - Total | 109 | 59 | 55 | 74 | 44 |
| 4a | Volume of disposal - Archives (metres) | 50 | | 74.67 | 14.03 | 21 |
| 4b | Volume of disposal - Total (metres) | 50 | | 305.5 | 41.14 | 21 |
| 5a | At end of year - Archives (metres) | 12712 | | 1647.79 | 2891.86 | 1492 |
| 5b | At end of year - Total (metres) | 12712 | 629 | 1416.96 | 2891.86 | 1492 |
| Arrange | ment & description | | | | | |
| | Percentage of holdings available in public | | | | | |
| 6a | At start of year (%) | 99 | 75 | 100 | 88 | 98 |
| 6b | At end of year (%) | 99 | 90 | 100 | 85 | 98 |
| 7a | Number of accessions processed during | 200 | 50 | 55 | 46 | 39 |
| Referen | the year ce services | | | | | |
| 8a | Visits to search room during year | 2224 | 97 | 132 | 1450 | 411 |
| 9a | Items made available in search room | | 382 | 518 | 1364 | 1287 |
| 10a | Enquiries recorded (except records | | 322 | 302 | n/a | 406 |
| 11a | Items loaned to creators/owners | 83 | 83 | 181 | 508 | 0 |
| Use Of H | Holdings Percentage | | | | | |
| 12a | Business Users (%) | 14 | 52 | 89 | 0 | 9 |
| 12b | Research Users (%) | 86 | 48 | 11 | 100 | 91 |
| • | bry buildings | | | | | |
| 13a | Total storage area - start of year (m ₂) | 928 | 131 | 286 | 930 | 236 |
| 13b | Total storage area - end of year (m ₂) | 2000 | 131 | 286 | 930 | 236 |
| 14a | Shelving capacity - start of year (metres) | 5175 | 670 | 2208 | 5026 | 1632 |
| 14b | Shelving capacity - end of year (metres) | 7617 | 670 | 2487 | 5026 | 1632 |
| Personn | el | | | | | |
| 15a | FTE positions filled - start of year | 7.4 | 2 | 2.4 | 3.25 | 2.1 |
| 15b | FTE positions filled - end of year | 9.3 | 2 | 2.93 | 3.25 | 2.6 |
| Funding | (\$000) | | | | | |
| 16a | Total budget for the year (\$000) | 437 | 74 | 133.6 | 195.6 | 163.5 |
| 17a | Actual expenditure for the year (\$000) | 420 | 84 | 161.3 | 179.475 | 160.2 |
| 18a | Including cost of accommodation (yes/no) | no | no | no | no | no |
| | | | | | | |

1998 Statistics

| Page 8 of 1 | 2 |
|-------------|---|
| | |

| 1998 UN | VERSITIES (cont) | Noel Butlin Archives ANU | University of Wollongong | Macquarie University |
|----------|--|--------------------------------|-----------------------------|-------------------------|
| | | 31-12-98 | 31-12-98 | 31-12-98 |
| Holdings | | | | |
| 1a | At start of year - Archives (metres) | 13118 | 1140 | 598 |
| 1b | At start of year - Total (metres) | 13118 | 1190 | 604 |
| 2a | Accessions during year - Archives | 237.35 | 60 | 41 |
| 2b | Accessions during year - Total (metres) | 237.35 | 60 | 41 |
| 3a | Number of accessions - Archives | 30 | 6 | 16 |
| 3b | Number of accessions - Total | 30 | 6 | 16 |
| 4a | Volume of disposal - Archives (metres) | 268.42 | 0 | |
| 4b | Volume of disposal - Total (metres) | 268.42 | 0 | 2 |
| 5a | At end of year - Archives (metres) | 13086.93 | 1200 | 639 |
| 5b | At end of year - Total (metres) | 13086.93 | 1250 | 643 |
| Arrangen | nent & description | | | |
| | Percentage of holdings available in public | | | |
| 6a | At start of year (%) | 99 | 90 | 40 |
| 6b | At end of year (%) | 99 | 95 | 48 |
| 7a | Number of accessions processed during | 30 | 4 | 30 |
| Referenc | e services | | | |
| 8a | Visits to search room during year | 668 | 104 | 42 |
| 9a | Items made available in search room | 4356 | 102 | 128 |
| 10a | Enquiries recorded (except records | | 365 | 42 |
| 11a | Items loaned to creators/owners | 105 | 0 | n/a |
| Use Of H | oldings Percentage | | | |
| 12a | Business Users (%) | 5 | | 88 |
| 12b | Research Users (%) | 95 | | 12 |
| Reposito | ry buildings | | | |
| 13a | Total storage area - start of year (m ₂) | 3700 | 200 | 26 |
| 13b | Total storage area - end of year (m ₂) | 3700 | 200 | 40 |
| 14a | Shelving capacity - start of year (metres) | 10700 | 1300 | 640 |
| 14b | Shelving capacity - end of year (metres) | 10700 | 1300 | 765 |
| Personne | 9 | | | |
| 15a | FTE positions filled - start of year | 2 | 1 | 1.4 |
| 15b | FTE positions filled - end of year | 3.5 | 1 | 1.4 |
| Funding | \$000) | | | |
| 16a | Total budget for the year (\$000) | 265 | 51 | 65 |
| 17a | Actual expenditure for the year (\$000) | 234.5 | 51 | 65 |
| 18a | Including cost of accommodation (yes/no) | no | no | no |

