

BRITISH AND IRISH GOVERNMENT DOCUMENTS

The heading for Great Britain is the largest and most complex within the ESTC. Arranging the heading is made all the more difficult by the lack of fixed names for the various subdivisions, by the ambiguous nature of much of the printed matter, by the frequent lack of clear statements of responsibility, by the absence of official short titles for legislation, and, perhaps most importantly, by the lack of resources in time and personnel to acquire the detailed historical understanding of the material necessary to arrange the entries in a manner that is at once accessible and correct.

To make cataloguing and arranging the material as straightforward as possible, the following principles have been adopted for cataloguing all material entered at "England", "England and Wales", "Great Britain", "Ireland", and "Scotland", and their subdivisions, which are contrary to those of AACR2.

1. All works emanating from or primarily recording the activities of the British government or government bodies, whether officially published or not, are entered under Great Britain, or Ireland, Scotland, as appropriate.
2. All items within a subheading or subdivision of Great Britain, etc. are arranged in a hierarchical or chronological order, unless their number is so small as to make such arrangement unnecessary.

ENGLAND, ENGLAND AND WALES, AND GREAT BRITAIN

Wales was incorporated into England in 1536 (28 Hen.VIII.c.3). Prior to this date, the heading for English official material should be "England"; official material issued in 1536 or after and before 1707 should have the heading "England and Wales".

Collections of items issued both before and after 1536 should have the heading "England and Wales".

The two independent nations of Scotland and England and Wales were united in a legislative union on 1 May 1707 (6 Anne c.11; the Scottish act 1706 c.7). After this date, both nations ceased to exist as separate entities, being subsumed within the new nation of Great Britain. For all items appearing after this date, other than those which are simple reprints of earlier items, the heading is "Great Britain".

The year 1707 poses a problem. For convenience of cataloguing, all items appearing in this year will be entered at "Great Britain", unless the item can be precisely (and readily) dated before 1 May.

For collections of items which appeared both before and after 1707, use the heading "Great Britain".

In the rules below read "England" or "England and Wales" for "Great Britain" as appropriate.

ACTS OF PARLIAMENT AND OTHER LAWS

Treat as acts only those publications which are clearly printed after enactment. All other publications entitled 'An act . . .' should be treated as bills.

Enter all acts at: "110.1 \$aGreat Britain".

Give a collection of acts which is complete for a chronological period, whether for the whole period from Magna Charta, or for a limited period only, or for a single year, a uniform title in the form:

240.10 \$aPublic General Acts\$p[inclusive years]

Give a selection of acts on a specific subject a uniform title in the form:

240.10 \$aPublic General Acts\$pSelections: [Subject]

Note that the subject element should not exceed two or three words, and should in general be taken from the item itself.

Give a single act a uniform title naming the kind of act ("Public General", "Private", "Local"), the year of enactment, the regnal year and chapter number.

If the titlepage of a single act or a collection does not give the title proper, but only a form of words indicating the fact and year of enactment, make a note of the drop-head title on the first page of text, or give a note of the subject or chronological coverage.

If two or three acts are found together, enter under the uniform title appropriate to the first.

110.1 \$aGreat Britain

240.10 \$aPublic General Acts\$p1215-1761

245.14 \$aThe statutes at large, from Magna Charta, to the end of the last Parliament, 1761. In eight volumes. By Owen Ruffhead, Esq;

110.1 \$aGreat Britain

240.10 \$aPublic General Acts\$p1722-1724

245.10 \$aAnno regni Georgii Regis Magnae Britanniae, Franciae, & Hiberniae, nono. At the Parliament begun and holden at Westminster, the ninth day of October, . . . 1722. . . . being the first session of this present Parliament. Vol. VI.

500 \$aA collection of acts passed in the first, second and third sessions of the sixth Parliament of Great Britain, with tables. - 'Anno regni Georgii . . . decimo. . . . The second session . . . Vol. VI' has a separate titlepage. - 'Anno regni Georgii . . . undecimo . . . the third session . . . Vol. VI' has separate titlepage and pagination, and includes 'An additional book of rates' with a separate titlepage

110.1 \$aGreat Britain

240.10 \$aPublic General Acts\$pSelections: Quakers

245.12 \$aA collection of Acts of Parliament, and clauses of Acts of Parliament, relative to those Protestant dissenters who are usually called by the name of Quakers, from the year 1688.

