



THE UNIVERSITY OF MELBOURNE ARCHIVES

NAME OF COLLECTION	Leith & Bartlett
ACCESSION NO	1967.0012
CATEGORY	Business, Architecture
ACTIVITY	Architects, Engineers, Town planners
DATE RANGE	1905-1935
SIZE OF COLLECTION	1.2 metres [4 map drawers]
HISTORICAL NOTE	<p>G B Leith established his architectural practice at 408 Collins Street, Melbourne in 1890. The practice lapsed during World War 1 and was revived in 1918 as G B & G Burrige Leith. By 1930 the firm was known as A C Leith and had taken over Haddon & Henderson, a practice that had existed since the late 1800s. The present firm was formed in 1936 when A C Leith joined in partnership with Harold E Bartlett, and the firm name changed to A C Leith & Bartlett, Architects and Engineers. It was incorporated under the Companies Act in 1957 as Leith & Bartlett Pty Ltd, directed by Architects, Engineers and Town Planners.</p>
DATE OF TRANSFER	June 1967
ACCESS CONDITIONS	Open
DESCRIPTION	Sketches, perspectives and plans for a range of buildings in Melbourne and regional areas, including several churches, hotels, and the Heidelberg Town Hall.
NOTE ON COLLECTIONS	See: Bartlett, Harold registration no. 1967.0018
NOTE ON LISTING	
LISTED BY	Cecily Close
DATE	18 August 1967

RECORDS RECEIVED INTO CUSTODY

NAME: Leith and Bartlett Pty. Ltd.
ADDRESS: 458 St. Kilda Road, Melbourne.
MAIN ACTIVITY: Architects, Engineers and Town Planners.
DATE OF TRANSFER: June 1967.
NATURE OF RECORDS: Plans.
QUANTITY: 6"
INCLUSIVE DATES: 1905 - 1935.

GENERAL NOTE: The following information concerning the history of the firm was supplied by Mr. A.C. Leith, of Leith and Bartlett Pty. Ltd. in a letter dated 1st August 1967.

- 1890-95 G.B. Leith, Snr. commenced practice in architecture at 408 Collins Street, Melbourne.
- 1914-18 Practice lapsed during the 1st World War.
- 1918-20 Firm revived as G.B. & G. Burridge Leith.
- 1920 G. Burridge Leith accepted position as Chief Architect of the State Savings Bank of Victoria, and the practice again lapsed.
- Jan. 1925 Practice revived by A.C. Leith, as A.C. Leith & Associates, Architects and Engineers.
- Approx. 1930 A.C. Leith & Associates took over the practice operated since pre-century days by Robert J. Haddon and William A. Henderson, who practised as Haddon & Henderson, Architects.
- 1936 A.C. Leith joined in partnership by Harold E. Bartlett, and the firm name changed to A.C. Leith & Bartlett, Architects and Engineers.
- 1945 Practice moved from 408 Collins Street to 628 Bourke Street, Melbourne.
- 1950 Practice moved from 628 Bourke Street, Melbourne to present premises 458 St. Kilda Road, Melbourne.
- 1957 Practice incorporated under the Companies Act into the present practice of Leith & Bartlett Pty. Ltd., directed by Architects, Engineers and Town Planners; Directors of which now are:-
 Arthur C. Leith, M.C.E., M.I.C.E., M.I.E.Aust., F.R.A.I.A.
 Harold E. Bartlett, F.R.I.B.A., F.R.A.I.A., Dip.Arch.Design.
 Allan R. Love, F.R.I.B.A., F.R.A.I.A., A.M.T.P.I., Dip.Arch.Design.
 Leslie V. Mitchell, F.R.A.I.A.

The firm commenced practice in Canberra in 1957, and the present Canberra address is 7 Lonsdale Street, Braddon.

1. Malvern Presbyterian Church, Wattletree Road.

1/1 Construction 1905-6.

