

The Flinders University of South Australia

NATIONAL INSTITUTE OF LABOUR STUDIES

BRIEF GUIDE TO ARCHIVES

1985

INTRODUCTION

Archives Policy

The National Institute of Labour Studies (NILS) is interested in the collection of materials relating to industrial relations in general. It has concentrated on the records of 'peak councils' of employer and trade union associations at the State and Federal level, and on materials relating to the Conciliation and Arbitration system.

The Archives also holds the working papers of completed projects of the National Institute of Labour Studies.

Location

The NILS Archives are housed in the Flinders University Library's Special Collections on the 3rd Floor of the Library.

Form of Material

Most of the records are kept in their original loose files. Some are in bound volumes. There is also a collection of microfilms of records held elsewhere.

Conditions of Access: see next page

Finding Lists

Available for original record deposits.

Note

A file of correspondence regarding the presentation of the various deposits to NILS is held in the Librarian's office.

CONDITIONS OF ACCESS

The Collection is available to all bona fide scholars who meet conditions of access as determined by the Director of the National Institute of Labour Studies on the advice of the Executive Committee of the National Institute of Labour Studies.

APPLICATIONS

Persons wishing to use materials must make formal written application to the Director of the National Institute of Labour Studies. Enough information must be provided to enable the Director to determine the purpose of the application and the particular materials to which access is sought. The applicant will be advised of the Director's decision, and a copy will be sent to the University Librarian. A successful applicant will be told any particular conditions under which access to the Collection has been granted, which will include that the applicant will observe the provisions of the Copyright Act and will acknowledge use made of the papers in any publication. The University Librarian will receive a copy of the particular conditions of access attaching to each user.

CONDITIONS OF USE

Applicants must sign for the materials they use. Photocopying may be allowed. The prior approval of the Director is required. Photocopying will be at a price higher than that holding for the self-service coin operated machines, so that allowance can be made for the staff time involved. All copying will be done by Library staff and if necessary delivery dates for completed work will be quoted.

ASSOCIATION OF ARCHITECTS, ENGINEERS, SURVEYORS AND DRAUGHTSMEN OF AUSTRALIA (AAESDA)

Founded in the mid-1940's, AAESDA was one of the largest 'white collar' unions by 1975. Its growth reflects the increase of technicians in the labour force and the later unionisation of foremen and supervisors. It was affiliated with ACSPA until 1977 when it left to join the ACTU, anticipating the later merger between the two. Its Federal President from 1948 was Paul Darley Allsop, engineer.

Date range: 1948-1971

Quantity: 2 m.

Form: Unbound files

Description: Minutes and papers of Federal Executive 1949-71; minutes and papers of Annual Conferences 1949-71; minutes and papers of NSW Divisional Council; files relating to wages and salaries cases; general correspondence and working papers of P.D. Allsop 1956-70.

AUSTRALIAN COUNCIL OF SALARIED AND PROFESSIONAL ASSOCIATIONS (ACSPA)

ACSPA was formed in 1956 through an amalgamation of the Salaried Employees' Consultative Council of NSW and the Melbourne Council of White Collar Associations, This was joined by a group of South Australian Associations. Paul Darley Allsop, President of NSW Salaried Employees' Consultative Council, was elected President. Moves to amalgamate ACSPA with ACTU began in 1976. Unification of the two groups was completed in 1979 and ACSPA went out of existence.

Date range: 1956-1979

Quantity: 4 m.

Form: Mainly unbound files

Description: Minutes and papers of Federal Executive 1956-1979; minutes and papers of Executive Committees of State Divisions 1956-1970; correspondence of Federal and State Divisions 1956-1979; minutes and papers of National Conferences 1966-1968; material relating to ACSPA's activities in trade union education, industrial relations schools, youth week; miscellaneous talks, background papers etc. Working papers of P.D. Allsop.

Note: ACSPA material is also contained in records of the Federated Clerks' Union (S.A. Division) and, to a smaller extent, in the papers of AAESDA.

COMMONWEALTH CONCILIATION AND ARBITRATION COMMISSION

Date range: 1948-1978

Quantity: 3 m.

