



Directory

of archives in New Zealand

Ngā Pae Mahara



Te Rua Mahara o te Kāwanatanga

ARCHIVES
NEW ZEALAND



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Version 2.0



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Contents

Welcome	6	44. New Zealand National Maritime Museum	26
Introduction to archives	7	45. New Zealand Province Archives	27
Introduction to the Directory of Archives in New Zealand	8	46. New Zealand Society of Genealogists	27
Northland	11	47. Onehunga Fencible and Historical Society	28
1. Family History Centres	11	48. The Religious Society of Friends in Aotearoa/New Zealand (Quakers)	28
2. Far North Regional Museum	11	49. Rosehill College Archives	28
3. Hokianga Museum and Heritage Centre	11	50. Sisters of Mercy Archives	29
4. Kaikohe Pioneer Village and Museum	11	51. The University of Auckland - Architecture Library	29
5. Kaipara District Council	12	52. The University of Auckland - Archive of Māori and Pacific Music	29
6. The Kauri Museum	12	53. The University of Auckland Library Special Collections	30
7. Northland Regional Council	12	54. Waitakere City Council Archives	31
8. Proctor Library.	12	Waikato	32
9. Russell Museum/Te Whare Taonga o Kororareka	13	55. Environment Waikato	32
10. Silverdale and Districts Historical Society Inc.	13	56. Family History Centres	32
11. Waipu Museum	13	57. Firth Tower Museum	32
12. Whangarei District Libraries	14	58. Hamilton City Libraries	32
13. Whangarei Museum and Heritage Park	14	59. Little Sisters of the Assumption	33
14. Whangaroa Museum and Archives Society	14	60. Matamata-Piako Council	33
Auckland	15	61. Mercury Bay Historical Society Inc	33
15. Albertland and Districts Museum	15	62. Rotorua Boys High School	34
16. Archives New Zealand - Auckland Regional Office	15	63. Rotorua District Council	34
17. Auckland Art Gallery Toi o Tamaki	16	64. Te Amorangi Trust Museum Inc.	35
18. Auckland Catholic Diocesan Archive	16	65. Te Awamutu Museum	35
19. Auckland City Archives	16	66. Te Rūnanga o Ngati Pikiao Trust	35
20. Auckland City Libraries	17	67. Turangi Public Library Local Studies Collection	36
21. Auckland Girls Grammar School	18	68. University of Waikato Library: New Zealand Collection	36
22. Auckland Grammar School	18	69. Waiariki Institute of Technology	36
23. Auckland University of Technology Library Archives	18	70. Waikato Historical Society	37
24. Auckland War Memorial Museum Library	19	71. Waitomo Caves Discovery Centre	37
25. Baradene College Archives	19	Bay of Plenty	38
26. Births, Deaths and Marriages - Whānautanga, Matenga, Mārenatanga	20	72. Family History Centres	38
27. Elam Archives	20	73. H D London Library	38
28. Ernest Clark Memorial Museum Papakura Museum	21	74. Katikati Library Archives	38
29. Family History Centres	21	75. Kawerau District Council	38
30. Fletcher Challenge Archives	21	76. Ngati Awa Research and Archives Trust	39
31. Friends of East Coast Bays Library Archives	22	77. Tauranga City Libraries New Zealand Room	39
32. Helensville and District Historical Society Collection	22	78. Tauranga Historical Society	39
33. Howick Historical Village	22	79. Western Bay of Plenty District Council	40
34. J.T. Diamond Reading Room - J.T. Diamond Pānui Pukapuka	23	Gisborne	41
35. John Kinder Theological Library	23	80. Family History Centre	41
36. King's College Archives	23	81. Gisborne District Council Archives	41
37. Manukau City Council	24	82. Tairāwhiti Museum Research Centre	41
38. Manukau Libraries Central Research Library	24	Hawke's Bay	42
39. Massive Company	24	83. Anglican Diocese of Waiapu	42
40. Methodist Church of New Zealand Archives - Auckland Office	25	84. Central Hawke's Bay District Council	42
41. Museum of Transport and Technology	25	85. Central Hawke's Bay Settlers Museum Inc.	42
42. New Zealand Archives of the Society of the Sacred Heart	26	86. Family History Centres	42
43. New Zealand Baptist Archive	26	87. Hastings District Council Archives	42
		88. Hastings Library	43
		89. Hawke's Bay Museum & Art Gallery	43
		90. Hawke's Bay Regional Council	43
		91A. Hereworth School	44



91B Iona College	44	143. Pataka	62
92. Napier City Council Corporate Archives	44	144. Porirua City Council	62
Taranaki to Horowhenua	45	145. Radio Heritage Foundation	62
93. Family History Centres	45	146. Raumati South School	62
94. Govett Brewster Art Gallery	45	147. St. Mark's Church School Archives	63
95. Puke Ariki	45	148. St Patricks College Archives	63
96. South Taranaki District Council	45	149. The Salvation Army Territorial Archives and Museum	63
97. South Taranaki District Museum	46	150. Scots College	63
98. Army Museum Waiouru	46	151. Sheet Music Archive of New Zealand	64
99. Dairy Records Archive	46	152. Sisters of Compassion Archives	64
100. Family History Centres	47	153. Sisters of St Joseph of Nazareth	65
101. Foxton Historical Society	47	154. Society of Mary - Marist Archives	65
102. Horizons Regional Council	47	155. Te Papa Tongarewa	66
103. Horowhenua District Council	47	156. Te Rūnanga O Raukawa Archives	67
104. Ian Matheson City Archives	48	157. Upper Hutt Public Library	67
105. Marton Historical Society Archives	48	158. Victoria University of Wellington Library	67
106. Massey University Archives	48	159. Vintage Car Club of New Zealand	68
107. Rangitikei District Council	49	160. Wairarapa Archive	68
108. Taihape Museum	49	161. Wellesley College Archives	69
109. Tararua District Council	49	162. Wellington City Archives	69
110. Te Manawa	50	163. Wellington College	69
111. Wanganui Collegiate School	50	164. Wellington Southern Bays Historical Society	70
112. Wanganui District Council Archives	50	165. Westpac New Zealand Archive	70
113. Wanganui District Library- Alexander Heritage and Research Library	51	Nelson/Marlborough/Tasman	71
114. Whanganui Regional Museum	51	166. Anglican Centre (Diocese of Nelson)	71
Wellington and Wairarapa	53	167. Archival Photographic Information Service	71
115. Alexander Turnbull Library	53	168. Cawthron	71
116. ANZ National Bank Financial Group	53	169. Family History Centres	72
117. Archives New Zealand - National Office	53	170. Golden Bay Museum	72
118. Bank of New Zealand Archives	54	171. Marlborough Museum and Archives	72
119. Births, Deaths & Marriages - Whānautanga, Matenga, Mārenatanga	54	172. Nelson College	73
120. Catholic Archdiocese Archives	54	173. The Nelson Provincial Museum	73
121. Chilton Saint James School Archives	55	West Coast	75
122. Congregation of Our Lady of the Missions	55	174. Family History Centre	75
123. Family History Centres	55	175. Grey District Library Archives	75
124. Hutt City Council Archives	55	176. West Coast Historical Museum	75
125. Hutt City Libraries Research Centre	56	Canterbury	76
126. Johnson, Christine	56	177. Antarctica New Zealand	76
127. Museum of Wellington City & Sea	57	178. Archives New Zealand - Christchurch Regional Office	76
128. NBNZ Bank Archive	57	179. Ashburton Museum	76
129. New Zealand Council of Trade Unions	57	180. Canterbury Museum	77
130. New Zealand Cricket Museum	58	181. Christchurch Art Gallery	77
131. New Zealand Education Institute	58	182. Christchurch City Libraries	78
132. New Zealand Film Archive	58	183. Cotter Medical History Trust	78
133. New Zealand Founders Society Inc.	59	184. Family History Centres	78
134. New Zealand Geographic Board	59	185. Lincoln University Library	79
135. New Zealand Historic Places	59	186. Mackenzie District Local History Archives	79
136. New Zealand Jewish Archives	60	187. Macmillan Brown Library	79
137. New Zealand Police Museum	60	188. Methodist Church Archives of New Zealand	80
138. New Zealand Post Primary Teachers' Association	60	189. Otautau Museum Archives	81
139. New Zealand Railway and Locomotive Society Inc.	61	190. Rangiora Museum	81
140. New Zealand Television Archive	61	191. Royal New Zealand Air Force Museum	81
141. New Zealand Theatre Archives	61	192. Ngāi Tahu Archives	82
142. Olympic Museum	61	193. South Canterbury Museum	82
		194. St. Andrew's College	83

195. Sumner Museum	83
196. Te Waipounamu District Māori Council	83
197. Waimate District and Historical Society Archives	83
Otago	85
198. Archives New Zealand - Dunedin Regional Office	85
199. Presbyterian Church Archives	85
200. Clyde Historical Museums Inc.	85
201. Dunedin City Council Archives	86
202. Dunedin Public Libraries	86
203. Family History Centre	87
204. Hocken Collections - University of Otago Uare Taoka o Hākena	87
205. Maniototo Early Settlers Museum	87
206. North Otago Museum	88
207. Otago Boys' High School	88
208. Otago Settlers Museum	89
209. Regent Theatre	89
210. South Otago Museum	89
Southland	91
211. Family History Centre	91
212. Invercargill City Libraries	91
213. Southland District Council Archives	91
214. Waikawa Museum	91



Welcome

Welcome to this, the first update of the Directory of New Zealand Archives prepared by Archives New Zealand.

This directory builds on the excellent work of the late Frank Rogers and his wife Rosemary Collier who prepared its predecessors. Like those earlier publications, this version provides extensive listings of the types of holdings at repositories throughout New Zealand.

For Archives New Zealand, this directory is a fitting complement to our administration of the National Register of Archives and Manuscripts (NRAM), which we have had responsibility for since 2004. It is also an excellent example of what can be achieved through a partnership between a government department like Archives New Zealand, and a community-based initiative such as Mr Rogers'.

As New Zealand's national archives authority, we are responsible for leading and supporting archiving activity in all sectors of New Zealand. This means we are committed to fostering archives in the community, and to taking a leading role in supporting archiving activity outside the government sector.

For Archives New Zealand, this directory is a very significant step towards a closer working relationship with the archiving community. I hope it provides useful information to researchers and enables more people to access the richness of New Zealand's cultural heritage which is kept safe in the country's archives.

D. M. Macaskill

Dianne Macaskill
Chief Archivist and Chief Executive
Archives New Zealand
Te Rua Mahara o Te Kāwanatanga

Acknowledgements



Frank Rogers
1914-2006

Archives New Zealand would like to thank everyone who has been involved with the development of this directory.

In particular, we are very grateful to Frank Rogers who compiled the original Archives New Zealand directories and had nothing but encouragement for the new project.

The first publication was developed in 1985 by a Directory Committee, and we would also like to acknowledge their work. Frank Rogers and Rosemary Collier were very helpful in editing the questionnaire before it was sent out to the repositories, and Rosemary suggested a number of repositories to approach.

Many thanks also to Eva Riddell, Tracey Manihera, Herehere Titoko and Ria Biddle whose hard work and dedication to this project have made the latest edition of the directory a reality.

Finally, we are indebted to all the repositories that made an effort to send us the details of their institution and holdings.

Introduction to archives

We use archives for many reasons: for recreation; for our work; to protect our rights; to contribute to unraveling the “puzzle” of the world over space and time. Cunningham’s haiku below reminds us about the power of archives and the work of the archivist when he asks whether:

*Archives bolster and
Perpetuate the power
of ruling elites
Or should
Archivists help our
society to tell stories
about itself
and
Archives nurture and
sustain the soul and conscience
of human beings?*

These questions prompt us that archives are different from the self-consciously authored materials that you might find in a library, generally mass-produced and for mass consumption. Uniqueness is often considered to be a defining quality of archives but increasingly that is not the case due to electronic technology. Nor is media format. Archives can be in many formats, as you will discover from the entries in this directory. The defining quality of archives is that they are records, first and foremost, created or received by an organisation or individual in the course of that organisation’s existence or individual’s life; for example, a bus ticket, a diary, an email, a photograph, a map. Archives document, through the production of a record, what we have achieved, what we might want others to remember or know, and what we have needed to keep for reasons of accountability. Not all records are valuable. Often they are destroyed when it is legally acceptable to do so; for example, invoices and receipts. Occasionally, in the past, records may have been destroyed that we would now wish to keep. Or a record was never created at all. Your questions may not be able to be answered. What you will find in this directory, however, are descriptions of records from individuals and organisations that have been created and ‘archived’; that is, selected and preserved due to their ongoing value. Sometimes it is just luck that certain records have survived to become archives.

The term ‘archive’ is also used to refer to the place in which these records are generally physically kept. You will, however, notice a wide variety of titles submitted by the contributing repositories. Often the archives function as a library and/or museum as well as preserving records of archival value. This is common with school archives and religious archives. Some publicly funded archives, such as local authority institutions, not only keep their own records but also preserve collections from individuals and hold archives from other private organisations in the region.

Differences in repository purpose and funding can affect the services offered to you, in particular

physical and intellectual access. An archive that is primarily focused on meeting the needs of its parent organisation, such as a private company, may have limited visiting hours and restrictions on access to the lists of the archives and sometimes the archives themselves. Research may be conducted on your behalf and there could be charges. A publicly funded archive, on the other hand, will usually allow you to visit in person, to search the lists of archives yourself, to examine the material (unless it is restricted) with charges only for photocopying. Expect variation based on the type of repository. Often a letter in advance of a visit will enable you to establish whether the repository has archival material worthy of physical examination, and other conditions of use.

The need to visit highlights a major difference between an archives repository and a library. A library allows its materials to be borrowed while an archives repository will not allow you to take archives off its premises. A second key difference is that archives are unable to be browsed on open shelves, being held instead in secure storage areas. Third, finding archives requires you to understand the principle of provenance, utilised by most repositories in this directory in their catalogues. To use an analogy, records are like the DNA of a person or organisation. Hence records from one person are generally not listed with another person’s and likewise with the records of an organisation. Within the lists the arrangement will preserve the original structure or order of the person’s or organisation’s internal record systems. These lists are called descriptive inventories, and they are one of a number of finding aids made by archivists.

Sometimes the rule of provenance is broken; for example, the records of different family members may be listed together, or those of an organisation which has been merged or taken over by another organisation. Again this is an example of a variation that you may experience.

While finding and using archives is much easier now that some repositories have their lists available in electronic form allowing you to search by subject, the principle of provenance is still a very important method of locating relevant items. When you are preparing to discuss your research subject with the archivist and search finding aids, first ask yourself a simple question, “What person(s) or organisation(s) would have been involved with the subject that I am researching?” The archivist will probably ask you the same question, thereby turning a subject query into one based on assessing which archives from which person or organisation could be of the most help.

Your background research in secondary sources, that is printed materials, which may be in online form, should help you to identify key names, dates and events to enable successful use of the archivist’s knowledge, the finding aids and the archives themselves. Despite many demands on an archivist’s time they are there to make your detective work easier. To echo the sentiments of the second and third haiku we maintain and preserve archives to enable you to find a story to tell from within the archives that may become part of society’s stories.

Rachel Lilburn
Archives Council Member



Introduction to the Directory of Archives in New Zealand

The first edition of *The Directory of Archives in New Zealand* was developed over several months from late 2005 to mid 2006.

This directory is part of a tradition established by the Archives New Zealand series of directories and archival information. The first of these publications, a directory of repositories with archival holdings, was shaped by a Directory Committee, then compiled by Frank Rogers and published in 1985. Frank Rogers then updated the directory in 1992.

This directory was initially envisaged as an update of the 1992 publication, and has drawn extensively on it. The 1992 version was used as a starting point for identifying repositories, and every attempt was made to include all of those that appeared in the earlier edition. The institutions supplied fresh entries, although they were based in some cases on the descriptions that appeared in the 1992 publication.

There are also some significant changes. The 1992 version listed a number of repositories from Pacific Islands nations (including the Cook Islands, Fiji, Niue, Tokelau, Tonga and Western Samoa). We have not included such repositories here, as they are now covered far more extensively in the *Directory of libraries and archives in the Pacific Islands* (2003).

This directory cannot claim to be comprehensive. While any organisation holding non-current records can claim to be an Archive, only certain institutions can be accessed for research and only some of these have made this known to researchers and publications in the past. However, as many institutions as possible have been included, and more can be added to future editions. There are also plans to integrate the directory into the National Register of Archives and Manuscripts (NRAM). This will allow contributors to update and control their own information online.

This directory and NRAM (www.nram.org.nz) are designed to complement each other. Several of the institutions included here have more detailed listings of their holdings on NRAM: if so, this is usually mentioned in their entries.

Methodology

Sources

The main sources for repository contacts were the 1992 *Archives New Zealand directory* and NRAM. To this initial list, contacts were added from *Te Hikoī Marama* (1993), Takoa, regional and district councils, and from lists supplied by individuals.

In sourcing contacts, several groups of repositories were found to present unique challenges. These are discussed below.

Local authorities

As a general rule, local authorities generally hold their own records and those of their predecessor bodies (pre-amalgamation in 1989). Occasionally, they hold other records relevant to their area. Sometimes these are extensive, as in the case of Wellington City Archives and Wairarapa Archives.

Details were collected from as many regional, district and unitary councils as possible. However, due to their significant number, we targeted those with a record of archives management. If records from councils other than those listed in this directory are required, their contact details can be found in *New Zealand Local Government Contacts: 2008-2009 Directory*.

Approved repositories

Approved repositories are public institutions that have been given approval to hold public archives instead of Archives New Zealand. This approval is given by the Minister Responsible for Archives New Zealand, formerly under Section 19 of the Archives Act 1957 and now under Section 26 of the Public Records Act 2005.

The approved repositories are:

- Auckland War Memorial Museum Library/ Te Pataka Matapuna
- Te Awamutu Museum
- Hawke's Bay Museum
- Hocken Library /Uare Taoka o Hōkena
- New Zealand Film Archive /Nga Kaitiaki O Nga Taonga Whitiāhua
- Alexander Turnbull Library
- Canterbury Museum
- Whanganui Regional Museum
- Marlborough Provincial Museum and Archives
- Puke Ariki

The Family History Centres

Family History Centres are branch facilities of the Family History Library, which is run by the Church of the Latter Day Saints in Salt Lake City, Utah, United States of America.

Individual Family History Centres in New Zealand are listed in regions, for contact information. NB: Addresses are not postal addresses. Due to limited staff, Family History Centres are unable to respond to mail inquiries.

Everyone is welcome to come to the centres and use their resources. Staff members will not do research for you. However, they can give you an orientation about the centre, answer questions (research expertise in each centre varies), and help you use centre resources, and order microfilms and microfiche in the Family History Library.

The Family History Library Catalogue is on microfiche and lists the materials in the Family History Library.

Many centres have a computer with Family Search(tm), a collection of computer files and programs to help individuals search for information about their ancestors.

Family Search includes:

- Family History Library Catalogue
- International Genealogical Index
- Ancestral File
- Social Security Death Index
- Scottish Church Records
- United States Military Index

Most Family History Centres have a Personal Ancestral File available for patron use on a centre computer. This computer program allows patrons to organise their family history information.

Centres may have additional resource files on compact disc, as well as some microfilm and microfiche from the Family History Library. Patrons can arrange to have copies of most Family History Library microfilms and microfiche loaned to the centre for a small fee.

Most centres also have a small collection of published reference sources that include research helps, genealogies, histories, gazetteers, atlases and maps.

Visit the Website: www.familysearch.org for further information.

Museums

As many museums were included as possible. Like the local authorities, however, we targeted those that had a previous record of archives management. While it is assumed that most, if not all, the museums in New Zealand with significant archives collections have been included, it is possible that some important collections have been missed. Researchers are encouraged to consult the *Museums Aotearoa Directory* for additional contacts.

Collecting information for the Directory

Information about repositories was collected using a questionnaire initially sent out in December 2005. The questionnaire was based on the information that appeared in *Archives New Zealand 4* and other directories.

The categories *Archives held* and *Format* were added with the intention that these could become searchable categories for an online version. While they should not be considered technical definitions, they proved capable of eliciting valuable information which does not necessarily appear under the heading *Description of significant collections*.

The information sought from repositories was as follows. When entries in this directory do not include information under one of more of these headings, it is because the repository did not supply any.

Each entry provides at least some of the following information:

Name of repository

Alternative name of repository:

These names are often a Māori or English alternative to the regular name. Such names are generally shown here as a sub-heading, under the main name of the repository.

Parent organisation:

These are included as a separate category if they are judged to be less well known than the repository itself. If not, they are included in the main heading and name.

Officer in charge/Contact person:

This may be a person, a position or both.

Postal address and physical address:

When these are the same, the address is listed as the postal address and 'as above' is listed as the physical address.

Tel:

Fax:

Email:

Website:

Opening Hours:

These may refer variously to the times when the repository's non-archival service is open, when the relevant person can be contacted and/or when the archives themselves can be accessed. Every attempt has been made to make this information comprehensible: however, if anything is unclear, please contact the institution for clarification.

Availability:

This category covers, for example, the extent to which the service is open to the public, whether appointments are necessary and whether permission is needed for access to records. The type of information in this section may differ between entries, as access conditions vary significantly across different repositories.

Charges:

Many repositories indicate charges for both admission and archive retrieval, if applicable. Some have also included copying charges.

Onsite parking:

If onsite parking is not available, details of the nearest parking options are provided wherever possible.

Type of institution:

Repositories were given a number of categories to choose from, including: business or industry, educational institution, genealogical society, historical society, local authority, Māori organisation, museum or art gallery, public library, mixed cultural centre, religious organisation, special/research library or institution.

Archives held:

Repositories were given a number of categories to choose from, including: voluntary group archives, education/school records, personal papers, religious archives, Māori archives, business archives, Pacific Islands archives, art or literature, government or local government records, military records.

Format:

Repositories were given a number of categories to choose from, including: manuscripts/paper records, maps or plans, photographs, audio files, drawings or paintings, films, digital records.

Inclusive dates:

The earliest and latest dates of archives holdings. Where the latest date is not shown, collections continue to the present date.

Finding aids:

This section shows the extent to which online catalogues, unpublished catalogues, indexes and lists are available. Some repositories have also named specific finding aids, such as *Voyager*, in this section. If no other information is provided, it can be assumed that the institution has a computer database onsite.

Total volume:

Archives holdings are measured in linear metres and (for non-textual material) the number of items. Some repositories have indicated the size of their holdings by other measures. For more information on measuring the quantity of archives holdings, please





contact Archives New Zealand, email: community@archives.govt.nz

Archives sought/Collecting interests:

This category indicates the material that institutions actively collect. Occasionally, institutions supplied general descriptions in this category and left the category below blank to indicate their general area of interest. In these cases, information has been included as Collecting interests.

Description of significant collections:

Repositories were encouraged to give as much or as little information as they felt appropriate. These descriptions have been edited as little as possible in an attempt to avoid distortion. As a result, descriptions vary between entries in their level of detail, and often favour the smaller institutions. Readers are reminded that these descriptions are more often a sampling only and do not list all the holdings of an institution. Further enquiry may be required.

Useful contacts

Archives & Records Association of New Zealand Inc.
PO Box 11-553, Wellington
www.aranz.org.nz

The National Preservation Office, Te Tari Tohu Taonga
National Library of New Zealand
PO Box 1467, Wellington 6001
Phone (04) 474 3000

Useful publications

Rogers, F. (ed.) 1992. *Archives New Zealand 4*. Archives Press: Plimmerton

Szekely, C. (ed.) 1993. *Te Hikoi Marama*. Bridget Williams Books Limited: Auckland

Takoa 2007: *Te aka kumara o Aotearoa / A directory of Māori organisations and resource people*. Tuhihi Communications: Auckland

Cohen, A., Henderson S. (ed.) 2003. *Directory of libraries and archives in the Pacific Islands 2nd edition*. University of Guam: Mangilao

New Zealand Local Government Contacts: 2008-2009 Directory. TPL Media: Auckland

Museums Aotearoa Directory 2007. Museums Aotearoa Inc.; Wellington

How to use the book

Entries are listed in regions, from north to south, and alphabetically within regions. Regions are based on Regional Council areas.