- 1/1/1 Ground and roof plans. No. 1.
- 1/1/2 Elevations. No. 2.
- 1/1/3 Sections. No. 3.
- 1/1/4 Details of parts. No. 4. (2).
- 1/1/5 Seating details. No. 6.
- 1/1/6 Pulpit. No. 1.
- 1/1/7 Communion Table. No. 2.
- 1/1/8 Windows in nave. No. 10 - No. 6.
- 1/1/9 Jamb of above. No. 11.
- 1/1/10 Detail of jamb of above. No. 12 (8).
- 1/1/11 Detail of Transept windows. No. 15.
- 1/1/12 Detail of Head of transept windows. No. 18
- 1/1/13 Detail of South Window. No. 19.
- 1/1/14 Tracery of No. 6 Small windows. No. 21.
- 1/1/15 Detail of Doors. No. 22.
- 1/1/16 Jamb and frame of external door. No. 23.
- 1/1/17 Detail of Apex Ornament on South Gable.
- 1/1/18 Full size details of Apex Ornament on South Gable. No. 25A.
- 1/1/19 Detail South window to Nave. No. 27.
- 1/1/20 Detail of finial. No. 29.
- 1/1/21 Detail of finial and Apex Ornament, Full size. No. 30.
- 1/1/22 Unnumbered floor plan.
- 1/1/23 Unlabelled Sections.
- 1/1/24 Unlabelled floor plan.
- 1/1/25 Electric light installation.

1/2 Additions and Alterations to Malvern Presbyterian Church and Kindergarten School. 1920

- 1/2/1 Plotting of old work. March 1920.
- 1/2/2 Work on Pine Grove Site No.2.
- 1/2/3 Plotting of Caretaker's Quarters. April 1920. Tracings attached.
- 1/2/4 Design for Presbyterian School Hall. April 1920.
- 1/2/5 Design for Extension of Malvern Presbyterian Kindergarten School. May 1920.

- 1/2/6 Proposed alterations and additions to Kindergarten School and Church House with tracing of the above. May 1920.
 - 1/2/7 Proposed alterations and additions to Kindergarten School. September 1920. Sheet 2. Tracing of the above.
 - 1/2/8 Specification of alterations and additions to Kindergarten School. October 1920.
 - 1/2/9 Proposed alterations and additions to Kindergarten School.
 - 1/2/10 Malvern Presbyterian Church Site.
 - 1/2/11 Plotting of Old work, Kindergarten School Sheet 1.
 - 1/2/12 Young Women's Class Room.
 - 1/2/13 Plotting of Villa on West Side of Church, Wattletree Road. October 1923.
 - 1/2/14 Plan of Paths, 1928.
2. New Residence, Sydney Road, Brunswick for A.W. Hyde. Sheet 1. September 1906.
3. United Assurance Co. Ltd., Queen Street, Melbourne. Proposed new offices. Sketch plan attached: letter to T. Lockwood, Manager of United Assurance Co., submitting scheme for new building. 9 January 1907. 4 TS.
4. Warracknabeal. New Methodist Church and School.
- 4/1 Sheet 1. 30 October 1907.
 - 4/2 Sheet 2. 31 July 1908.
 - 4/3 Drawing of completed building. June 1909.
5. Shepparton. New Methodist Church. 1908.
- 5/1 No. 1.
 - 5/2 No. 2.
6. Methodist Book Depot, Little Collins Street, Melbourne. April 1912. Alterations.
- 6/1 Existing Buildings and alterations.
 - 6/2 No. 2.
 - 6/3 Elevations No. 3.
 - 6/4 Amended.
 - 6/5 Fan House.
 - 6/6 Ram Lift.
 - 6/7 Lifting Gear for Grille.
 - 6/8 Framing for Grille.
 - 6/9 Foundation Details (2) No. 5.
 - 6/10 Floor Reinforcing.
 - 6/11 Detail of floor reinforcing.