Form: Original documents and bound volumes

Description: Transcripts of proceedings of Conferences of Conciliation Commissioners 1948-1954. Proceedings of National Wage Case 1974-5: transcripts, exhibits, some correspondence, press cuttings. Bound transcripts of National Wage Cases 1972-1978.

Note: Transcripts of Basic Wage Cases are held in Flinders University Library.

CONFEDERATION OF AUSTRALIAN INDUSTRY

The Central Council of Employers of Australia began in 1904. It represented the interests of employers at the federal level in response to the new federal Conciliation and Arbitration Act. It was composed of delegates from the six State employers' federations. In 1942 it changed its name to the Australian Council of Employers' Federations. In 1946 ACEF moved towards concerted action with other large employers groups resulting in the formation of the National Employers' Policy and Consultative Committee in 1953 (ACEF, ACMA, MTIA and AWGC). In 1961 the National Employers' Association was formed; its general policies were implemented through two main committees: National Employers' Policy Committee and National Employers' Industrial Committee. A merger between ACEF and Associated Chambers of Manufactures of Australia (ACMA) produced the Confederation of Australian Industry in 1977.

Date range: 1904-1969

Quantity: 1.5 m.

Form: Original minute books and bound folders (29 volumes)

Description: Minutes and papers of Executive Committee of Central Council of Employers 1904-1957; Annual Conferences of CCE 1913-1932.
Minutes of Australian Council of Employers' Federations Executive Committee 1942-1969; minutes and papers of Annual Conferences 1942-1969; general correspondence 1949-1969.
Minutes and papers of National Employers' Association 1958-1969; minutes of National Employers' Policy Committee 1960-1969; minutes of National Employers' Industrial Committee 1963.

EQUAL PAY COUNCIL OF SOUTH AUSTRALIA

The Equal Pay Council of South Australia was formed in 1962. Its aim was to campaign for the adoption by governments of policies supporting equal pay. Prominent among bodies which sent delegates to EPC were South Australian Institute of Teachers, Federated Clerks' Union, ACSPA, S.A. Public Service Association, University of Adelaide Staff and Graduates Associations, Australian Insurance Staffs Federation and League of Women Voters. EPC collaborated with the Equal Pay Committee of the United Trades and Labour Council. Major submissions on equal pay were sent to the South Australian Premier and others. Equal pay for teachers in South Australia was gained in 1966 and the Commonwealth Conciliation and Arbitration Commission awarded its judgement in favour of equal pay in 1972. Considering its work accomplished, EPC resolved to disband in 1973. Throughout the Council's existence its chairman was Jean Pavy (SAIT).

Date range: 1962-1973

Quantity: .5m.

Form: Original files and bound folders

Description: Minutes and correspondence of EPC 1962-1972; papers of affiliated Equal Pay Groups; background papers on equal pay; press cuttings. Papers relating to termination of EPC; copies of EPC submission Equal Pay for Equal Work 1964. Working papers of Jean Pavy.

Note: Included in this deposit are the files of Federated Clerks' Union and ACSPA which relate to Women's Associations and Equal Pay 1947-1973. See also FCU and ACSPA papers.

EQUAL PAY GROUP (PUBLIC SERVICE)

Women employees of S.A. Public Service met in March 1965 to press for equal pay. This group, representing probation and welfare officers, social workers, pharmacists, physiotherapists etc. saw itself as 'unofficial' and acted independently of the Public Service Association. It affiliated with the Equal Pay Council of South Australia and in 1966 some representatives were elected to the PSA Council. In 1971 a large section of female public servants received equal pay and the Group ceased its activities. Among its leaders were Dorothy Rundle and Doreen Liston.

Date range: 1965-1971

Quantity: 25 cm.

Form: Large notebooks, unbound files, printed materials

Description: Minutes of meetings of EPG 1965-1971; correspondence 1965-1971; newsletters 1968-1971; notes on history of EPG. Working papers of Doreen Liston.

FEDERATED CLERKS' UNION (SOUTH AUSTRALIAN DIVISION)

The Federated Clerks' Union, one of the largest 'white-collar' unions in Australia, covers mainly clerical and office staff. In 1956 it was one of the founding affiliates of ACSPA; its active secretary, H.D. Krantz, was also secretary of S.A. Division of ACSPA. FCUA withdrew from ACSPA and affiliated with ACTU in 1975, in a period when FCUA's membership was rapidly increasing. In South Australia FCU has played an extensive role in industrial matters and in equal pay campaigns.

