

1882.
NEW ZEALAND.

GOVERNMENT PRINTING DEPARTMENT

(REPORT ON, FOR THE YEAR 1881).

Presented to both Houses of the General Assembly by Command of His Excellency.

Government Printing Office,
Wellington, 29th May, 1882.

SIR,—

I have the honor to submit the following report on the operations of the Printing Department and Stationery Store for the year 1881.

In no previous year have the requirements of the several departments been more promptly met, or so few complaints made of delays in the execution of orders. These, however vexatious, are unavoidable at times, and beyond the power of ordinary prudence and foresight to guard against; but a judicious subdivision of labour, combined with the hearty co-operation of the overseers, and improved machinery and appliances, have enabled the department to deal more promptly with the numerous orders for printing received.

DEPARTMENTAL RETURNS.

The returns appended to this report are—(1) Balance-sheet of the department for the year 1881; (2) return of the printing and binding executed; (3) the number and classification of the employes; (4) the quantity and value of paper and parchment consumed; (5) the value of work performed at the Lyttelton Gaol.

The balance-sheet is given in greater detail than formerly, and affords fuller information under the various heads in which the expenditure is divided. One noticeable feature is the large reduction which it shows in the expenditure for printing as compared with that of the previous year. In 1880 the expenditure of the department was £17,742, which, with the addition of £294 paid to local printers during the session for work which the department could not undertake, amounted to £18,036. Last year the total expenditure was £14,733, and, as no work was given out during the session, the reduction in expenditure amounted to £3,303. In the amount for wages and overtime alone the respective totals for 1880 and 1881 were £16,711, as against £14,076, or less during the latter year by £2,635.

The receipts from *Gazette* advertisements and subscriptions, and from sale of Government publications, &c., show a steady increase, and amounted to £2,757 17s. 2d.

The return of employes shows the number engaged in the department during each month in the year. During the month of August last the number reached 145, but was reduced in December following to 91. The average per month was 121, as compared with 135 5 for the previous year.

With reference to the return of work performed at the Lyttelton Gaol, it will be found that during the year work to the value of £586 4s. 8d. was performed for the Railway Department. The work sent from the Printing Department to be executed consisted almost exclusively of legal and other forms, to keep up the stock in the Stationery Store. Returns of work performed are sent to me by the Chief Gaoler at the end of each month, accompanied by files containing a copy of each job printed. With the quality of the work I have no fault to find.

MACHINERY, ETC.

The gas-engines recently imported to take the place of steam as a motor fully bear out the economic and other advantages claimed for them by the makers (Messrs. Crossley Brothers). The two engines now at work (of 3½- and 6-horse-power respectively) are estimated to effect a saving of about £225 a year; and if to that be added the greatly-reduced risk from fire, the cleanliness, and the saving in time effected by being able to start them at full power whenever wanted, the change from steam to gas may be regarded as in every respect a most desirable one.

The folding machine has been rendered much more serviceable by the improvement in the mode of delivering the sheets, effected by the engineer to the department. Formerly only certain descriptions of paper could be folded, but now no difficulty is experienced, however limp or flimsy the sheets may be.

Among the new machinery introduced into the binding branch during the year is an embossing press, which now enables the requirements of departments to be met which were formerly dependent on private establishments for this class of work.

One of Brehmer's wire-stitching machines, also recently introduced, is found so great a convenience that I propose ordering one or two more of them. It enables books, pamphlets, &c., to be fastened with wire staples instead of thread. The machine is adjustable to various-sized staples, according to the thickness of the book to be stitched. The inconvenience experienced occasionally, during the session, by the operation of the Females Employment Act, will be overcome by its use.

Among the productions of the binding branch may be mentioned the copying portfolios now so generally used by departments. Polygraphs are also made when required, but the demand for them is diminishing since the introduction of the portfolio.

EXAMINATION OF PRINTERS' ACCOUNTS.

The examination of all accounts for printing and advertising is a duty with which the department is charged. The number of vouchers which passed under review during the last year was 4,480, and the deductions made therein amounted to £150 12s. 8d., being at the rate of 5½d. off each account. This average is about the same as that for the year 1880.