Researchers are reminded that this directory is only a first step to discovering archives: it does not include every institution with archives in New Zealand.

Archives New Zealand welcomes new entries, and updates or corrections for future editions. Contact this project at: directory@archives.govt.nz.

Northland

1. Family History Centres

Physical address: 6 Hongi St, Kaikohe

Tel: (09) 405 3127

Hours: Tues- Fri 9am-2pm. Tues 5:30pm-8pm by appointment only.

Physical address: Matlow Rd, Maromaku, Northland

Tel: (09) 433 4804

Hours: Wed 10:30am-3:30pm. Other days or evenings, except Monday, by appointment

Physical address: State Highway 12, Pakane, Hokianga, Northland

Hours: Tues 10am-2pm. Wed 6-8pm

Physical address: Russell Rd, Punaruku, Whangaruru, Northland

Tel: (09) 433 6851

Hours: Tues, Sat 10am-1pm

Physical address: 137 Kamo Rd, Whangarei

Tel: (09) 437 2621

Hours: Tues, Thurs 10am-2pm, 6:30pm-8:30pm. Sat 10am-12pm

Branch facilities of the Family History Library, which is run by the Church of the Latter Day Saints in Salt Lake City. The Family History Centres provide access to materials in the Library to help patrons identify their ancestors. Anyone may visit and use the Centres.

2. Far North Regional Museum

Officer in charge/Contact person: Lynda Hammond

Postal address: PO Box 94, Kaitaia 0441

Physical address: 6 South Rd, Kaitaia 0441

Tel: (09) 408 1403

Fax: (09) 408 1403

Email: curator@paradise.net.nz

Website: www.farnorthmuseum.co.nz

Hours: General enquiries - Mon-Fri 10am-4pm.

Archives open to the public Fri 10am-4pm.

Availability: Appointments preferable

Charges: \$5 research fee (own research); \$10 phone, mail, email enquiry; \$20 per hour archivist research; 20c photocopying, 50c microfilm copying

Onsite parking: Yes

Type of institution: Genealogical society, museum and/or art gallery

Archives held: Voluntary group archives, education/school records, personal papers, religious archives, Māori archives, business archives, art/literature, and local government records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, videos, digital records and newspapers

Inclusive dates: 1831-

Finding aids: Index cards, microfiche, microfilm

Collecting interests: History of the people and district of the Far North region (from Kaeo-Hokianga north).

3. Hokianga Museum and Heritage Centre

Parent organisation: Hokianga Historical Society Inc

Officer in charge/Contact person: Alexa Whaley, Curator

Postal address: Box 26, Opononi, South Hokianga 0445

Physical address: 264 SH12, Omapere, South Hokianga

Tel: (09) 405 8869, Home: (09) 405 8641

Fax: (09) 405 8643

Email: owen-whaley@paradise.net.nz

Hours: 9.30 am-4.30 pm daily, except Christmas day

Charges: Admission free but \$20 per hour for research and photocopying 20c per A4 page

Onsite parking: Yes

Type of institution: Voluntary organisation, historical society

Archives held: Voluntary group archives, personal papers, school records, Māori archives, local government records, oral history tapes and obituaries and eulogies

Format: Manuscripts, documents and paper files and records, maps, plans and architectural drawings, photographic prints, negatives, slides, fiche, audio files, moving image-films, videos, CDs, DVDs and databases

Inclusive dates: 1828-2005

Finding aids: Inventories and Indexes

Total volume: Approx 50 linear metres including various tape and video cabinets

Archives sought/Collecting interests: Hokianga material

Description of significant collections:

- Letter-books, John Webster 1860-61
- Letter-book, George Webster, 1889-1893
- Journal of William Gordon Jones of Punakitere Assisted Settlement, 1891-1921
- L.Goff Rawiri's account of his working life with the Ministry of Works *Laments of a road worker*.

4. Kaikohe Pioneer Village and Museum

Kaikohe & District Historical & Mechanical Trust

Officer in charge/Contact person: Ngaire Powdrill

Postal address: PO Box 55 Kaikohe 0405

Physical address: Recreation Rd, Kaikohe 0405

Tel: 09 4010816

Fax: 09 4010705

Email: Powdrill@clear.net.nz

Hours: 10am - 4pm Mon - Sat, Sun 1pm - 4pm

Charges: Admission: adult \$10.00, child \$2.00, under-5's free. Begonia House only in season, adult \$5.00

Onsite parking: Yes

Type of institution: Museum or art gallery, voluntary organisation, educational institution and a historical society

Archives held: Voluntary group archives e.g. clubs, societies etc



Formats or types: Manuscripts/ paper files, photographs, CDs/DVDs databases and art works

Finding aids: Inventory

Description of significant collections:

- Hone Heke taonga and weapons.
- Letter from King William 4th to Chief Titore.
- Minutes of the Runanga - Waimate North courthouse 1862,
- Huia bird numerous historic photos.

Note: We are processing all items on to a database and still finding items of historical significance which we did not know existed at the Village.

5. Kaipara District Council

Officer in charge/Contact person: Jane Rawlings

Postal address: Private Bag 1001, Dargaville

Physical address: 42 Hokianga Rd, Dargaville

Tel: (09) 439 7059

Fax: (09) 439 6756

Email: council@kaipara.govt.nz, or jane@kaipara.govt.nz

Website: www.kaipara.govt.nz

Hours: Mon-Fri 8am-4.30pm

Availability: Appointments necessary

Charges: Photocopying charges

Onsite parking: Yes

Type of institution: Local authority

Archives held: Business archives, local government records

Format: Manuscripts/paper records, maps/plans, photographs

Inclusive dates: 1910-

Finding aids: Spreadsheet index

Description of significant collections: Records held of one borough and two county councils that predate amalgamation to Kaipara.

6. The Kauri Museum

Curator: Betty Nelly,

Contact person: Louise Nowell

Postal address: Church Rd, Matakoho, Northland 0593

Physical address: As above

Tel: (09) 431 7417

Fax: (09) 431 6969

Email: nelleyb@kaurimuseum.com; lnowell@kaurimuseum.com

Website: www.kaurimuseum.com

Hours: Mon-Fri 9am-5pm

Onsite parking: Yes

Type of institution: Museum and/or art gallery

Archives held: Voluntary group archives, education/ school records, personal papers, art/literature, military records, local government records

Format: Manuscripts/paper records, maps/plans, photographs

Finding aids: Manual catalogue system

Total volume: 3 archives rooms - 110 square metres

Archives sought/Collecting interests: Aspects of the Kauri industries, local pioneers

Description of significant collections:

- Collections of 19,000 photographs
- Tudor Collins Bush photographs
- Local family histories
- Records of local clubs, organisations, schools, churches, post offices
- Kauri gum, timber
- Oral histories
- RSA/military memorabilia
- Records of Otamatea County Council, Hobson rate records
- War diaries.

7. Northland Regional Council

Contact person: Dean Alderton

Postal address: Private Bag 9021, Whangarei

Physical address: 36 Water St, Whangarei

Tel: (09) 438 4639

Fax: (09) 438 0012

Email: mailroom@nrc.govt.nz

Website: www.nrc.govt.nz

Availability: Access needs to be arranged with Records Officer. Permission is needed to access some records

Charges: Staff time is charged for all but minor searches. Photocopying costs as per Council charging policy

Onsite parking: Yes

Type of institution: Local authority

Archives held: Local government records

Format: Manuscripts/paper records

Inclusive dates: 1890-

Finding aids: Manual file lists

Total volume: Approx. 150 linear metres

Description of significant collections:

Records of Northland Regional Council and former authorities, Bay of Islands and Whangarei Harbour Boards, Northland Catchment Commission and Northland United Council.

8. Proctor Library

Parent organisation: The Society for the Preservation of the Kerikeri Stone Store Area Inc.

Postal address: Proctor Library, Kerikeri

Physical address: Cobham Road, Kerikeri

Tel: (09) 4079297

Hours: Rewa's Village and Discoverers Garden 24/7 Shop/ Info. Centre daily 10am-4pm winter, 9am-5pm summer.

Availability: Daily

Charges: Adult \$5; child \$1, groups by arrangement

Onsite parking: Limited to disabled. DOC car park available across the road

Type of institution: Outdoor museum and garden

Archives held: Voluntary group archives, clubs, societies etc

Formats or types: Manuscripts, documents and paper files and records

Inclusive dates: 1969-2008.



9. Russell Museum/Te Whare Taonga o Kororareka

Contact person: Marsha Davis, Curator and Dianne Davey

Parent organisation: Russell Centennial Trust Board

Postal address: 2 York St, Russell

Physical address: As above

Tel: (09) 403 7701

Fax: (09) 403 7701

Email: rslmuseum@xtra.co.nz

Website: www.russellmuseum.org.nz

Hours: Feb- Dec daily 10am-4pm and Jan 10am-5pm. Closed only on Christmas Day

Availability: Appointments necessary for large group bookings especially school groups.

Charges: Family Rate: Adults \$7.50 Children free; Adults \$7.50, Children \$2; School Groups: Children \$2 (includes education pack), Adults \$2 (includes education pack).

Onsite parking: Parking is available in the Department of Conservation car park next door (no charge)

Type of institution: Museum and/or art gallery

Archives held: Voluntary group archives, personal papers

Format: Manuscripts/paper records, photographs, reference library for research

Inclusive dates: 19th and 20th century - present

Finding aids: Museum database (Vernon)

Collecting interests: History of Kororareka/ Russell and surrounding area

Description of significant collections:

- Donation booklet: Christ Church, Russell 1835 Donations collected for its building
- Shipping register for American Consular Agent 1870s: recorded visits of whaling vessels.

10. Silverdale and Districts Historical Society Inc.

Formerly Wainui Historical Society

Officer in charge/Contact person: Graham H. Robinson

Postal address: PO Box 27, Orewa

Physical address: Cnr of Silverdale and Wainui Rds, Silverdale

Tel: (09) 426 8272

Fax: (09) 426 8272

Email: robinson@ww.co.nz

Website: www.silverdalemuseum.1hwy.com

Opening hours: Summer - 6 days a week (closed Tuesday) 10am-3pm. Winter - Sat/Sun 10am-3pm

Availability: Open to public, but best to arrange for archivist to be present. No materials restricted

Charges: Donation, plus charge for photocopying and for copying photographs

Onsite parking: No, but there is free parking adjacent to the property

Type of institution: Historical society, museum and/or art gallery

Archives held: Voluntary group archives, education/school records, personal papers, religious archives

Format: Manuscripts/paper records, maps/plans, photographs, audio files, films, digital records

Inclusive dates: 1850s-. Some genealogy records from 17th century

Finding aids: Index to archives (people, subjects, vessels) and inventory of archive items. Computer records in preparation

Total volume: 26 linear metres

Archives sought/Collecting interests:

- 19th century settler families
- Significant people and families since 1900
- Community organisations and services, e.g. fire brigade, sports clubs, churches, schools, shops, industry etc.

Description of significant collections:

- Information on 56 local 19th century families (incl. Certificates of Title, handwritten notes etc, some with only brief mentions)
- Community organisations: volunteer fire brigade, horticultural society, badminton clubs, Wainui Library
- Photographs (1890-) of people and places
- Maps (copies from Land and Survey) of area
- Land Information New Zealand data for Whangaparaoa Peninsula 1850-1950
- Copies of
 - Illustrated London News (19th century)
 - NZ Weekly News (incomplete)
 - Special issues of national and provincial papers
- Newspaper cuttings from local papers
- General files on
 - Businesses
 - Education
 - Māori occupation
 - Postal services
 - Religion (churches)
 - Transport.

11. Waipu Museum

Parent organisation: Waipu Centennial Trust Board

Officer in charge/Contact person: Patsy Montgomery, Manager

Postal address: 36 The Centre, Waipu 0254

Physical address: As above

Tel: (09) 432 0746

Fax: (09) 432 0746

Email: info@waipumuseum.com

Website: www.waipumuseum.com

Hours: Every day (except Christmas Day, Good Friday and Anzac Day morning) 9.30am-4.30pm

Availability: Open to the public with some restrictions. Preferable to make contact before visiting

Charges: Entry fees - adults \$8, senior citizens \$6, children \$3, families \$20 (2 adults, 2 or more children). Groups by arrangement. Archival retrieval by arrangement

Onsite parking: Yes

Type of institution: Museum and/or art gallery

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, digital records

Inclusive dates: 19th century-

Collecting interests: Birth dates and marriages relevant to the Waipu/Nova Scotian pioneers. Documents, photographs and artefacts pertaining to the Nova Scotia community

Description of significant collections: Genealogical records, documents and photographs relating to the above.

12. Whangarei District Libraries

Northland Room Collection

Parent organisation: Whangarei District Council

Officer in charge/Contact person: Arasteh Hancock

Postal address: Private Bag 9023, Whangarei

Physical address: Rust Avenue, Whangarei

Tel: (09) 430 4206

Fax: (09) 438 2780

Email: arastehh@wdc.govt.nz

Website: www.whangarei-libraries.com

Hours: Mon-Fri 9am-6pm. Sat 9am-3.30pm

Availability: Available to public, but preferable to arrange an appointment

Charges: Photocopying – first 3-4 pages free, then 20c per copy

Onsite parking: No. Street meter parking is available

Type of institution: Public library

Archives held: Voluntary group archives, education/school records, personal papers, religious archives, business archives, local government records, military records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, films, digital records

Inclusive dates: 1840s-

Finding aids: Online catalogue on website. Card index

Total volume: 3,118 linear metres

Description of significant collections:

- Florence Keene scrapbook collection with a manual card index
- Cemetery records of Hukerenui, Kamo, Kaurihohore, Kioreroa, Marua, Manu, Ngunguru, Onerahi, Parua Bay, Waipu and Whareore. Also available as an online database through website (click on Collections and Services; then Genealogy Resources; Whangarei Cemetery Database).

13. Whangarei Museum and Heritage Park

Officer in charge/Contact person:

Director: Linda Wigley or **Manager:** Claire Nodder

Postal address: PO Box 10135, Te Mai, Whangarei

Physical address: 500, SH14, Maunu, Whangarei

Tel: (09) 438 9630

Fax: (09) 430 8462

Email: admin@whangareimuseum.co.nz

Website: www.whangareimuseum.co.nz

Hours: 7 days 10am-4pm

Availability: Open to the public by arrangement. Permission required for some records.

Charges: Adult-\$10, Child-\$5

Onsite parking: Yes

Type of institution: Museum and/or art gallery

Archives held: Voluntary group archives, education/school records, personal papers, Māori archives, business archives, art/literature, local government records

Format: Manuscripts/paper records, maps/plans, photographs, drawings/paintings

Inclusive dates: 1840s-

Finding aids: Card catalogue, photograph files

Total volume: Approx 11,000 items including 7,000 photographs

Archives sought/Collecting interests: Family, business and other records pertaining to district of Whangarei and Northland

Description of significant collections:

- Photograph collection: includes early Whangarei and Northland, Margaret Matilda White portraits
- Topographical, cadastral and geology maps; New Zealand mosaic series (photographic)
- Local road, rail and bridge plans/blueprints
- Local family papers.

14. Whangaroa Museum and Archives Society

Postal address: PO Box 197, Kaeo, Northland

Physical address: Leigh St, Kaeo, Northland

Tel: (09) 405 0050

Hours: Tuesday to Friday 10.30am-3.30pm or by appointment

Availability: Open to the public

Charges: No charge, donation appreciated

Onsite parking: Yes

Type of institution: Museum, archives and historical society.

Archives held: Voluntary group archives, education/school records

Format: Manuscripts/paper records, maps/plans, photographs

Description of significant collections:

- Photograph collection of Whangaroa, places and people
- Records from the dairy factory (opened before 1930)
- School records: Kaeo and Totara North
- Family history collection records of the early families who settled in Whangaroa
- Information and artefacts relating to the destruction of the ship 'Boyd' in 1809.

Auckland

15. Albertland and Districts Museum

Officer in charge/Contact person: Lyn Johnston

Postal address: PO Box 128, Wellsford

Physical address: Memorial Park, Wellsford

Tel: 09 423 8181

Fax: 09 423 8181

Email: museum@albertland.co.nz or lynettej@extra.co.nz

Website: www.albertland.co.nz

Hours: 1 pm - 3 pm every day but Christmas Day and Good Friday

Availability: Out of hours visits can be made by arrangement

Charges: Admission: \$2 per adult, \$1 per child.

Photocopying: 20c per A4 sheet, 50c per A3 sheet. Research and photograph charges vary - refer to our website

Onsite parking: Yes

Type of institution: Museum

Archives held: Voluntary group archives, religious archives, business archives, art or literature, military records, personal papers, school records, births, deaths and marriages records, cemetery records (local) and migrant passenger ships lists 1860s

Formats or types: Bound volumes/ registers, manuscripts/ paper files, maps/ plans, photographs, audio files, films/ videos, digital records, CDs/ DVDs databases and art works

Inclusive dates: The majority of our archives date c.1860 but there are a few older personal papers. Most recent c.1990's (photographic collections)

Finding aids: Inventory, lists, indexes and website tools

Archives sought/ Collecting interests: Any items relating to the Albertland settlement and history of the surrounding district, both Māori and Pakeha

Description of significant collections:

- The Brookes' Collection. Personal letters and documents relating to the Albertlanders, including Shaw Saville correspondence. E S Brookes (jnr) manuscripts. Two watercolour paintings of the 'Matilda Wattenbach' by E S Brookes (jnr), c.1864
- The Harold Marsh Photographic Collection photographs, glass negatives and lantern slides recording the history of Albertland and related districts, 1901-1947
- The Don Worsnop Photographic Collection. c. 1950's - Rodney District
- The Cliff Grant Photographic Collection c. 1960's to 1980's – Rodney District
- Original land title information with maps – Rodney District (Grant Anderson research)
- The Henry Barton Journals of intending passengers to Albertland
- Taylor Scrapbook
- Halfpenny Scrapbooks
- Watson family collection – Personal papers and memorabilia.

16. Archives New Zealand - Auckland Regional Office

Officer in charge/Contact person: Mark Stoddart, Regional Archivist

Postal address: PO Box 201 103, Auckland Airport, Manukau 2150

Physical address: 95 Richard Pearse Drive, Mangere, Auckland

Tel: (09) 270 1100

Fax: (09) 276 4472

Email: auckland@archives.govt.nz or mark.stoddart@archives.govt.nz

Website: www.archives.govt.nz

Hours: Mon-Fri 9.30am-5pm

Availability: Open to the public. Some records are restricted and require permission to view

Charges: No charges for admission or retrieval. Charges for copying apply

Type of institution: Government department

Archives held: Government records

Format: Manuscripts/paper records, photographs, drawings, maps/plans

Finding aids: Indexes. Archway available on website

Total volume: 27,000 linear metres

Archives sought/Collecting interests:

Government records in the Auckland region

Description of significant collections:

Holds public archives created by government agencies located within the old Auckland Provincial Government boundaries – encompassing Northland, Auckland, Waikato, Coromandel, Bay of Plenty and Poverty Bay

The archives document the functions of existing and former government agencies, including the administration of education and schools, health and social welfare, justice, transport and trade, agriculture, mining, forestry, Crown and Māori land, and many other activities. The archives also portray the impact of government policies and programmes on people, places and events

The Auckland Regional office also holds the location guide to Māori schools 1879-1969. Locations cover the entire country

The Auckland Regional Office's Summary Guide to Genealogical Sources shows some sources of information about people who lived and worked in the Auckland region. Further information about genealogical sources held here and at other Archives New Zealand offices is available in our series of reference guides. Genealogical sources held by the Auckland Regional Office that have been indexed include:

- probates
- some shipping lists
- notices of intention to marry for the Gisborne area
- education records
- charitable aid
- hospital records
- land records
- divorces
- hotel licences





- old age pensions
- gold mining records
- vaccination registers
- kauri gum licences
- bankruptcy records.

17. Auckland Art Gallery Toi o Tamaki

E.H. McCormick Research Library

Officer in charge/Contact person: Caroline McBride/Catherine Hammond

Postal address: PO Box 5449, Auckland

Physical address: Level 9, Bledisloe House, 24 Wellesley St West, Auckland

Tel: (09) 307 7714

Fax: (09) 302 1096

Email: caroline.mcbride@aucklandcity.govt.nz, library@aucklandartgallery.govt.nz

Website: www.aucklandartgallery.govt.nz

Hours: Tues-Wed 10.30am-4pm or by appointment

Availability: Open to the public. Permission is needed to access some records

Charges: None

Onsite parking: No. The closest car park is Wilson Parking in Kitchener St (charged)

Type of institution: Museum and/or art gallery

Archives held: Voluntary group archives, art/literature

Format: Manuscripts/paper records, photographs, drawings/paintings, digital records, audio tapes

Inclusive dates: c. 1860 -

Finding aids: Box listings complete for about half the collection

Total volume: Approx. 40 linear metres

Archives sought/Collecting interests:

Archives pertaining to:

- Artists represented in the collection of the Auckland Art Gallery
- The life and work of key Auckland artists e.g. personal papers or art organisations they may have belonged to
- The Auckland Art Gallery

Description of significant collections:

- Archive of the Auckland Art Gallery (distributed between Auckland City Archives and the Gallery)
- Personal papers of artists and art historians:
 - May Smith
 - John Weeks
 - Charles and John Tole
 - C.F. Goldie (a small collection of items)
 - Giovanni Intra
 - Peter Tomory
- Records of the following Auckland galleries:
 - Artspace
 - Ikon (on loan)
 - Real Pictures
- Records of the following Auckland-based art organisations:
 - Feminist Art Networkers
 - New Zealand Society of Sculptors, Painters and Associates
 - Visual Artists against Nuclear Arms (VAA NA).

18. Auckland Catholic Diocesan Archive

Archive Manager: (Father) Bruce Bolland

Postal address: Private Bag 47904, Ponsonby, Auckland 1144

Physical address: 30 New St, Ponsonby, Auckland 1011

Tel: (09) 378 4380 ext 9864, (09) 360 3062

Fax: (09) 376 2829

Email: bruceb@cda.org.nz; archives@cda.org.nz; marian@cda.org.nz

Website: www.catholic.org.nz/auckland (see departments for Archives)

Hours: Tues, Wed, Thurs 10am-4pm

Availability: Open to the public, but appointments necessary. Permission is needed to access some records

Charges: Registration fee for historical research (annual) \$25. Genealogical research (per visit) \$10. Certificates \$15 in New Zealand and \$18 for those going overseas. Research by archivists \$25 per hour. Photocopying 20c/50c

Onsite parking: Yes

Type of institution: Religious organisation

Archives held: Records of Church societies and groups e.g. Hibernians, Parish records, Sacramental Registers, education/ school records, personal papers, religious archives, Māori archives, Pacific Island archives, art/literature

Format: Manuscripts/paper records, maps/plans, photographs, audio records, drawings/paintings, films, digital records

Inclusive dates: 1836-

Finding aids: Inventory files, hard copy, computer and index cards

Total volume: 481.3 linear metres

Archives sought/Collecting interests: Items relating to the Auckland Catholic Diocese

Description of significant collections:

- Official papers of the diocese 1836-
- Plans of early buildings (19th to early 20th century)
- Bishops/Priests' personal libraries includes pre 1800 books
- Photograph collection 1860s-
- Church artefacts 1848-
- Auckland Church newspapers 1918-
- Dunedin Diocese newspapers 1870-1915
- Freeman's Journal, Catholic Times (Wellington)
- New Zealand Pamphlet Collection
- Bishop Pompallier's personal items
- Library of books from deceased priests
- Collection of pre-1800 books (ca.300)
- Some mediaeval manuscripts.