110.1 \$aGreat Britain

240.10 \$aPublic General Acts. 1731. 5 Geo.II.c.6

245.10 \$aAnno quinto Georgii II. Regis. An act for reviving the duties on salt for the term therein mentioned.

500 \$aDrop-head title. - With a docket title

Give other laws created before the existence of Parliament the heading and uniform title:

110.1 \$aEngland

240.10 \$aLaws, etc.

Give editions of Magna Charta the heading and uniform title:

110.1 \$aEngland

240.10 \$aMagna Charta

Irish laws should be treated in the same way as British laws.

Scottish laws (i.e., those before 1 May 1707) should be treated similarly to English laws. The uniform title, however, should not include the words "Public General", nor should regnal years be given.

240.10 \$aActs\$pl685-1707
240.10 \$aActs. 1695 c.88

TREATIES

Enter treaties according the general rules for entry. If a collection of treaties entered under title has Great Britain as one of the signatories, make an added entry under Great Britain. Give treaties a uniform title (or added-entry uniform title) according to the rules given for MARC tag 240.

110.1 \$aEngland and Wales
240.10 \$aTreaties, etc. Sweden, 1701-02-05
245.14 \$aThe defensive treaty concluded in the year, 1700. Betwixt
His late Majesty King William of ever glorious memory, and His
present Swedish Majesty King Charles the XII. . . .
710.11 \$aSweden
740.10 \$aTreaties, etc. England and Wales, 1701-02-05

110.1 \$aGreat Britain
240.10 \$aTreaties, etc.
245.12 \$aA collection of treaties of peace, commerce, and alliance,
between Great-Britain and other powers,\$bfrom the year 1619 to 1734.
To which is added, a discourse, . . . By the Right Hon. C. Jenkinson.
. . . The whole being a supplement to A collection of treaties, . . .
from the Revolution, in 1688. . . .

110.1 \$aGreat Britain
240.10 \$aTreaties, etc. United States, 1794-11-19
245.10 \$aTreaty of amity, commerce, and navigation, between His
Britannic Majesty and the United States of America; by their
President, with the advice and consent of the Senate, Nov. 19, 1794.
710.11 \$aUnited States
740.10 \$aTreaties, etc. Great Britain, 1794-11-19

110.1 \$aGreat Britain
240.10 \$aTreaties, etc. 1762-11-03
245.10 \$aPreliminary articles of peace, between His Britannick
Majesty, the Most Christian King, and the Catholick King. Signed at
Fontainebleau, the 3d day of November, 1762. . . .
710.11 \$aFrance
710.11/1 \$aSpain

MISCELLANEOUS DOCUMENTS

Use this uniform title with any documents which are clearly official, but for which no other subheading or uniform title can be found.

Add the most specific date which can readily be found for the original publication or issue of the item.

110.1 \$aGreat Britain
240.10 \$aMiscellaneous Documents. 1782-01-25
245.10 \$aWhereas it has been humbly represented to the King, that, at
about ten o'clock in the evening of Sunday the 20th instant, five

men, . . . burglariously entered the dwelling-house of Mrs. Mary Frederick, at Bampton, in the county of Oxford, . . .
 260 \$a[London\$1782]
 300 \$a1 sheet\$1/8⁰
 500 \$aDated at head: St. James's, January 25, 1782; signed: Stormont

BILLS

Treat as bills all printed "bills" or "acts" which are not clearly published after enactment. Transcribe in MARC tag 245 the drop-head title, if there is no titlepage (as in the vast majority of bills); make a note of the docket title if the first five words are different.

Enter all bills at "110.1 \$aGreat Britain\$Parliament", irrespective of whether a specific bill may be assignable to a particular House.

Give all bills a uniform title in the form:

240.10 \$aBills. [date of first reading yyyy-mm-dd]

Note that the date of first reading is that of the earliest reading in either House, not necessarily the date of reading the specific text being described.

Make notes on the official numbering of the act(s) as passed, or to the effect that it was not enacted; on the presence of a docket title; on the fact that the title is taken from the drop-head title.

