

Executive Council Minutes

1022

Minute of Proceedings of the Executive Council on 7th April, 1910.

Provision rent "Fernberg", Department of Public Works.

HIS EXCELLENCY The Governor, at the instance of The

Honourable The Treasurer, proposes to the Council that the following

APPROVED.

Minute be approved:—

That provision be

made on the Supplementary Estimates (Revenue) 1909-

7.4.10.

1910, Department of Public Works, for an amount of

£83.6.8 rent of "Fernberg" (Government House) for

the period 1st March to 30th June, 1910; payments to

be charged to Unforeseen Expenditure (Revenue) until

the amount is voted.

DR23507 - Executive Council Minute 1022, the rent of 'Fernberg', 7th April 1910

Research Guide to Executive Council minute 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.

Queensland State Archives holds records of the Executive Council of Queensland, from the first Executive Council meeting minutes on 12 December 1859. Access to records less than 30 years old is restricted.

The role of the Executive Council is to advise and assist the Governor in the exercise of his powers. Members of the Executive Council are Ministers of Parliament. Executive Council meetings are presided over by the Governor or a member appointed by the Governor.

The Executive Council minutes record matters considered by Cabinet which require formal approval and signature by the Governor. These include Commissions, Proclamations, Orders in Council, regulations, appointments of Judges, Magistrates and senior public service positions, appointments to statutory authorities and boards, approval of certain government expenditure, disposition of Crown Land, compulsory land acquisition, authorisation of loans and borrowings, pardons for prisoners, and other matters for which the Governor is required by law to take executive action.

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 (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.

Executive Council of Queensland indexes and minutes

Executive Council Minutes

12/12/1859 – 31/12/2014

[S5251](#)

The minutes of proceedings of the Executive Council include the yearly number, meeting place, date, those present, the Governor's recommendations, the recommended Council advice, and the immediate action. The minutes are signed as read and confirmed by the Governor. When the minute was published in the *Queensland Government Gazette*, the date of the notice is given. The letter number of any previous correspondence on the subject is shown on the top left corner. The date of any subsequent action taken by the Department is also given. There are remarks including 'Crown Solicitor informed', 'Confirmed', 'Immediate action'. The minutes include staff appointments, departmental administrative arrangements including changes to organisational structure, and matters relevant to the Acts for which the department is responsible. To find Executive Council minutes, search the Indexes to Executive Council Minutes, S5252.

Indexes to Executive Council Minutes

12/12/1859 - Circa 31/12/2014

[S5252](#)

These indexes are used to find Executive Council Minutes, S5251.

Executive Council Minutes and Despatches

[S12684](#)

12/12/1859 – 30/6/1904

This series consists of loose file copies of Executive Council minutes. The entries in these copies are essentially the same as those in the official Executive Council minutes books, but some file copies contain documents such as despatches not in the minute books.

Other Executive Council minutes

For the different government departments, the usual practice was for each Minister to present recommendations from their own Department to the Executive Council. Each recommendation would then either be approved and embodied in an Executive Council minute or disapproved. A copy of the minute would be sent to the Minister for the necessary action.

Other series of Executive Council minutes listed below consist of copies of minutes of proceedings of the Executive Council.

Executive Council Minutes – Public Instruction Department, and the Education Department

1/1/1876 – 23/12/1964

[S6694](#)

Matters include teacher appointments, transfers, promotions, resignations, classification, leave of absence, scholarships repairs to schools, payment of subsidies to local authorities.

Executive Council Minutes – Health and Home Affairs Department

1/1/1936 – 31/12/1949

[S6391](#)

To find minutes, search Index to Executive Council minutes – Health and Home Affairs Department, 1936-1949, S8883.

Index to Executive Council Minutes - Health and Home Affairs Department

Circa 1/1/1936 - Circa 31/12/1949

[S8883](#)

This index is used to find Executive Council Minutes – Health and Home Affairs, S6391.

Executive Council Minutes – Colonial Secretary's Office/Home Secretary's Office

1/1/1867 – 31/12/1935

[S5247](#)

To find minutes, search Indexes to Executive Council minutes - Colonial Secretary's Office/Home Secretary's Office, 1867-1935, S5249.