19. Auckland City Archives

Te Whare Puuranga o Te Pooti

Parent organisation: Auckland City Council

Officer in charge/Contact person: Sarah Padey, City Archives Manager

Postal address: Private Bag 92516, Wellesley Street, Auckland



Physical address: 44-46 Lorne St, Auckland
Tel: (09) 307 7792
Fax: (09) 307 7775
Email: archives@aucklandcity.govt.nz
Website: <http://www.aucklandcity.govt.nz/auckland/introduction/archives/using.asp>
Hours: Mon-Fri 2-5pm
Availability: Open to the public, but some records are restricted
Charges: Admission is free. Charges apply only to photocopying, scanning etc
Onsite parking: No. Metered parking is nearby, as are the Civic car park under Aotea Square and other public car parks.

Type of institution: Local authority
Archives held: Local government records
Format: Manuscripts/paper records, maps/plans, photographs
Inclusive dates: 1852-
Finding aids: The website gives a general guide to the types of records held and the information they can provide. More extensive finding aids are available in paper format onsite.

Total volume: 136,966 items

Description of significant collections:

Records of the Auckland City Council from its formation in 1871, and records created by local authorities which have amalgamated with the City since 1882. Typical records include:

- minute books of the Council and various committees
- valuation rolls
- City Engineer's plans
- Town Clerk's files and letter books
- building permit plans, street and subdivision files
- aerial photographs
- town planning and district scheme records.

20. Auckland City Libraries

Tāmaki Pātaka Kōrero

Special Collections

Officer in charge/Contact person: Georgia Prince, Special Collections Team Leader. Kate de Courcy, Iain Sharp, Manuscript Collections Librarians

Postal address: PO Box 4138, Auckland 1015

Physical address: 42-44 Lorne St, Auckland

Tel: (09) 307 7677 (Georgia Prince). (09) 375 3385 (Kate de Courcy and Iain Sharp)

Fax: (09) 307 7741

Email: Georgia.Prince@aucklandcity.govt.nz, Kate.Decourcy@aucklandcity.govt.nz, Iain.Sharp@aucklandcity.govt.nz

Website: www.aucklandcitylibraries.com

Availability: Mon-Fri 9.30am-5pm. Sat 10am-4pm. Advance notice of visit appreciated but not obligatory. Some collections restricted, as noted on the website catalogue. Preservation photocopies of the Grey manuscript collections and other frequently used manuscripts are available in the Reading Room.

Onsite parking: No. Metered parking is nearby, as is the Civic car park under Aotea Square and other

public car parks. Cheap rates apply on Saturdays: see <http://www.aucklandcitylibraries.com/general.aspx?id=3126&ct=527>

Type of institution: Public library, special/research library or institution

Archives held: Voluntary group archives, education/school records, personal papers, religious archives, Māori archives, business archives, Pacific Islands archives, art or literature, government records, military records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, digital records

Inclusive dates: 1150-2006

Finding aids: See the NZ Manuscripts catalogue on <http://0-www.aucklandcity.govt.nz.www.elgar.govt.nz/dbtw-wpd/manuscripts/manuscripts.html> (single site that includes searchable pdf files of inventories where applicable). NRAM

Medieval manuscripts detailed in: Manion, M., V.F. Vines, C. de Hamel. 1989. Mediaeval and Renaissance manuscripts in New Zealand collections. (Melbourne: Thames and Hudson)

Other collections have in-house finding aids - contact the Manuscript Librarian

Archives sought/Collecting interests: Manuscripts and archives relating to New Zealand, particularly the Auckland and Northland region, from the early nineteenth century to the present. Current collecting concentrates on the performing arts, social action and community groups, music, literary papers, women's organisations, Māori collections, and personal papers and diaries

Description of significant collections:

Special Collections was created in 1996, combining the collections of the former New Zealand and Pacific Department, and the George Grey Rare Books Room. In addition to manuscripts it holds significant photograph, map, ephemera and printed book collections. Access to collections is available through the library website <http://www.aucklandcitylibraries.com/general.aspx?id=962&ct=18>

The manuscripts collection is founded on Sir George Grey's substantial bequest of manuscripts and printed books. It comprises mediaeval manuscripts, letters and manuscripts relating to New Zealand and international affairs, and over 147 volumes of Māori manuscripts

The collection is particularly rich in 19th century Auckland City and Province archives, including:

- Auckland Provincial Council
- George Graham
- Tamihana Te Rauparaha
- Te Rangikaheke
- J. R. Clendon
- Mair family
- Felton and Sarah Mathew
- Preece family
- Richard Taylor
- Auckland Mechanics Institute
- Methodist, and Presbyterian Church registers.

20th century manuscript collections include:

- Personal papers (e.g. John A. Lee, Sir Dove-Myer Robinson, Dr K. F. Moody, John Male, Hector Bolitho),



- Literary papers (e.g. Robin Hyde, Jane Mander, Una Platts, Frank Sargeson Trust)
- Performing arts (e.g. Mercury Theatre, Limbs Dance Company, Douglas Wright)
- Environmental groups (e.g. Greenpeace, Friends of the Earth)
- Women's groups (e.g. Broadsheet, Aorangi Club, Auckland Women's Centre)

Other significant collections are:

- Reed Dumas collection - books and manuscripts by and about Alexandre Dumas. This includes 2,000 sheets of Dumas manuscripts.
- Eastern manuscripts – 19 Eastern manuscripts from the 16th to 19th century.

21. Auckland Girls Grammar School

Officer in charge/Contact person: Isobel Gillon

Postal address: PO Box 68 053, Newton, Auckland

Physical address: Howe St, Auckland

Tel: School (09) 307 4180 Isobel Gillon (09) 412 8471

Fax: (09) 309 9182

Email: irgillon@xtra.co.nz

Website: www.aggs.school.nz

Hours: Mon 8am-4pm

Availability: Open to the public, but appointment needed

Charges: Printing, postage costs

Onsite parking: Yes, limited visitor parks

Type of institution: Educational institution

Archives held: Education/school records, personal papers

Format: Manuscripts/paper records, photographs

Inclusive dates: 1880s-

Archives sought/Collecting interests:

- Historical information on Auckland Girls Grammar School, and past pupils and staff
- Information on Auckland Girls High School and the Grammar School to 1908

Description of significant collections:

- School records
- School-related photographs
- School magazines etc.

22. Auckland Grammar School

Officer in charge/Contact person: Paul Paton, Archivist

Postal address: PO Box 99930, Newmarket, Auckland

Physical address: Mountain Rd, Epsom, Auckland

Tel: (09) 623 5400

Fax: (09) 623 5401

Email: p.paton@ags.school.nz

Website: www.ags.school.nz

Availability: Open to the public, but an appointment with the archivist is required. Permission is needed for some records

Charges: None

Onsite parking: Yes

Type of institution: Educational institution

Archives held: Education/school records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings.

Other items: caps blazers, badges, medals, cups, trophies, scientific equipment etc.

Inclusive dates: 1869-

Archives sought/Collecting interests: Any Auckland Grammar School memorabilia

Description of significant collections:

- Photos
- School lists
- School magazines
- Medals, badges and trophies
- Text and exercise books
- Old furniture, scientific equipment
- Records relating to school etc.

23. Auckland University of Technology Library Archives

Parent organisation: Auckland University of Technology

Officer in charge/Contact person: Shahzad Ghahreman

Postal address: Private Bag 92 006, Auckland

Physical address: WA Building, 55 Wellesley St, Auckland

Tel: (09) 921 9999 ext 8670

Fax: (09) 921 9977

Email: shahzad.ghahreman@aut.ac.nz

Website: http://www.aut.ac.nz/library/library_resources/archives

Hours: By appointment only

Availability: Access is available to the public only by appointment with the Liaison Librarian, Archives. Some records have restricted access

Charges: No charge for retrieval. Photocopying 10c per page

Onsite parking: Yes, but limited. There are several parking buildings in the vicinity

Type of institution: Educational institution

Archives held: Education/school records

Format: Manuscripts/paper records, maps/plans, photographs, drawings/paintings, digital records

Inclusive dates: 1895-

Finding aids: Website

Total volume: 390 linear metres

Description of significant collections:

The Archives hold and collect material that reflects the organisational function and history of the Auckland University of Technology, including:

- AUT Council material
- Alumni Association
- ASTE records
- ATISA records
- TIASA records
- Works produced by staff
- Records of faculties, divisions, departments and centres

Memorabilia (photographs, posters, brochures and promotional material) from the institutions on the site, including Seddon Memorial Technical School 1895.



24. Auckland War Memorial Museum Library

Te Pataka Matapuna

Parent organisation: Auckland War Memorial Museum

Officer in charge/Contact person: Bruce Ralston, Manager, Library and Information Services

Postal address: Private Bag 92018, Auckland

Physical address: Domain Drive, Parnell, Auckland

Tel: (09) 309 0443

Fax: (09)306 7061

Email: library@aucklandmuseum.com

Website: www.aucklandmuseum.com

Hours: Mon-Fri 1-5pm, Sat 10am- 5pm

Availability: Open to the public. Some material is restricted: it is advisable to check this in the catalogue or by contacting staff before a visit

Charges: Suggested donation to the Museum of \$5. No separate charge for access to the Library. Charges for photocopying and other reproduction

Onsite parking: Underground parking onsite and charges apply. There is 3-hour parking in the domain around the Museum

Type of institution: Museum and/or art gallery, special/research library or institution

Archives held: Voluntary group archives, education/school records, personal papers, religious archives, Māori archives, business archives, Pacific Islands archives, art or literature, government records, military records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings or paintings, films, digital records

Inclusive dates: 18th century-

Finding aids: Library catalogue is accessible on the Museum website. It includes records for most manuscript collections, and a small proportion of photographic and other formats. Manuscript records mostly accessible through NRAM. Lists and inventories are available for some collections. See also:

- Nga pou arahi : a tribal inventory of manuscripts relating to Maori treasures, language, genealogy, songs, history, customs and proverbs, compiled by Jenifer Curnow (Auckland Museum, 1995)
- Womanscripts : a guide to manuscripts in the Auckland Institute and Museum Library relating to women, compiled by Sue Loughlin & Carolyn Morris (Auckland Museum, 1995)

Total volume: 2,000 linear metres of manuscripts and archives. 1.3 million photographic images. 2,000 paintings and drawings. 8,000 maps

Archives sought/Collecting interests:

- Military: units, veterans' associations, individuals
- Natural history, especially research and observations in the Auckland region
- Applied arts
- Social history of the Auckland region and communities
- Māori (particularly language and whakapapa)
- Pacific, including communities in the Auckland region

Description of significant collections:

- New Zealand Pacific material with special emphasis on the Auckland provincial area. Diverse collection of archives and manuscripts:
- Military: material about units and individuals in 19th and 20th century operations in New Zealand and overseas, diaries and letters of servicemen and women
- Māori material includes G.S. Graham Papers (Auckland), Hammond Papers (Thames), Ngati Whatua items, W.E. Gudgeon genealogies, and H.A.H Munro Land Court transcripts
- Business archives include John Logan Campbell, Portland Cement Company, A.A. Corban and family, Waihi Mines, Colonial Ammunition Co, Farmers Trading Co, Auckland Gas Co
- Churches: official repository for the Presbyterian Church in Auckland and Northland
- Missionary and clergy papers: include B.Y. Ashwell, Thomas Chapman, Vicesimus Lush, G.A. Selwyn, Richard Taylor, William and Henry Williams
- Societies concerned with the arts: Auckland Society of Arts, Auckland Choral Society, Auckland Liedertafel/Royal Auckland choir, Auckland Photographic Society
- Film: the papers of Picturedrome, Milford; the Arnold Wharton index of films shown in Queen Street cinemas 1930-1980; the records of Kerridge Odeon
- Benevolent Societies: Fountain of Friendship Lodge, Ancient Order of Foresters, Door of Hope, Rechabite Order
- Education: NZ Educational Institute, Elam School of Art, Waihi School of Mines, and other schools and colleges
- Scientific materials, including papers of Sir Gilbert Archey, T. F. Cheeseman, Leonard Cockayne, Lucy B. Moore, A.P.W. Thomas, A.W.B. Powell, and Sir Douglas Robb
- Women's organisations: Married Women's Association; Auckland branches of the National Council of Women, Society for the Protection of Home and Family, Young Women's Christian Association, Society for Research on Women, Soroptimists
- Pacific Islands: F.J. Moss (Cook Islands), John Palmer and family (Norfolk Island), and C.E. Fox manuscripts of Pacific Island languages
- New Zealand paintings of historical/topographical significance, including works by Charles Blomfield, C.F. Goldie, Charles Heaphy, John Johnson, G.E. von Temsky, William Swainson, John Webster (Pacific), and also war paintings by A. Lloyd, John Weeks, W.A.G. Penlington and Harold Knight
- Photographs including works of Joseph Martin, A.N. Breckon, W.H. Winkelmann, John W. Beattie, John Kinder, Bruno Hamel and others; and catalogue prints by W.H. Fox Talbot.

25. Baradene College Archives

Officer in charge/Contact person: Glenys Griffiths, Archivist

Postal address: Attn. Archivist, Baradene College, Private Bag 28 906, Remuera, Auckland

Physical address: 237 Victoria Avenue, Remuera

Tel: (09) 524 6019 ext 709
Fax: (09) 522 2249
Email: ggriffiths@baradene.school.nz
Website: www.baradene.school.nz (alumni website)
Hours: By appointment

Availability: Permission needed to access some records

Charges: Photocopy charges may apply

Onsite parking: No. Visitors may park on the street outside (no charge)

Type of institution: Educational institution, religious organisation

Archives held: Education/school records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films and digital records. Other items include uniforms, vestments, medals (religious)

Inclusive dates: 1909-present

Finding aids: Archives online (DB Text works), accessible through Archivist

Total volume: 68 linear metres. Vestments - 1 rack. Uniforms - 2 racks

Archives sought/Collecting interests: Material relating to Baradene College from past pupils, staff or others directly associated with the school. We seek information about names of students 1931-52, and information from the 1960s and 1970s. We also wish to collect more information from past staff e.g. teaching methods, classroom material

Description of significant collections:

- Photographic collection. Enhanced by continuing donations (e.g. 1923 whole school photo donated in 2005)
- An almost complete set of school magazines
- Personal reminiscences, written and audio
- Collection of vestments, gifted to or made by the Sisters of the Sacred Heart for the School
- Early records kept by Sacred Heart Sisters about the school (many in French, as the order originated in France)
- Some records of other New Zealand Sacred Heart Order Schools. E.g. Erskine, Cottesmore, Timaru.

26. Births, Deaths and Marriages

Whānautanga, Matenga, Mārenatanga

Parent organisation: Identity Services, Department of Internal Affairs, Auckland Office

Postal address: PO Box 6147, Wellesley St Auckland

Physical address: Level 6, AA Building, 99 Albert St, Auckland

Free phone: 0800 22 52 52

Tel: (04) 474 8150

Fax: (09) 362 7908

Hours: Mon-Fri 8.30am-5pm, except Wed 9am-5pm Manukau Office

Postal address: PO Box 76 222, Manukau City

Physical address: Level 1, corner Amersham Way and Offerley Way, Manukau City

Free phone: 0800 22 52 52

Fax: (09) 262 2404

Hours: Mon-Fri 8.30am-5pm, except Wed 9am-5pm

Availability: Access to BDM information is only by application. Although the public does not have direct access, much of the information held is open public records

Charges: Various. For details, call the free phone number above

Type of institution: Government department

Archives held: Government records

Format: Films, digital records

Inclusive dates: Birth and Death records 1848-, marriage records 1856-

Finding aids: Applications must be lodged with Births, Deaths and Marriages

Total volume: Over 11 million records.

27. Elam Archives

Fine Arts Library, University of Auckland

Officer in charge/Contact person: Jane Dodd

Postal address: Private Bag 92019, Auckland

Physical address: 20 Whitaker Pl, Auckland Central

Tel: (09) 373 7599 ext 88078

Fax: (09) 373 7041

Email: j.dodd@auckland.ac.nz

Website: www.library.auckland.ac.nz/databases/learn-databases/public.asp/record=elam

Hours: Variable. Archivist available only on Fri 9am-5pm

Availability: Open to the public. Appointment necessary and some records are restricted

Charges: No charges, except for photocopies

Onsite parking: No. Metered parking is available in Symonds St.

Type of institution: Educational institution, special/research library or institution

Archives held: Education/school records, personal papers, art/literature

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings

Inclusive dates: 1890-

Finding aids: Database

Archives sought/Collecting interests: Material relating to Elam School of Fine Arts

Description of significant collections:

- Elam Archives - archives of Elam School of Fine Arts from 1890 to present. Material includes
 - Artworks
 - Photographs
 - Office documents
 - Minutes
 - Posters
 - Prospectuses
 - Correspondence
 - Ephemera
- Snaps Gallery Archive
 - Photographs
 - Records of the gallery.

28. Ernest Clark Memorial Museum Papakura Museum

Parent organisation: Papakura & Districts Historical Society

Officer in charge/contact person: Kay Thomas, Administrator

Postal address: PO Box 72 641, Papakura

Physical address: 28 East Street, Level 4, Accent Point Building, Papakura

Tel: (09) 978 2600

Fax: (09) 978 2607

Email: papakuramuseum@clear.net.nz

Website: www.papakuraarts.co.nz

Hours: Tues, Thurs, Sat 10am-3pm. Wed 2pm- 6pm. Also by appointment

Availability: Archives open to public. Research assistance available if required

Charges: Entry is by donation. A small fee is charged for photocopying and other forms of reproduction

Onsite parking: Yes, on the first two floors of the Accent Point Building (free)

Type of institution: Historical society, museum and/or art gallery

Archives held: Education/school records, Māori archives, religious archives, business archives, military records, photographs

Format: Manuscripts/paper records, maps/plans, photographs, audio files, films, digital records

Collecting interests: We collect small-scale farm, industrial, commercial, professional or domestic machinery, tools and equipment; domestic and household furnishings, textiles & clothing; Māori artefacts; natural history specimens; books, photographs, maps diaries, letters, commercial records, local publications and other documents/ records.

29. Family History Centres

Takapuna

Physical address: 11 Huron St

Tel: (09) 488 2050

Physical address: 9 Taharoto Rd

Tel: (09) 486 2302

Hours: Tues, Wed, Thurs 9.30am-3pm, 7-9pm. Sat 9.30am-12pm

Manukau

Physical address: 15 Robinson Rd

Tel: (09) 275 12170

Hours: Tues, Wed, Thurs 10am-2.30pm. Tues, Wed 6.30-8.30pm. Sat 10am-12pm

Manurewa

Physical address: 2 Ronwandale Avenue

Tel: (09) 433 4804

Hours: Mon-Sat 10am-12pm. Wed 2-4pm. Tues-Thurs 6.30-8.30pm

Glen Eden

Physical address: 66 Rua Rd

Tel: (09) 818 7898

Hours: Wed-Fri 9am-3pm. Tues-Thurs 7-9pm

Mt Roskill

Physical address: 147 Pah Rd

Tel: (09) 625 9669

Hours: Tues, Thurs 10am-2pm.

Howick

Physical address: 555 Pakuranga Highway

Tel: (09) 535 2118

Hours: Mon, Tues, Wed 10am-2pm. Wed, Thurs 7-9pm

Otara

Physical address: 27 Bairds Rd

Tel: (09) 276 5189

Hours: Tues, Wed, Thurs 10am-2pm, 6-9pm

Branch facilities of the Family History Library, which is run by the Church of the Latter Day Saints in Salt Lake City. The Family History Centres provide access to materials in the Library to help patrons identify their ancestors. Anyone may visit and use the Centres.

30. Fletcher Challenge Archives

The Fletcher Trust

Officer in charge/Contact person: Dorothy Neilson

Postal address: Private Bag 92114. Auckland

Physical address: WSH/L1 585 great South Road, Penrose, Auckland

Tel: (09) 525 9321

Email: Dorothy.neilson@fb.co.nz

Website: <http://www.fclarchives.co.nz/>

Hours: Mon-Thurs 9am-4pm

Availability: By appointment

Charges: Some costs may be incurred for photocopying, digitalisation, postage & courier

Onsite parking: Yes

Type of institution: Business/ industry

Archives held: Voluntary group archives, clubs, societies etc and business archives.

Formats or types: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, digital records, CDs/DVDs databases, and art works.

Inclusive dates: 1859-2008

Finding aids: Such as website tools and asking staff.

Total volume: 2000

Description of significant collections:

The Fletcher Challenge Archives collection consists of business records from the acquisition and mergers of the companies that contributed to the development of Fletcher Challenge Limited (1981-2001). The records held in the archives are of the subsidiaries and antecedents of the three founding companies: Challenge Corporation Ltd, Fletcher Holdings Ltd and the company that jointly owned Tasman Pulp & Paper Co Ltd. Over 400 companies are represented in the collection and include some of the country's most significant companies in terms of the business history of New Zealand. The sectors include pulp & paper, forestry, construction & property development, energy, including petroleum and gas, building products and manufacturing, financial institutions,





agriculture and retail, sawmills, steel mills and concrete, aggregates and civil engineering projects.

31. Friends of East Coast Bays Library Archives

Officer in charge/Contact person: Malcolm Ross

Postal address: 912 East Coast Road, Browns Bay, North Shore City

Physical address: East Coast Library, Bute Road, Browns Bay, North Shore City

Tel: (09) 479 4299 (home)

Email: eross@ihug.co.nz

Website: The library is awaiting consent to put our archival material and the photographic collection online with other North Shore City libraries

Hours: Open 7 days except for public holidays.

Availability: A public area in the library itself features changing displays from the Archives. A wealth of material is in secure storage, but is available (under supervision) on request

Charges: None

Onsite parking: No, but there is parking in the street (charged, 2 hours maximum)

Type of institution: Historical society, public library

Archives held: Voluntary group archives

Format: Manuscripts/paper records, photographs, audio files, drawings/paintings

Inclusive dates: Late 1880s-

Archives sought/Collecting interests: Any material relating to the East Coast Bay Community is sought

Description of significant collections:

The material covers aspects of the East Coast Bays area (as defined by the electoral boundary). There is a valuable photographic collection, and an oral history resource is being developed.

32. Helensville and District Historical Society Collection

Helensville and District Historical Society

Officer in charge/Contact person: Wynne HaySmith

Judy Lloyd/Lesley Holt 09 420 7881

Postal address: PO Box 133 Helensville

Physical address: 98 Mill Rd. Helensville

Tel: (09) 427 8199 Wynne Hay Smith or (09) 420 7881

Fax: (09) 420 9241

Email: helensvillemuseum@xtra.co.nz

Website: www.helensvillemuseum.org.nz

Hours: Wed, Sat, Sun 1pm - 3.30pm

Availability: By request

Charges: Admission Adults \$5.00 Seniors \$3.50. Primary schoolchildren free with adult. Photocopying A4 30c. Photos A5 \$6, A4 \$9, A3 \$16

Onsite parking: Yes

Type of institution: Museum/ art gallery, voluntary organisation, educational institution and a Historical society

Archives held: Voluntary group archives, religious archives, business archives, art/ or literature, personal

papers, school records, tertiary records, educational records, local government records, family histories, extensive photographic collection, local newspapers, historical books and oral histories

Formats or types: Bound volumes/ registers, manuscripts/ paper files, maps/ plans, photographs, audio files, films/ videos, digital records, CDs/DVDs databases and art works

Inclusive dates: 1870s- 2008

Finding aids: Descriptive guides, inventory, lists, indexes, catalogues and website tools

Total volume: Archive room 9' x 6' with 54 four drawer filing cabinets. Record room 27' x 18' and bookshelves with family histories etc. 10'x7'

Archives sought/ Collecting interests: J P Hand Diaries (1897-1926), Maps and Charts ex Waitemata County Council, Early railway plans of Mt Rex Wharf, John McLeod lease of early timber mill

Description of significant collections:

- Photographic collection of early schools in the Helensville District
- Collection of District Family Histories
- Kaipara Harbour photographic collection (including A B Wet Memorial Collection)
- Alan Jordan photo collection of Kaukapakapa.