ELECTORAL ROLLS.

Though not strictly coming within the scope of this report, I deem it my duty to offer a few remarks on the printing of the electoral rolls, which were executed at the private printing offices in the colony prior to the late general election. The whole of the accounts for this printing having been submitted in the ordinary course for inspection, placed me in possession of all necessary information as to the cost of printing the rolls in each electoral district. Tenders were invited for the work in every instance, but there was little or no competition in many places, owing to the short time allowed for executing the work. Where competition was keen the prices were reasonable, and exhibit a marked contrast to those obtained by printers who had the field to themselves. For instance, in some districts the work was done for 8s., 8s. 6d., and 9s. per page, while in others 30s., 31s. 6d., and in one case actually 50s. per page were demanded and paid. The total cost of printing the rolls for the ninety-one electorates was £2,154 14s. 7d.

It has been found desirable in some of the Australian Colonies to purchase a sufficient stock of type and material to admit of the whole of the electoral rolls being kept standing from year to year, thus saving the cost, labour, and delay of resetting whenever a reprint is required. Should it be thought advisable to adopt a similar plan in this colony, it would be necessary to purchase a supply of type sufficient to keep 2,550 pages standing, representing 21 tons weight of material, which, at £120 per ton, would cost £2,520. The amount paid for printing the rolls for the last election (£2,154 14s. 7d.) would, within a few hundred pounds, have been sufficient to defray the cost of the necessary material. The first cost of setting up the type would not be more than 7s. per page, or, say, £892; after which any subsequent editions could be got out for the whole of the electorates at a cost of not more than £150. While on this subject, I would point out that the cost for composition and the outlay for type would be considerably lessened were the tabular form dispensed with. The alteration in style would be found equally as convenient for all practical purposes, while the ugly blanks in the last column caused by the introduction of the residential qualification would be avoided.*

WANT OF ACCOMMODATION.

The necessity for the enlargement of the premises is becoming year by year more pressing. But for the inconvenient and unsuitable character of the building, one of the gas-engines at present used could be made to supply all the power required. Much space is lost by the number of rooms into which the building is divided; and, in many of these, the light is very indifferent. The yard has been gradually encroached upon until now barely sufficient space is left for a cart to enter. The lithographic branch of the Survey Department occupies a portion of the building, and is unable to introduce some much-needed machinery in consequence of the lack of accommodation. The buildings are erected on leasehold ground, and, as the lease will expire in a few years, representations were made to the Minister of Lands, which led to half an acre being reserved on the reclaimed land as a site for the erection of a new printing and lithographic office, and the necessary provision being made on the Estimates for the erection of a portion of the structure to accommodate the lithographic branch.

STEREOTYPE AND ELECTROTYPE BRANCH.

During the past year a new series of postage- and revenue-stamps have been turned out. They consist of seven electrotyped plates, of 240 stamps in each, of values ranging from one penny to one shilling. These stamps are entirely of local production, the credit of which is due to the combined efforts of Messrs. W. H. Norris, A. Bock, and W. H. Kirk. The design and execution compare favourably with those now in use in the Australian Colonies.

A new series of beer-duty-stamps have been designed, and are now in course of execution. They are about twice the size of those now used, being 2¾ inches square. These, like the new postage- and revenue-stamps, are entirely of local production.

Amongst the new industries added to this branch during the past year is the manufacture of rubber-stamps, which are extensively used by Government departments, and have hitherto been purchased from private manufacturers, at prices varying from 15s. to 25s. each. The advantages of carrying on the industry in connection with the stereotyping branch are that the moulds can be taken by the same process, and the work performed by the stereotyper in addition to his other duties, thus enabling the stamps to be manufactured at a cost of not more than 1s. 6d. each. The necessary ink, ink-pads, and turned handles for the stamps are all made on the premises. Autograph and departmental stamps have been supplied to departments as requisitioned for, and in future the requirements of the public service throughout the colony can be provided for at a merely nominal cost.

