

APPENDIX 2: DATABASE GUIDE

Column A: Archive Reference

Archives are denoted as follows:

BL: British Library Additional Manuscripts

D: Derbyshire Record Office

D-U: Centre for Buckinghamshire Studies

R: Rothschild Bank archives

RA: Royal Archives

T: National Archives Treasury series

ZQS: Gwynedd archives

Columns B, C and D: Dates of letters (year, month, day)

The letters are all those by Harrison found in three calendar years - 1816, 1819 and 1825. The thesis also refers to letters written by Harrison in other years but details of these are not recorded on the database.

Column E: Where letters were sent from

The letters written by Harrison on behalf of the Treasury board are indicated in the copies to have been sent from Treasury Chambers or, in the absence of any indication, are assumed to have been so. Letters sent by Harrison on his own authority indicate that they were written from other addresses, mainly his home at 4 Spring Gardens Terrace.

Column F: Organisations / Individuals to which letters were sent

There are three broad groupings. Firstly, government bodies, which are each identified, except in a few cases where the letters are unclear / illegible. Second, army, navy and civilian government personnel, being sent letters regarding their own interest (e.g. pay, allowances)

rather than as representatives of their organisations. These are allocated, respectively, to 'Army', Navy', and 'Civil' categories. Thirdly, private individuals and firms, which are allocated to a single 'Private' category.

Among government bodies, the following abbreviations are used:

A-G Lisbon: Auditor-General (Lisbon)

Barracks Comp: Barracks Comptroller

Barracks Med Bd: Barracks Medical Board

BE: Bank of England

BM: British Museum

C: Customs

C in C: Commander in Chief

C Ireland: Customs, Ireland

C Scotland: Customs, Scotland

C&E: Customs and Excise (indicating letters addressed to both departments)

CAA: Comptrollers of Army Accounts

CCA: Commissioners for Colonial Accounts

C of E: Church of England

CoGH: Cape of Good Hope

Comm'rs: Commissioners

CRND: Commissioners for Reduction of National Debt

Comm'y: Commissary

E: Excise

E Ireland: Excise, Ireland

EIC: East India Company

Exchequer Barons-S, Exchequer Barons, Scotland

Exchequer S-G Green Wax: Exchequer Surveyor-General, Green Wax

FO: Foreign Office

Gov: Governor

HO: Home Office

HM: His Majesty's

L: local government

Newf'd: Newfoundland

NSW: New South Wales

OC: Officer Commanding

OD: Ordnance Department

PBS: Preventive Boat Service

PM: Prime Minister

PS/PM: Private Secretary to Prime Minister

PS/C in C: Private Secretary to Commander in Chief

RH: Royal Household

SGW: Surveyor General of Works

T: Treasury

T Sol: Treasury Solicitor's Department

Vic Bd / Comm'rs: Victualling Board / Commissioners

W&C: War and Colonies Department

WF Comm'rs: Commissioners for Woods and Forests

Winds / Lees: Windward and Leewards Islands

To facilitate discussion of recipients of Harrison's letters, as in Chapter 3, seven groups of related government bodies are identified by numbers, as follows.

1 Admiralty (Admiralty, Admiralty Court Mauritius Registrar, Admiralty High Court, Admiralty Proctor, Admiralty Receiver-General, Greenwich Hospital, Navy Commissioners, Navy Treasurer, Paymaster of Royal Marines, Receiver General of Droits, Transport Office, Victualling Commissioners).

2 War Office (Adjutant General, Army Medical Board, Barracks Commissioners, Barracks Comptroller, C in C, Chelsea Hospital, General Agent's Office, Inspector of Italian Levies, Kilmainham Hospital, Paymaster Forces, Paymaster General, Private Secretary to Commander in Chief, Secretary at War, Storekeeper General).

3 Army, Navy, Civil Personnel. Letters addressed to individuals concerning their own interests rather than as representatives / officers of organisations.

4 Auditors (Audit Commissioners, Auditor Civil List, Auditor General Lisbon, Commissioners of Colonial Accounts, Comptrollers of Army Accounts, Commissioners of West Indies Accounts).

5 Colonial Governors, Officers Commanding etc Overseas.

6 Tax departments Customs, Customs Deputy Register, Seizures (Dublin), Customs Inspector-Gen Imports & Exports, Customs Ireland, Customs Ireland/Scotland, Customs Scotland, Customs & Excise, Customs and Excise Scotland, Excise, Excise Ireland, Land Tax Office, Property Tax commissioners, Scottish Tax commissioners, Stamps commissioners, Stamps commissioners (Ireland), Tax office (inspector fines & forfeits), Tax office, Tax commissioners.

7 Legal advisers Treasury Solicitor, King's Proctor, Parliamentary Counsel.

Column G: Surnames of addressees

Where letters are addressed to groups of addressees, such as commissioners, names are not identified.

Column H: Inside or Outside Government

For this purpose, local government bodies and office-holders such as Justices of the Peace have been allocated to the ‘government’ category. Parliamentary figures, such as the Commons Speaker, have been allocated to the ‘outside government’ category.

Column I: Ministerial or Official

Where the addressee is not in government, the cell shows NA – Not Applicable.

Column J: Security Classification

No letters sent on behalf of the Treasury board have been found which are marked with a security classification. Some letters written on Harrison’s own authority are marked ‘Secret’, ‘Confidential’, or ‘Private’.

Column K: Greeting Form

Over 400 of the letters have no greeting indicated.

Column L: Sign-Off Form

Only around 300 of the letters include a signing off formula at the end of the letters, before Harrison’s name. In the other letters, they have not been recorded by the copy clerks.

Column M: Lords Commissioners’ authority

Letters stating that they were written on the authority of the Lords Commissioners of the Treasury are marked ‘Yes’ and those not marked ‘No’.

Column N: Subject Matter

Each letter is allocated to a category (or in some cases more than one category) of subject matter. The definition of the categories and the allocation of letters to the categories are the result of judgements made in the research.

The 'Spending' category has two sub-categories. Those letters concerning salaries are classified as 'Spending-P1' and those concerning pensions are classified 'Spending-P2'. Letters concerning expenditure which do not relate to salaries or pensions are marked simply 'Spending'.

Column O: Value

Each letter in the 'Spending' and 'Recovery of Public Money' categories, where a monetary value is specified or strongly inferred, is allocated to one of six ranges, as follows:

A: £0-10

B: £10-100

C: £100-1,000

D: £1,000-10,000

E: £10,000-100,000

F: £100,000 plus

Column P: Personal Content

Only six of the letters include content of a personal kind, each written on Harrison's own authority rather than on behalf of the Board. These are marked 'Yes'. The rest are marked 'No'.

Column Q: Comments

This contains the substance of the letters.

Column R:

Letters are allocated to the following categories, relating to:

- **a** specific cases
- **a+** rules applying to specific classes of cases
- **pol** general policy or measures applying to an issue.
- **per** personal
- **?** unclear