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- 6/12 Strong Room to Jewellers' Shop.
 - 6/13 Alteration to windows.
 - 6/14 Details of Shop Fittings.
 - 6/15 Connection details.
 - 6/16 Schedule of Column Loads (2).
 - 6/17 Marking Plan.
 - 5/18 Details of Footings.
 - 6/19 Proposed Verandah.
 - 6/20 Steel Frame Building.
 - 7. Proposed New Picture Theatre, Errol Street, North Melbourne.
April - July 1913.
 - 7/1 Specification.
 - 7/2 Ground , Balcony and Roof Plan. No. 3.
 - 7/3 Elevations. No. 4.
 - 8. New Villa Residence, Burke Road, Malvern, for A. Levey.
September 1913.
 - 9. Two two-storey semi-detached brick residence, Ormond Esplanade, St. Kilda,
for Miss H. Boldt. February - March 1914.
 - 9/1 No. 1.
 - 9/2 No. 2.
 - 9/3 Specifications.
 - 10. Proposed New Residence, Edward Street, East Kew, for Mrs. J.E. Gilbert.
March 1914.
 - 10/1 No. 1.
 - 10/2 Specification.
 - 11. Port Phillip Stevedores Association, Williamstown Branch. Proposed New
hall and offices. October 1914.
 - 11/1 Nol.
 - 11/2 No. 2.
 - 11/3 Specification.
 - 12. New Residence, East Kew, for W.J. Masters. July 1913.
 - 12/1 No. 1.
 - 12/2 Detail of wardrobes.
 - 12/3 Detail of Linen Press.
 - 12/4 Pantry and servery.

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13. Wharf Labourers' Union Building. 1915.
- 13/1 Wharf Labourers' Building.
 - 13/2 Ditto, with detail of brickwork.
 - 13/3 Alterations to 480 Flinders Street. Sketch study of front.
 - 13/4 No. 3. Scheme.
 - 13/5 No. 1.
 - 13/6 No. 2.
 - 13/7 No. 3.
 - 13/8 No. 4. (2)
 - 13/9 No. 5.
 - 13/10 Details of Wrot Iron Grille No. 7.
 - 13/11 Detail of Copper letters at entry. No. 8. (2).
 - 13/12 Agreement to make lamps for new Union building (with S. Regvitch) 29 October 1915. Drawing attached. No. 10.
 - 13/13 M.M.B.W. Plan No. 12.
 - 13/14 Unlabelled Facade.
 - 13/15 Specification, Copy 2.
14. Royal Hotel, Daylesford, Vincent and Albert Streets, Daylesford. Rebuilding, November 1915.
- 14/1 Plotting of Existing Work.
 - 14/2 Sheet 2.
15. Victorian Hydro Electric Co. April 1917.
- 15/1 Plan and Section of Excavation at Pretty Valley Site.
 - 15/2 Profile of proposed site for Dam, Pretty Valley.
 - 15/3 Section of Dam Site at Rocky Valley showing Excavations and Position of Rock.
 - 15/4 Rocky Valley Reservoir and Watershed (part).
 - 15/5 As above.
 - 15/6 Unlabelled map.
16. Empire Dry Cleaners and Art Dyers Pty. Ltd., Richmond Factory. March - June 1919.
- 16/1 Levels at Hoddle Street.
 - 16/2 Part of Crown Portion 38, Jika Jika, Richmond, with land indicated.
 - 16/3 Plans of Strongroom.
 - 16/4 Sections, No. 51A.
 - 16/5 Design for New Factory and Business Premises.

