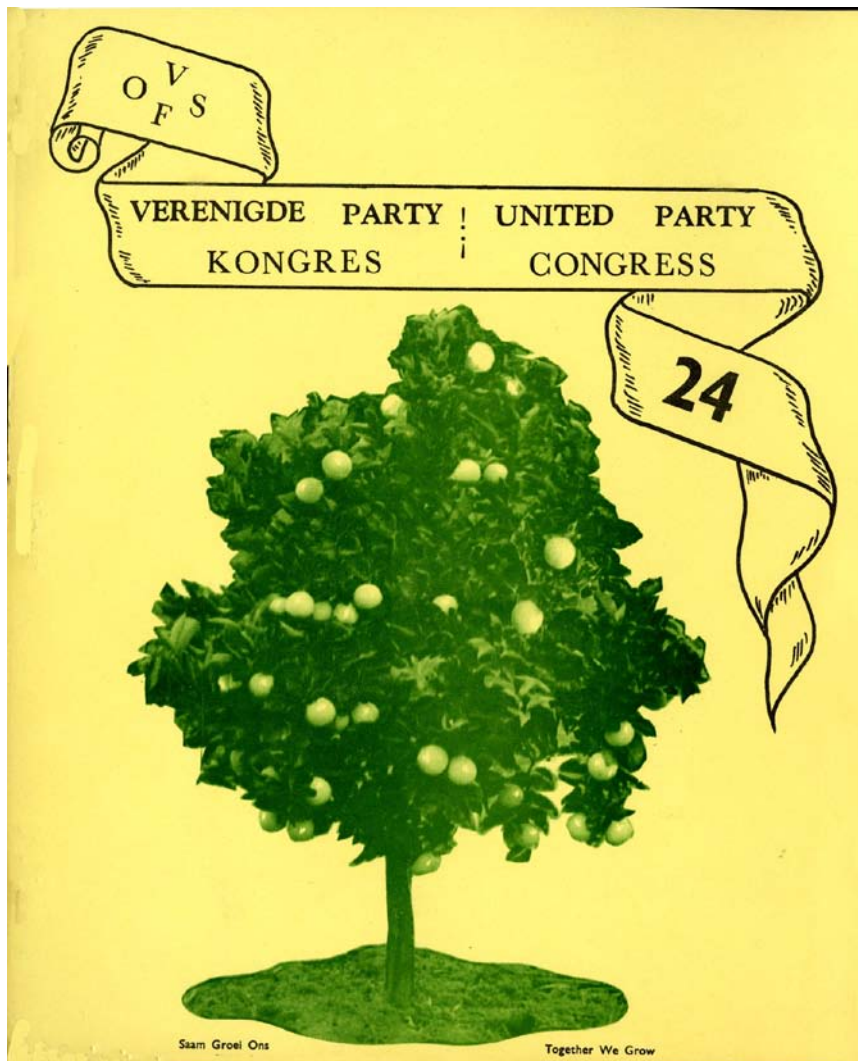


UNISA LIBRARY

UNITED PARTY ARCHIVES

**ORANGE FREE STATE PROVINCIAL OFFICE:  
Councils and constituencies**

Inventory



Marié Coetzee 1987  
Revised and updated  
Marié Coetzee 2012

# UNITED PARTY ARCHIVES

## ORANGE FREE STATE PROVINCIAL OFFICE: 1936-1982

### Councils and constituencies

#### Introduction

In terms of an agreement with the United Party in 1969, Unisa Library became the official custodian and processor of the Party's political archives. The Archives also include the United Party's predecessors and its successor the New Republic Party and the records of parties which broke away from the UP e.g. the Progressive Party (later the Progressive Federal Party). The Collection continued to grow even after the dissolution of the UP in 1977 and the final meeting of the trustees of the New Republic Party in 1989.

#### The scope of the archival records

The Orange Free State Provincial Office files consist of 2,7 linear metres of records (27 boxes). This Office is part of the larger - approximate 500 linear metres - United Party Archives which are available to national as well as international researchers. The Archives are of particular value in that the records are the official documents of a white South African political party who ruled for 38 years and who were the official opposition for 39 years. Over the years the Archives have been consulted by biographers, historians, politicians, educators, TV and film directors, lawyers, socialists and others.

The constituency files are important as they show the social changes of communities over time. After the nineteen-fifties, the urban population grew in sharp contrast to the diminishing rural population. As a result of urbanization, successive Delimitation Commissions created new urban constituencies and abolished or merged rural constituencies.

#### The arrangement of the UP Archives

From an archival view point, the arrangement and description of the United Party records was problematic. The Archives were created by a few paid party officials, volunteers, individual members - who at times broke away from the UP and created new parties - agents and representatives over many decades. The United Party never had a unified filing system for records - each province, constituency and branch followed its own system. The state of disorder of party materials, made it obvious that there was never a file plan or any control over the creation of party records. A new filing system was therefore designed to accommodate past and future donations.

In order to keep track of all donors a database was created of all donors. Records were not placed under the names of individual donors as it would divide the contents e.g. if the records of the Bethlehem constituency were donated by four donors namely a secretary, the MP, the treasurer and / or chairman of a branch, a researcher working on the Bethlehem constituency would need to consult four different donor accessions. In the end, the archivist decided to follow the *provenance* principle and created a basic party structure for the Central Head Office, the

Division of Information, the Cape, Transvaal, Orange Free State and Natal Provinces as well as Namibia. This system enabled the archivist to place all Bethlehem constituency files in one place.