| 1998 CC | DMMERCIAL AND OTHERS | RACS | CSL Ltd | Adelaide Catholic Archives | Dept of Environment and Heritage | Geelong Hist. Records Centre |
|-----------|--|----------|----------|----------------------------------|--|------------------------------------|
| | | 31-05-98 | 31-12-98 | 31-12-98 | 31-12-98 | 31-12-98 |
| Holdings | 6 | | | | | |
| 1a | At start of year - Archives (metres) | 140 | 50.5 | 223 | 204 | 803 |
| 1b | At start of year - Total (metres) | 194 | 1055 | 223 | 204 | 803 |
| 2a | Accessions during year - Archives | 30 | 18 | 11.5 | | 28 |
| 2b | Accessions during year - Total (metres) | 50 | 974 | 12 | | 88 |
| 3a | Number of accessions - Archives | | 10 | 185 | | |
| 3b | Number of accessions - Total | 35 | 413 | 194 | | |
| 4a | Volume of disposal - Archives (metres) | | | 1.5 | | 8 |
| 4b | Volume of disposal - Total (metres) | 7 | | 2 | | 45 |
| 5a | At end of year - Archives (metres) | 170 | 68.5 | 233 | 204 | 823 |
| 5b | At end of year - Total (metres) | 237 | 2029 | 233 | 204 | 846 |
| Arranger | ment & description | | | | | |
| | Percentage of holdings available in public | | | | | |
| 6a | At start of year (%) | 85 | | 51 | | 100 |
| 6b | At end of year (%) | 80 | | 56 | | 100 |
| 7a | Number of accessions processed during | 30 | | 194 | | 31 |
| Reference | the vect | | | | | |
| 8a | Visits to search room during year | 16 | 0 | 264 | | 7642 |
| 9a | Items made available in search room | 50 | 0 | 728 | | n/a |
| 10a | Enquiries recorded (except records | 352 | 31 | 175 | 20 | 10015 |
| 11a | Items loaned to creators/owners | 278 | 182 | 40 | 300 | 64 |
| Use Of H | Holdings Percentage | | | | | |
| 12a | Business Users (%) | 56 | 90 | 10 | 100 | 8 |
| 12b | Research Users (%) | 44 | 10 | 90 | 0 | 92 |
| Reposito | bry buildings | | | | | |
| 13a | Total storage area - start of year (m $_2$) | 70 | 123.5 | 40 | | 840 |
| 13b | Total storage area - end of year (m ₂) | 70 | 123.5 | 40 | | 840 |
| 14a | Shelving capacity - start of year (metres) | 350 | 980 | 242 | 204 | 1000 |
| 14b | Shelving capacity - end of year (metres) | 350 | 980 | 242 | 204 | 1000 |
| Personn | el | | | | | |
| 15a | FTE positions filled - start of year | 1.4 | 1.5 | 1.4 | 1 | 2.5 |
| 15b | FTE positions filled - end of year | 1.4 | 1 | 1.4 | 1 | 2.5 |
| Funding | (\$000) | | | | | |
| 16a | Total budget for the year (\$000) | 90 | | 25.3 | 36 | 158 |
| 17a | Actual expenditure for the year (\$000) | 90 | | 25.3 | 36 | 158 |
| 18a | Including cost of accommodation (yes/no) | no | | no | no | no |