17. Brick Residence, Cheltenham, for Captain R. Andrew. October 1919.
1 sheet.
18. Reinforced Concrete Arch Bridge at Church Street, Richmond, for Prahan
and Richmond Councils. 1920.
Design by "Modulus", the name assumed by Mr. A.C. Leith when he entered
the competition. The design was completed overnight, and was awarded
second place.
- 18/1 Second Selection Design. Sheet 1.
- 18/2 " " " Sheet 2.
- 18/3 " " " Sheet 3.
- 18/4 " " " Stress Sheet.
19. War Memorial Building for the Prahan Branch of the Returned Sailors and
Soldiers' Imperial League of Australia. 1920. (Haddon & Henderson).
- 19/1 Erection of Building.
- 19/1/1 Letters, chiefly between Town Clerk and Mayor, Prahan
and Haddon & Henderson, Architects, Melbourne.
July 1920 - September 1921.
Statement of cost, Mr. Machin, Builder. 1 envelope.
- 19/1/2 Request for quote from G. Marshall, Engineering and Smith,
Fitzroy. 25 June 1920. Quote for forged steel metal work
(Grille, Gates and Panels).
25 June 1920. Drawing attached.
- 19/1/3 List of Drawings, June 1920.
- 19/1/4 Specification.
- 19/1/5 Board of Health Requirements for Prahan Memorial Hall
- 19/1/6 Drawing of Completed War Memorial Building by Robert
Haddon. 1920.
- 19/1/7 Proposed Memorial Hall. Sheet 1. Ground floor plan and
elevations. 18 May 1920.
- 19/1/8 Sheet No. 1. Ground Floor Plan, Elevations & Sections (3).
June 1920.
- 19/1/9 Sheet No. 2. Ground Floor, 1st Floor etc. 18 May 1920.
- 19/1/10 Detail of Foundation Stone. Sheet 2. July 1920.
- 19/1/11 Detail of Front. Sheet 3. Undated.
- 19/1/12 Detail of Joinery. Sheet 4. Undated.
- 19/1/13 Pencil drawing - arch doors, architraves and window frames.
No. 5. Undated.
- 19/1/14 Full Size of Mold to Sunk Panel of Keyblock.
October 1920. Sheet No. 6.
- 19/1/15 Details of Stairs. October 1920. Sheet 7 & 8.
- 19/1/16 Honour Board. Sheet 1 A.
- 19/1/17 " " Sheet 2. Lettering.

- 19/1/18 Honour Board. Sheet 2. Lettering.
- 19/1/19 " " " 3. "
- 19/1/20 " " " 4. "
- 19/1/21 " " " " 5. Detail of Base.
- 19/1/22 " " " 6. Detail of Cornice. September 1922.
- 19/1/23 " " " 7. Detail through Pilaster showing Framing.
- 19/1/24 " " " 8. Detail of Framing of Pedestal. September 1922.
- 19/1/25 " " " 9. Doors. October 1922.
- 19/1/26 " " " 11. Detail of left-hand tablet. Nov. 1922.
- 19/1/27 " " " 12. Detail of right-hand tablet.
- 19/1/28 No number. Spacing of lettering.
- 19/1/29 Memorandum 18/10/22. Asking suggestion for wording on the 2 Bronze Tablets. O. to W.H. and reply. Attached, draft of suggested wording.
- 19/1/30 7 sheets of drafts of wording.
- 19/1/31 List of drawings for Honour Board. 1 sheet.
- 19/1/32 Details of Grille. Sheet No. 14. Drawing and pencil plan.
- 19/2 Completion.
- 19/2/1 Proposed Completion. Preliminary sketch. No date.
- 19/2/2 Plan showing proposed completion scheme of hall. Sheet 1. Ground floor plan. October 1922.
- 19/2/3 Sections etc. showing proposed completion scheme. Sheet No. 3. October 1922.
- 19/2/4 Completion of Hall Ground and 1st Floor, Storage Plans. (5) Sheet 1. December 1925.
- 19/2/5 Completion Sheet 2. Elevations. December 1925. (5)
- 19/2/6 Detail of External Double Door to hall. Sheet No. 5. Also blueprint.
- 19/2/7 Detail of Roof Truss. Sheet No. 6.
- 19/2/8 Detail of Windows to Dressing Rooms. Sheet No. 7. Also blue print.
- 19/2/9 Detail of doors. Sheet 8. Also blue print.
- 19/2/10 Detail of stairs, hall to stage. Sheet 9.
- 19/2/11 Section through Sill and Jamb Sheet 12.
- 19/2/12 Detail of Wood Mold to Base. Sheet 14.
- 19/2/13 Detail of Finish round External Hall doors. Sheet 15.