* The following specimen is given as an illustration of the style recommended :—

- | | |
|---|---|
| 5. Alexander, Joseph; Naseby, miner; residential | 10. Jopp, William, Rough Ridge, miner; residential |
| 6. Allen, Peter, Serpentine, miner; residential | 11. Jones, George, Idaburn, labourer; residential |
| 7. Anderson, John, Blackstone Hill, farmer; residential | 12. Robinson, John, Hamilton, settler; freehold land, |
| 8. Askin, John, Hyde, farmer; residential | Hamilton |
| 9. Coram, James, Naseby, hotelkeeper; freehold land, | 13. Rice, William, Kyeburn, carrier; freehold land, Kyeburn |
| Naseby | 14. Mountain, Thomas, Eden Creek, shepherd; residential |

Electrotyped stamps for cancelling purposes have also been supplied to all the Law Courts, Wardens' Courts, and District Land Registrars throughout the colony. These were at first proposed to be cut in steel, with movable dates similar to those used in the Post Offices; but the expense attending their manufacture was so great, and the time allowed for their execution so limited, that resort was eventually had to the stereotype process, by which 229 of these stamps were manufactured within the time allowed, at a cost of not more than one shilling each.

The usefulness of this branch is year by year becoming more manifest, and I must in justice add that this is largely due to the intelligence and ability of the stereotyper (Mr. Kirk).

The railway-tickets for the whole colony are printed and issued under the supervision of the stereotyper. The tickets are printed by Waterlow's inimitable machines, three of which are in use, and the operation of counting the tickets before issue is also performed by machinery, hence mistakes are of rare occurrence. Another machine is brought into requisition to chop up the "used" tickets into small pieces when returned, after which they are packed up with the waste-paper and sold to the mills. The number of different stations required to be provided with tickets is 470, and the total number of tickets issued during the year was 1,521,135.

STATIONERY STORE BRANCH.

The work carried on in the store during the past year appears to have given general satisfaction, and complaints arising through non-delivery of stores are now seldom heard of. The number of requisitions received during the past two years were as follows: In 1880, 8,570 requisitions, containing 36,118 items, or 4.21 in each; in 1881, 7,209 requisitions, containing 45,370 items, or 6.03 in each.

The annual order for stationery is sent to the Agent-General, who calls for tenders in England for the supplies. The value of the order sent in 1880 was £7,883; in 1881, £8,095. The expenditure in the colony in the purchase of stationery during the last year has been small compared with former years, and amounted to £384, as against £881 during the year 1880.

The receipts from sale of publications show an increase of £108 4s. over those of the previous year, and amounted to £1,385 12s.

The waste-paper exported during the year shows a decrease of 12 tons, which may, I presume, be regarded as satisfactory. The use of cancelled forms for many purposes instead of clean paper has had an appreciable effect in bringing about this result. During 1881, 43 tons of waste-paper were shipped from Wellington, 21 of which were sent to England, and 22 disposed of to paper-mills within the colony. The amount shipped from Wellington in 1880 was 55 tons.

I have, &c.,

GEO. DIDSBURY,
Government Printer.

The Hon. the Colonial Secretary.

Table No. 2.

RETURN of the VALUE of PRINTING and BINDING executed in the GOVERNMENT PRINTING DEPARTMENT during the Year ending 31st December, 1881.

