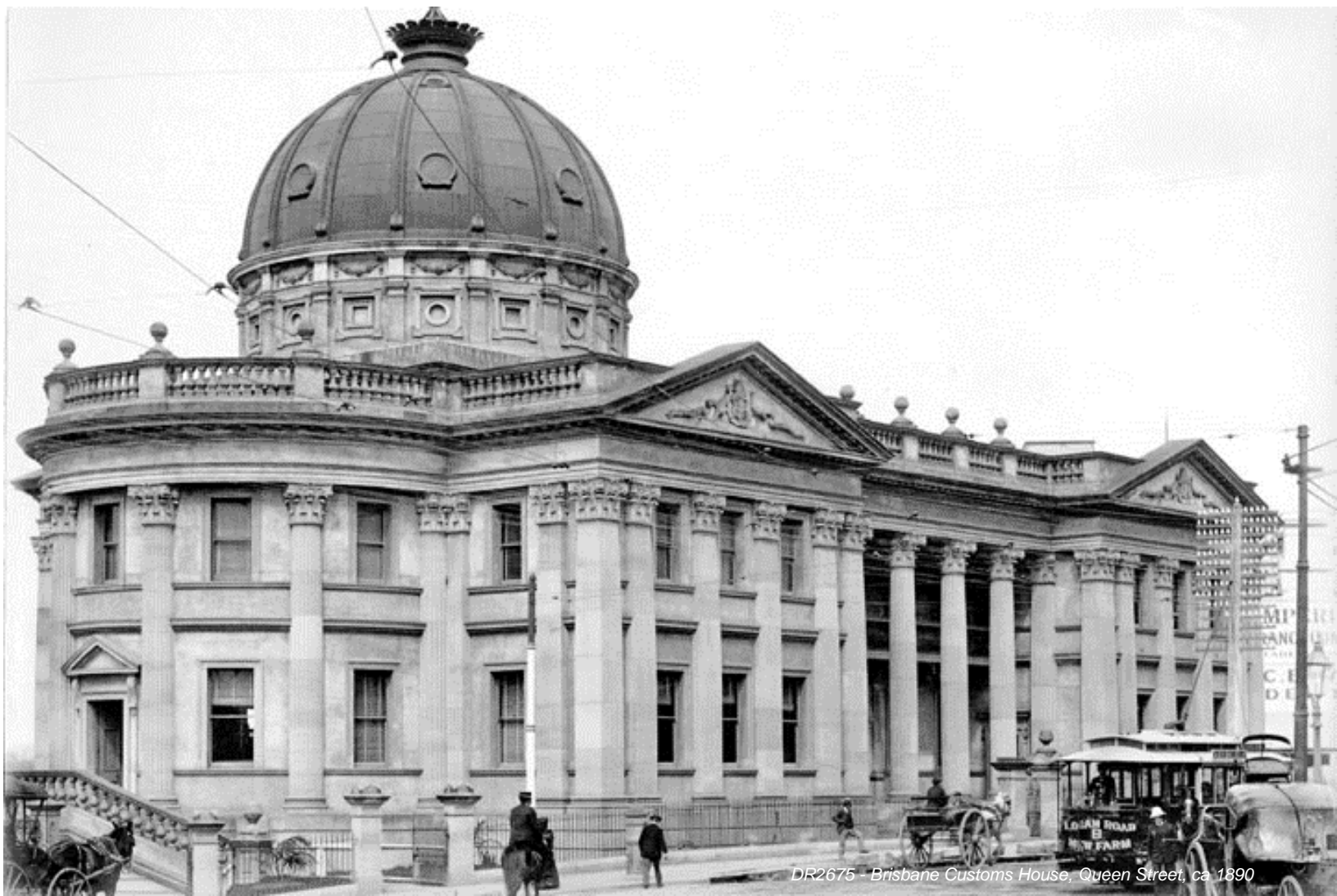


# Government building records



Research Guide to government building records  
at Queensland State Archives

Queensland State Archives (QSA) is the official repository for Queensland Government records selected for permanent retention because of their continuing value. The archived public records are from state government departments, state courts, local government authorities and statutory authorities. The records are in our facility at [Runcorn, Brisbane](#), and open records are available for viewing in the Reading Room, free-of-charge.