| 1998 C | OMMERCIAL AND OTHERS (cont) | Reserve Bank 31-12-98 | RTA of NSW 31-12-98 | Telstra 31-12-98 | Wesley Central Mission - Victoria 31-12-98 | Westpac Historical Services 30-09-98 |
|---------|--|-----------------------------|------------------------|---------------------|--|---|
| | | 0. 1200 | 0 | 0 00 | 0 | |
| Holding | s | | | | | |
| 1a | At start of year - Archives (metres) | 404 | | 739.01 | 128 | 5300 |
| 1b | At start of year - Total (metres) | 2348 | 4861 | 3367.28 | 128 | 5300 |
| 2a | Accessions during year - Archives | 20 | | 0 | 29.5 | 35 |
| 2b | Accessions during year - Total (metres) | 250 | 3121 | 95.2 | 29.5 | 35 |
| 3a | Number of accessions - Archives | 2000 | | 0 | 197 | 306 |
| 3b | Number of accessions - Total | 25000 | 132 | 13 | 197 | 306 |
| 4a | Volume of disposal - Archives (metres) | | | 0 | 0 | 40 |
| 4b | Volume of disposal - Total (metres) | 190 | 186 | 3.9 | 0 | 40 |
| 5a | At end of year - Archives (metres) | 424 | | 739.01 | 157.5 | 5295 |
| 5b | At end of year - Total (metres) | 2408 | 7796 | 3458.58 | 157.5 | 5295 |
| Arrange | ement & description | | | | | |
| | Percentage of holdings available in public | | | | | |
| 6a | At start of year (%) | | 95 | 25 | 100 | 83 |
| 6b | At end of year (%) | | 96 | 25 | 100 | 95 |
| 7a | Number of accessions processed during | | 59 | 0 | 197 | 306 |
| Referer | nce services | | | | | |
| 8a | Visits to search room during year | 23 | 7 | 1 | 3 | 121 |
| 9a | Items made available in search room | 240 | 100 | 30 | 15 | 400 |
| 10a | Enquiries recorded (except records | 125 | 56 | 1 | 28 | 483 |
| 11a | Items loaned to creators/owners | 7000 | 4716 | 2 | 0 | 20 |
| Use Of | Holdings Percentage | | | | | |
| 12a | Business Users (%) | 60 | 40 | 67 | 10 | 5 |
| 12b | Research Users (%) | 40 | 60 | 33 | 90 | 95 |
| Reposit | ory buildings | | | | | |
| 13a | Total storage area - start of year (m ₂) | 270 | | 25 | 8.6 | 1121 |
| 13b | Total storage area - end of year (m ₂) | 270 | | 25 | 25 | 779.2 |
| 14a | Shelving capacity - start of year (metres) | 2500 | 3236 | 739.01 | 128 | 5612 |
| 14b | Shelving capacity - end of year (metres) | 2500 | 3236 | 739.01 | 157.5 | 6620 |
| Person | nel | | | | | |
| 15a | FTE positions filled - start of year | 5 | 6 | 0.5 | 1 | 6 |
| 15b | FTE positions filled - end of year | 5 | 5 | 0.5 | 1 | 6 |
| Funding | g (\$000) | | | | | |
| 16a | Total budget for the year (\$000) | 300 | 495 | 30 | | n/a |
| 17a | Actual expenditure for the year (\$000) | 276 | 472 | 30 | 36.5 | n/a |
| 18a | Including cost of accommodation (yes/no) | no | yes | no | no | yes |

| 1998 CC | DLLECTING INSTITUTIONS | National Library of Australia | Aust War Memorial | Powerhouse Museum | State Library of Victoria | National Library of NZ |
|-----------|--|-------------------------------------|----------------------|----------------------|------------------------------|---------------------------|
| | | 30-06-98 | 31-12-98 | 31-12-98 | 30-06-98 | 30-06-98 |
| Holdings | 6 | | | | | |
| 1a | At start of year - Archives (metres) | | 4590 | 558 | 4853 | 7080 |
| 1b | At start of year - Total (metres) | 10245 | 7290 | 558 | | 7080 |
| 2a | Accessions during year - Archives | | 55 | 25 | | 130 |
| 2b | Accessions during year - Total (metres) | 247 | 59 | 25 | | 130 |
| 3a | Number of accessions - Archives | | 193 | 26 | 102 | 334 |
| 3b | Number of accessions - Total | 394 | 519 | 26 | | 334 |
| 4a | Volume of disposal - Archives (metres) | | 1 | 0 | - | |
| 4b | Volume of disposal - Total (metres) | | 7 | 0 | | |
| 5a | At end of year - Archives (metres) | | 4645 | 583 | n/a | 7220 |
| 5b | At end of year - Total (metres) | 10492 | 7349 | 583 | | 7220 |
| Arranger | ment & description | | | | | |
| | Percentage of holdings available in public | | | | | |
| 6a | At start of year (%) | 87 | 82 | 70 | - | 100 |
| 6b | At end of year (%) | 86 | 90 | 70 | - | 100 |
| 7a | Number of accessions processed during | 321% | 193 | 24 | - | 334 |
| Reference | the year | | | | | |
| 8a | Visits to search room during year | 2788 | 2981 | 48 | | 4057 |
| 9a | Items made available in search room | 8242 | 8657 | 7281 | 4558 | 13605 |
| 10a | Enquiries recorded (except records | 2601 | 14483 | 122 | 3196 | 1594 |
| 11a | Items loaned to creators/owners | 1 | 239 | 617 | - | 30 |
| Use Of H | Holdings Percentage | | | | | |
| 12a | Business Users (%) | 3 | 1 | 80 | 2 | 5 |
| 12b | Research Users (%) | 97 | 99 | 20 | 98 | 95 |
| Reposito | bry buildings | | | | | |
| 13a | Total storage area - start of year (m ₂) | | | 130 | | |
| 13b | Total storage area - end of year (m ₂) | | | 130 | | |
| 14a | Shelving capacity - start of year (metres) | | 8100 | 1044 | | 7500 |
| 14b | Shelving capacity - end of year (metres) | | 6552 | 1074 | | 12500 |
| Personn | el | | | | | |
| 15a | FTE positions filled - start of year | 10.5 | 26.5 | 1 | 6 | 7.5 |
| 15b | FTE positions filled - end of year | 11.5 | 26.5 | 1.5 | 6 | 7.5 |
| Funding | (\$000) | | | | | |
| 16a | Total budget for the year (\$000) | | 1,751 | n/a | | n/a |
| 17a | Actual expenditure for the year (\$000) | | | n/a | | n/a |
| 18a | Including cost of accommodation (yes/no) | no | no | no | | no |