110.1 \$aGreat Britain\$Parliament
 240.10 \$aBills. 1768-01-19
 245.13 \$aAn act for dividing and inclosing the common and heath, called Navestock Common and Heath, within the manors of Navestock and Lofthall, in the county of Essex.
 500 \$aDrop-head title. - Enacted: Private Acts, 8 Geo.III.c.37. -
 Docket title dated 1768

PARLIAMENTARY PAPERS

Items entered under one or other of the Houses of Parliament fall into three categories: "proceedings", "Votes" or "Lists".

Treat as proceedings all records of parliamentary debates, all documents which were ordered to be printed by a vote of the relevant House; all records of impeachments, etc. heard before the House of Commons.

Give all such proceedings the main entry:

110.1 \$aGreat Britain\$Parliament\$House of Commons [or Lords]

Add a uniform title in the form:

240.10 \$aProceedings. [date in the form: yyyy-mm-dd]

The date should be the date of the actual proceeding or, in the case of papers "ordered to be printed", the date of the order. Give a note clarifying the nature of the item and, if necessary, the date. If the date cannot be established exactly, give the month or, if necessary, the year only.

If the body or person preparing the item is different and his or its name can be readily determined, give this person or body an added entry. Do not, however, treat a committee of either House as a separate subordinate body.

British and Irish Government Documents

110.1 \$aGreat Britain\$cParliament\$cHouse of Commons
240.10 \$aProceedings. 1789-04-06
245.12 \$aA state of the general account of the Customs. . . . for the
year ending the 5th of January 1789. . . .
500 \$aIssued as a Parliamentary paper. - Title from docket title. -
Ordered to be printed April 6, 1789
710.11 \$aGreat Britain\$cCommissioners of Customs
740.22 \$aA state of the general account of the Customs

110.1 \$aEngland and Wales\$cParliament\$cHouse of Lords
240.10 \$aProceedings. 1707-02-07
245.14 \$aThe humble address of the Right Honourable the Lords
Spiritual and Temporal, in Parliament assembled, presented to Her
Majesty on Saturday the seventh day of February, 1707. With Her
Majesties most gracious answer.

110.1 \$aGreat Britain\$cParliament\$cHouse of Commons
240.10 \$aProceedings. 1742
245.12 \$aA further report from the Committee of Secresy, appointed to
enquire into the conduct of Robert Earl of Orford, during the last ten
years of his being First Commissioner of the Treasury, and Chancellor
and Under-Treasurer of His Majesty's Exchequer. Published from an
examined copy.

Treat all lists of members of either House, whether complete or incomplete, whether
officially or unofficially published, as lists. Give all such lists a heading:

110.1 \$aGreat Britain\$cParliament\$cHouse of Commons [or Lords]

Add a uniform title:

240.10 \$aLists. [yyyy-mm-dd]

Lists of members of both Houses should be entered under the heading:

110.1 \$aGreat Britain\$cParliament

110.1 \$aIreland\$cParliament\$cHouse of Commons
240.10 \$aLists. 1753
245.12 \$aA list of the members of the Hon. House of Commons of
Ireland, who voted on the question previous to the expulsion of
Arthur Jones Nevill, Esq; late Engineer and Surveyor-General of that
kingdom.

110.1 \$aGreat Britain\$cParliament
240.10 \$aLists. 1713
245.13 \$aAn exact and compleat double list of both Houses of the last
and present Parliament.\$bWhere at one view may be seen the several
alterations; and who voted for and against the bill of commerce, &c.

Catalogue the officially printed series of 'Votes of the House of Commons' in annual
volumes on a sessional basis. Use the uniform title:

240.10 \$aVotes. [year(s)]

Give in MARC tag 300 the number of parts with, in parentheses, the pagination.

Catalogue a separately published reprint of a single part of the 'Votes' as a part
of the appropriate annual volume, adding to the uniform title "\$s[part number]".