QSA holds archival records about buildings constructed by or for the Colonial and State government, courts, local government and buildings owned or occupied by these agencies. There are some records of Colonial and State government buildings which were later transferred to the Federal government.

The main finding aid for records held at QSA is the [Queensland State Archives' online catalogue](#) (known as ArchivesSearch).

The following citation abbreviations are used throughout our catalogue:

ITM	QSA Item (describes the item)
PR	Physical Representation (generally the original or microfilm copy)
DR	Digital Representation (for a digital image)
S	Series (for a series of records)
A	Agency ID (for the creating or responsible agency).

**Aboriginal and Torres Strait Islander readers are advised that our catalogue contains images, names and voices of people who have died.**

## Background

Records about government buildings are described in this guide and include a variety of government buildings such as court houses, police stations, state schools, railway stations, lighthouses, post and telegraph offices, hospitals, pilot stations, drill halls and rifle ranges, quarantine stations, and offices of government departments.

The amount and type of information available on government buildings varies depending on the type of building and the likely date of construction. In some instances, records may include plans and specifications, architectural drawings, tenders for construction, and correspondence about the building's construction and maintenance. There is no single name index which lists all references to public buildings. This guide lists groups of records by the public authority who created the records, including Clerk of Works, Moreton Bay, and by type of public building, such as schools.

Most official records concerning government buildings prior to the separation of Queensland from New South Wales in 1859 are held by the State Records Authority of New South Wales at Kingswood, Sydney. Contact details are available at <http://www.records.nsw.gov.au/contact-us/contact-us>

## Clerk of Works, Moreton Bay

### Correspondence

1856–1859

[S11893](#)

### Letterbook

4/3/1856–10/12/1859

[S11894](#)

## Government Resident, Moreton Bay

### **Correspondence**

23/4/1855–28/12/1857

[S12755](#)

### **Miscellaneous In-Letters**

16/2/1853–22/8/1860

[S12749](#)

### **Letters Addressed to the Government Resident by the Colonial Secretary, Sydney**

10/1/1849–26/12/1856

[S12748](#)

## Commandant's Office, Moreton Bay

### **Moreton Bay Penal Settlement Maps and Architectural Drawings**

28/9/1830–31/12/1848

[S3739](#)

## Surveyor-General's Office, New South Wales

### **Survey Plans, Charts and Maps of Moreton Bay Settlement and Queensland**

1/12/1823–28/11/1845

[S4314](#)

## Colonial Secretary's Office

From December 1859 to about April 1862 the Colonial Secretary's Office was responsible for Public Works. The indexes and registers for the letters received can be used to find letter numbers. Online PDF files of the registers and indexes are available, refer to [\*Research guide to Colonial Secretary's correspondence 1859–1903\*](#).

### **Register – correspondence inwards**

15/12/1859–10/1/1861

[S6904](#)

### **Register – correspondence inwards**

2/1/1861–31/10/1861

[S6905](#)

### **Index – Correspondence Registers**

1/1/1861–31/12/1861

[S6879](#)

### **Index – Correspondence Registers**

1/1/1862–31/12/1862

[S6880](#)

### **Letterbook Relating to Public Works**

15/3/1860–8/1/1864

[S5271](#)

## Lands and Works Department

In April 1862 the newly established Lands and Works Office assumed responsibility for public works.

### **Indexes to Letters Received**

1/4/1862–31/8/1866

[S13755](#)

### **Registers of Letters Received**

1/4/1862–20/3/1871

[S13756](#)

### **Correspondence Received**

1/1/1862–31/12/1866

[S13757](#)

### **Indexes to Letterbooks – Works matters**

15/5/1862–18/8/1866

[S13760](#)

### **Letterbooks**

15/5/1862–18/8/1866

[S13761](#)

## Public Works Department

The Department of Public Works was established in 1866. Its responsibilities included the construction and maintenance of government buildings and the supervision of contracts for the construction of government buildings by private firms.

### **Miscellaneous Specifications and Papers related to Public Buildings**

1/1/1836–31/12/1968

[S6910](#)

### **Specifications for Queensland Government Buildings**

1/1/1861–31/1/1974

[S16433](#)

### **Architectural Drawings of Public Buildings**

1/4/1819–31/12/1971

[S17690](#)

This series includes plans and drawings of schools, proposed buildings, bridges, tropical housing, air raid precaution shelters, memorials, gate design.