33. Howick Historical Village

Officer in charge/Contact person: Brian Mossman, General Manager

Postal address: PO Box 38 105, Howick

Physical address: Bell Rd, Lloyd Elsmore Park, Pakuranga

Tel: (09) 576 9506

Fax: (09) 576 9708

Email: collections@fencible.org.nz

Website: www.fencible.org.nz

Hours: Variable due to major library building programme in 2008 but the village is open from 10am-4pm most days

Availability: Written or email requests preferred, appointments required

Charges: Photocopying charges

Onsite parking: Yes

Type of institution: Historical society, museum and/ or art gallery

Archives held: Education/school records, personal papers

Format: Manuscripts/paper records, photographs

Finding aids: Revamped website (May 2006)

Description of significant collections:

- Records of fencibles (soldier settlers of 1847-1852 period). A file of every fencible is in the collection
- History of Howick, Pakuranga, Bucklands Beach and East Tamaki, including photographic collection (copied by Manukau City Research Library).

34. J.T. Diamond Reading Room - J.T. Diamond Pānui Pukapuka

Waitakere Library and Information Services - Nga Kakano Matauranga o Waitakere

Officer in charge/Contact person: Robyn Mason, Local History Advisor. For reference enquiries, contact Raewyn Robertson, Reference Assistant Local History Services

Postal address: PO Box 45 012, Te Atatu Peninsula, Waitakere City

Physical address: Waitakere Central 2nd floor, 3 Ratanui St, Henderson, Waitakere City

Tel: (09) 836 8000 Extn 7505

Email: localhistory@waitakere.govt.nz

Website: www.waitakerelibs.govt.nz

Hours: Mon 9am-12pm, 2pm-5pm, Tues 10am-12pm, 2pm-5pm, Wed-Fri 9am-12pm, 2pm-5pm

Availability: Open to the public. Appointments necessary

Onsite parking: Yes

Type of institution: Public library, special/research library or institution

Archives held: Voluntary group archives, personal papers, Māori archives

Format: Manuscripts/paper records, photographs, audio files

Finding aids: J.T. Diamond Collection Register. Photograph digitisation project underway

Archives sought/Collecting interests:

Material relating to the West Auckland and Waitakere District (Muriwai to Avondale), including:

- Personal papers
- Business records
- Community archives
- Photographs

Description of significant collections:

- J.T. Diamond Collection: Books, pamphlets, personal papers and photographs on West Auckland. The collection covers Māori history, Waitakere Ranges archaeology, and the timber, brick and pottery industries
- Approx 10,000 photographic images of the Waitakere Ranges and West Auckland District, taken and collected by Jack Diamond from the 1920s-1980s.

35. John Kinder Theological Library

Formerly Kinder Library, St. John's College

Parent organisation: Anglican Church in Aotearoa New Zealand and Polynesia

Officer in charge/Contact person: Judith Bright

Postal address: Private Bag 28907 Remuera, Auckland 1541

Physical address: St John's College, 202 St John's Rd, Meadowbank, Auckland

Tel: (09) 528 3950

Fax: (09) 521 2420

Email: kinderlibrary@stjohns.auckland.ac.nz

Website: www.kinderlibrary.ac.nz

Hours: Mon-Fri 8.30am-5pm

Availability: Open to public, but access should be arranged in advance. Access to some records is restricted

Charges: No charges, except for photocopying

Onsite parking: Yes

Type of institution: Educational institution, religious organisation

Archives held: Voluntary group archives, personal papers, religious archives, Māori archives

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings

Inclusive dates: 1799-

Finding aids: Brief collection-level records on website. All holdings on database, many to item level, will soon be available on website

Total volume: 400 linear metres of archives and 3,500 photographs

Archives sought/Collecting interests:

- Anglican Church national organisation records (excludes dioceses, Hui Amorangi, parishes)
- Records of some individuals with Anglican and ecumenical links

Description of significant collections:

- Melanesian Mission Trust Board records
- St. John's College Trust Board records
- Bishop G. A. Selwyn papers
- Early New Zealand Wesleyan missionary papers
- Anglican Church in Aotearoa New Zealand and Polynesia (formerly Church of the Province of New Zealand; Church of England in New Zealand)
- Records of the founding of the Church
- Early links to the CMS
- Records of the General Synod and Archbishops.

36. King's College Archives

Officer in charge/Contact person: John Bean, Archivist

Postal address: PO Box 22-012, Otahuhu, Auckland

Physical address: Golf Avenue, Otahuhu, Auckland

Tel: (09) 276 0686

Fax: (09) 276 0670

Email: j.bean@kingscollege.school.nz

Website: www.kingscollege.school.nz

Hours: Mon-Fri during the school year

Availability: Enquiries from the general public are welcome. Appointments necessary

Charges: No charge - a donation is appreciated

Onsite parking: Yes

Type of institution: Educational institution, historical society

Archives held: Education/school records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, films

Inclusive dates: 1896-

Total volume: 20 linear metres

Archives sought/Collecting interests: Memorabilia of school days at King's College in Remuera or Middlemore



**Description of significant collections:**

- Photographs covering the College's whole history (1896-), including its early years at Remuera; the amalgamation with St John's College in 1913; the move to Middlemore in 1922
- Documents relating to school life, and records of past and present students - including news clippings and photographs.

37. Manukau City Council**Te Kaunihera o Manukau**

Officer in charge/Contact person: Courtney Harper

Postal address: Private Bag 76917, Manukau City

Physical address: 31 Wiri Station Rd, Manukau City

Tel: (09) 262 8900 ext 5855

Fax: (09) 262 5151

Email: courtney.harper@manukau.govt.nz

Website: www.manukau.govt.nz

Hours: Mon-Fri 8.30am-4.30pm

Availability: Open to the public, with access in accordance with the Local Government Official Information & Meetings Act. Most information is held offsite and is not immediately available for reference so appointments are recommended.

Onsite parking: Yes

Type of institution: Local authority

Archives held: Local government records

Format: Manuscripts/paper records, maps/plans, photographs, digital records

Inclusive dates: 1862-

Finding aids: Databases and electronic document management system

Total volume: 3,611 linear metres of paper files. 11 million images

Description of significant collections:

Manukau City Council records from the inception of the Council (1965), including records of the following bodies:

- Beachlands County Town Committee 1954-1966
- Bucklands and Eastern Beaches County Town Committee 1954-1966
- East Tamaki Road Board 1883-1921
- Howick Borough Council 1952-1989
Howick Town Board 1926-1952 [incomplete]
- Mangere Bridge County Town Committee 1954-1966
- Mangere Domain Board 1890-1966
- Mangere East County Town Committee 1955-1966
- Mangere Road Board 1890-1919
- Manukau County Council 1912-1965
- Manurewa Borough Council 1937-1965
- Manurewa Road Board 1912-1917
- Manurewa Town Board 1916-1937
- Maraetai County Town Committee 1961-1966
- Maraetai Road Board 1875-1914
- Otago County Town Committee 1964-1966
- Pakuranga County Town Committee 1956-1966
- Pakuranga Road Board 1883-1921
- Papakura Road Board 1862-1919
- Paparoa Road Board 1902-1921
- Papatoetoe Borough Council 1946-1965

Papatoetoe City Council 1965-1989

- Papatoetoe Road Board 1915-1919
- Papatoetoe Town Board 1919-1946
- Sunnyside Domain Board 1926-1936
- Turanga Roads Board 1874-1917
- Wairoa Roads Board 1862-1918
- West Tamaki Road Board 1891-1909 [Nb. never part of Manukau City area]
- Wiri Drainage Board 1927-1965.

38. Manukau Libraries Central Research Library

Parent organisation: Manukau Libraries, Manukau City Council

Officer in charge/Contact person: Jan Bishara, Manager, Research Library

Postal address: Private Bag, Manukau City

Physical address: 15A Ronwood Avenue, Manukau City

Tel: (09) 262 5101

Fax: (09) 262 5158

Email: jbishara@manukau.govt.nz

Website: www.manukau-libraries.govt.nz

Hours: Mon-Wed, Fri 9am-5pm. Thurs 9am-7pm. Sat 10am-1pm

Availability: Open to the public at all these times. Most collections are freely available without prior arrangement, although restrictions apply to some loan collections

Charges: No charges, except for photocopying

Onsite parking: Yes

Type of institution: Public library, special/research library or institution

Archives held: Voluntary group archives, education/school records, personal papers

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, digital records

Finding aids: Inventories of significant collections are available. Holdings listed on NRAM

Total volume: Approx. 40 linear metres. 20,000 photographs

Archives sought/Collecting interests: Material relating to the history and development of Manukau city and environs

Description of significant collections:

- Archives of the Manukau Harbour Protection Society (1974-1999)
- Archives of the Auckland Aero Club (1928-1989)
- South Auckland Courier photographic files (1965-1989)
- Copies of the Howick Historical Village's collection of historical photographs.

39. Massive Company

Officer in charge/Contact person: James Wilson, Producer and Sam Scott, Artistic director

Postal address: PO Box, 6071, Wellesley St., Auckland

Physical address: Level 11, The Wellesley Centre, 44-52 Wellesley Street West, Auckland CBD, Auckland

Phone: (09) 369 1864

Email: info@massivecompany.co.nz

Website: www.massivecompany.co.nz

Hours: 9-6pm Mon-Fri

Charges: No

Onsite parking: No

Type of institution: Theatre Company

Archives held: Voluntary group archives, business archives, art or literature, personal papers, photographs, videos, DVDs, press clippings, all past records of productions and workshops

Format: Bound volumes/registers, manuscripts, documents and paper files and records, photographic prints, negatives, slides, microfilm/fiche, audio files, moving image-films, videos, digital records, CDs, DVDs and databases, artworks

Inclusive dates: 1990-2008

Total volume: approx 5 metres

Description of significant collections:

- All past posters
- Photos.

40. Methodist Church of New Zealand Archives - Auckland Office

Parent organisation: Methodist Church of New Zealand

Officer in charge/Contact person: Archivist

Postal address: PO Box 62 587, Central Park, Auckland

Physical address: 409 Great South Rd, Penrose, Auckland

Tel: (09) 5254179

Email: archives.auckland@methodist.org.nz

Website: www.methodist.org.nz

Hours: Tues 10am-3pm. Closed on public holidays, Christmas-New Year and Easter Tuesday

Availability: Please telephone or email before visiting to discuss research requirements, as documents may need to be retrieved from storage

Charges: No charge for access to the archives. Charges are made for purchasing copies and for undertaking research on your behalf. (For current charges, please see www.methodist.org.nz/index.cfm/archives)

Onsite parking: Yes

Type of institution: Religious organisation

Archives held: Religious archives

Format: Manuscripts/paper records, maps/plans, photographs, audio files, films

Inclusive dates: 1817-

Finding aids: Contact Archivist for information

Total volume: 80 linear metres

Archives sought/Collecting interests: Methodist parish and church archives

Description of significant collections:

- Records of the Methodist Church of New Zealand including manuscripts and archives, publications, newspapers, architectural drawings, photographs, and oral history recordings
- Parish and church archives for Northland, Auckland, Waikato and Bay of Plenty

- Archives of the Overseas Missions Department and activities in the Pacific (particularly Solomon Islands)
 - Wesley Historical Society archives
- See also Methodist Archives in Canterbury (p.78). Other North Island archives are held in the collections of the Alexander Turnbull Library, Kinder Library, Te Awamutu Museum, Puke Ariki and individual Methodist churches.

41. Museum of Transport and Technology

Walsh Memorial Library

Officer in charge/Contact person: Megan Wishart, Library Manager

Postal address: PO Box 44 114, Pt Chevalier, Auckland

Physical address: 805 Great North Rd, Western Springs, Auckland

Tel: (09) 815 5810,

Fax: (09) 840 4242

Email: library@motat.org.nz

Website: www.motat.org.nz

Hours: Mon-Fri 10am-5pm

Availability: Open access, but it is advisable to call ahead

Charges: Free entry to the library/archive. Charges are made for photocopying and for commercial research

Onsite parking: No. Parking is available in Stadium Rd and along Great North Rd

Type of institution: Museum and/or art gallery

Archives held: Voluntary group archives, personal papers, business archives, military records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films

Inclusive dates: 1880-

Finding aids: Internal catalogue, accession register, donation files

Total volume: 144 linear metres

Archives sought/Collecting interests:

Material relating to aviation, public transport, the military (specifically Bomber Command and Fleet Air Arm), rail, road transport and heavy engineering

Description of significant collections:

- New Zealand Flying School records and photographs
- MOTAT: photographs, financial reports, correspondence, minutes
- Leo White papers
- Jean Batten: clippings, photographs
- TEAL/Air New Zealand: photographs, ephemera
- NAC: administration, correspondence, photographs
- NZ Railways: memos and staff information
- Bomber Command NZ: magazines, photographs, clippings, logbooks, papers, ephemera





42. New Zealand Archives of the Society of the Sacred Heart

Parent organisation: ANZ Provincial Archives of the Society of the Sacred Heart (Sydney)

Officer in charge/Contact person: Sister C.D. Hewlett

Postal address: 111 Shore Rd, Remuera, Auckland

Physical address: Baradene Convent, Victoria Avenue, Remuera

Tel: (09) 523 3477

Fax: (09) 520 2376

Email: aroha109@xtra.co.nz

Hours: By arrangement

Availability: Access needs to be arranged. Some records require permission to view

Charges: Koha. Charges are made for excessive photocopying

Onsite parking: No

Type of institution: Educational institution, religious organisation

Archives held: Education/school records, personal papers, religious archives

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings

Inclusive dates: 1880- (a few earlier)

Finding aids: Index in preparation

Total volume: 43.8 linear metres.

43. New Zealand Baptist Archive

Parent organisation: Baptist Union of New Zealand. Also associated with New Zealand Baptist Research & Historical Society, Baptist College

Officer in charge/Contact person: Liz Tisdall; Lesley Utting

Postal address: C/- Carey Baptist College, PO Box 12149, Auckland 1642

Physical address: Ayson Clifford Library, Carey Baptist College, 473 Great South Rd, Penrose, Auckland

Tel: (09) 526 6596

Fax: (09) 525 4096

Email: library@carey.ac.nz

Website: <http://www.carey.ac.nz/Library/>

Hours: Mon-Fri 9am-5pm

Availability: Open to public, but appointments are necessary. Access to some records requires permission

Charges: Research - \$20 per hour. Photocopies - 30c per page. CD Rom copies - \$3 per CD

Onsite parking: Yes

Type of institution: Educational institution, historical society, religious organisation

Archives held: Voluntary group archives, education/school records, personal papers, religious archives

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, digital records. Other material includes artefacts (eg, from missions) and journal holdings (eg, NZ Baptist Magazine, 1876-)

Inclusive dates: c.1870-

Finding aids: Online catalogue of holdings - <http://library.carey.ac.nz/archives/gateway/gateway.exe?application=liberty3&displayform=opac/main>. Card catalogues: churches and organisations; biographical; NZ Baptist Magazine index. Digitised copies of NZ Baptist Magazine: 1931-35; 2000; 2002-05

NZ Baptist Lives: http://www.carey.ac.nz/baptist_lives/ (A biographical index of notable New Zealand Baptists)

Total volume: Approx. 80 square metres

Archives sought/Collecting interests:

- New Zealand Baptist church or church organisation archives.
- Personal archives of individuals involved pastorally with the New Zealand Baptist denomination

Description of significant collections:

New Zealand Baptist denomination archives.

44. New Zealand National Maritime Museum

Bill Laxon Maritime Library

Officer in charge/Contact person: Marleene Boyd, Information Officer

Postal address: PO Box 3141, Shortland Street, Auckland 1140

Physical address: Cnr Quay and Hobson Streets, Viaduct Harbour, Auckland

Tel: (09) 373 0810

Fax: (09) 377 6000

Email: archives@nzmaritime.org

Website: www.nzmaritime.org, www.nzmaritimeindex.org.nz, www.nzmaritime.co.nz

Hours: Thurs 10am-4pm

Availability: Open to the public, although some records are restricted. Prior access may need to be arranged, depending on research area

Charges: Library admission \$5.00. Research fee \$40.00 per hour. Photocopying 20 cents per A4 page, 40 cents per A3 page. Copies of photographs \$15.00 b/w, \$20.00 colour

Onsite parking: No. There are several public parking buildings near the Museum (charged)

Type of institution: Museum/art gallery, special/research library or institution

Archives held: Auckland Harbour Board 1871-1985, shipping companies, maritime organisations, Northern Steamship Company 1881-1974

Format: Manuscripts/paper records, maps/plans, photographs

Finding aids: Manual aids, as well as the Museum's in-house collection database

Total volume: Several hundred metres

Archives sought /Collecting interests: New Zealand maritime history

Description of significant collections:

- Records of the Northern Steam Ship Company
 - Minutes books for the entire period of operation
 - Newspaper scrapbooks
 - Photograph albums
 - Details of the fleet

- A little personnel information and a range of other material
- Records of the Auckland Harbour Board
 - Indexed minute books of all meetings of the Board and its standing committees
 - Correspondence files by subject, some dating back to the 1920's
 - Photographic archive of the development of the ports and events on the waterfront
 - Legal documents relating mostly to property, some dating back to 1871
- Oral histories.

45. New Zealand Province Archives

Parent organisation: Sisters of St. Joseph of the Sacred Heart

Officer in charge/Contact person: Sister Peggy Thompson

Postal address: 56 Selwyn Avenue, Mission Bay, Auckland

Physical address: same as postal address

Tel: (09) 528 5204

Fax: (09) 528 5291

Email: sosjarchives@xtra.co.nz

Hours: Mon, Tues, Thu, Fri 10-30am-12.30pm, 1.30pm-4.00pm

Availability: Prior appointments necessary as restricted access to some archives

Charges: No admission charge but charges for photographs

Onsite parking: Yes

Type of institution: Religious organisation

Archives held: Religious archives, school records

Format: Manuscripts, documents and paper files and records, photographic prints, negatives and slides

Inclusive dates: 1883-

Finding aids: Inventories and lists

Archives sought/Collecting interests: Any archives relevant to the Sisters of St. Joseph of the Sacred Heart

Description of significant collections:

- Convent diaries from all of convents throughout New Zealand from the 1950s
- Collection of photographs from convents, convent schools and parishes
- Letters to the Sisters of St. Joseph of the Sacred Heart congregation in New Zealand from Blessed Mary MacKillop from 1860s
- Letters from Sisters of St. Joseph of the Sacred Heart congregation in New Zealand to Blessed Mary MacKillop from 1883-1908.

46. New Zealand Society of Genealogists

Family Research Centre

Officer in charge/Contact person: Alison Glenie, Librarian. Peter Nash, Executive Officer

Postal address: PO Box 14036, Panmure, Auckland

Physical address: 159 Queens Rd, Panmure, Auckland

Tel: (09) 570 4248

Fax: (09) 570 4238

Email: library@genealogy.org.nz

Website: www.genealogy.org.nz

Hours: Mon, Thurs, Fri, Sat 10am-4pm. Wed 10am-8pm

Availability: The library is for members, but is also open to the public. NZSG Index CD Rom is available only to members

Charges: Members entry fee \$2 per session. Non-members entry fee \$15 per session

Onsite parking: Yes. Free parking is also available in the car park off Gifford Lane, Panmure

Type of institution: Genealogical society, special/research library or institution

Archives held: Voluntary group archives, education/school records, personal papers, religious archives, Māori archives, business archives, Pacific Islands archives, government records, military records

Format: Manuscripts/paper records, maps/plans, audio files, films, digital records, microfiche

Inclusive dates: From some early British records (15th century) to modern times

Finding aids: The New Zealand Gazette (computer index plus original records). The International Genealogical Index. Probate Indexes for England and Wales

Total volume: Books 400m. Microfiche 26 filing cabinet drawers. CDs 7 drawers. Maps 10 drawers

Archives sought/Collecting interests:

Records relating to: research guides; almanacs; births, deaths and marriages including church records (baptisms etc.); bibliographies; business records; cemetery records; census records; church histories and records (church wardens' accounts etc); court records; convict records; diaries; directories; electoral rolls; printed family histories; family research directories; hospital records; Huguenot records; the international genealogical index; immigration; passenger lists; land records; letters; local history; Māori records; maps; mediaeval records; military records; fencibles/home guard/militia records; names/surnames; naturalisation records; newspapers; occupation records; organisations; pedigrees; pioneer indexes; poll; poor law including settlement records; wills/probates; publishing; religion; school admission records; websites

Description of significant collections:

- New Zealand records
 - Birth, Death and Marriage Index
 - Electoral rolls
 - Newspapers
 - Directories
 - Cemetery records
 - Shipping records
 - Church histories
 - Local histories
 - School magazines and histories
- Australian records
 - Birth, Death and Marriage Indexes
 - Convict records
 - Wills indexes
 - Pioneer records
 - Immigration records
 - Cemetery records



- British records (includes England, Scotland, Ireland, Wales, Channel Is., Isle of Mann)
 - Military records
 - Census records
 - Cemetery records
 - Church records
 - Land records
 - Local histories
 - Probates and wills
 - Maps
 - Heraldry
 - Poll books
 - Poor law
- Various items from Europe, USA, Canada, Asia
- Printed family histories
- Family history magazines and journals from all over the world.

47. Onehunga Fencible and Historical Society

Officer in charge/Contact person: Colin Freeland

Postal address: C/o Colin Freeland, 3/40 Woodward Ave, Mangere Bridge, Auckland

Physical address: Jellicoe Park, Onehunga

Tel: (09) 636 9532

Hours: First and third Sunday of each month 1:30-4pm

Availability: Open to the public by prior arrangement

Charges: Donation

Onsite parking: No, but there is parking in the road outside

Type of institution: Historical society, museum and/or art gallery

Archives held: Voluntary group archives, local history - people and places

Format: Manuscripts/paper records, photographs

Inclusive dates: 1847-

Total volume: Approx. 2 linear metres

Archives sought/Collecting interests: Onehunga history

Description of significant collections:

- Onehunga Fencible information and items
- Colonial household items
- Linen items - clothing (mostly women's).

48. The Religious Society of Friends in Aotearoa/New Zealand (Quakers)

Yearly Meeting Archives

Officer in charge/Contact person: Penelope A. Dunkley

Postal address: PO Box 6005, Rotorua 3403

Physical address: Mt Eden, Auckland

Tel: (07) 347 0954

Website: <http://quaker.org.nz/>

Hours: By appointment

Availability: Permission may be needed for some records

Charges: None for access, but costs for the archivist's travel and for copying may need to be discussed

Type of institution: Religious organisation

Archives held: Education/school records, religious archives, personal papers, business archives

Format: Manuscripts/paper records, maps/plans, photographs, audio files

Inclusive dates: Formal records from 1910, with some older personal papers

Finding aids: Listings held by archivist

Total volume: 40 metres in Auckland, 5 metres with the archivist

Archives sought/Collecting interests:

- Records of the national body of Quakers i.e. the Yearly Meeting
- Yearly Meeting Clerk Monthly letters to 9 Monthly Meetings
- Records of special purposes groups involving Quakers
- Personal papers relating to activities of Quakers e.g. conscientious objectors, peace issues
- Resource materials used in researching Quaker life and activity, and publications arising from them
- Quaker periodicals
- Texts on Friends Ambulance Units

Description of significant collections:

- Documents in advance and of Annual Meetings
- Correspondence with Government and national bodies
- New Zealand Friends newsletters
- Personal papers relating to Quakers and their activities, especially on:
 - peace issues
 - conscientious objection
 - prison reform
 - Alternatives to Violence Project
- Resource materials used to prepare the publications in the Quaker Historic Manuscript Series published by Beechtree Press
- Photographs eg, Friends School Wanganui, groups at New Zealand Yearly Meeting.