Department.	Printing.				Binding.		Total.
	Number of Copies.	Number of Pages.	Authors' Corrections.	Value.			
			Hours.	£ s. d.	£ s. d.		£ s. d.
Audit	32,996	45	4	24 9 6	30 10 4		54 19 10
Colonial Architect	1,460	9	2	5 12 7	1 3 11		6 16 6
Colonial Secretary,—							
<i>Gazette</i>	475,876	1,876	473	2,168 8 11	576 14 10		2,745 3 9
<i>Sheep</i>	61,943	112	413	112 17 8	33 2 6		146 0 2
<i>Miscellaneous</i>	151,587	329	72	122 13 11	47 15 7		170 9 6
Constabulary	107,650	279	8	390 4 3	39 18 3		430 2 6
Customs	89,658	102	6	50 18 3	100 0 7		150 18 10
<i>Marine</i>	27,398	178	1	61 13 8	10 12 9		72 6 5
Crown Lands	50,694	276	54	117 8 0	40 7 10		157 15 10
Crown Law	165	76	10	16 13 8	15 18 10		32 12 6
Defence	43,563	159	26	49 8 1	5 7 6		54 15 7
Education	164,715	197	34	151 10 8	214 3 3		365 13 11
General Assembly,—							
House of Representatives—							
Order Paper	53,575	533	17	333 5 6	30 11 2		363 16 8
Appendix	176,060	2,368	2,192	2,881 15 7	480 3 10		3,361 19 5
Journals	275	477	73	278 17 0	...		278 17 0
Miscellaneous	17,038	211	32	54 15 0	31 5 0		86 0 0
Legislative Council—							
Order Paper	34,170	158	18	107 15 6	6 1 4		113 16 10
Journals	2,490	389	65	246 10 1	2 0 9		248 10 10
Miscellaneous	9,862	82	21	20 16 8	37 4 9		58 1 5
Joint Account	91,394	266	8	57 13 11	144 5 8		201 19 7
Bills	97,783	1,422	3,497	1,280 19 3	78 3 6		1,359 2 9
<i>Hansard</i>	84,250	2,352	2,265	1,938 17 6	371 5 6		2,310 3 0
Statutes	35,627	988	...	439 17 5	265 16 6		705 13 11
Geological	22,300	704	180	256 15 9	166 16 3		423 12 0
Gold Fields	20,801	80	...	22 10 6	41 17 3		64 7 9
Governor's Establishment	4,780	9	...	3 18 0	10 3 0		14 1 0
Insurance	174,465	91	20	82 16 6	6 16 0		89 12 6
Justice	534,289	488	107	335 15 0	608 9 4		944 4 4
Land Transfer	85,265	140	...	90 16 9	91 15 0		182 11 9
Lunatic Asylums	48,914	61	2	43 7 10	23 6 2		66 14 0
Miscellaneous	78,731	771	306	341 2 1	21 19 0		363 1 1
Native	194,617	696	38	575 19 7	197 5 4		773 4 11
Native Land Court	29,680	26	...	19 11 0	6 9 5		26 0 5
Post and Telegraph	2,598,790	998	83	887 4 5	393 17 0		1,281 1 5
Money Order	453,414	326	5	207 10 2	103 6 0		310 16 2
Savings Bank	1,038,712	114	1	217 19 8	65 12 6		283 12 2
Printing	25,062	27	...	10 17 0	7 16 9		18 13 9
Property-Tax	409,852	167	4	144 17 8	113 19 8		258 17 4
Public Trustee	57,615	40	4	40 6 7	13 0 6		53 7 1
Public Works	89,489	586	153	571 5 5	104 5 6		675 10 11
Railways	188,870	466	...	393 10 4	396 4 6		789 14 10
Registrar-General	376,276	634	103	864 15 2	121 18 3		986 13 5
Stamp	150,000	88	10	93 3 2	20 3 0		113 6 2
Stationery Store	83,996	51	5	48 11 6	322 17 7		371 9 1
Surveys	24,004	39	...	15 18 6	39 0 11		54 19 5
Treasury	531,995	256	1	219 4 8	272 18 9		492 3 5
Totals	9,032,146	19,742	10,313	16,400 19 10	5,712 11 10		22,113 11 8

Table No. 3.

RETURN of the NUMBER and CLASSIFICATION of the EMPLOYES in the GOVERNMENT PRINTING OFFICE for each Month during the Year ending 31st December, 1881.