### **Photographs of Government Buildings**

1/1/1890–31/12/1900

[S5425](#)

### **Architectural Drawings of Public Buildings**

Circa 1/1/1857–19/2/2001

[S1162](#)

This series comprises architectural drawings for a diverse range of public buildings in Queensland including educational institutions, e.g. schools; penal institutions e.g. prisons; hospitals; orphanages; aged persons homes; court houses; police stations; Parliament; public facilities e.g. museums, libraries, botanical gardens; and, other public offices e.g. lands offices, taxation, bank premises, Anzac Square building. Search by type of building and place, for example, Bundaberg court house.

### **Architectural and Engineering Drawings of Public Buildings**

Circa 1/1/1850–1/1/1980

[S19806](#)

Department of Public Works correspondence contains files on buildings of all types including some State government buildings which have since been transferred to the Commonwealth government. Relevant information can be found using the yearly indexes to registers of letters received.

### **Indexes to Letters Received**

1/8/1866–31/12/1881

[S16492](#)

### **Register of File Numbers - Certain Buildings Throughout Queensland**

1/1/1883–31/12/1925

[S16462](#)

Use this register to find records in S16455. A digital copy of this register, labelled *Register of file numbers for buildings, QLD 1883 - 1925 WOR\_B40*, is on our Reading Room computers under the *Finding Aids by QSA*, *Other* tile.

### **Registers of Letters Received**

1/8/1866–31/12/1908

WOR/B1-39

[S16483](#)

Use this register to find records in S16455.

### **Card Registers of General Correspondence**

1/1/1909–31/12/1928

WOR/B41-60

[S16452](#)

Use this register to find records in S16455.

### **General Correspondence**

1/1/1866–31/12/1928

[S16455](#)

Use the following finding aids to find letter numbers:

- the digital copy of S16462, Register of File Numbers available in the Reading Room. It is labelled *WOR/B40*, and is on our Reading Room computers under the *Finding Aids by QSA, Other* tile.
- Registers of Letters Received, S16483

### **Card Index to Residual File Numbers**

1/1/1883–31/12/1928

[S16490](#)

### **Batch Files (General Correspondence)**

5/9/1908–15/6/1998

[S1173](#)

### **Indexes to Correspondence Batches**

01/01/1974– 31/12/1974

[S10353](#)

### **Batch Files - 'E' Series - Government Buildings**

1/1/1875– 31/12/1981

[S17830](#)

Use Indexes to correspondence batches, [S10353](#) to find letters in these batch files.

### **Batch Files - 'G' Series - Lands Offices**

1/1/1898–31/12/1970

[S17833](#)

Use Indexes to correspondence batches, [S10353](#) to find letters in these batch files.

Department of Public Works also created registers of financial aspects of building construction and maintenance. Most are arranged alphabetically by name of town or chronologically with an index by town name.

### **Detail Ledger – Buildings**

1/1/1860 - 31/12/1910

[S6877](#)

### **Detail Ledger – Commonwealth Buildings**

1/1/1908 - 31/12/1911

[S6887](#)

### **Contract Ledger**

1/1/1877 – 31/12/1917

[S6883](#)

### **Tender Books**

1/1/1884 - 31/12/1933

[S6875](#)

### **Town Detail Appropriation Ledger**

1/1/1885 - 31/12/1905

[S6889](#)

## Colonial Architect's Office

Correspondence, letterbooks and financial records of the Colonial Architect's Office (later Government Architect) for the nineteenth and early twentieth centuries, and the Deputy Government Architect from 1907 to 1916 are also relevant for building research. The Colonial Architect's letterbooks contain some reports on privately owned buildings used for public purposes, e.g. theatres. The letterbooks of the district Architects, from the Northern, Central and Southern Districts 1900–1907 provide useful information on buildings in centres outside Brisbane. Letterbooks of the Foreman of Works and Inspector of Works, 1892–1916 are also available.