49. Rosehill College Archives

Officer in charge/Contact person: Barbara Mansell

Postal address: PO Box 72 546, Papakura

Physical address: 5 Edinburgh Ave, Papakura

Tel: (09) 295 0661

Fax: (09) 295 0699

Email: inquiries@rosehill-college.co.nz

Website: www.rosehill-college.co.nz

Hours: School hours. Archivist on site one day a week, usually Friday

Availability: Open to the public, but appointments are preferred. Permission is needed to access some records

Charges: None

Onsite parking: Yes

Type of institution: Educational institution

Archives held: Education/school records

Format: Manuscripts/paper records, maps/plans, photographs, digital records

Inclusive dates: 1970-

Total volume: 12 linear metres

Archives sought/Collecting interests: Old school uniforms – 1970s, 1980s



50. Sisters of Mercy Archives

Parent organisation: Sisters of Mercy, Aotearoa New Zealand

Officer in charge/Contact person: Marcienne D. Kirk

Postal address: PO Box 47025, Ponsonby, Auckland

Physical address: St Mary's Convent, 7 New St, Ponsonby, Auckland

Tel: (09) 378 6795

Fax: (09) 360 7860

Email: sistermarcienne@yahoo.com.au

Website: pending

Hours: Mon-Fri 9.30am-4pm

Availability: Open to public

Charges: Only for photocopying

Onsite parking: The archives are on the ground floor of a larger complex. Parking is available outside reception on upper floor.

Type of institution: Educational institution, religious organisation

Archives held: Education/school records, personal papers, religious archives, Pacific Islands archives

Format: Manuscripts/paper records, maps/plans, photographs

Inclusive dates: 1848-

Finding aids: Database, accessions register, card index, personal profiles.

Total volume: 8 sliding bays, each 1m by 2m. Photographs 6 boxes and 12 albums

Archives sought/Collecting interests:

- Personal memoirs relating to members, schools, hospitals
- School rolls relating to Sisters of Mercy Schools.

Description of significant collections:

- Small collection of diaries/memoirs/photographs
- School rolls
- Historical research files on persons, institutions
- Books belonging to pioneer members
- Unpublished essays, talks, seminars
- Congregational records compiled by Sisters of Mercy, including:
 - Foundations of schools, hospitals, missions etc.
 - Personal and confidential records
 - Published books, articles.

51. The University of Auckland - Architecture Library

Te Herenga Waihangā

Officer in charge/Contact person: Mrs Wendy Garvey

Postal address: Private bag 92019, Auckland Mail Centre, Auckland 1142

Physical address: 22 Symonds St, Auckland

Tel: (09) 373 7599 ext 88643

Fax: (09) 373 8770

Email: lbrarch@auckland.ac.nz

Website: <http://www.library.auckland.ac.nz/subjects/arc/arcsbj.htm>, www.architecture-archive.auckland.ac.nz

Hours: Semesters Mon - Thurs 8am - 9pm, Fri 8am - 5pm, Sat 10am - 5pm. Inter-semester break and summer Mon- Fri 9am -5pm

Availability: Open to the public, but appointments are preferred. Some records are restricted

Charges: None

Onsite parking: No. Parking available in Symonds St (charged)

Type of institution: Educational institution, special/research library or institution

Archives held: Voluntary group archives, personal papers

Format: Manuscripts/paper records, maps/plans, photographs, drawings/paintings

Inclusive dates: 1840s-

Finding aids: Alphabetical list of architects. Voyager
- <http://voyager.auckland.ac.nz>. Drawings search
- www.architecture-archives.auckland.ac.nz

Total volume: 45.5 linear metres

Archives sought/Collecting interests: Any materials relating to New Zealand architecture

Description of significant collections:

Records relating to New Zealand architecture including:

- NZIA awards
- Biographical information, and examples of built works and projects of New Zealand architects
- Working and presentation architectural drawings, specifications.

52. The University of Auckland - Archive of Māori and Pacific Music

Parent organisation: Faculty of Arts, University of Auckland

Officer in charge/Contact person: Richard Moyle

Postal address: Centre for Pacific Studies, University of Auckland, Private Bag 92019, Auckland

Physical address: 8th Floor, 10 Symonds St, Auckland City

Tel: (09) 373 7999

Fax: (09) 373 7441

Email: r.moyle@auckland.ac.nz <<mailto:r.moyle@auckland.ac.nz>>

Hours: Mon-Fri 9am-5pm

Availability: Open to the public, but best to book ahead (contact Christina Muaiava on 09 3737599 ext 87553). Permission may be required to access some material

Charges: No charge for providing copies of material. Users are required to supply either a blank cassette or CD, together with postage and an appropriate padded bag for return post. Normally, a limit of three items per request applies due to user demand, although this limit may be increased in exceptional cases.

Onsite parking: No. The nearest car park is beneath the John Glen School of Business, Grafton Road

Type of institution: Educational institution, audio/visual archive

Archives held: Māori archives, Pacific Islands archives

Formats: Audio files, films

Inclusive dates: 1897-

Finding aids: The holdings are on a searchable database located in the office of Christina Muaivava (see Availability for contact details). In the near future, this database will be web-searchable

Total volume: Approx. 6,500 hours of audio recordings, as well as several hundred hours of video and DVD materials

Archives sought/Collecting interests: The Archive is pleased to accept original recordings of Pacific music, and will provide depositors with a digitised copy if required. All material is deposited under a contract specifying any limits on access or types of use

Description of significant collections:

The world's largest collection of audio recordings of traditional music from the greater Pacific region. A range of accompanying documentation is available for viewing

- Māori
 - McLean Collection of 1,300 waiata (catalogue \$40)
 - Māori Purposes Fund Board Collection of waiata (catalogue \$35)
 - Radio New Zealand recordings of Māori events 1938-1950 (catalogue \$30)
 - National Museum Cylinder Collection 1919-1934 (catalogue \$35)
- Samoa - Moyle 1966-69 (60 hours)
- Tonga - Moyle 1973-5 (90 hours)
- Marquesas - Moulin (50 hours)
- Mangareva - Stillman (25 hours)
- Papua New Guinea - Chenoweth (30 hours), Moyle (120 hours)
- Vanuatu - Crowe (70 hours), Myers (32 hours)
- Fiji - Saumaiwai (100 hours).

53. The University of Auckland Library Special Collections

Kohikohinga Motuhake

Officer in charge/Contact person: Stephen Innes, Special Collections Librarian

Postal address: Private Bag 92019, Auckland

Physical address: Level G, University of Auckland Library, 5 Alfred St, Auckland

Tel: (09) 373 7599 ext 88062

Fax: (09) 373 7565

Email: s.innes@auckland.ac.nz

Website: <http://www.library.auckland.ac.nz/about/speccoll/home.htm>

Hours: Mon-Fri 8.30am-5pm

Availability: Open to the public, but prior notice preferred. Some collections restricted

Charges: Charges for copying

Onsite parking: No. Nearest car park Owen G. Glenn Building, 12 Grafton Road

Type of institution: Educational institution, special/research library or institution

Archives held: University history, trade union records, political party records, personal papers, Māori archives, Pacific Islands archives, art/literature

Format: Manuscripts/paper records, photographs, audio files, films, digital records

Inclusive dates: 18th century-

Finding aids: Inventories available in reading room and on-line.

Total volume: 1,400 linear metres

Archives sought/Collecting interests: Material which supports the teaching, learning and research goals of the University of Auckland, such as records of:

- People and organisations relating to the University
- Literary manuscripts
- Political organisations (Auckland branches)
- Māori and Pacific research
- Film, television and media research
- Immigrant communities in Auckland
- Health and medicine.

Description of significant collections:

University of Auckland:

- Rutherford, James, 1906-1963 (Professor of History). Papers 1926-1963. Lecture notes; typescripts of books and articles; research notes; transcripts of early family and personal papers
- Sinclair, Keith, 1922-1993. Research papers, including much material on the history of the University. University of Auckland History series 1899- . Reminiscences, historical notes, memorabilia, oral history interviews, photographs, and records of centenary celebrations (1983)

Political:

- Campaign for Nuclear Disarmament (NZ), Auckland Branch, 1957-1994. Minutes, correspondence, clipping files, and publications
- Fowlds, George, 1860-1934. Papers 1872-1934, largely the office records of a Cabinet minister. The correspondence covers family, business, political and social matters with a wide array of people in NZ and overseas, particularly the United Kingdom, USA and South Africa. Other records include newspaper clippings; documents relating to the parliamentary period; account books and other records of his many-sided business affairs; correspondence relating to many organisations; drafts of speeches, articles, sermons and reminiscences; books and other printed matter including photographs and cartoons
- New Zealand Labour Party, Auckland Branch and Auckland Regional Council archives, 1929-1993
- Northey, Richard John, 1944- . Papers 1960s-1990, mostly relating to Northey's activities in the Labour Government 1984-90. Includes papers of select committees, caucus committees, and correspondence with constituents. Associated material relates to non-parliamentary activities including membership of CND, CARE, the New Zealand Labour Party, the Auckland City Council, and as Auckland Regional Advisory Officer for the Department of Internal Affairs

Trade Union:

- The largest collection of trade union material in Auckland, including Auckland branch union records of carpenters, University service unions, local government employees, electrical industries, hotel workers, actors, printers, seamen, watersiders, tramway workers, and food and beverage workers

Literary:

- Aotearoa NZ Poetry Sound Archive records 2002-2004. Sound recordings of 171 New Zealand poets reading their work, together with texts of poems and bio-bibliography of poets
- Fairburn, A.R.D. (Arthur Rex Dugard), 1904-1957. Papers, 1926-ca 1957. Correspondence, scrapbooks, lecture notes, addresses, articles, photographs, programmes, typographical specimens, newspaper clippings, non-commercial phonograph recordings and audiotapes of radio talks
- Hyde, Robin, 1906-1939. Literary papers ca 1930-1937. Drafts of poems and novels
- Lowry, Bob, 1912-1963. Papers 1920-1963. The papers include personal material, business records, 'Here and Now' file, manuscripts offered to him for publication, and samples of work from most of Lowry's presses, together with autobiographical material
- Texidor, Greville, 1902-1964. Papers contain manuscripts of her published and unpublished work, drafts of an unfinished novel, her Lorca translations, and correspondence with Frank Sargeson, Maurice Duggan, her husband Werner Droyscher and others
- University of Auckland, New Zealand Electronic Poetry Centre. Sound recordings and poetry manuscripts related to the website <http://www.nzepc.auckland.ac.nz/>

Pacific:

- Cook Islands Native Land Court. Records 1888-1975 (microform)
- Moss, Frederick Joseph. Papers 1876-1904. Includes family correspondence; MSS of several incomplete books; file on the Makea Daniela trial; Cook Islands official papers; New Zealand parliamentary papers relating to the Cook Islands; notebooks; newspaper clippings; and social ephemera
- Richardson, George Spafford, Sir, 1869-1938. The papers are substantial, and include an official diary, correspondence and documents relating to Western Samoan affairs, including the Mau movement. Located in Acheson papers (below)
- Western Pacific High Commission. Records 1877-1978. Colonial archive of the Western Pacific High Commission and constituent territories of New Hebrides British Service, and British Agent and Consul, Tonga. The largest and most significant collection held

Māori:

- Acheson, Frank O. V. (Frank Oswald Victor), 1887-1948. Papers 1906-1948. Includes personal papers 1906-1948; Māori Affairs/ Native Land Court 1920-1943, including research material on Māori land tenure; Judge Acheson's relations with the Native Affairs Dept, 1933-1943; public interests separate from work in the Native Land Court, 1933-1947; literary projects; and travel 1924-1937
- Walker, Ranginui. Papers, 1968-2005. Includes drafts of columns in Listener and Metro, reviews, submissions, correspondence, conference and academic papers, and lecture notes
- Whatahoro, H. T. Genealogies n.d. Māori genealogies and other material relating to Wairarapa and Ngati Kahungunu. The Basis for S.

Percy Smith's Lore of the whare wananga and our most important Māori manuscript collection.

54. Waitakere City Council Archives

Parent organisation: Waitakere City Council

Officer in charge/Contact person: Archivist Bruce Symondson

Postal address: Private Bag 93 109, Henderson, Waitakere City

Physical address: 4 Waipareira Ave, Henderson, Waitakere City

Tel: (09) 836 8000 ext 8913

Fax: (09) 836 8032

Email: bruce.symondson@waitakere.govt.nz

Website: www.waitakere.govt.nz

Hours: Mon-Fri 9am-4.30pm

Availability: Open to the public, but it is advisable to phone ahead to ensure the archivist is there. A very small proportion of the records are confidential

Charges: None

Onsite parking: Yes

Type of institution: Local authority

Archives held: Local government records

Format: Manuscripts/paper records, maps/plans, photographs, drawings/paintings

Inclusive dates: 1883-2005

Finding aids: The archives are included on the internal EDMS

Total volume: 800 linear metres

Archives sought/Collecting interests: Records generated by Waitakere City Council and predecessor agencies

Description of collections:

- Standard local authority holdings e.g. minute books, classified subject files, contracts, subdivision files and plans, reserves and street files, etc
- Rate books do not go back as far as would be expected
- All building and property files are 'current' regardless of age, and therefore remain with the Property Records team.





Waikato

55. Environment Waikato

Regional Council

Officer in charge/Contact person: Josie Saville, Manager of Records, and Archivist: Jan Schlemmer

Postal address: PO Box 4010, Hamilton East, 3247

Physical address: 401 Grey St, Hamilton East

Tel: (07) 859 0999

Fax: (07) 859 0998

Email: josie.saville@ew.govt.nz

Website: www.ew.govt.nz

Availability: Appointment preferred

Charges: Photocopy. Most likely no other charges

Type of institution: Local authority

Archives held: Local government records

Format: Manuscripts/paper records, maps/plans, a few photographs

Description of significant collections:

Archives relate to the Council and the authorities that were amalgamated in 1989 to form the Waikato Regional Council.

56. Family History Centres

Physical address: 5 Higgins Rd, Hamilton

Tel: (07) 846 6283

Hours: Tues 9am-3pm. Wed, Thurs 9am-1pm. Tues, Wed, 7-8.45pm. Sat 9am-12pm

Physical address: 239 Sandwich Rd, Hamilton

Tel: (07) 849 1758

Hours: Tues-Thurs 9.30am-2.30pm, 7-9pm

Physical address: Nowra Crescent, Paeroa

Tel: (07) 862 7690

Hours: Mon-Thurs 9am-3pm. Fri 9am-12pm

Physical address: 10 Rimu St, Rotorua

Tel: (07) 348 8129

Hours: Tues 9am- 1pm, 6pm- 8.30pm, Wed 10am-2pm, Thurs 9am-1pm, Fri 10am- 2pm

Physical address: 5 Taylor Ave, Te Awamutu

Physical address: Fosters Rd, Temple View, Hamilton

Tel: (07) 847 4326

Hours: Mon 1pm- 4pm, Tues Thurs 9am- 4pm, Sat 9am-1pm, Wed- Thurs 7pm-9pm

Physical address: Duke St, corner of Arthur St, Tokoroa

Tel: (07) 886 6945

Hours: Tues-Thurs 10am-12pm. Wed 6-8pm

Branch facilities of the Family History Library, which is run by the Church of the Latter Day Saints in Salt Lake City. The Family History Centres provide access to materials in the Library to help patrons identify their ancestors. Anyone may visit and use the Centres.

57. Firth Tower Museum

Heritage Centre

Parent organisation: Matamata Historical Society

Officer in charge/Contact person: Neil Algar

Postal address: 266 Tower Rd, Matamata

Physical address: as above

Tel: (07) 888 8369 or 07 888 7070

Email: JaneMulqueen@mpdc.govt.nz

Website: see <http://www.matamatanz.co.nz> and follow links

Hours: Museum open daily (except Tues/Wed) 10am-4pm. Archives room open Wed 9.30am-12pm

Availability: Open to the public, but appointment necessary

Charges: Museum entry adults \$5, children \$1, senior citizens \$3. Charges apply for archival retrieval

Onsite parking: Yes

Type of institution: Historical society, museum

Archives held: Voluntary group archives, education/school records, personal papers, religious archives, military records and local newspapers

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films

Inclusive dates: 1830-

Finding aids: Card index, microfilm, vertical file, database

Total volume: 120 linear metres

Collecting interests:

- Matamata district – Hungahungato Tirau
- Farming records.

58. Hamilton City Libraries

Te Whare Pukapuka o Kirikiriroa

Parent organisation: Hamilton City Council

Officer in charge/Contact person: Penny Allen

Postal address: PO Box 933, Hamilton

Physical address: Information and Heritage, Central Library, Garden Place, Hamilton

Tel: (07) 838 6826

Fax: (07) 838 6858

Email: heritage@hcc.govt.nz

Website: www.hamiltonlibraries.co.nz

Hours: Mon-Fri 9am-8.30pm. Sat 9am-4pm. Sun 12-3.30pm

Availability: Archives are accessed in the reading room on level 3 of the Central Library. Appointments are preferred. Some restrictions apply

Charges: Contract research - \$25 per half hour. Photocopying 10c per A4 page. Charges for photograph reproduction

Onsite parking: No. Downtown Plaza in Alexandra St has an underground car park (charged). Central city metered parking, maximum time limit 60 minutes

Type of institution: Public library

Archives held: Voluntary group archives, education/school records, personal papers, religious archives, Māori archives, business archives, art/literature, military records, local government records



Format: Manuscripts/paper records, maps/plans, photographs, audio files, digital records, CDs/ DVDs and oral history recordings

Other formats: Trophies, framed items

Inclusive dates: 1863- present

Finding aids: Library catalogue, inventories

Website: www.hamiltonlibraries.co.nz (homepage with links to catalogue and archives page). Details of some holdings on NRAM

Total volume: 800 linear metres

Archives sought/Collecting interests: Archives related to Waikato region including Hamilton City

Description of significant collections:

Broad range of collections covering:

- Politics
- Conservation
- Business
- Personal reminiscences/accounts
- Religious
- Educational
- Clubs and societies
- Local body
- An extensive range of photographs and oral histories.

59. Little Sisters of the Assumption

Officer in charge/Contact person: Sister Marion Feeney, LSA

Postal address: 14 Durham St, Hamilton 3200

Physical address: As above

Tel: (07) 846 4334

Fax: (07) 846 4334

Email: marionfeeney@hotmail.com

Hours: Must arrange appointment

Availability: Archives may be viewed by arrangement. Access to some records is restricted

Charges: No

Onsite parking: Yes

Type of institution: Religious organisation

Archives held: Personal papers, religious archives

Format: Manuscripts/paper records, maps/plans, photographs, audio files, films, digital records. Other material includes memorabilia, clothing, dolls dressed in habits of former years

Inclusive dates: International material 1865-. New Zealand material 1955-

Finding aids: Database on site

Total volume: Archives contained in one room 5 metres x 5 metres approx.

Collecting interests:

Articles/stories/photos etc concerning the work of the Little Sisters of the Assumption in Aotearoa New Zealand since 1955. The sisters have worked in Whangarei, Otara, Hamilton, Bell Block and New Plymouth, Bulls, Okato, Pungarehu, Petone and Hutt Valley, Porirua, Titahi Bay and Dunedin.

60. Matamata-Piako Council

Officer in charge/Contact person: Dianne Hickford

Postal address: PO Box 266, Te Aroha

Physical address: 35 Kenrick St, Te Aroha

Tel: (07) 884 0060

Fax: (07) 884 8865

Email: info@mpdc.govt.nz

Website: www.mpdc.govt.nz

Hours: Mon-Fri 8am-5pm

Availability: Council does not have a specific archives service. As most archives are stored offsite, information must be requested in advance. Permission is required to view some records

Charges: For material held in offsite storage, a \$50 fee per item is charged. Research by staff - first 30 minutes free, then \$38 per hour thereafter

Onsite parking: Yes

Type of institution: Local authority

Archives held: Local government records

Format: Manuscripts/paper records, maps/ plans, photographs, Bound volumes/ registers

Finding aids: Indexes available for most items

Total volume: Approx. 650 linear metres

Description of significant collections:

- Minute books for Te Aroha Borough, Piako County and Matamata Piako District Council, and for Te Aroha Community Board are available for viewing at the Te Aroha Head Office
- Matamata County, Matamata Borough and Matamata Community Board Minutes to 2004 are available at the Matamata Office, Tainui St, Matamata
- Matamata minute books from 2005 are available at the Te Aroha office
- Rate books are stored offsite and are subject to a retrieval fee
- Morrinsville Borough minutes book held at the Te Aroha office.

61. Mercury Bay Historical Society Inc

Officer in charge/Contact person: Rae Katene, Front of House

Postal address: 11A The Esplanade, Whitianga

Physical address: As above

Tel: (07) 866 0730

Fax: (07) 867 1730

Email: info@mercurybaymuseum.co.nz

Website: www.mercurybaymuseum.co.nz

Hours: 10am-4pm every day except Christmas Day

Availability: Open to public

Charges: Adult \$5, senior \$4.50, child 50c, family (2 adults, 2 or more children) \$11. Research fee \$5. Photocopying charges apply - donations welcome

Onsite parking: Yes and onsite area has been upgraded

Type of institution: Historical society, museum and/or art gallery

Archives held: Voluntary group archives; education/ school records; personal papers; Māori archives; military records; agricultural, shipping, personal,



domestic and hospital records; general memoirs of the area

Format: Manuscripts/paper records, maps/plans, photographs

Inclusive dates: 1840-

Archives sought/Collecting interests: Historical records of the area

Description of significant collections:

Collections include personal memoirs, letters, photographs, newspapers, books and articles covering the area's history particularly relating to kauri, Captain Cook, agriculture and shipping. The museum has initiated research into the tangata whenua on behalf of Ngati Hei.

62. Rotorua Boys High School

Officer in charge/Contact person: Mr C. Grinter, Principal. Graham Moore, c/- RBHS Library

Postal address: Pukuatua Street, Rotorua

Physical address: as above

Tel: (07) 348 6169

Fax: (07) 346 1270

Email: rotoruabhs@xtra.co.nz

Website: www.rbhs.school.nz

Hours: Thurs 8.30am-3.15pm during school terms

Availability: Access can be arranged by appointment. At other times, appointments are advised

Charges: Copying of photographs or textual items negotiated

Onsite parking: Yes

Type of institution: Education institution

Archives held: Education/school records, personal papers

Format: Manuscripts/paper records, maps/plans, photographs, audio files, films

Inclusive dates: 1927-

Archives sought/Collecting interests:

Photographs from 1927 to present. Historical records of school and past students

Description of significant collections:

- Hand written enrolment records
- Photographs
- Aerial photographs of school and school developments
- Old uniform: dress and sports
- Trophies 1927-1958 (co-ed days)
- Records of boarding establishments and details of changes
- Building construction plans and alteration records
- Plans and specifications for some underground services
- Memorabilia of various kinds e.g. visits by Governor General, special events, Jubilees, Millennium Centre 2000, boarding facilities onsite 2005
- Records of inter-school events 1927 to present
- Cadet Corps records and trophies (Army/Navy/Air Force)
- Bands and orchestras, with a few old instruments.

Important note: School archives are presently closed, pending re-appraisal and re-arrangement of the collection

63. Rotorua District Council

Archives Department

Officer in charge/Contact person: Pushpander Sharma, Team Leader, Information Management & Records Management

Postal address: Private Bag 3029, Rotorua

Physical address: 1061 Haupapa St, Rotorua

Tel: (07) 350 0192

Fax: (07) 346 3143

Email: mail@rdc.govt.nz or pushpander.sharma@rdc.govt.nz

Website: www.rdc.govt.nz

Hours: Mon-Fri 8am-4.30pm

Availability: Open to the public, but it is recommended to arrange an appointment with the Corporate Information Manager or Records & Archives Administrator. There may be restricted access to certain information. Requests to access restricted information are processed according to the Local Government Official Information & Meetings Act

Charges: No charges for admission or archive retrieval, but there is a photocopying charge

Onsite parking: Yes, either at the metered spots or in limited time car parks

Type of institution: Local authority

Archives held: Local government records

Format: Manuscripts/paper records, maps/plans, photographs, films. Other items include Council memorabilia and scrolls

Inclusive dates: 1882-

Finding aids: TRIM (Total Records & Information Management system). Hardcopy indexes

Total volume: Approx. 140 square metres of floor space

Description of significant collections:

In accordance with the Local Government Schedule, the following material is permanently retained:

- Meeting papers
- Electoral records
- Valuation and rating records
- Local acts of Parliament, bylaws & standing orders
- Financial accountability
- Records relating to the Resource Management Act
- Property/assets records
- Regulatory records
- Policy manuals, procedure manuals & policy circulars
- Records for policy development or providing evidence of legal action
- Employee history
- Cemetery management records
- Information management
- Strategic planning records
- Publications
- Visual and sound archives
- Central Government records

- Records of Local Authority Trading Enterprises (LATEs) & private companies
- Merged, preceding, abolished or other authorities now in custody of the local authority
- All records created before 1945.