	January.	February.	March.	April.	May.	June.	July.	August.	September.	October.	November.	December.
Overseers	3	3	3	3	3	3	3	3	3	3	3	3
Readers	2	2	2	2	3	4	4	4	4	4	2	2
Compositors	28	28	33	35	40	51	55	58	55	38	38	25
Machinists, pressmen, paper-wetter, and cutters	8	8	8	6	6	7	7	7	7	6	5	5
Bookbinders, including one overseer	10	11	12	11	11	11	10	10	8	7	6	6
Females in Binding Branch	18	18	18	15	16	16	16	16	16	14	14	13
Apprentices, machine and errand boys	40	41	41	41	40	43	43	44	43	40	35	35
Assistants in Publishing Branch	1	1	1	1	1	1	2	2	2	2	1	1
Stereotyper	1	1	1	1	1	1	1	1	1	1	1	1
Totals	111	113	119	115	121	137	141	145	139	115	105	91

Table No. 4.

RETURN showing QUANTITY and VALUE of PRINTING PAPER, &c., consumed in the GOVERNMENT PRINTING OFFICE during the Year 1881.

Quantity.	Description.	Rate.	Amount.	Quantity.	Description.	Rate.	Amount.
	Post folio—		£ s. d.		Royal—		£ s. d.
13½ rms.	Hand-made ...	29/0	19 11 6	1,000 rms.	Yellow wove printing ...	9/4	466 13 4
29½ "	Double cream wove ...	23/6	34 13 3	7½ "	Coloured ...	15/6	5 16 3
31 "	" for money-orders	12/0	18 12 0	6½ "	Hand-made ...	58/6	18 15 7
	Foolscap—			62 "	Superfine hand-made ...	70/6	218 11 0
19 "	Coloured, 15 lb. ...	7/10	7 8 10	6 "	Imitation hand-made ...	34/6	10 7 0
10½ "	" faint ruled ...	8/4	4 7 6		Medium—		
4½ "	" 18 lb. ...	10/6	2 4 7	10 "	Hand-made ...	46/0	23 0 0
95 "	" h.m., 18 lb. ...	22/6	106 17 6	5 "	Loan, hand-made ...	28/0	7 0 0
306 "	Buff ...	5/6	84 3 0		Imperial—		
14 "	Double bank ...	10/0	7 0 0	7 "	Hand-made ...	95/0	33 5 0
	Double foolscap—				Cartridge—		
708½ "	Copying ...	4/0	141 14 0	42 "	60" ...	25/6	53 11 0
3,508 "	Yellow wove printing, 26" ...	8/7	1,505 10 4	14½ "	Royal ...	15/0	10 17 6
1,453 "	Blue wove ...	11/2	861 5 2	13½ "	Glazed buff ...	20/10	14 1 3
48 "	Coloured ...	12/8	30 8 0				
321 "	Cream wove and cream laid	14/5	231 7 9	8 "	Brown paper ...	25/6	10 4 0
	Demy—			17 "	Blotting-paper ...	15/0	12 15 0
10 "	Coloured ...	12/2	6 1 8	141½ rolls	Parchment, 18" x 27" ...	73/0	516 9 6
200 "	Blue laid ...	12/9	127 10 0	8 "	" 28" x 32" ...	148/0	59 4 0
250 "	Yellow wove, double ...	16/0	200 0 0	46 gross	Pasteboard ...	11/0	25 6 0
118 "	Hand-made ...	30/0	177 0 0	21,000	Cards, large ...	6/2	6 9 6
19 "	Coloured, double ...	16/0	15 4 0				
378 "	Double toned ...	17/0	321 6 0				5,443 12 1
96½ "	" buff ...	10/2	49 1 1				

Table No. 5.

RETURN of the VALUE of PRINTING and BINDING executed at the LYTTELTON GAOL during the Year ending 31st December, 1881.

Department.	Value.
	£ s. d.
Railways ...	586 4 8
Government Printing Office ...	389 12 10
Her Majesty's Gaol, Lyttelton ...	56 15 6
Hospital, Christchurch ...	0 17 0
Supreme Court, Christchurch ...	4 15 0
Survey Office, Christchurch ...	0 10 0
Lands Registry, Christchurch ...	1 2 6
	£1,039 17 6

By Authority : GEORGE DIDSBUY, Government Printer, Wellington.—1882.