### **Letterbooks of the Deputy Architect**

4/3/1907–6/3/1916

[S12727](#)

### **Letterbooks of the District Architect, Southern Division**

6/3/1900–10/9/1904

[S12739](#)

### **Letterbooks of the District Architect, Northern and Central Divisions**

5/3/1901–4/3/1907

[S12737](#)

### **Letterbooks Foreman of Works and Inspector**

22/10/1895–9/4/1900

[S16436](#)

### **Letterbooks of the Inspector of Works**

30/6/1897–11/3/1916

[S16437](#)

## State Government Insurance Office

### **Plans of Government and Business Premises**

19/1/1909–20/12/1967

[S17583](#)

### **Block Plans – Country**

27/9/1907–21/1/1935

[S17582](#)

## Co-ordinator General's Department

### **Building contract plans and documents**

1/2/1935–31/10/1970

[S18269](#)

## Specific types of buildings

### Schools

Information on the construction and maintenance of school buildings and teachers' residences is in the records of the Works Department and the Education Department. Education Department records about State and non-vested grammar schools frequently contain details from the 1860s onwards.

#### **Detail Ledger – Schools**

1/1/1885–31/12/1909

[S6878](#)

#### **Contract Ledger – Schools**

1/1/1870–31/12/1916

[S6884](#)

#### **Plans of School Buildings**

Circa 23/4/1896-Circa 21/3/1908

[S5427](#)

#### **Correspondence School Buildings**

1/1/1893–31/12/1905

[S16442](#)

#### **School Files (Correspondence) for State Schools**

1/1/1858–23/1/1968

[S12607](#)

#### **School Files (Correspondence) State (Secondary) High and Grammar Schools**

6/10/1873–31/12/1963

[S12603](#)

#### **Batch Files – Schools**

1/1/1879–31/12/1984

[S17826](#)

#### **Batch Files - 'A' Series - High Schools and Technical Colleges**

1/1/1896–31/12/1974

[S17828](#)



### Police Stations

#### **Batch Files - C Series - Police Stations**

30/9/1895–5/2/1986

[S10416](#)

### Lighthouses

#### **Batch Files - J Series - Lighthouses and Other Marine Buildings**

28/12/1893–16/12/1968

[S10351](#)

#### **Miscellaneous Correspondence - Public Buildings**

Circa 1/1/1860–Circa 31/12/1871

[S12735](#)

#### **Marine Survey Charts and Drawings of Marine Infrastructure and Vessels**

Circa 1/1/1860–Circa 31/12/1969

[S17709](#)

Many lighthouse records are also available at the [National Archives of Australia](#).

### Post and Telegraph Offices

#### **Appropriation Ledger, Commonwealth Buildings**

1/1/1911–31/12/1915

[S6908](#)

#### **Lists of Properties Transferred to the Commonwealth upon Federation**

1/1/1906–12/8/1916

[S8574](#)

#### **Registers of Post Offices, Railway Stations, Towns and Localities, Including Schools**

4/9/1912–14/12/1977

[S8547](#)

Many Queensland post and telegraph records are at the [National Archives of Australia](#).

### Hospitals and Health Facilities

#### **Batch files "D" – Hospitals**

1/1/1890–31/12/1985

[S17829](#)

#### **Mental Hospital Architectural Plans**

1/1/1918–31/12/1970

[S17697](#)

#### **Batch Files - 'F' Series - Health and Welfare Buildings**

1/1/1912–31/12/1971

### [S17831](#)

#### **Batch Files - 'H' Series - Ambulance Buildings**

1/1/1912-31/12/1936

### [S17834](#)

#### **Batch Files - 'K' Series - Baby Clinics or Maternal and Child Welfare Centres**

1/1/1918-31/12/1986

### [S17835](#)

## Other sources of information

- Public Works Department, *Departmental guide 1866-1890* available on Reading Room computers under *Other Finding Aids* by QSA tile
- Information about Queensland Housing Commission architectural styles in the [Research Guide to the History of your house](#)
- Information about railway station buildings in the [Research Guide to Railway records](#)
- Generally, QSA does not have records of buildings of private individuals, churches, businesses, clubs or associations. For further assistance, you may contact the [John Oxley Library](#) in the State Library of Queensland, or the Cultural & Heritage Collections in the [Fryer Library](#), University of Queensland.

## Need more information?

Check our online catalogue [ArchivesSearch](#).  
Phone us on (07) 3037 6777 or you can [email](#) an archivist.