64. Te Amorangi Trust Museum Inc.

Officer in charge/Contact person: Philip Andrews, Voluntary Archivist

Postal address: PO Box 658, Rotorua

Physical address: 43-45 Robinson Ave, Rotorua

Tel: (07) 345 9525

Email: philjoce@xtra.co.nz

Hours: Sundays & Thursdays 10am-4pm

Availability: Appointment necessary

Charges: \$5 museum admission. Retrieval fees negotiable, no charge for short search

Onsite parking: Roadside parking adjacent to museum

Type of institution: Museum and/or art gallery

Archives held: Māori archives, business archives

Format: Manuscripts/paper records, maps/plans, photographs

Inclusive dates: 1860s-1980s

Total volume: 1 linear metres

Archives sought/Collecting interests: Rotorua district items, artefacts and information. Special interest in local timber industry

Description of significant collections:

- Taonga display with items largely from Waiariki and Banks Peninsula areas
- Scrapbook with Anglican Mission Whakarewarewa photos
- Geyser Hotel (Golf) Veterans Association - Album of photos with a few cuttings
- Lists of 1860s East Coast supporters of Waikato (restricted access).

65. Te Awamutu Museum

Te Whare Taonga o Te Awamutu

Parent organisation: Waipa District Council

Contact person: Senior Curator: Stephanie Lambert

Postal address: The Archivist, Te Awamutu Museum, Private Bag 2402, Te Awamutu

Physical address: 135 Roche St, Te Awamutu

Tel: (07) 872 0085

Fax: (07) 872 0086

Email: museum@waipadc.govt.nz

Website: www.tamuseum.org.nz

Hours: Mon-Fri 10am-4pm. Sat 10am- 1pm, Sun: 1pm- 4pm

Availability: By appointment only. Some records are restricted

Charges: Admission is free, but a koha is appreciated. Researchers receive the first 30 minutes of research free. Research on behalf is charged at \$30 per hour. Photocopying charges apply, 20c A4, 40c A3. Digital images: CD images \$10 at first, \$5 thereafter. \$5 charge for emailed images

Onsite parking: No. The District Council car park is across the street (uncharged)

Type of institution: Museum and/or art gallery

Archives held: Voluntary group archives, education/school records, personal papers, religious archives, Māori archives, business archives, art/literature, government records, military records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films

Inclusive dates: c.1850-

Finding aids: Card files, Vernon database

Total volume: 265.1 linear metres (processed material) and 6,500 photographs

Archives sought/Collecting interests: Waipa regional archives – diaries, film, photographs, oral histories, unpublished manuscripts, letters

Description of significant collections:

Archives and manuscripts of Waipa District's pre-history and history, including:

- Business houses and community groups
- Manuscripts of local histories
- Missionary material
- Māori material – Tainui records 1850, including those of a resident Magistrate and T.G. Hammond manuscript (Aotea waka and Māori legends)
- Records of land grants
- Private papers (H.W. Northcroft)
- Cemetery records
- Photographs.

66. Te Rūnanga o Ngati Pikiao Trust

Officer in charge/Contact person: Richard Vercoe

Postal address: PO Box 2241, Rotorua

Physical address: 1225 Pukuatua St, Rotorua

Tel: (07) 348 5384

Fax: (07) 349 4993

Email: r.vercoe@pikiaorunanga.org.nz

Hours: Mon-Fri 9.00am-5.00pm

Availability: Open to the public. However, appointment is necessary. Some archives are restricted and permission is needed

Charges: Koha is much appreciated

Onsite parking: No

Type of institution: Iwi organisation

Archives held: Iwi archives/Hapu archives

Formats or types: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, digital records, CDs/DVDs databases, and art works

Inclusive dates: 1988- present

Finding aids: Catalogues

Description of significant collections:

All collections are pertaining to Ngati Pikiao iwi/hapu/whanau records since the Runanga has been established.



67. Turangi Public Library Local Studies Collection

Officer in charge/Contact person: Elizabeth Hura-O'Connor

Postal address: Turangi Public Library, Town Centre, Turangi 3353

Physical address: As above

Tel: (07) 386 8908

Fax: (07) 386 8449

Email: bhura@taupo.govt.nz

Hours: Mon-Fri 9.30am-5pm, Sat 10am- 1pm

Availability: Appointment necessary. Permission is needed to access some records

Charges: There is a charge for photocopying, with due regard for copyright and photograph charges

Onsite parking: Yes

Type of institution: Public library

Archives held: Māori archives, voluntary group archives, personal papers.

Format: Manuscripts/paper records, maps/plans, photographs, several tapes

Inclusive dates: 19th- 20th century

Finding aids: OPAC Access

Archives sought/Collecting interests: Deposits from the public of any historical material relating to the Turangi Tongariro area are welcome

Description of significant collections:

A range of maps, photographs, tapes and historical photocopied material relating to the Turangi Tongariro area, that is, the eastern, western and southern shores of Lake Taupo.

68. University of Waikato Library: New Zealand Collection

Te Whare Wānanga o Waikato: Te Kohikohinga o Aotearoa

Officer in charge/Contact person: Kathryn Parsons, New Zealand Collection Librarian

Postal address: Private Bag 3105, Hamilton

Physical address: Gate 5, Hillcrest Rd, Hamilton

Tel: (07) 838 4466 ext 8173

Fax: (07) 838 4017

Email: kparsons@waikato.ac.nz

Website: <http://www.waikato.ac.nz/library/resources/nzc/>

Hours: During semester Mon- Thurs 8.30am- 10pm, Fri 8.30am- 6pm, Sat & Sun 10am- 6pm. Library hours vary during semester break and public holidays. Phone to check or see: <http://www.waikato.ac.nz/library/business/hours.shtml>

Availability: Open to the public. It is preferable to arrange visits at least 24 hours in advance, as some archives are held off-campus and may need to be retrieved. Wherever possible, members of the public should visit during study breaks or University vacations as more time can be spent on their requests/enquiries. A small number of items need prior permission (accessing these items will require more notice). Photo ID may be required for some

items. A register of users of our archives is kept, which visitors are required to sign

Charges: No admission charges, entrance fees or retrieval charges. An admission fee of \$10 when photocopies are requested by distance and when required copies amount to more than 20 pages. Photocopying costs: coin operated copier 10 cents per A4 page, 20cents per A3 page. Microform printing: 10cents per A4 page, 20 cents per A3 page

Onsite parking: Yes. Parking close to the Library building is available for those with a disability. Free parking is also available in areas of the campus within a short walk from the Library. Campus maps are available on request. Regular buses run between the University and the central city

Type of institution: Educational institution, special/research library or institution

Archives held: Education/school records, personal papers, religious archives, Māori archives, business archives, art/literature, Government records, military records, scientific research papers

Format: Manuscripts/paper records, maps/plans, photographs, films, digital records, taonga (eg, boundary stone, pendants, korowai, etc)

Inclusive dates: 1840-2005

Finding aids: Inventories and lists: http://www.waikato.ac.nz/library/resources/miscellaneous_papers.shtml. NRAM entries for all archives and manuscripts are currently being completed

Total volume: 165 linear metres

Archives sought/Collecting interests: Māori land, culture and heritage material. Also archives that support/contribute to the teaching and research interests of the University

Description of significant collections:

See also <http://www.waikato.ac.nz/library/resources/archives.shtml#holdings>

- Pei te Hurinui Collection - the most significant collection of this Māori linguist and scholar, consisting of personal papers, manuscripts and taonga
- Rosemary Seymour Collection - the foundation lecturer in Women's Studies at the University of Waikato
- Bruce Biggs Collection - Emeritus Professor of Māori Studies at the University of Auckland. This collection of material in Māori includes bibles and grammars, along with some Māori manuscript material
- Bishop Selwyn Collection of letters in Māori
- Māori land-related archives e.g. diaries, confiscation documents and records
- Douglas Seymour papers relating to the foundation of the University of Waikato
- Bruce Liley Papers
- Anti Apartheid and Race relations archive
- Huntly Mine Papers.

69. Waiariki Institute of Technology

Whare Takiura

Officer in charge/Contact person: Kevin J. Lyall, Institute Archivist

Postal address: Private Bag 3028, Rotorua

Physical address: Mokoia Drive, Rotorua

Tel: (07) 346 8999

Fax: (07) 346 8768

Email: Kevin.Lyall@waiariki.ac.nz

Website: www.waiariki.ac.nz

Availability: The archives are not open to the public

Type of institution: Educational institution

Archives held: Education/school records, business archives, Government records

Format: Manuscripts/paper records, maps/plans, photographs, audio files

Inclusive dates: 1960-

Total volume: 500 linear metres

Description of significant collections:

- Development of tertiary education in Rotorua 1960s-1970s
- Council records 1977-.

70. Waikato Historical Society

Officer in charge/Contact person: Mr Kenneth Stringer, President and Mrs F. E Smith (Archivist)

Postal address: c/o Secretary, Mr Paul Etheredge, 203 Waite Rd, RD5, Hamilton

Physical address: Hockin House, Selwyn St., Hamilton

Tel: (07) 856 7798 (President)

Email: etheredge@xtra.co.nz

Hours: By appointment. This is a voluntary group, so any arrangements must be organised around commitments of volunteers

Availability: Access is to members only

Charges: \$30 member subscription. Further donations are welcome according to research time involved

Onsite parking: Yes

Type of institution: Historical society

Archives held: Voluntary group archives, mostly Waikato History.

Format: Manuscripts/paper records, photographs, films, newspaper cuttings, maps/ plans.

Inclusive dates: Mostly 1954-, though some earlier

Finding aids: Descriptive Guide

Archives sought/Collecting interests: Items or records relating to Hamilton (although not Māori archives, as these are catered for at University of Waikato and Waikato Museum), especially records from c.1890, as the Society has renovated and restored a villa from this period

Description of significant collections:

- Mostly records of the Society: minutes, monthly newsletters, photographs and videos of Society's activities (1954-)
- Some early photographs of Hamilton.

71. Waitomo Caves Discovery Centre

Officer in charge/Contact person: Celina Yapp, Managing Director. Jacqueline Anderson, Collections Officer

Postal address: PO Box 12, Waitomo Caves 3943

Physical address: 21 Waitomo caves Rd, Waitomo Caves.

Tel: (07) 878 7640

Fax: (07) 878 6184

Email: info@waitomodiscovery.org or waitomomuseum@xtra.co.nz

Website: www.waitomodiscovery.org

Hours: 26th December to end of February 8.45am-7.30pm, start of Easter to beginning of Labour weekend 8.45am - 5pm, Labour weekend - 24th December, 8.45am - 5.30pm and 1st March - end of Easter, 8.45am - 5.30pm

Availability: Appointments necessary

Charges: For commercial use

Onsite parking: Yes

Type of institution: Museum, special/ research library or institution, educational institution

Archives held: Voluntary group archives, education/ school records, personal papers

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, digital records

Inclusive dates: 1887-

Finding aids: Vernon catalogue

Total volume: Approx. 20,000 accessioned items

Archives sought/Collecting interests: Waitomo area, caves and karst

Description of significant collections:

- Letters, documents and memoranda relating to the history of the caves as a tourist and scientific resource, the acquisition of the land surrounding the three caves, European exploration of the caves, and the development of the tourist industry and farming in the Waitomo area
- A little information on Māori history of the area
- Photographic collection of caves, karst, Waitomo
- Paleontological collection (bird bones, etc)
- Waitomo Limestone caves.



Bay of Plenty

72. Family History Centres

Physical address: 68 Ford St, Opotiki

Note: This family history Centre is a Computer Only station, therefore it is only open to members of The Church of Jesus Christ of Latter Day Saints.

Physical address: 288 Cameron Rd, Tauranga

Tel: (07) 578 7607

Hours: Mon-Thurs 9.30am-3.30pm

Physical address: 89 Hinemoa Rd, Whakatane

Tel: (07) 307 1166

Hours: Wed 6.30pm- 8.30pm, Thurs 9am-3pm

Branch facilities of the Family History Library, which is run by the Church of the Latter Day Saints in Salt Lake City. The Family History Centres provide access to materials in the Library to help patrons identify their ancestors. Anyone may visit and use the Centres.

73. HD London Library

Parent organisation: Whakatane District Museum and Gallery

Officer in charge/Contact person: Sally August

Postal address: PO Box 203, Whakatane 3158

Tel: (07)3060505

Email: sallya@whakatane.org.nz

Website: museum@whakatane.govt.nz

Hours: Weekdays 10am-4.30pm. Weekends and public holiday's 11am- 3pm. Research facility Wed, Thurs, Fri 10am-12pm. Other times are by appointment

Note: Research facility is currently closed because of an estimated three-year inventory process

Charges: Photocopy charges apply

Onsite parking: No

Type of institution: Museum, special/ research Library or institution

Archives held: Maori Archives, Personal papers, religious archives, voluntary group archives, business archives, art/literature, School records and local government records

Format: Manuscripts/paper records, photographs, audio files, films, digital records, Manuscripts/ paper files, Maps/ plans/ drawings, films/ videos, cd's/ DVD's databases and art works

Inclusive dates: 1760s-

Finding aids: Book and Archives catalogues, Vernon and public photograph database.

Total volume: 195m

Significant collections: Contact the museum for information regarding significant collections held.

74. Katikati Library Archives

Officer in charge/Contact person: Ellen McCormack, Dianne Connelly-Cook

Postal address: 36 Main St Katikati

Physical address: As above

Tel: 075490119

Email: elley@callsouth.net.nz or adcook@xtra.co.nz

Hours: Mondays 8.30am-4.30pm

Availability: Otherwise by appointment

Charges: Photocopy charges apply

Type of institution: Voluntary organisation

Archives held: Voluntary group archives, religious archives, business archives, art or literature, military records, personal papers, school records, other educational records, Māori archives, Iwi Archives, Hapū archives, Whānau archives, ethnic records/ archives and local government records

Formats or types: Bound volumes/ registers, manuscripts/ paper files, maps/ plans and architectural drawings, photographs, audio files, films/ videos, digital records, CDs/DVDs and databases and art works

Inclusive dates: 1860's to the present

Finding aids: Indexes

Total volume: 50,000+ items

Description of significant collections:

- Surtees photos 1898-1901
- School records from 1876
- John Gray's ledgers 1900-1904.

75. Kawerau District Council

Officer in charge/Contact person: Gary Woodgate, Administration Officer

Postal address: Private Bag, Kawerau

Physical address: Islington Kawerau

Tel: (07) 306 9009

Fax: (07) 323 8072

Email: garry.woodgate@kaweraudc.govt.nz

Website: www.kaweraudc.govt.nz

Hours: Mon-Fri 8am-5pm

Availability: Some archives are open to the public, while others are confidential. Access to archives is via Kawerau District Council staff

Charges: Copying charges

Onsite parking: Yes

Type of institution: Local authority

Archives held: Business archives, local government records and personal papers

Format: Manuscripts/paper records, maps/plans, photographs and bound volumes/ registers

Inclusive dates: 1954- present

Finding aids: Indexes

Total volume: Approx. 350 linear metres

Archives sought/Collecting interests: Kawerau cemetery records

Description of significant collections:

- Kawerau Borough creation
- Kawerau Borough/District Council minutes
- Annual plans
- District plans
- Long term Council community plans
- Rating records
- Financial records
- Parks and reserves records
- Kawerau landfill/transfer station

- Personnel records
- Cemetery records
- Water/wastewater records
- Civil defence records
- Bylaws
- Tree register
- Roading/street records
- Community buildings
- Maurie Kjar Swimming Pool.

76. Ngati Awa Research and Archives Trust

Te Roopu Whakaemi Korero o Ngati Awa

Parent organisation: Ngati Awa Research & Archives is a branch of Te Rūnanga o Ngati Awa aka Ngati Awa Trust Board

Postal address: 4-10 Louvain St, Whakatane

Physical address: As above

Tel: (07) 3070760 ext: 123

Fax: (07) 3084122

Email: reswk@ngatiawa.iwi.nz

Hours: Mon-Fri 9am-5pm

Availability: It is preferable to contact the Archives in advance, as staff are sometimes required to be away from the office e.g. when attending hui. This is also a good opportunity for the caller to scope what other information might be available for viewing. Uncatalogued information is not available for viewing

Charges: Photocopying, binding, collation and postage charges apply. Research charges may apply

Onsite parking: Yes

Type of institution: Māori organisation

Type of records held: Voluntary group archives, personal papers, Māori archives, and Government records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, digital records

Finding aids: Research database and hard copy on site. A website is being developed

Total volume: 200 linear metres

Collecting interests: Any information pertaining to Ngati Awa and the neighbouring iwi

Description of major collections:

- Hirini Moko Mead papers (work in progress)
- Unpublished iwi and hapu research reports
- Comprehensive collection relating to local Bay of Plenty history, collated by iwi and friends of the iwi.

77. Tauranga City Libraries New Zealand Room

Te Ao Marama

Parent organisation: Tauranga City Council

Officer in charge/Contact person: Specialist Information Librarian: New Zealand Room.

Postal address: Private Bag 12022, Tauranga

Physical address: Cnr Wharf and Willow Streets, Tauranga

Tel: (07) 577 7174

Fax: (07)578 6787

Email: nzroom@tauranga.govt.nz

Website: www.library.tauranga.govt.nz

Hours: Mon-Fri 9.30am-5.30pm. Sat 9.30am-4pm. Sun 11.30am-4pm

Availability: Open to the public with a few restrictions. Permission is required from the Elms Foundation to access originals from the A. N. Brown collection

Charges: None

Onsite parking: No. The Tauranga City Council car park is behind the library building (access off Hamilton Street - charged). Also street metered parking and parking building 5 minutes walk away

Type of institution: Public library, special/research library or institution

Archives held: Voluntary group archives, personal papers, business archives

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings

Inclusive dates: 1830-

Finding aids: Card index. Digitised photographs can be searched using the program 'Extensis Portfolio'

Total volume: 50 linear metres. 6,000 + photographs

Archives sought/Collecting interests: People and organisations of the Western Bay of Plenty, including Tauranga

Description of significant collections:

- Rev. A. N. Brown journals and correspondence (microfilm) relating to the Te Papa mission station
- Thomas Lochhead farming diaries 1880-1940
- R.A. Owens scrapbooks of newspaper cuttings.

78. Tauranga Historical Society

Brian Watkins House

Officer in charge/Contact person: Shirley Arabin, President

Postal address: 233 Cameron Rd, Tauranga

Physical address: As above

Tel: (07) 578 1835 or (07) 574 4965

Email: arabin@wave.co.nz

Availability: By appointment only for archives

Charges: None

Onsite parking: No. There is a parking building not far on Elizabeth St (charged)

Type of institution: Historical society

Archives held: Voluntary group archives, personal papers

Format: Manuscripts/paper records, maps/plans, photographs, drawings/paintings

Description of significant collections:

- The Brian Watkins Family Collection: Brian Watkins House is a house museum containing the furniture, textiles, ceramics and bric-a-brac of a family who occupied the house 1881-1979. This includes some family papers and family photographs.





79. Western Bay of Plenty District Council

Officer in charge/Contact person: Bruce Balfour

Postal address: Private Bag 12 803, Tauranga

Physical address: Barkes Corner, Cameron Rd,
Tauranga

Tel: (07) 571 8008

Fax: (07) 577 9820

Email: customer care@wbopdc.govt.nz

Website: www.wbopdc.govt.nz

Hours: Mon-Fri 8am-5pm

Availability: Appointments necessary

Charges: No admission charge. Some retrieval costs could apply

Onsite parking: Yes

Type of institution: Local authority

Archives held: Business archives, local government records

Format: Manuscripts/paper records, maps/plans, photographs

Inclusive dates: Early 1900s-

Finding aids: Corporate database

Total volume: Approx. 80 linear metres.

Gisborne

80. Family History Centre

Physical address: 290 Stout St, Gisborne

Tel: (06) 867 0941

Hours: Tues-Thurs 9am-1pm, 6-9pm

A branch facility of the Family History Library, which is run by the Church of the Latter Day Saints in Salt Lake City. The Family History Centre provides access to materials in the Library to help patrons identify their ancestors. Anyone may visit and use the Centre.

81. Gisborne District Council Archives

Officer in charge/Contact person: Mahea Tupara

Postal address: PO Box 747, Gisborne

Physical address: 15 Fitzherbert St, Gisborne

Tel: (06) 867 2049

Fax: (06) 867 8076

Email: mahea@gdc.govt.nz

Website: www.gdc.govt.nz

Hours: 8am-5pm

Availability: Open to the public but appointments necessary. Permission needed for some records

Charges: Under review at time of publication

Onsite parking: Yes

Type of institution: Local authority

Archives held: Local government records

Format: Manuscripts/paper records, maps/plans, photographs

Inclusive dates: Late 1800s-

Finding aids: Under review

Total volume: 507m

Description of significant collections:

Gisborne District Council records and pre-amalgamation records of local authorities.

82. Tairāwhiti Museum Research Centre

Officer in charge/Contact person: Jody Wyllie, Research Manager

Postal address: PO Box 716, Gisborne

Physical address: Kelvin Park, Stout St, Gisborne

Tel: (06) 867 3832

Fax: (06) 867 2728

Email: jodywyllie@tairawhitimuseum.org.nz or info@tairawhitimuseum.org.nz

Website: www.tairawhitimuseum.org.nz

Hours: Mon- Fri 10am-4pm by appointment. Research Centre is closed in the weekends

Availability: Open to the public by appointment

Charges: Free admission and photocopying charges apply

Onsite parking: No

Type of institution: Museum and/or art gallery, Special/ research library, art and history museum

Archives held: Voluntary group archives, education/school records, personal papers, religious archives, Māori archives, business archives, and art/literature

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, bound volumes/ registers

Inclusive dates: 1850s-

Finding aids: Catalogues

Total volume: 40 linear metres, 1100 maps and plans, 75, 000 photos' and reference library

Description of significant collections:

- Archives of local authorities e.g. Cook County
- Community organisations
 - East Coast Māori Trust
 - EC Commission
 - EC Development Research Association
 - Gisborne High Schools Board
- Businesses
 - Rees Brothers
 - Okitu Dairy Company
- Personal papers
 - J.A. Mackey (former M.P.)
 - Thomas Todd
 - Henry and William Williams
 - Charles Gray
- EC Oral History Archive.





Hawke's Bay

83. Anglican Diocese of Waiapu

Officer in charge/Contact person: Cliff Houston,

Postal address: PO Box 227, Napier

Physical address: 2 Bower street

Tel: (06) 835 8230 (06) 834 0377

Fax: (06) 835 0680

Email: cliff@waiapu.com

Website: www.waiapu.com

Hours: 9am- 4pm

Availability: Prior permission is needed

Charges: None

Type of institution: Religious organisation

Archives held: Religious archives, business archives

Format: Manuscripts/paper records, maps/plans, drawings/paintings

Inclusive dates: Approx. 1854- 2007

Total volume: 100 linear metres

Description of significant collections:

- Church records from 1931 (most earlier material was destroyed by 1931 Hawke's Bay earthquake)
- Some older gazettes and objects donated after 1931.