20. Rushworth Memorial Kiosk. Sheet No. 1. 1921.
21. Proposed Bungalow Residence Aspendale for John Bartholomew Esq.
March 1921. Sheet 1.
22. Proposed new factory for Australian Motor Bodies Pty. Ltd. June 1923.
22/1 Sketch No. 1. *North Melbourne*
22/2 Sketch No. 2.
23. New Prince of Wales Hotel, Mount Alexander Road, Ascot Vale for
G. Sommerville. 1923, 1924.
- 23/1 Plotting of Existing work. Sheet No. 1.
- 23/2 Sheet No. 2. (2). Ground and 1st floor plans.
- 23/3 Sheet No. 3. Sections and Elevations (2). Unfinished drawing.
- 23/4 Sheet No. 4. Electric light plans. similar in most respects.
- 23/5 Sheet No. 5. Block Plan.
- 23/6 Sheet No. 6. Joinery.
- 23/7 Sheet No. 7. Detail of Door and Windows to Parlor.
- 23/8 Detail of Front. Number torn off.
- 23/9 Bar Fittings. No number.
- 23/10 Sheet No. 15. Detail showing position of Beam etc.
- 23/11 Sheet No. 20. Detail of servery.
- 23/12 Detail of Trap to Cellar. Sheet 21.
- 23/13 Detail of Window Enclosure, Bottle Department window. Sheet 22.
- 23/14 Detail of proposed additional servery from Bar. Sheet 25.
- 23/15 East and West elevations.
- 23/16 Ground and 1st floor.
- 23/17 Elevation and plan of Shop fronts.
- 23/18 Alterations and Additions to Prince of Wales Hotel Scheme.
1 August 1923. Sheet 1.
- 23/19 Ditto. Sheet 2. August 1923.
24. New Coburg Hotel, Corner Sydney and O'Hea's Roads, for Mrs. E.M. Dennis.
1925.
- 24/1 Sketch Plans. Sheet 1.
- 24/2 Sketch Plans. No number.
- 24/3 Sheet 1.
- 24/4 Sheet 2.
- 24/5 Sheet 3.

- 24/6 Working Drawings No. 1. (2).
24/7 " " No. 2. (2).
24/8 " " No. 3. (2).
24/9 Detail Sheet No. 2. (2).
24/10 " " No. 3. -
24/11 " " No. 4. (2).
24/12 " " No. 5. (2).
24/13 Bar Fittings - Detail.
24/14 Details of Sink and Drainer.
24/15 Lay-out Plan of Electric Light and Power Points.
24/16 Existing Block Plan.
25. "Hollydene" - Alterations to Flats cnr. Dickens & Tennyson Streets,
St. Kilda, for Mrs. G.M. Knight. 1925.
- 25/1 Plotting of Existing work - block plan only.
25/2 Sheet No. 1.
25/3 Sheet No. 2.
25/4 Sheet No. 13.
25/5 Sheet No. 14.
25/6 "Completion of flats" 19 Dickens Street.
25/7 "Completion of 2 extra Flats". Electric Light Plan (2).
25/8 "Repairs to main front and stair, Flat 3".
25/9 Detail of outside brick and slate stairs.
25/10 Copy of plan to Mr. Knight. No. 2.
26. St. Stephen's Presbyterian Church, Balaclava Road, Caulfield. 1925-6/
- 26/1 Block Plan of Old and Proposed work.
26/2 Sheet 1. (2).
26/3 Sheet 2. (2).
26/4 Sheet 3.
26/5 Transept windows, Sheet 4. (2).
26/6 Sheet 7.
26/7 Sheet 10.
26/8 Sheet 11.
26/9 Sheet 13.
26/10 Sheet 14.