Date range: 1948-1972

Quantity: 2 m.

Form: Bound volumes (10 vols)

Description: Correspondence from various groups: Workers' Educational Association, Australian Labor Party, Women's Associations, Australian Council of Trade Unions, Trades and Labor Council (SA). 1948-1962. Minutes of ACSPA 1956-1972; ACSPA correspondence 1963-1972.

Note: FCU material is also found in records of Equal Pay Council of South Australia.

METAL TRADES EMPLOYERS' ASSOCIATION

The Metal Trades Employers' Association had its origins in the Iron Trades Association founded in 1873. It became MTEA in 1921 and in 1970 it merged with the Metal Industries Association of Victoria to form the Metal Industry Association of Australia (MTIA).

Date range: 1957-1959

Quantity: 12 cm.

Form: Printed booklets

Description: Annual Reports.

SOUTH AUSTRALIAN CHAMBER OF MANUFACTURES

The S.A. Chamber of Manufactures was founded in 1869 to represent the commercial interests of employers. In 1942 it began dealing with industrial relations matters. Active in this area were D. Yelland and R. Lee. The Industrial Matters Committee was formed in 1947.

Date range: 1947-1971

Quantity: 1 reel

Form: Microfilm

Description: Minutes of Industrial Matters Committee 1947-1971.

SOUTH AUSTRALIAN EMPLOYERS' FEDERATION

The South Australian Employers' Federation was founded in 1890 under the name of the Federated Employers' Union. It was then referred to as the Federated Employers' Council of South Australia. Its first President was A.L. Harrold. In 1891 it formed a Parliamentary Committee. It kept in touch with Employers' Unions in other States and in 1904 affiliated with the new Central Council of Employers (later ACEF). It appears to have changed its name to S.A.E.F. about 1907.

Date range: 1890-1952.

Quantity: 5 reels

Form: Microfilm of minute books

Description: (Minutes books 1-10) Minutes of meetings.
(Books 1-3A) Parliamentary Committee meetings 1908-1948.
(Book 4A) National Conference of State Employers' Federations 1904-1905
(Book 5A) Commission for Emigration Minutes 1909-1915.

TRADES AND LABOR COUNCILS

Note: West Australian Trades and Labor Council records are not yet available. NLS has indicated its intention of obtaining a copy when the filming is completed.

LABOR COUNCIL OF NSW

Date range: 1871-1966

Quantity: 15 reels

Form: Microfilm

Description: Minutes and general records.

TRADES AND LABOR COUNCIL OF QUEENSLAND

Date range: 1867-1961

Quantity: 10 reels

Form: Microfilm

Description: Minutes, financial and general records.

TRADES AND LABOR COUNCIL OF SOUTH AUSTRALIA

Date range: 1884-1952

Quantity: 8 reels

Form: Microfilm

Description: Minutes, letter books.

TASMANIAN TRADES AND LABOR COUNCIL

Date range: 1915-1973
Quantity: 4 reels
Form: Microfilm
Description: Minute books.

VICTORIAN TRADES HALL COUNCIL (previously Melbourne THC)

Date range: 1877-1953
Quantity: 10 reels
Form: Microfilm
Description: Minutes and records.

VICTORIAN CHAMBER OF MANUFACTURES

Date range: 1949-1955
Quantity: 15 cm.
Form: Printed booklets
Description: Annual Reports.

VICTORIAN EMPLOYERS' FEDERATION

The Victorian Employers' Federation was established in 1885 as the Victorian Employers' Union.

Date range: 1885-1945
Quantity: 3 reels
Form: Microfilm
Description: Minutes of meetings.

WEST AUSTRALIAN EMPLOYERS' FEDERATION

Date range: 1948-1975
Form: Printed booklets
Description: Annual Reports.

WRIGHT S.C.G.

S.C.G. Wright was Deputy President of the Commonwealth Conciliation and Arbitration Commission.

Date range: 1957-1965

Quantity: 40 cm.

Description: Six bound reference books of industrial legislation and awards.
One folder of personal files and correspondence.