84. Central Hawke's Bay District Council

Officer in charge/Contact person: Miriam Squire

Postal address: PO Box 127, Waipawa

Physical address: 32 Ruataniwha St, Waipawa

Tel: (06) 857 8060

Fax: (06) 857 7179

Email: info@chbdc.govt.nz

Website: www.chbdc.govt.nz

Hours: Mon-Fri 8am-4.30pm

Availability: Open to public, but access needs to be arranged

Charges: No charges at this time, although this is to be reviewed

Onsite parking: Yes

Type of institution: Local authority

Archives held: Local government records

Format: Manuscripts/paper records, maps/plans

Inclusive dates: 1887- present.

85. Central Hawke's Bay Settlers Museum Inc.

Officer in charge/Contact person: Rosheen Parker

Postal address: 23 High St, Waipawa, 4210

Physical address: 23 High St, Waipawa

Tel: (06) 857 7288

Fax: (06) 857 7263

Email: chbmuseum@xtra.co.nz

Hours: 7 days 10am-4pm. Closed public holidays

Availability: Open access to most records

Charges: Admission by donation

Onsite parking: Yes

Type of institution: museum and/or art gallery

Archives held: Voluntary group archives, education/ school records, personal papers, local government records, business archives

Format: Manuscripts/paper records, maps/plans, photographs, drawings/paintings, bound volumes/ registers.

Inclusive dates: 1897- 2004

Total volume: Approximately 20 linear metres

Description of significant collections:

The records of community groups including:

- Country Women's Institute
- School registers
- Bibby family papers
- JL Milburn papers
- Central Hawke's Bay Business and Professional Women's Club
- The Waipawa Plunket Society.

86. Family History Centres

Physical address: Cnr Swansea & Peterhead Rd, Flaxmere, Hastings

Tel: (06) 879 9320

Opening Hours: Tues, Wed 9am-4pm. Thurs 9am-9pm. Sat 8am-12pm

Physical address: Cnr Campbell St and Clyde Rd, Wairoa

Tel: 06-838-3942

Opening Hours: Mon 10am-1pm. Thurs 6-9pm. Sat 10am-12pm

Branch facilities of the Family History Library, which is run by the Church of the Latter Day Saints in Salt Lake City. The Family History Centres provide access to materials in the Library to help patrons identify their ancestors. Anyone may visit and use the Centres.

87. Hastings District Council Archives

Parent Organisation: Hastings District Council

Officer in charge/Contact person: Chris Johnson or Julie Speers

Postal address: Private Bag 9002, Hastings

Physical address: Lyndon Road East, Hastings

Tel: 06 878 0500

Fax: 06 878 0555

Email: julieds@hdc.govt.nz

Website: www.hastingsdc.govt.nz

Hours: Mon-Fri 8am-4:30pm

Availability:

Charges: Admission is free, however, photocopying charges apply

Onsite parking: Yes

Type of institution: Local authority

Archives held: Maori archives, voluntary group archives, business archives and local government records

Formats or types: Bound volumes/ registers, manuscripts/ paper files, maps/ plans and architectural drawings, photographs, audio files,

films/ videos, digital records, CDs/ DVDs and databases and art works

Inclusive dates: 1873-

Finding aids: Descriptive guides, inventory, lists, indexes, catalogues and website tools

Archives sought/Collecting interests: Council has a Heritage Asset Register

Total volume: 500 - 910 linear metres, excluding Library.

88. Hastings Library

Parent organisation: Hastings District Council

Officer in charge/Contact person: Madelon van Zijl de Jong, Archives and Local History Collection

Postal address: Private Bag 9002, Hastings, 4156

Physical address: Warren St South, Hastings, 4122

Tel: (06) 871 5180

Fax: (06) 871 5181

Email: reference1@hdc.govt.nz

Website: www.hastingslibrary.co.nz

Hours: Mon 10am-5pm. Tues 9am-8pm. Wed, Thurs, Fri 9am-5pm. Sat 10am-4pm. Sun 1pm-4pm

Availability: Reference staff assistance available during weekdays. Prior arrangements needed to access archival material at weekends and on Tuesday's late night

Charges: Research charges may apply. Please enquire

Onsite parking: Yes

Type of institution: Public library

Format: Manuscripts/paper records, maps/plans, photographs, microfilms

Inclusive dates of archives holdings: 1896- 2007

Finding aids: Online catalogue and website. See website including Family History, Māori Resources and News Resources sections

Archives sought/Collecting interests: Material relating to Hastings, Havelock North and the Hawke's Bay District

Description of significant collections:

- Correspondence on local history
- Photographs of Hastings from 1900s-
- Commemoration leaflets/booklets on World War 1, World War 2, Hastings City
- School Jubilee books/booklets
- Handwritten copies of Hawke's Bay Native Land Court minutes
- Personal collection/ correspondence
- Hastings newspapers on microfilm from 1896:
 - Hastings Standard 1896-1910
 - Hawke's Bay Herald 1910-April 1999
 - Hawke's Bay Today May 1999-

89. Hawke's Bay Museum & Art Gallery

Ruawhāro Ta-u-Rangi

Berry Historical Library

Parent organisation: Hawke's Bay Cultural Trust

Officer in charge/Contact person: Gail Pope

Postal address: PO Box 248, Napier

Physical address: 9 Herschell St, Napier

Tel: (06) 835 7781

Fax: (06) 835 9249

Email: gpope@hbmag.co.nz

Website: www.hbct.co.nz

Hours: Mon-Fri 10am- 6pm (Museum), 1pm- 5pm (Archive Research)

Availability: As above

Charges: Written research requests \$25 per hour

Onsite parking: No. There is parking in Marine Parade and Herschell St

Type of institution: Museum and/or art gallery, special/research library or institution

Archives held: Voluntary group archives, education/ school records, tertiary records personal papers, religious archives, Māori archives, business archives, art/literature, and Government records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, digital records, rare books

Inclusive dates: 1820-

Finding aids: Index cards, Vernon database, Titiromai

Total volume: 717 linear metres (approx)

Archives sought/Collecting interests: Hawke's Bay material

Description of significant collections:

- Russell Duncan Collection: Rare books, photographs, maps, manuscripts
- McLean Collection: books, manuscripts, photos, maps
- William Colenso Collection: manuscripts, letters, pamphlets
- Newspapers: Waipawa Mail (1878-1940), Hawke's Bay Herald-Tribune.
- Immigration records.

90. Hawke's Bay Regional Council

Officer in charge/Contact person: Heather Gorman, Records Officer

Postal address: Private Bag 6006, Napier, 4142

Physical address: 159 Dalton St, Napier, 4110

Tel: (06) 833 8098

Fax: (06) 835 3601

Email: heather@hbrc.govt.nz

Website: infoline@hbrc.govt.nz

Hours: Mon-Fri 8am-5pm

Availability: Appointments necessary. Permission needed for access to some records

Charges: Small photocopy charge (on volume)

Onsite parking: Yes (includes parking charges)

Type of institution: Local authority

Archives held: Local government records, Maori archives, personal papers, business archives

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, digital records, films/ videos, bound volumes/ registers

Inclusive dates: 1900-2000

Finding aids: Alchemy retrieval system

Total volume: 82 linear metres



**Description of significant collections:**

- Minute books dating back to the late 1800s
- A minimal variety of Maori records
- Catchment Board minutes
- Rivers Board Commission.

91A. Hereworth School

Contact person: Raelene Mabin

Postal address: PO Box 8074, Havelock North

Physical address: Te Mata Road, Havelock North

Tel: (06) 877 8138

Fax: (06) 877 8190

Email: office@hereworth.school.nz

Website: www.hereworth.school.nz

Hours: 8am- 4.30pm

Availability: By arrangement with school

Charges: None

Onsite parking: Yes

Type of institution: Educational institution

Archives held: Education/school records, art/literature, Maori Archives, other educational

Format: Manuscripts/paper records, maps/plans, photographs, drawings or paintings, digital records

Inclusive dates: 1882- 2007

Archives sought/Collecting interests: Items relating to schools, teachers, pupils

Description of significant collections:

- Photographs of rugby teams 1882-
- School photographs including photographs by well known Wanganui photographer (F. Denton)
- Military records for all ex-students that died while serving in the armed forces.

91B. Iona College

Contact person: Alinda Palmer

Postal address: 42 Lucknow Road

Havelock North

Physical address: Same as above

Tel: (06) 877 8149

Fax: (06) 877 7933

Hours: School hours

Availability: By arrangement with school

Charges: None

Onsite parking: Yes

Type of institution: Educational institution

Archives held: Education/school records, art/literature,

Format: Manuscripts/paper records, maps/plans, photographs, drawings or paintings

Inclusive dates: 1914-

Archives sought/Collecting interests:

Items relating to schools, teachers, pupils

Description of significant collections:

- Package of early horticulture drawings (hand tinted)
- 1920s Chinese silk wall hanging
- School photographs

- A range of early arts and crafts.

92. Napier City Council Corporate Archives

Parent organisation: Napier City Council

Officer in charge/Contact person: Karen Allan

Postal address: Private Bag 6010, Napier

Physical address: 231 Hastings St, Napier

Tel: (06) 835 7579

Fax: (06) 835 7574

Email: info@napier.govt.nz

Website: www.napier.govt.nz

Hours: Mon-Fri 8am-5pm

Availability: Access should preferably be arranged prior to research visit. Permission is needed to access some records

Onsite parking: No. Public car parks are close by (60c per hour)

Type of institution: Local authority

Archives held: Business archives, local government records

Format: Manuscripts/paper records, maps/plans, photographs, drawings/paintings

Finding aids: File track computer system - used by staff only

Total volume: 36 linear metres

Collecting interests:

- Council minute books
- Earthquake photographs
- Photographs of past councillors.

Taranaki to Horowhenua

93. Family History Centres

Physical address: 87-89 Waihi Rd, Hawera

Tel: (06) 278 4229

Hours: Tues, Thurs 7-9pm. Sat 10am-2pm

Physical address: 322 Mangorei Rd, Merrilands, New Plymouth

Tel: 06-757-3542

Hours: Tues, Thurs 10am-3pm, 7-9pm. Wed 1-3pm. Sat 1-4pm

Branch facilities of the Family History Library, which is run by the Church of the Latter Day Saints in Salt Lake City. The Family History Centres provide access to materials in the Library to help patrons identify their ancestors. Anyone may visit and use the Centres.

94. Govett Brewster Art Gallery

Research Library

Officer in charge/Contact person: Customer Services

Postal address: Private Bag 2025, New Plymouth

Physical address: 42 Queen St, New Plymouth

Tel: (06) 759 6060

Fax: (06) 758 0390

Email: mail@govettbrewster.com

Website: www.govettbrewster.com, www.pukeariki.com

Hours: Tues 2-5pm

Availability: Open to the public at the above time. Appointments can be made to use the library at other times by contacting the gallery, preferably two days in advance

Charges: For time intensive enquiries, first 30 mins free, then \$5 per 15 mins. **Photocopying:** 20c per page black and white, 40c per A4 page colour

Onsite parking: Yes

Type of institution: Art gallery

Archives held: Art/literature

Format: Manuscripts/paper records

Inclusive dates: 1970-

Finding aids: www.pukeariki.com/en/Library

Description of significant collections:

- Contemporary New Zealand art books/catalogues
- International contemporary art books/catalogues
- New Zealand art magazines/journals
- International art magazines/journals
- Significant New Zealand artists' files (newspaper clippings etc.)
- Details of artworks/artists in Gallery's collection
- Files on past exhibitions at New Zealand art galleries
- New Zealand dealer galleries'/art galleries' catalogues of sales and exhibitions
- Files on international contemporary art exhibitions (kept for 3 months).

95. Puke Ariki

Officer in charge/Contact person: Diana Gibbons, Curator - archives

Postal address: Private Bag 2025, New Plymouth 4342

Physical address: 1 Ariki St, New Plymouth

Tel: (06) 759 6060

Fax: (06) 759 6073

Email: research@npdc.govt.nz

Website: www.pukeariki.com

Hours: Mon, Tues, Thurs, Fri 9am-6pm. Wed 9am-9pm. Sat, Sun, statutory holidays 9am-5pm

Availability: Archives are available during opening hours

Charges: Charges apply for reproduction of documents and photographs. Fees apply for research undertaken by staff.

Onsite parking: Yes

Type of institution: Mixed cultural centre

Archives held: Voluntary group archives, education/school records, personal papers, religious archives, Māori archives, business archives, military records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, digital records

Inclusive dates: 1830-

Finding aids: Website

Total volume: 600 linear metres. 37,000 objects (social and natural history). Over 300,000 photographs

7,000 objects (Taonga Māori)

Archives sought/Collecting interests: Documents in all formats which preserve information on, or best illustrate, the natural environment and the lifestyles of its inhabitants, both past and present, of the Taranaki region

Description of significant collections:

- Plymouth and New Zealand Company records
- Taranaki Provincial Council 1852-1876
- Patea, Mokau, New Plymouth and Taranaki Harbour Boards records
- Early settlement accounts: F.A. Carrington, J. Flight, George Fuller, John Newland, W.H. Skinner, William Messenger, Fred Earp, Dr Peter Wilson
- New Zealand Wars: William Grayling, C.W. Hursthouse, William M. Newland
- Religious papers: Henry Handley Brown, Henry Govett
- World War 1: Eliot King, F.W. Watson
- World War 2: Queen Alexandra's Mounted Rifles
- Business collections: Moanui Dairy Company
- F.B. Butler newspaper scrapbooks
- Taranaki newspaper collections, including Taranaki Herald and Daily News.

96. South Taranaki District Council

Officer in charge/Contact person: Raewyn Bocock, Lynette Kivell

Postal address: Private Bag 902, Hawera 4640

Physical address: 105-109 Albion St, Hawera

Tel: (06) 278 8757





Fax: (06) 278 8757
Email: contact@stdc.govt.nz
Website: www.stdc.co.nz
Hours: Mon-Fri 8am-4.30pm
Availability: Access needs to be arranged in advance
Onsite parking: Yes
Type of institution: Local authority
Archives held: Business archives, local government records
Format: Manuscripts/paper records, maps/plans, photographs
Inclusive dates: 1890-
Finding aids: Cemetery details and heritage inventory on website
Total volume: Approx. 360 linear metres. Archives are still being processed in outlying areas
Description of significant collections: Cemetery records.

97. South Taranaki District Museum

Officer in charge/Contact person: Raewyn Kahu-Ngarimu (Mrs)
Postal address: 127 Egmont Street, Patea 5181
Physical address: As above
Tel: (06) 273 8354
Email: museum@bitworks.co.nz
Availability: Open to the public. Appointments are preferred but not essential
Charges: Entry - gold coin koha per person. Research - \$20 per hour (min \$20) plus costs of scanning/photocopying material
Onsite parking: No. There is plenty of roadside parking nearby
Type of institution: Museum and/or art gallery
Archives held: Voluntary group archives, education/school records, personal papers, religious archives, Māori archives, business archives, Pacific Islands archives, art/literature, government records, military records
Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, digital records
Inclusive dates: 1865-
Finding aids: Database on site
Total volume: 13m
Collecting interests: All Māori and European material/items associated with the South Taranaki District (i.e. Nukumarū/Waitotara to the east, Warea/Pungarehu to the west, Eltham to the north).

98. Army Museum Waiouru

Kippenberger Military Archives

Officer in charge/Contact person: Dolores Ho, Archivist
Postal address: PO Box 45, Waiouru 4861
Physical address: State Highway One, Waiouru 4861
Tel: (06) 387 6911
Fax: (06) 387 6319
Email: archives@armymuseum.co.nz

Website: www.armymuseum.co.nz
Hours: Mon-Fri 10am-4pm
Availability: Open to the public, but access needs to be made by appointment only. Permission is needed for some records
Charges: Admission is free, retrieval and research charges apply
Onsite parking: Yes
Type of institution: Museum and/or art gallery, special/research library or institution
Archives held: Personal papers, military records
Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, digital records
Inclusive dates: 1840s-
Finding aids: Hardcopy printouts: on request.
Total volume: Approx. 600 linear metres
Archives sought/Collecting interests: Records and manuscripts relating to the history of the New Zealand Army

Description of significant collections:

- Military training manuals and pamphlets 1850s to present
- Personal diaries, letters, narratives, papers 1840s to present
- Private and official photographs 1840s to present
- Oral histories by veterans of Gallipoli, World War II, Vietnam and East Timor
- Fine art collection: soldiers' art
- Cartographic collection: official and hand sketched maps, Boer War to present.

99. Dairy Records Archive

Massey University

Officer in charge/Contact person: Mrs Norah Mosen
Postal address: Dairy Records Archive, Library, Massey University, P. O. Box 11054, Palmerston North
Physical address: Library, Massey University, Tennent Drive, Palmerston North
Tel: (06) 3569 099 ext 7610
Fax: (06) 350 5692
Email: N.D.Mosen@massey.ac.nz
Website: http://library.massey.ac.nz
Hours: Mon-Fri 8.30am-4pm
Availability: Open to the public, but appointments necessary. Permission is needed to access some records.
Charges: No admission charge. There is a charge of \$40 for searches and retrievals taking more than 30 minutes
Onsite parking: Yes (charged). Visitors have to compete for parking spaces with students
Type of institution: Educational institution
Archives held: Business archives, local government records, professional organisation records
Format: Manuscripts/paper records, maps/plans, photographs
Inclusive dates: 1892-2005



Finding aids: A card finding aid is available. Holdings are also being entered on NRAM

Total volume: Approx. 297 linear metres

Archives sought/Collecting interests: Business records of agriculturally-based industries

Private documents (diaries, correspondence, photos, etc.) relating to the agricultural industry

Description of significant collections:

- Significant holdings of dairy company records from the Taranaki, Manawatu, Wairarapa, Hawke's Bay and Northland regions
- Material from dairy companies from other regions
All of the company holdings include minute books for directors' meetings, and annual and extraordinary meetings of shareholders. Most collections include share registers; some include financial records (ledgers, cash books, journals, wage books etc); and some include correspondence. Many collections include photographs, while a significant proportion include architectural and other plans for the factories and accompanying workers cottages.
- Material from a meat export company
- Material from 2 privately owned agriculturally based wholesale/retail suppliers
- Copies of 2 private personal diaries
- Records of the Veterinary Council and the Animal Production Society.

100. Family History Centres

Physical address: 9 Cole St, Dannevirke

Tel: (06) 374 6467

Hours: Mon 11am-3pm. Tues 1-3pm. Thurs 7-9pm

Physical address: 29 Pitama Rd, Palmerston North

Tel: (06) 355 1677

Hours: Tues, Thurs 11am-2pm. Wed 1-4pm. Tues, Wed, Thurs 7-9.30pm. Sat 1-4pm

Physical address: Oxford Rd., Wanganui

Tel: (06) 344 5805

Hours: Tues, Thurs 1-4pm. Wed 6.30-8.30pm. Closed during major school holidays

Branch facilities of the Family History Library, which is run by the Church of the Latter Day Saints in Salt Lake City. The Family History Centres provide access to materials in the Library to help patrons identify their ancestors. Anyone may visit and use the Centres.

101. Foxton Historical Society

Officer in charge/Contact person: Tony Hunt

Postal address: c/o 5 Ravensworth Place, Foxton

Physical address: Main Street, Foxton

Tel: (06) 363 6846

Email: tony_and_judith@xtra.co.nz

Hours: On request

Availability: Visitors require help to access material

Charges: Photocopying and printing. Any Donations are much appreciated.

Onsite parking: Yes

Type of institution: Historical society, Museum/ Art Gallery, Voluntary organisation

Archives held: Voluntary group archives, education/ school records, personal papers, religious archives, business archives, local government records, audio files, films and art works

Format: Manuscripts/paper records, maps/plans, photographs

Inclusive dates: 1848- 2006

Finding aids: Computer listing (incomplete)

Total volume: 20 linear metres

Collecting interests: Anything concerning Foxton District.

102. Horizons Regional Council

Manawatu Regional Council

Officer in charge/Contact person: Noelene R. Wevell, Archivist

Postal address: Private Bag 11 025, Palmerston North

Physical address: 11-15 Victoria Avenue, Palmerston North 4442

Tel: (06) 952 2804

Fax: (06) 952 2929

Email: noelene.wevell@horizons.govt.nz

Website: www.horizons.govt.nz. All information also listed on the National Register of Archives and Manuscripts. Please refer to www.nram.govt.nz

Hours: Organisation 8am- 5pm, Archives 8am- 3pm

Availability: Appointment necessary. Most archives are unrestricted

Charges: Excessive photocopying, after 20 pages. First half hour is free, charges vary thereafter.

Onsite parking: Yes

Type of institution: Local authority

Archives held: Local government records

Format: Manuscripts/paper records, maps/plans and photographs

Inclusive dates: 1897- present

Finding aids: Inventory

Total volume: 380 linear metres

Description of collections:

Horizons District Council records and pre-amalgamation records of local authorities.

Note: Further details listed on NRAM.

103. Horowhenua District Council

Officer in charge/Contact person: Ramon Oza

Postal address: Private Bag 4002, Levin

Physical address: 126-148, Oxford St Levin

Tel: (06) 366 0999

Fax: (06) 366 098 or (06)399 0977

Email: ramoneo@horowhenua.govt.nz

Website: www.horowhenua.govt.nz

Hours: Mon, Tue, Thurs and Fri 9am- 5pm and Wed, 9.30am- 5pm

Availability: Open to the public and prior arrangement not generally required. Permission is needed for some records

Charges: In some circumstances

Onsite parking: Yes

Type of institution: Local authority

Archives held: Local government records

Format: Manuscripts/paper records, maps/plans, photographs, films, digital records

Inclusive dates: 1880-

Finding aids: Dataworks software.

104. Ian Matheson City Archives

Palmerston North City Council

Officer in charge/Contact person: Lesley Courtney (City Archivist)

Postal address: PO Box 1948, Palmerston North

Physical address: 4 The Square, Palmerston North

Tel: (06) 351 4100

Fax: (06) 351 4102

Email: archives@pncc.co.nz

Website: www.citylibrary.pncc.govt.nz

Hours: Mon-Fri 10am-5pm

Availability: Open to public. Prior arrangement is not necessary, but it may speed up access to material. Some community records may require permission

Charges: No charge to enter and access records in person. Photocopying 10c per sheet, scanning \$2 per scan. Distance inquiries free for up to 30 minutes

Onsite parking: No. Metered parking is on the streets, and there is free 2-hour car park a short walk away

Type of institution: Local authority, public library

Archives held: Local government records, voluntary group archives, education/school records, personal papers, Māori archives, business archives, art/literature, military records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films

Inclusive dates: 1850s-2000

Finding aids: Limited entries on NRAM. Card indexes onsite.

Total volume: Council records - 800 linear metres. Community records - approx. 250m

Archives sought/Collecting interests: Palmerston North city - records that chart the development of the city, local people, businesses, groups, Council

Description of significant collections:

- Palmerston North City Council records 1870s-1990s
- Ian Matheson papers: collected by former city archivist, all pertaining to Palmerston North. Particularly interesting is his collection of records about the flax industry
- Consumers' Co-operative Society (Manawatu) Ltd. (significant restrictions are placed on a large part of the collection until 2010)
- George C. Petersen Papers c1940-1977 (historian, lawyer). Mainly correspondence, research notes, historical photographs from Manawatu, including typescripts of principal publications. A sizeable quantity of material relates to Scandinavian settlement of Manawatu and Wairarapa

- Architectural practices: of L.G. West (1883-1981), R. W. Thorrold-Jaggard (1915-1962), Lloyd Love. Largely contracts and plans
- Local Country Women's Institute branches
- Local Royal NZ Plunket Society branches
- Photographic collection: 1870-1980s, Palmerston North and surrounding area.