Indexes to Executive Council minutes - Colonial Secretary's Office/Home Secretary's Office

1/1/1867-31/12/1935

[S5249](#)

These indexes are used to find to Executive Council minutes - Colonial Secretary's Office/Home Secretary's Office, S5247.

Executive Council Minutes – Irrigation and Water Supply Department

27/7/1923 – 14/1/1971

[S8922](#)

This series is the minutes of the Executive Council referred for attention to the Secretary for Public Lands. Minutes include the constitution of bore water supply areas and amendments to boundaries of same, appointment of members of Bore Water Supply Boards; approval of by-laws of water authorities, and authorising water authorities to borrow money.

Executive Council Minutes – Justice Department

1/1/1866 – 31/12/1978

[S6406](#)

To find minutes, search Registers of Executive Council minutes – Justice Department, S6407.

Registers of Executive minutes – Justice Department

1/1/1890-31/12/1960

[S6407](#)

These registers are used to find Executive Council Minutes – Justice Department, S6406.

Executive Council Minutes – *Patriotic Funds Act 1942* – Justice Department

8/10/1942 – 6/9/1951

[S13332](#)

This series consists of copies of minutes of proceedings of the Executive Council on provisions of the *Patriotic Funds Act 1942*.

Executive Council Minutes – Lands Department

Circa 1/1/1925 – 31/12/1939

[S13885](#)

The majority of the documents consist of a cover sheet with a recommendation and a draft copy of the proposed *Queensland Government Gazette* notice, and sometimes maps. The Lands Department usually had between 20 and 30 items for the weekly meetings of the Executive Council. Matters include the opening of land for lease or sale, resumptions, reserves, the issue of leases and deeds, opening and closing of roads, appointment of trustees and staff and legislative responsibilities of the department.

Executive Council Minutes – Library Board of Queensland

14/1/1958 – 30/1/1968

[S7159](#)

This series relates specifically to expenditure from the Library Board's Trust Fund in pursuance of the *Libraries Acts, 1943-1949*. Expenditure was incurred by way of payments of subsidies on amounts expended by local bodies and grants to approved organisations.

Minutes of Executive Council Meeting 14 Jan 1863 - Office of the Governor of Queensland

[S12766](#)

Typewritten copies of the minutes of a meeting of the Executive Council held on the 14 January 1863. The purpose of the meeting was to establish procedures to be followed prior to Executive Council meetings to ensure that Ministers were cognisant of all business to be brought before the Council.

Executive Council Minutes – Chief Secretary's Department/Premier and Chief Secretary's Department

1/1/1898 – 31/12/1949

[S8845](#)

To find minutes, search Indexes to Executive Council minutes - Chief Secretary's Department/Premier and Chief Secretary's Department S8341.

Indexes to Executive Council minutes - Chief Secretary's Department/Premier and Chief Secretary's Department, 1898-1949

1/1/1898 – 31/12/1949

[S8341](#)

These indexes are used to find Executive Council Minutes – Chief Secretary's Department/Premier and Chief Secretary's Department, S8845.

Executive Council Minutes - Agriculture Department/ Agriculture and Stock Department/ Primary Industries and Fisheries Department

1/1/1897 – 19/12/1968

[S5935](#)

To find minutes, search Indexes to Executive Council minutes - Agriculture Department/ Agriculture and Stock Department/ Primary Industries and Fisheries Department S5934.

Indexes to Executive Council Minutes - Agriculture Department/Agriculture & Stock Department

Circa 1/1/1897 - Circa 31/12/1955

[S5934](#)

These indexes are used to find Executive Council Minutes - Agriculture Department/ Agriculture and Stock Department/ Primary Industries and Fisheries Department, S5935.

Executive Council Minutes – Public Service Commissioner's Department/Public Service Board

1/1/1920 - 31/12/1987

[S17894](#)

These Executive Council minutes confirm Recommendations made by the Chairman, Public Service Board, to the Executive Council, about Public Service matters and regulations under the *Public Service Act 1922-1968*,

and the *Public Service Superannuation Act 1958-1968*. Minutes are described as Section A or Section B according to subject, e.g. Section A is about other Departments, Public Service Regulations, Public Service List, private work, appeals, salary variations ; Section B is about the Department, staff, allowances and superannuation benefits and sick leave. To find minutes, search Registers of Executive Council minutes – Public Service Commissioner’s Department/Public Service Board, 1920-1987, S17895.