110.1 \$aGreat Britain\$cParliament\$cHouse of Commons
240.10 \$aVotes. 1707-1708
245.10 \$aVotes of the House of Commons, in the first Parliament of
Great Britain, appointed to meet at Westminster the three and
twentieth day of October . . . 1707.
300 \$a113 parts ([12].244p.)\$c2^o

110.1 \$aGreat Britain\$cParliament\$cHouse of Commons
 240.10 \$aVotes. 1707-1708\$sNo. 8
 245.10 \$aVotes of the House of Commons. Numb. 8: Lunae 17 die
 Novembris, 1707.
 300 \$a1 sheet\$c1/2^o

SOVEREIGN

Establish a separate subheading for each sovereign, in the form:

110.1 \$aGreat Britain\$cSovereign\$c[dates] : [name]

Use any of these uniform titles:

240.10 \$aProclamations. [date]
 240.10 \$aSpeeches. [date]
 240.10 \$aMiscellaneous Documents. [date]

Proclamations issued before the accession of George I should cite the Steele number in tag 534.

110.1 \$aEngland and Wales\$cSovereign\$c1694-1702 : William III
 240.10 \$aProclamations. 1701-02-26
 245.10 \$aBy the King, a proclamation, for encouraging mariners,
 seamen, and landmen to enter themselves on board His Majesties ships
 of war.
 534 Steele 4284

110.1 \$aGreat Britain\$cSovereign\$c1760-1820 : George III
 240.10 \$aProclamations. 1792-05-21
 245.10 \$aHis Majesty's proclamation of the twenty-first of May 1792.
 To which is added, an address to the Revolution Club. By Gibbie Burnet.

110.1 \$aEngland and Wales\$cSovereign\$c1625-1649 : Charles I
 240.10 \$aMiscellaneous Documents. 1633
 245.14 \$aThe book of sports, as set forth by King Charles the I. With
 remarks upon the same.
 500 \$aIncludes the report issued by James I in 1618 on lawful sports
 and re-enacted by Charles I in 1633

ARMY

Use the heading "110.1 \$aGreat Britain\$cArmy" for items issued on the authority of the war office or other central command, e.g., reports and regulations; for items of general application, e.g., lists; and for miscellaneous documents. The following uniform titles may be used:

240.10 \$aLists. [date]
 240.10 \$aMiscellaneous Documents. [date]
 240.10 \$aRegulations. [date]
 240.10 \$aReports. [date]

Enter a component branch, e.g., cavalry, militia, or an individual regiment directly under Army:

110.1 \$aGreat Britain\$cArmy\$cCavalry
 110.1 \$aGreat Britain\$cArmy\$cLoyal Suffolk Yeomanry Cavalry

Do not in general use a uniform title to organise entries at bodies subordinate to the army.

NAVY

Enter items issued by both the Navy Office or Commissioners and the Admiralty under the heading:

110.1 \$aGreat Britain\$cRoyal Navy

Use the following uniform titles:

240.10 \$aInstructions. [date]

240.10 \$aLists. [date]

240.10 \$aMiscellaneous Documents. [date]

DEPARTMENTS OF STATE

Use as the subheading for other departments of state the name by which they are most commonly known. If there is no such name, use the formal name appearing as found in the publication.

110.1 \$aGreat Britain\$cBoard of Trade

110.1 \$aGreat Britain\$cEarl Marshall

110.1 \$aGreat Britain\$cSecretaries of State [use this form for all documents issued by either secretary of state or by either the northern or the southern department prior to the creation of the Foreign Office in 1782]

110.1 \$aGreat Britain\$cForeign Office

110.1 \$aGreat Britain\$cCommissioners and Trustees for Forfeited Estates

LORDS COMMISSIONERS OF APPEALS IN PRIZE CAUSES

Enter all documents connected with appeals to the Lords Commissioners concerned with disputed prizes of war at this subheading of Great Britain.

Give all records a uniform title containing the name of the ship, or other prize involved. If there is litigation concerning two or more ships of the same name, add the name of the ship's master. If the same prize is involved in more than one action, add the year of the appeal.

110.1 \$aGreat Britain\$cLords Commissioners of Appeals in Prize Causes

240.10 \$aEliza. Robison, master

245.10 \$aBefore the Most Noble and Right Honourable the Lords Commissioners of Appeals in Prize Causes. The Eliza, Thomas Robison, master. . . . An appeal from the High Court of Admiralty of England. Case on behalf of the appellant.

110.1 \$aGreat Britain\$cLords Commissioners of Appeals in Prize Causes

240.10 \$aYoung Peter

245.14 \$aThe Young Peter, Hans Daaler, master. Appendix to the respondent's printed case.

500 \$aHeard before the Lords Commissioners of Appeals in Prize Causes