Within this system, the files are arranged alphabetically and chronologically. The United Party Archives are arranged as follows:

- Central Head Office
- Division of Information and Research (administrative files, files on people and subject files)
- Division of Organisation
- Provincial Offices of the Cape, Orange Free State, Natal, Transvaal and Namibia. These offices were sub-divided into regional offices, constituencies, branches, subject files and files on people.
- Photograph and cartoon collection
- Film Collection
- Banner Collection
- Map Collection
- Party periodicals and newspapers
- Speeches on tape
- Posters
- Private Papers of individual members

To assist with the identification of records, a database of all candidates of all parties who took part in elections and by-elections from 1910 to 1987 in South Africa and Namibia, was created. A perpetual calendar – also known as a forever calendar - was used to find the year in cases where items were only marked with a day and a month.

Thanks to the archival process of arrangement and description, the rich information resources of the United Party have become accessible and useable for past, present and future researchers.

## UNITED PARTY ARCHIVES: ORANGE FREE STATE PROVINCIAL OFFICE

### UNITED PARTY and NEW REPUBLIC PARTY 1936-1982

1.	Committees	
1.1	Action Committee minutes	1973-1975
1.2	Executive Committee minutes and annexures	1957-1969
1.3	Head Committee minutes and annexures, reports and circulars	1959-1977
2.	Conference of the Orange Free State UP correspondence and annexures	1967
3.	Congresses (national)	
3.1	central congress delegates, correspondence, circulars, pamphlets and press cuttings	1967
3.2	central congress delegates, correspondence, circulars, pamphlets and press cuttings	1969
3.3	central congress delegates, photographs, correspondence, circulars, pamphlets and press cuttings	1971
3.4	central congress delegates, correspondence, circulars, accounts, pamphlets and press cuttings	1973
3.5	central congress correspondence re accommodation and organisation	1975
4.	Congresses (provincial)	
4.1	fifth provincial congress agenda, report and points for discussion	1939
4.2	eighth provincial congress agenda and motions	1945
4.3	sixteenth provincial congress agenda	1955
4.4	seventeenth provincial congress agenda and photograph	1956
4.5	eighteenth provincial congress agenda	1957
4.6	nineteenth provincial congress agenda	1958
4.7	twenty-first provincial congress agenda	1962
4.8	twenty-second provincial congress agenda	1964
4.9	twenty-third provincial congress agenda, motions, resolutions, delegates, correspondence, circulars, pamphlets and press cuttings	1966
4.10	twenty-fourth provincial congress agenda, delegates and speakers, correspondence, circulars, pamphlets and press cuttings	1968
4.11	twenty-fifth provincial congress agenda, delegates, tapes of congress proceedings, correspondence and annexures, pamphlets and press cuttings	1972
4.12	twenty-sixth provincial congress motions, delegates, speech by Sir De Villiers Graaff, correspondence and circulars	1974

5.	Correspondence	
5.1	correspondence, reports and annexures (general)	1967-1978
5.2	correspondence with the Central Head Office	1961-1975
5.3	correspondence with the Cape Provincial Head Office	1961-1982
5.4	correspondence with the Natal Provincial Head Office	1961-1979
5.5	correspondence with the Transvaal Provincial Office and the Divisions of Organisation and Information	1963-1977
5.6	correspondence with Sir De Villiers Graaff	1965-1976
5.7	correspondence regarding speakers for public meetings	1966-1976
6.	Delimitation	
	UP memorandum & schedules (12th Delimitation Commission)	1965
7.	Elections	
7.1	index of place names, names and addresses of candidates, postal vote agents and campaign offices	1970
7.2	names and addresses of candidates, postal vote agents and campaign offices	1974
8.	United Party medical aid, pension fund and levies correspondence and annexures	1967-1977
9.	United Party publications <i>Die Suidwes-Afrikaner</i> and <i>Volkstem</i> correspondence (mainly regarding subscriptions)	1967-1976
10.	Youth affairs minutes, correspondence and annexures, circulars, reports and pamphlets	1944-1973
	<b>GENERAL COUNCILS</b>	
11.	Women's Council	
11.1	correspondence and annexures, circulars	1960-1976
	<b>CONSTITUENCIES</b>	
12.	BETHLEHEM	
12.1	Divisional Committee correspondence, annexures and reports	1963-1973
12.2	branches	
12.2.1	Bethlehem branch minutes	1958-1961
12.3	elections	
12.3.1	general election: photograph	1953
13.	BLOEMFONTEIN (This file includes correspondence of Bloemfontein East, Bloemfontein Wes and Bloemfontein District)	
13.1	correspondence, annexures and financial statements	1953-1973
14.	FAURESMITH	
14.1	correspondence, annexures and reports	1965-1973
15.	FRANKFORT	
15.1	elections	
15.1.1	parliamentary by-election: pamphlet about the National Party and Coloured people	1936

16.	HARRISMITH	
16.1	correspondence and annexures	1966-1973
17.	HEILBRON	
17.1	correspondence and annexures	1966-1973
18.	KROONSTAD	
18.1	correspondence and annexures	1966-1973
19.	LADYBRAND	
19.1	correspondence and annexures	1966-1973
20.	ODENDAALSRUS	
20.1	correspondence and annexures	1967-1973
21.	PARYS	
21.1	correspondence and annexures	1966-1973
22.	SMITHFIELD	
22.1	correspondence and annexures	1968-1973
23.	VIRGINIA elections provincial by-election: correspondence, pamphlets and press cuttings	1963
24.	WELKOM	
24.1	correspondence, annexures and registration of voters	1961-1973
25.	WINBURG	
25.1	correspondence and annexures	1962-1973