Registers of Executive Council minutes – Public Service Commissioner’s Department/Public Service Board

Circa 1/1/1920 - Circa 31/12/1987

[S17895](#)

These registers are used to find Executive Council Minutes – Public Service Commissioner’s Department/Public Service Board, S17894.

Executive Council Minutes – Public Works Department

3/4/1862 – 31/12/1963

[S6395](#)

This series consists of copies of Minutes of Proceedings of the Executive Council. There is a separate form for each recommendation.

Executive Council Minutes – State Electricity Commission/Queensland Electricity Commission

28/4/1938 – 15/12/1994

[S534](#)

Minutes are a record of the decisions and recommendations passed down by the Council, and notified in the Government Gazette. Matters include the Constitution of Regional Electricity Boards and other Electricity Suppliers; appointments and resignations of members of Electricity Boards; authorisation of loans; industry and project contracts and disputes; legislative and regulatory amendments, draft Orders-in-Council proclaiming decisions, explanatory memos from the Minister on behalf of the Commissioner, schedules, power supply contracts, establishment of stations and sub-stations, employment conditions, procedures, expenditure, loans.

Executive Council Minutes – Treasury Department

1/1/1859-31/12/1947

[S16299](#)

To find minutes, search indexes to Executive Council minutes – Treasury Department, 1866-1939, S16298.

Indexes to Executive Council minutes – Treasury Department

1/1/1866-31/12/1939

[S16298](#)

These indexes are used to find Executive Council Minutes – Treasury Department, 1859-1947, S16299.

Draft Copies of Correspondence - Colonial Secretary’s Office

17/8/1859 – 19/6/1863

[S6692](#)

The series consists mainly of drafts of letters, despatches and proclamations prepared by officers of the Colonial Secretary’s Office for signature by the Governor or the Premier. It also includes some copies of letters received, and of Executive Council minutes.

Register of matters for consideration by the Executive Council

16/12/1885 – 14/7/1890

[S5248](#)

This series consists of registers of matters to be put forward by the Colonial Secretary or the Chief Secretary for consideration by the Executive Council. Each entry is dated the day before the Executive Council met and the matters referred to in each entry appear in the minutes of the Executive Council meeting of the following day. The entries refer mainly to appointments, resignations, public holidays, transfer or remission of prisoners, the issue of patents, local authorities, licences. The registers give the date and a brief description of the subject to be raised at Executive Council minutes the following day/session.

Executive Council of Queensland

Letterbook - Inwards Correspondence

14/1/1863 – 22/6/1922

[S16621](#)

This letterbook contains copies of inwards correspondence including memos received by the Executive Council, copies of the minutes of Executive Council proceedings, records of decisions about death sentences passed on prisoners, copies from *Queensland Votes and Proceedings*, the schedule for the opening of Parliament and some newspaper clippings.

Letterbooks - Outwards Correspondence

15/5/1861 – 16/5/1888

[S12685](#)

These letterbooks contain copies of letters sent by the Clerk of the Council mostly to Executive Council Ministers and include covering letters for Executive Council minutes about matters approved and forwarded to Ministers, authorisation for expenditure, letters to Judges about sentences, and letters to private individuals.

Miscellaneous Papers

7/11/1900 – 21/5/1929

[S16623](#)

This series of miscellaneous papers includes inwards correspondence, copies of minutes of the proceedings of the Executive Council, the order of proceedings at the opening of Parliament and papers relating to Executive Council members Oath of Office and Secrecy.

Hard Batch Series

1/1/1867 – 31/12/1970

[S9790](#)

These batches consist of files removed from the general correspondence series of the Railway Department because of their particular importance. The following records are dedicated to Executive Council minutes:

- Item ID ITM300135, 1958-1964
- Item ID ITM300136, 1964-1967
- Item ID ITM300137, 1968-1970.

The series is arranged in part by top numbered batches (referring to the earlier system of top numbering correspondence) and in part by straight batch numbers. There is no cross referencing between top numbers and batch numbers in most of this series.

Further information

Department of the Premier and Cabinet, *Queensland Executive Council Handbook*, available at <http://www.premiers.qld.gov.au/publications/categories/policies-and-codes/handbooks/exec-council-handbook.aspx> accessed 31 August 2021.

Need more information?

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