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- 26/11 Sheet 22.
 - 26/12 Sheet 23.
 - 26/13 Sheet 46.
 - 26/14 Sheet 47.
 - 26/15 Sheet 49.
 - 26/16 Sheet 50.
 - 26/17 Sheet 51.
 - 26/18 Sheet 52.
 - 26/19 Pulpit.
 - 26/20 Communion Table.
 - 26/21 Detail of Wrought Iron Hinges.
 - 26/22 Sketch Plan 4.
27. Hotel Pacific, Lorne. Additions and Alterations for F. Beaurepaire. June, 1926.
- 27/1 Plotting of Existing Premises and Additions.
 - 27/2 Lighting Scheme. Ground Floor Plan.
 - 27/3 Sections and Elevations.
 - 27/4 Elevations (3).
 - 27/5 Elevations of Fittings.
 - 27/6 Detail of Plaster Lettering.
 - 27/7 Suggested Ceiling.
 - 27/8 Unlabelled drawing.
28. Residence Burwood Avenue, Ringwood, for Mr. F.J. Garrard. 1926.
29. National Gallery of Victoria. 1926-7.
- 29/1 Print Room to be made of fireproof with 4" concrete ceiling.
 - 29/2 Starting Point of Caretaker's Stair, Public Library.
 - 29/3 Tests of floor.
 - 29/4 Structural Details, National Gallery.
 - 29/5 Set out of Beams to ceiling over connecting stairs.
 - 29/6 Mould for Slump Test, A.S.T.M. Tent. Standard. 1923.
 - 29/7 Plan of Floor over Connecting Stairs.
 - 29/8 Plan of A.A. and B.B.
 - 29/9 Deflection Curve.
 - 29/10 Public Library Staircase.

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- 29/11 Plan of MacArthur Gallery.
 - 29/12 Sections & Plans. Sheet numbered 15.
 - 29/13 Structural Details. Plan of Berry Hall Gallery.
 - 29/14 Rotunda truss.
 - 29/15 Structural Details. No. 10.
 - 29/16 " " No. 11.
 - 29/17 " " No. 12.
 - 29/18 " " No. 15.
 - 29/19 Structural details - McArthur Gallery.
 - 29/20 Felton Gallery Truss.
 - 29/21 Main Cross section and Basement Level.
 - 29/22 Stawell Gallery Level.
 - 29/23 Longitudinal Section.
 - 29/24 Top Gallery Level.
30. Fourth Victorian Building Society, Melbourne, 1926-7
- 30/1 Existing Work Sheet 1.
 - 30/2 " " Sheet 3.
 - 30/3 " " Sheet 4.
 - 30/4 " " Sheet 5.
 - 30/5 Sheet 4.
 - 30/6 Sheet 6.
 - 30/7 Sheet 8.
 - 30/8 Sheet 9.
 - 30/9 Sheet 11.
 - 30/10 Sheet 12.
 - 30/11 Sheet 13.
 - 30/12 Sheet 14.
 - 30/13 Sheet 16.
 - 30/14 Sheet 17.
 - 30/15 Original No. 1, Sprinkler Installation.
 - 30/16 " No. 2, " "
 - 30/17 General Office Sheet 1.
 - 30/18 " " Sheet 2.
 - 30/19 " " Sheet 3.

- 30/20 General Office Sheet 4.
- 30/21 Hat and Coat Stand for Manager's Room.
- 30/22 Radiator Niche and Stationery Cupboard.
- 30/23 Wainscoting, Manager's Room.
- 31. Proposed two shops, Lower Heidelberg Road, Ivanhoe, for James F. Hunt.
June 1929.
 - 31/1 Two-story scheme. February 1929.
 - 31/2 Survey.
 - 31/3 First design.
 - 31/4 Pencil plan and section.
- 32. Heidelberg Town Hall. May 1935. Job No. 3513.
 - 32/1 Block Plan.
 - 32/2 Basement Floor Plan.
 - 32/3 Ground Floor Plan.
 - 32/4 First Floor Plan.
 - 32/5 Sections.
- 33. Passfield's Bread Factory, Moreland.
 - 33/1 Proposed New Factory, Office and Stabling Accommodation.
Floor Plans. No. 1.
 - 33/2 Elevations.
- 34. Proposed Additions to Preston Town Hall.
 - 34/1 Stage 2. Upper Floor Plan.
 - 34/2 Stage 2. Ground Floor Plan. No date.
- 35. Wonthaggi Borough Map.
- 36. Central Club Hotel, Little Collins Street.
Floor Plans and Elevations. No. 1. No date.

18th August, 1967.

Cecily Close,
Senior Assistant Archivist.