| 1998 COLLECTING INSTITUTIONS (cont) | | State Library of SA 30-06-98 | JS Battye Library WA 31-12-98 | John Oxley Library 31-12-98 | John Curtin Prime Ministerial Library 31-12-98 | State Library of NSW 30-06-98 |
|-------------------------------------|--|------------------------------------|-------------------------------------|-----------------------------------|--|-------------------------------------|
| | | | 0 | 0 | 0 | |
| Holding | s | | | | | |
| 1a | At start of year - Archives (metres) | 3803 | 1307.92 | 1952.21 | 193 | 9218 |
| 1b | At start of year - Total (metres) | 3803 | 1307.92 | 1952.21 | 193 | 9218 |
| 2a | Accessions during year - Archives | 62 | 22.8 | 39.47 | 5 | 130 |
| 2b | Accessions during year - Total (metres) | 62 | 22.8 | 39.47 | 5 | 130 |
| 3a | Number of accessions - Archives | 1052 | 172 | 94 | 57 | 250 |
| 3b | Number of accessions - Total | 1052 | 172 | 94 | 57 | 250 |
| 4a | Volume of disposal - Archives (metres) | 0 | | | 0 | |
| 4b | Volume of disposal - Total (metres) | 0 | | | 0 | |
| 5a | At end of year - Archives (metres) | 3865 | 1330.72 | 1991.68 | 198 | 9348 |
| 5b | At end of year - Total (metres) | 3865 | 1330.72 | 1991.68 | 198 | 9348 |
| Arrange | ement & description | | | | | |
| | Percentage of holdings available in public | | | | | |
| 6a | At start of year (%) | 50 | 50 | | 40 | 90 |
| 6b | At end of year (%) | 50 | 50 | | 98 | 90 |
| 7a | Number of accessions processed during | 1000 | | 16 | 145 | 251 |
| Referen | the year ice services | | | | | |
| 8a | Visits to search room during year | 9900 | | | 283 | |
| 9a | Items made available in search room | 13481 | | 6977 | 203 | |
| 10a | Enquiries recorded (except records | n/a | | 1129 | 881 | 5256 |
| 11a | Items loaned to creators/owners | 7 | | 0 | 0 | 168 |
| | Holdings Percentage | 1 | | 0 | 0 | 100 |
| 12a Business Users (%) | | | | 0 | 0 | |
| 12a 12b | Research Users (%) | | | 8 | 0 | |
| | ory buildings | | | 92 | 100 | |
| | , . | | | | | |
| 13a | Total storage area - start of year (m ₂) | 850 | | 335.8 | 360 | |
| 13b | Total storage area - end of year (m ₂) | 850 | | 335.8 | 360 | |
| 14a | Shelving capacity - start of year (metres) | 5355 | | 1670.8 | 1075 | |
| 14b | Shelving capacity - end of year (metres) | 5355 | | 1670.8 | 1075 | |
| Personr | nel | | | | | |
| 15a | FTE positions filled - start of year | 11.8 | 2 | 2 | 2.5 | 15 |
| 15b | FTE positions filled - end of year | 12 | 2 | 2 | 2.5 | 15 |
| Funding | g (\$000) | | | | | |
| 16a | Total budget for the year (\$000) | n/a | | n/a | n/a | |
| 17a | Actual expenditure for the year (\$000) | n/a | | n/a | n/a | |
| 18a | Including cost of accommodation (yes/no) | no | | | no | |
| | | | | | | |

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