

State Records NSW

Where to find us

In Sydney

Western Sydney Records Centre
143 O'Connell Street, Kingswood

Postal address

PO Box 516, Kingswood NSW 2747

Telephone - (02) 9673 1788

Email - info@records.nsw.gov.au

In regional NSW

A network of regional repositories, located in host institutions in Armidale, Wagga Wagga, Broken Hill, Newcastle, Wollongong and Bowral, store and provide access to State archives of regional significance.

Our Archives Resources Kit, containing copies of the most heavily used State archives, is held by 40 community access points across the State.

Our websites and blogs:

State Records NSW - www.records.nsw.gov.au

OpenGov NSW - www.opengov.nsw.gov.au

Archives Outside blog

for people who love, use and manage archives

<http://archivesoutside.records.nsw.gov.au>

Future Proof blog

for information and advice about digital recordkeeping and related topics

<http://futureproof.records.nsw.gov.au>

Find us on:     

State Records March 2013

Services for the public include:

- access to State archives in our Western Sydney search facility and other locations
- guides, finding aids and indexes to the archives available on our website
- digitisation programs to enhance online access to State archives
- expert advice and guidance on the use of the archival collection
- publication of an informative newsletter *Now and Then* and other publications
- seminars, talks and tours
- online Digital Gallery showcasing photographs and records from our archival collection.

Services for the NSW public sector:

- advice and assistance on all aspects of digital recordkeeping and records management
- short course training and online learning modules
- standards, guidance, our newsletter *For the Record* and other resources on our website
- transfer and retrievals of State archives
- semi-active records storage, retrieval and consultancy services offered by the Government Records Repository, our commercial business unit.

How we can help you

documenting our past
∞
informing our future



State Records

What we do

- We hold the largest collection of records relating to the history of the State of NSW and the lives of its people. The records date back to the first fleet in 1788.
- The Convict records we hold are inscribed in the UNESCO Memory of the World Register
- The Western Sydney Records Centre at Kingswood holds nearly 500 kilometres of records in paper formats (maps, plans, volumes and files) of which more than 70 kilometres are State archives kept in perpetuity.
- We have implemented the Digital State Archive which will accept, preserve and make available digital Government records as State archives. This means that any records, irrespective of their format, identified as having continuing value to the memory of the State will be available and useable – now and into the future.
- We manage OpenGov NSW - a searchable online repository for information published by NSW Government agencies, including Annual Reports and open access information released under the *Government Information (Public Access) Act 2009*.

Our responsibilities include:

- setting and monitoring standards for the creation, management and disposal of State records in any format
- providing practical advice, guidance and training to the NSW public sector on digital recordkeeping and all aspects of records management
- providing cost effective storage, retrieval and consultancy services for semi active records of public sector bodies
- identifying records of enduring value to be retained as State archives and authorising the disposal of temporary value records
- preserving State archives in secure purpose built environments and ensuring that archives stored elsewhere are managed to the necessary standards
- documenting and cataloguing the State archives collection to provide context and accessibility
- providing access to the State archives collection
- providing access to and preserving online Government publications through the OpenGov NSW web site
- promoting and enhancing public awareness of the State archives collection and providing services that enhance the user experience.

Who we are

State Records is the NSW Government's archives and records management authority.

We administer the State Records Act 1998.

Our vision

That the people and Government of NSW have ready access to records which illuminate history, enrich the life of the community and support good governance and accountability.

Our stakeholders

The people of NSW

We manage the State archives in trust for the people of NSW.

While people in NSW are the principal clients of our public oriented services, our users also come from around Australia and the world.

The Government of NSW

We service the Government of NSW and individual NSW public sector bodies.

Government departments and agencies, State owned corporations, local government, the public health system and universities are covered by the *State Records Act 1998*.