

South Australia

State Records Regulations 2013

under the *State Records Act 1997*

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Schedule 1—Fees

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1—Short title

These regulations may be cited as the *State Records Regulations 2013*.

2—Commencement

These regulations will come into operation on 1 September 2013.

3—Interpretation

In these regulations—

Act means the *State Records Act 1997*.

4—Exclusions from application of Act

- (1) Pursuant to section 4 of the Act, the application of the Act to the official records of the Security Intelligence Section of South Australia Police is modified so that only section 23(1) and (3) apply to the records.
- (2) Pursuant to section 4 of the Act, the following agencies are excluded from the application of the Act:
 - RESI Capital (No. 2) Pty Ltd
 - RESI Power Pty Ltd
 - RESI Utilities Pty Ltd
 - RESI FP Pty Ltd
 - RESI OE Pty Ltd
 - RESI SYN Pty Ltd
 - RESI GAS Pty Ltd

Transmission Lessor Corporation.

5—Fees

- (1) Fees prescribed in Schedule 1 are payable to State Records in respect of services or things set out in the Schedule.
- (2) State Records may, in addition to fees payable as set out in Schedule 1, recover from a person or agency expenses reasonably incurred in connection with the provision to the person or agency of publications, copies of documents or services set out in Schedule 1 or otherwise in connection with the performance of its functions in relation to the person or agency.

Examples—

Expenses reasonably incurred that State Records may recover include—

- (a) postage;
- (b) valuation of records for insurance purposes (including valuation report);
- (c) conservation and repair of records.

6—Waiver, reduction and refund of fees

The Manager may, if he or she considers it appropriate, waive, reduce or refund payment of a fee otherwise payable under these regulations.

Schedule 1—Fees

Application fee for public access to official records

1	Applications involving requests for copies of documents—	
	(a) for an application made in person (1 to 10 pages inclusive)	nil
	(b) for an application made in person (more than 10 pages)	\$8.30
	(c) for an application made in writing or by telephone	\$8.30

Note—

This service is only provided if specific and accurate archive reference numbers are supplied.

Copies of documents

2	Basic paper format (per page)—	
	(a) A4 black & white (297 mm x 210 mm)	\$0.70
	(b) A4 colour (297 mm x 210 mm)	\$1.40
	(c) A3 black & white (420 mm x 297 mm)	\$1.55
	(d) A3 colour (420 mm x 297 mm)	\$3.10
3	High quality paper format (per page)—	
	(a) A3 colour (420 mm x 297 mm)	\$5.15
	(b) A2 colour (594 mm x 420 mm)	\$10.30
	(c) A1 colour (841 mm x 594 mm)	\$15.50
4	Digital format—low resolution (for example, PDF or JPEG)—	
	(a) selected pages (1 to 4 pages inclusive)	\$5.91

	(b) small item (5 to 20 pages inclusive)	\$29.50
	(c) medium item (21 to 40 pages inclusive)	\$59.00
	(d) large item (more than 40 pages)	\$89.00
5	Digital format—high resolution (for example, TIFF) (per page)	\$20.00
6	Additional fees—	
	(a) certification of copy (per page)	\$0.60
	(b) cost of CD	\$1.55
Publications		
7	<i>A little flour and a few blankets: an administrative history of Aboriginal affairs in South Australia, 1834-2000</i>	\$24.90
8	<i>Aboriginal resource kit</i>	\$46.50
9	<i>Ancestors in archives: a guide for family historians to South Australia's government archives</i>	\$10.00
10	<i>Distant voices</i> (DVD)	\$38.00
11	<i>Guide to records relating to Aboriginal people</i> (5 volumes)	
	(a) printed copy (per volume)	\$10.60
	(b) CD	\$28.75
Provision of advisory, processing and loans services to agencies		
12	Preparation of disposal schedules (per hour or part of hour)	\$71.00
13	Culling and sentencing of records (per hour or part of hour)	\$71.00
14	Preparation of consignment list (per 15 minutes or part of 15 minutes)	\$17.80
15	Preparation of written advice—	
	(a) per 15 minutes (or part of 15 minutes)	\$17.80
	(b) per hour	\$71.00
16	Interfiling (placing new files into boxes already held in archive)—	
	(a) per 15 minutes (or part of 15 minutes)	\$17.80
	(b) per hour	\$71.00
17	Reprocessing of transfers received requiring further work or correction	
	(a) per 15 minutes (or part of 15 minutes)	\$17.80
	(b) per hour	\$71.00
18	Other advisory or processing services (including any research)—	
	(a) per 15 minutes (or part of 15 minutes)	\$17.80
	(b) per hour	\$71.00
19	Loans—	
	(a) identifying and locating item (including any research)—	
	(i) per 15 minutes (or part of 15 minutes)	\$17.80
	(ii) per hour	\$71.00
	(b) retrieval (per item)—	
	(i) non-urgent	\$11.00

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Schedule 1—Fees

(ii) urgent (within 24 hours)	\$15.00
(c) restoring original order of item before returning it to the archive—	
(i) per 15 minutes (or part of 15 minutes)	\$17.80
(ii) per hour	\$71.00
(d) issue of late returns reminder	\$11.00

Schedule 2—Revocation of *State Records Regulations 1998*

The *State Records Regulations 1998* are revoked.

Note—

As required by section 10AA(2) of the *Subordinate Legislation Act 1978*, the Minister has certified that, in the Minister's opinion, it is necessary or appropriate that these regulations come into operation as set out in these regulations.

Made by the Governor

with the advice and consent of the Executive Council
on 22 August 2013

No 210 of 2013

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