1856-7.

VICTORIA.

CIVIL SERVICE.

RETURN to an Address of the *Legislative Assembly*,
Dated 30th January, 1857, *for*—

1. COPIES of the Minute or Minutes appointing the Board of Civil Service; of all Evidence taken by such Board, which was not given on the understanding of being confidential; of all Letters or Circulars, seeking information from merchants or others respecting the subject of the Report; and the replies thereto, not being confidential letters; of any Minute or Order made by the Government as to the adoption or otherwise of the whole or part of such Report.

2. COPIES of any Minutes or Orders made by Government as to the Classification of Public Servants in the Estimates now before the House.

3. COPIES of any Minutes or Orders made by Government with reference to the adoption or otherwise of the Progress Report, No. 2, of the Finance Committee, dated 14th November, 1855, and of any further Reports from or correspondence with such Committee.

(*Mr. Hughes.*)

Ordered by the Legislative Assembly *to be printed, 13th February*, 1857.

Letter to be written to Professor Hearn, as Chairman, and Capt. Kay, R.N., Messrs. Rusden, Dryburgh, as Members of Board, Mr. W. Ravenscroft Stephen, as Secretary.—(Signed)—W. C. H., 5th September, 1856.

SIR,

I have the honor to inform you that His Excellency the Officer administering the Government has been pleased to appoint you to be {a member / the chairman} of a Board to inquire into the arrangements which may appear desirable for better organizing the permanent Civil Service of the Colony. I have now the honor to explain to you the points to which His Excellency wishes that your inquiries should be directed.

1. As to first appointments: From what classes officers of the Civil Service should be selected; whether any, and, if so, what training or probation previous to appointment should be required; and whether any, and, if so, what system of examination should be established.
2. As to promotion: How far it should depend upon merit, and how far upon seniority, and in what manner comparative merit should be ascertained.
3. As to classification: What classes should be established, and at what rates of salary.
4. Whether a separate class of copying clerks should be established.
5. Whether any, and, if so, what rules for superannuation should be laid down.

In naming these heads, His Excellency by no means wishes to confine your attention to them; on the contrary, he would be happy to receive any suggestions bearing on the general question which you may deem it advisable to offer.

In conclusion, I would say that your report will be considered confidential, and should be forwarded to me for the purpose of being laid before His Excellency in Council.

I have, &c.

Treasury, 4th November, 1856.

SIR,

I am instructed by the Board appointed by His Excellency the Officer administering the Government to inquire into various matters affecting the Civil Service, to forward to you, as directed in your circular letter of the 8th September, the accompanying Report by the Board upon the subjects to which their attention was directed by the letter in question. I am to request that the Report may be laid before His Excellency in Council, and that in the event of His Excellency ultimately considering it desirable that the Report should be printed, the Chairman of the Board may be permitted to correct the press.

I have, &c.,

(Signed) W. RAVENCT. STEPHEN,
Secretary to the Board.

Letter to be written to Professor Hearn, Chairman of Board appointed to inquire into organization of Civil Service.—(Signed) W. C. H.—7th November, 1856.

SIR,

I have the honor by desire of His Excellency the Officer administering the Government to acknowledge the receipt of the Report of the Board, appointed to inquire into the organization of the Civil Service, and I am to convey to you the thanks of His Excellency, and of the Executive Council, for the great pains which appear to have been taken by the Board in the preparation of the Report, and their appreciation of the ability with which it is distinguished

With reference, however, to the rider which is signed by Mr. Rusden, I am to state that His Excellency must decline to accept it, as a part of the report, relating as it does to matters not referred to the Board, and upon which it is obvious that if His Excellency had desired to obtain Mr. Rusden's opinion he would have called for it in a different manner.

I have, &c.

MINUTE.

Inform the Finance Committee that I am fully sensible of the trouble which they have taken in framing the accompanying regulations. The scheme meets my entire approval. It is in accordance with the practice of Government in England, and under proper supervision cannot fail to be productive of the best effects.

16th November, 1855. (Signed) CHAS. HOTHAM.

Note.—The above Minute has already been laid on the Table of the late Legislative Council, *vide* end of Progress Report of the Finance Committee, Sessional Papers 1855-6, A.—No. 25.

By Authority: JOHN FERRES, Government Printer, Melbourne.