105. Marton Historical Society Archives

Parent organisation: Marton Historical Society

Officer in charge/Contact person: Pat Simpson

Postal address: PO Box 117, Marton

Physical address: Wellington Road, Marton (next to Memorial Hall)

Tel: (06) 327 6689

Hours: 9.30am-12noon, Mon-Fri

Availability: Open to the public, with no restrictions

Charges: Photocopying available 20c per sheet. Help with research is usually needed - \$20 per session depending on time. \$5 per adult to go through museum and children free

Onsite parking: Yes

Type of institution: Historical society, museum and/or art gallery

Archives held: Voluntary group archives, education/school records, personal papers, religious archives, Māori archives, business archives, art/literature, local government records, military records

Format: Manuscripts/paper records, maps/plans, photographs, drawings/paintings, tape recordings

Inclusive dates: 1849-present

Total volume: 23 linear metres and 95 file master cartons of printed materials (hand/type/computer)

Archives sought/Collecting interests: Any historical material connected with the Rangitikei District and the local area

Description of significant collections:

Marton Historical Society aims to actively collect every form of historical material, starting with the first sale of the Rangitikei District in 1849. The relevant area lies between Mangaweka and Scott's Ferry, and includes the towns of Marton, Bulls and Turakina. Though not within Rangitikei, the districts of Sanson and Halcombe are also covered

Files of the first Rangitikei newspaper, the Rangitikei Advocate (1907-1941), are an important source of historical data, including local news items and obituaries, wedding reports and birth notices, and a range of other genealogical material.

106. Massey University Archives

Officer in charge/Contact person: University Archivist: Louis Changuon

Postal address: Massey University, Private Bag 11 222, Palmerston North

Physical address: Main Building, Massey University, SH 57, Palmerston North

Tel: (06) 350 4591

Email: LibArch@massey.ac.nz

Hours: By appointment Mon- Fri 8.30- 3pm



Availability: Open to public. Very little material requires permission

Charges: Entry and retrieval free. One hour's searching free, and a charge of \$30 per hour thereafter. Photocopying charged at 7cents per page. Any other expenses charged at cost

Onsite parking: Yes

Type of institution: Educational institution

Archives held: Personal papers, business archives

Format: Manuscripts/paper records, maps/plans, photographs, audio files, films, digital records. Also a small number of published books about the institution, and periodicals such as university calendars and student magazines

Inclusive dates: 1885 to present. Most is from the 1920s to present, but there are a few earlier photos

Finding aids: Paper lists

Total volume: Approx. 500 linear metres

Description of significant collections:

- Substantive material in many formats that records the University's development and history.
- Material about the families who owned the land currently occupied by the University.

107. Rangitikei District Council

Officer in charge/Contact person: Eila Ogden

Postal address: Private Bag 1102, Marton

Physical address: 46 High St, Marton

Tel: (06) 327 0099

Fax: (06) 327 6970

Email: info@rangitikei.govt.nz

Website: www.rangitikei.govt.nz

Hours: By appointment

Availability: No access restrictions yet made under section 45 of the Public Records Act 2005

Charges: Nil

Onsite parking: Yes

Type of institution: Local authority

Archives held: Local government records

Format: Manuscripts/paper records, maps/plans, photographs

Inclusive dates: c.1870s-c.1990s

Finding aids: Under development. As at January 2006, container lists only for about 65 percent of holdings

Total volume: 200 linear metres. Non-textual archives yet to be counted

Archives sought/Collecting interests: Archives from the Rangitikei District Council (1989-) and its predecessors - Rangitikei County Council, Marton Borough Council, and Taihape Borough Council

Description of significant collections:

A survey project is currently under way which will indicate the extent of the surviving archives

Collections include:

- A series of bound outward letterbooks from the Rangitikei County 1885-1926, complemented by an inwards letters series, 1895-1923. The lists do not show comparable series from either Marton or Taihape boroughs. However, a secondary

storage area contains several hundred (as yet unlisted) bound volumes - a mix of rate books, minute books and correspondence from the pre-1989 local authorities. No control registers or indexes have yet been identified

- Archives from related bodies e.g. the Hunterville Community Committee, represented by a least one minute book covering most of the first decade of the 20th century. A suitcase contains records from the 1950s and 1960s for the Santoft Domain Board, only recently disbanded
- A series of diaries maintained (somewhat erratically) by long-serving County Clerk, H.H. Richardson, which give insights into the day-to-day rhythms of the office in the 1930s and 1940s

The Council's archives complement material held elsewhere in the District, notably the Ratana Archives, the Bulls Museum, the Marton Historic Village and the Taihape Historical Society.

108. Taihape Museum

Officer in charge/Contact person: M. Doole, Secretary

Postal address: 14 Huia St, Taihape

Physical address: As above

Tel: c/o (06) 388 0089

Email: kotukumarj@hotmail.com

Hours: Sun 1.30-4.30pm. Daily during holiday periods 1.30-4.30pm. Other times by arrangement

Availability: Open to public

Charges: Donation

Onsite parking: No, there is street parking

Type of institution: Historical society, museum and/or art gallery

Archives held: Voluntary group archives, education/school records, personal papers, religious archives, military records

Format: Manuscripts/paper records, maps/plans, photographs

Inclusive dates: 1896-

Finding aids: Family name index, photograph index

Collecting interests: Records of Taihape families, businesses, etc.

109. Tararua District Council

Officer in charge/Contact person: Shaya Mathews, Records/Archives Administrator

Postal address: PO Box 115, Dannevirke

Physical address: Woodville Service Centre, Tararua Consultancy, 45 Vogel St, Woodville

Tel: (06) 374 4080

Fax: 06 374 4137

Email: info@tararuadc.govt.nz

Website: www.tararuadc.govt.nz

Hours: Mon-Fri 8am-4.30pm

Availability: Prior arrangement needed with Records/Archives Supervisor or Woodville Service Centre staff

Charges: First hour free; actual and reasonable costs apply thereafter

Onsite parking: No. There is parking on the street adjacent to building



Type of institution: Local authority
Archives held: Local government records
Format: Manuscripts/paper records, maps/plans, photographs
Inclusive dates: 1890-1993
Finding aids: Indexes.

110. Te Manawa

Officer in charge/Contact person: Cindy Lilburn
Postal address: Private Bag 11 055, Palmerston North
Physical address: 326 Church St, Palmerston North
Tel: (06) 355 5000
Fax: (06) 358 3552
Email: cindy.lilburn@temanawa.co.nz
Website: www.temanawa.co.nz

Hours: Contact person available Mon-Fri 8am-5pm. Institution open daily 10am-5pm

Availability: Open to the public during contact person hours above. Appointments recommended

Charges: No admission charges. Photocopying charges apply

Onsite parking: Yes and costs included.

Type of institution: Museum and/or art gallery

Archives held: Personal papers, business archives, art/literature

Format: Manuscripts/paper records, photographs

Finding aids: Approximately half of records are on computer database

Total volume: 25 linear metres

Description of significant collections:

- Collinson and Cunningham department store archives, Palmerston North 1904-83
- Glaxo Pharmaceuticals archives, Palmerston North 1950s- (no finding aids)
- Local artists' study collections
- Roy Cleveley archives on Bunnythorpe and Ashhurst history.

111. Wanganui Collegiate School

Museum and Archives

Parent organisation: Wanganui Collegiate School Museum Trust

Officer in charge/Contact person: Mr R.E. Bourne, Chairman. Mrs Paddianne W. Neely, Consulting Archivist

Postal address: Private Bag 3002, Wanganui

Physical address: Liverpool St, Wanganui

Tel: (06) 345 2634, 0274 812 324 (Bourne), or (06) 349 0210 (School)

Email: wcs_museum@xtra.co.nz, r.bourne@xtra.co.nz, museum@collegiate.school.nz

Hours: Open on major School occasions or by arrangement. Please contact Richard Bourne as above or the School office

Availability: As above. Open to the public under supervision. Some restrictions apply

Charges: Free. Photocopying charges apply

Onsite parking: Yes

Type of institution: Education institution

Archives held: Education/school records, personal papers, art/literature, military records

Format: Manuscripts/paper records, maps/plans, photographs, drawings/paintings, films and school magazines

Inclusive dates: 1854-

Finding aids: Old Boys'/Girls' Registers and History Collection files and registers

Archives sought/Collecting interests:

- Items of uniform: school and house rugby jerseys and sports singlets, caps, badges etc
- School crockery, trophies, medals, badges
- Photos, memorabilia and information about cadets, scouts, pipe band, military training hut, clubs and activities, drama productions on Big School Stage, student magazines, Snipe
- Old pre-1960s sport equipment
- Information about old boys/girls
- Newspaper clippings featuring school, staff, pupils, old boys/girls
- Personal papers, programmes etc
- Material relating to WCS

Description of significant collections:

- Carnegie Art Collection
- Photographs - house, team, staff, pupils, buildings, grounds etc
- 1880 printing press
- Paper files: board of trustees, school records, Parents'/Friends' Associations etc, WCS Old Boys and Girls Association etc.
- Old photograph albums
- Collegian magazines, registers, old boy/girl authors' books
- Audio visual material
- War records, files etc
- Trophies, crockery, science equipment, medical equipment, medals, badges
- Programmes of schools events
- School registers
- School histories
- Personal memories.

112. Wanganui District Council Archives

Parent organisation: Wanganui District Council

Officer in charge/Contact person: Archivist-Gerry Mahony

Postal address: PO Box 637, Wanganui

Physical address: 101 Guyton St, Wanganui

Tel: (06) 349 0001

Fax: (06) 349 0000

Email: archives@wanganui.govt.nz

Website: www.wanganui.govt.nz/Archives

Hours: Mon-Fri 8am-5pm by appointment

Availability: Open to the public by appointment only. Access needs to be arranged prior to a research visit. Some records require permission to view

Charges: No charge for admission and retrieval. Research by staff - free for first 30 minutes and \$60 per hour thereafter. Photocopying 50 cents per A4 and \$1 per A3

Onsite parking: No. Both free and metered parking close by

Type of institution: Local authority



Archives held: Local government records

Format: Manuscripts/paper records, maps/plans, photographs

Inclusive dates: 1862-

Finding aids: Database of holdings, plus printed version. Brief details on website. Some series listed on NRAM

Total volume: 881 linear metres, 321 plan drawers

Archives sought/Collecting interests: Records relating to Wanganui District Council and its predecessor/amalgamated bodies; organisations closely related to the Council

Description of significant collections:

Records of

- Wanganui Town Board (1862-1872)
- Wanganui Borough/City Council (1872-1989)
- Wanganui County Council (1876-1989)
- Waitotara County Council (1884-1988)
- Wanganui Harbour Board (1876-1988).

113. Wanganui District Library- Alexander Heritage and Research Library

Parent organisation: Wanganui District Council

Officer in charge/Contact person: Heritage librarian

Postal address: Private Bag 3005, Wanganui Mail Centre, Wanganui 4540

Physical address: Alexander Building, Wanganui District Library, Queens Park, Wanganui

Tel: (06) 349 1000

Fax: (06) 349 1019

Email: heritage@wanganuilibrary.com

Website: www.wanganuilibrary.com

Hours: Mon-Fri 1-5pm. Closed public holidays

Availability: Open to the public, but prior arrangement is appreciated. Only one archive collection presently requires prior permission for access, but some collections currently undergoing arrangement and description may be restricted in use. Please contact the Library for details

Charges: No charge, except for photocopying (A4 and A3 10c per page) and microfilm and fiche copies (A4 and A3, \$1 per page). Staff research is \$50 per hour. For photo reproductions, please contact Library for quotes

Onsite parking: Yes

Type of institution: Public library

Archives held: Voluntary group archives, personal papers, Māori archives, business archives, art/literature, military records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, digital records

Inclusive dates: c. 1840 -

Finding aids: Subject and biographical index, NRAM entries for some collections, collection guides available for some of the archive collections at the library

Total volume: 23m

Archives sought/Collecting interests: Published material that documents Wanganui people,

businesses, organisations and events. Also published material that complements the Whanganui and New Zealand historical book collections. The Library does not actively collect local archives, which is primarily the responsibility of Whanganui Regional Museum

Description of significant collections:

- Lady Galway Patriotic Guild 1940-1948
- Wanganui and District Community Arts Council 1973-1980
- Wanganui Business and Professional Women's Club 1945-1982
- Wanganui Broadcasting Association Inc papers 1977-1980
- Wanganui Rifle Volunteers papers 1871-1904
- Wanganui Public Library archives 1877-present
- National Council of Women Wanganui Branch 1937- present
- John Goss World War 1 diary 1915
- C.R. White papers 1890-1972
- C.L. Lovegrove papers (including war diaries, roll books, battle maps and correspondence) 1861-1972
- Wanganui Home Guard papers 1940-1943
- L. Ferens papers (includes Volunteer Forces roll books and Queen Alexandra Mounted Rifles papers) 1878-c.1930s.

114. Whanganui Regional Museum

Officer in charge/Contact person: Archivist

Postal address: PO Box 352, Wanganui

Physical address: Watt St, Wanganui

Tel: (06) 349 1110

Fax: (06) 347 6512

Email: info@museum.queenspark.org.nz

Website: www.wanganui-museum.org.nz

Hours: Museum hours - every day except Christmas Day and Good Friday, 10am-4.30pm. Archives Research Services - Mon-Fri 10am-1pm, excluding public holidays

Availability: Open to the public. It may be useful to contact the Archivist first to ensure the particular records required are available. Permission is needed for some records

Charges: Admission: free for visitors from the Wanganui rate-paying district, \$5 for visitors from beyond the district. Children 16 years and under are free. Research by Archives staff for written enquiries \$60 per hour, plus reproduction and/or production costs

Onsite parking: A public car park on the north side of the museum is free for a maximum of two hours; metered street parking nearby is also available

Type of institution: Museum

Archives held: Voluntary group archives, education/school records, personal papers, religious archives, Māori archives, business archives, art/literature, government records, military records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings/ prints, newspapers, journals, books and oral records.

Inclusive dates: c.1600-

Finding aids: Collection database, inventories, and card indices



Total volume: 750 linear metres plus 85,000 items

Archives sought/Collecting interests: Material from people and places within or connected to the wider Whanganui district and river, in all formats

Description of significant collections:

- Archives and manuscripts: A large and unique collection of material relating to Whanganui people, mostly from European settler families, including diaries, albums, letters, personal ephemera, financial records, land ownership information and published works. The material is mostly pre 1930s. Of importance are the Babbage Papers, Stewart-Karitane Papers, Blennerhasset Collection, Anne Mathews Collection, Richard Taylor Collection and many more. Also important are archives and records of clubs and societies operating in the Whanganui Region (1860s-). Of significance are the records of service groups (Wanganui Rotary, Wanganui Jaycees), sports clubs (Wanganui Golf Club, regional pony clubs, regional bowling clubs), environmental groups (Acclimatisation Society, Wanganui Beautifying Society) and history groups (Whanganui Historical Society)
- Books: A bible section that includes two 1611 Breeches bibles, and bibles in Māori, Gaelic and German (connected with Whanganui families); encyclopaedias; medical reference books
- Paintings, drawings and prints: Paintings by Gottfried Lindauer, J.T. Stewart, Christopher Aubrey, G. F. Allen, W.F. Gordon, Rev R.Taylor, Charles Heaphy, J. A. Gillian and prints published by A.A. Willis
- Photographs and negatives: Photographs are mostly original prints, from the 1860s to contemporary times. Areas of strengths are from the 1880s to the 1920s. They are Whanganui focused, and feature people, places and events. About 10 percent are of Māori people and Māori events and culture. There are good examples of overseas photographs from world wars, and a range of North Island and New Zealand alpine material. Significant local commercial photographers and amateur photographers are represented in the collection. Cartes de visite feature mostly European settlers and their families from the 1860s to the 1890s. Photograph albums are mostly family orientated, but also include commercially produced images of local and New Zealand scenery. There is a large collection of glass plate negatives and 30,000 film negatives from the Wanganui Herald and Wanganui Chronicle 1958-1972. Also the Partington Collection of images of Whanganui Māori people and places c. 1890s to early 1900s
- Maps and plans: Significant examples of planning maps for the projected New Zealand Company settlement of Wanganui (Petre) dated 1842. Also Whanganui sale maps 1848, local missionary routes, New Zealand Wars strategic maps; and regional survey maps by noted surveyors J. T. Stewart, J. R. Annabell and G. F. Allen, military maps of France and the Middle East used in both world wars. There are architectural plans from R. G. Talboys, and other Wanganui architects' plans 1890s-1920s, Walpole Patterson building plans and specifications
- Oral histories: Generated by Museum projects such as Women's Suffrage, Men In Our Lives, and the Fire, Lamp Light and Tapa exhibitions
- Newspapers: Nearly complete run of Wanganui Herald, Wanganui Times 1866-69, Mana Tangata, and complete run of Wanganui Chronicle 1875-1980. This includes some 1850s copies and is growing with five-yearly addition of volumes
- Ephemera: A wide variety of ephemeral archives that include cards, postcards, posters, banners, tickets, timetables, programmes, brochures and many other formats
- Museum archives and records: Generated by the Museum's activities and comprising a range of documents that describe its history and activities from around 1895.

Wellington and Wairarapa

115. Alexander Turnbull Library

National Library of New Zealand

Officer in charge/Contact person: Chris Szekely, Chief Librarian

Postal address: PO Box 12349, Wellington

Physical address: cnr Molesworth and Aiken Sts, Wellington

Tel: (04) 474 3000

Fax: (04) 474 3063

Email: atl@natlib.govt.nz

Website: www.natlib.govt.nz

Hours: Mon-Fri 9am-5pm. Sat 9am-1pm

Availability: Open to the public. Pre-ordering possible by telephone from information in online catalogue. Permission may be required for viewing and/or reproduction

Charges: No charges for admission or retrieval

Onsite parking: No. Metered parking in street outside (charged at WCC rates)

Type of institution: Public library, special/research library or institution

Archives held: Voluntary Group Archives, Religious Archives, Other Educational Records, Iwi Archives, Hapu Archives, Whanau Archives, Personal Papers, Education/School Records, Māori Archives, Business Archives, Pacific Islands Archives, Art/Literature, Government Records, Military Records, Ethnic Records/Archives, Local Government Records

Format: Bound volumes/registers, manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, digital records

Inclusive dates: 1800-

Finding aids: Published materials included in the National Library Catalogue (nlzcat.natlib.govt.nz). Unpublished list in TAPUHI (tapuhi.natlib.govt.nz). Digitised newspapers in (paperspast.natlib.govt.nz) Images (timeframes@natlib.govt.nz)

Total volume: 400,000 manuscripts. 2,600,000 photographs and negatives. 55,000 maps. 80,000 paintings, drawings, prints and architectural plans. 40,000 discs, tapes etc. 1,600 linear metres of newspapers. 4 linear km of serials. 9 linear km manuscripts and archives. 124,000 microfilms

Archives sought/Collecting interests: Records in any form relating to New Zealand and the Pacific. All publications issued in New Zealand, or created by New Zealanders, or about New Zealand and the Pacific

Description of significant collections:

Unpublished Collections include:

- Donald McLean papers
- Katherine Mansfield papers
- Soldiers' diaries and letters
- Nineteenth and early twentieth century politicians' papers
- Douglas Lilburn papers and music scores.

116. ANZ National Bank Financial Group

Officer in charge/Contact person: Cheryl Middlekoop/Sharon Armitage - ANZ Archives; Hugh Boyle - NBNZ Archives

Postal address: L9, ANZ Tower, PO Box 1492, Wellington

Physical address: 168 Jamaica Drive, Grenada North, Wellington

Tel: (04) 496 8286

Fax: (04) 496 8997

Email: nzis@anznational.co.nz

Hours: 9am - 5pm

Availability: Limited access to researchers. Appointments are necessary. Permission is needed for access to some parts of the collection

Charges: Admission and initial retrieval is free. Copying charges may then apply - to be discussed with Archivist

Onsite parking: Yes

Type of institution: Business or industry

Archives held: Business archives

Format: Bound volumes/registers, manuscripts/paper records, maps/plans, photographs, audio files, films, digital records, cd's dvd's and databases, museum objects

Inclusive dates: 1837-

Finding aids: Inventory and lists

Total volume: 330 linear metres

Archives sought/Collecting interests: Business archives of the Union Bank of Australia, Bank of Australasia, ANZ Bank Ltd, and the ANZ Banking Group (New Zealand) Ltd

Description of significant collections:

- Union Bank of Australia collection 1837-1951: photographs, ledgers, half yearly balance books, customer signature books, inspectors' correspondence, head office records
- Bank of Australia collection 1839-1951: photographs, ledgers, half yearly balance books, customer signature books, inspectors' correspondence, Head Office records
- Post Bank collection 1987-1994: Bulletins, circulars, reports, prospectus
- ANZ collection 1951: circulars, photographs, video tapes, brochures, Head Office correspondence, branch reviews, premise files, internal communications, marketing material, financial statements.

117. Archives New Zealand - National Office

Officer in charge/Contact person: Chief Archivist and Chief Executive

Postal address: PO Box 12 050, Wellington

Physical address: 10 Mulgrave St, Thorndon, Wellington

Tel: (04) 499 5595

Fax: (04) 495 6210

Email: reference@archives.govt.nz

Website: www.archives.govt.nz

Hours: Mon-Fri 9am-5pm





Availability: Open to the public. Some records are restricted and require permission to view

Charges: No charges for admission or retrieval. Charges for copying apply

Type of institution: Government department

Archives held: Government records, personal papers, education/school records, Māori archives, Pacific Islands archives, art/literature, government records, military records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, digital records

Finding aids: Indexes. Archway on website

Total volume: 86,000 linear metres

Archives sought/Collecting interests:

New Zealand central government records

Description of significant collections:

The National Office, Wellington, holds the archives of the head offices of central government, and district offices in the lower half of the North Island (Taranaki, Wanganui, Hawke's Bay, Manawatu, Wairarapa and Wellington) and the northern part of the South Island (Nelson and Marlborough)

The records held at the National Office relate to almost every aspect of New Zealand life and to the individual lives of New Zealanders from the beginning of British Government in 1840 to the present day. They cover a wide range of subjects, a lengthy time period, and a variety of different media. The holdings include at least 65,000 metres of textual public archives, 300,000 maps, plans and other cartographic archives, 750,000 photographs and negatives. Motion pictures, video and audio tapes and a variety of historical objects and artefacts are also held.

118. Bank of New Zealand Archives

Officer in charge/Contact person: Barbara Allen

Postal address: PO Box 2392, Wellington

Physical address: Level 2, Grand Annex, 84 Boulcott St, Wellington

Tel: (04) 474 6933

Fax: (04) 474 6152

Email: barbara_j_allen@bnz.co.nz

Website: museum@bnz.co.nz

Hours: Mon-Thurs 9am-4.30pm. Fri 9am-2.30pm

Availability: Open to the public by appointment. Permission is required from Archives Manager or Legal Services

Charges: No charge, except for large volumes of photocopying and input from Archives Manager

Onsite parking: No. CARE car park and Wilson car park are located in Boulcott Street

Type of institution: Business or industry, museum and/or art gallery

Archives held: Religious archives, business archives, personal papers

Format: Bound volumes/registers, manuscripts/paper records, maps/plans, photographs, audio files, digital records, art works, artefacts

Inclusive dates: 1861-

Finding aids: DB Text works. Index cards

Total volume: Approx. 200 linear metres

Archives sought/Collecting interests: Material relating to Bank of New Zealand stories - oral archives

Description of significant collections:

- Complete set of Board minutes from 1861
- General managers' correspondence
- Staff registers
- Premises files
- Building plans
- Photographs
- Artefacts belonging to banking
- Bank notes and coins
- Posters
- Pamphlets
- Marketing
- Financial
- BNZ estates
- Asset Realisation Board records.

119. Births, Deaths & Marriages - Whānautanga, Matenga, Mārenatanga

Parent organisation: Department of Internal Affairs

Postal address: Births, Deaths and Marriages, PO Box 10 526, Wellington 6143

Physical address: Level 3, Boulcott House, 47 Boulcott St, Wellington

Free phone: 0800 225 252 (New Zealand only)

Phone: (+64 4) 474 8150 (from outside New Zealand)

Fax: (+64 4) 382 3581

Email: bdm.nz@dia.govt.nz

Website: www.bdm.govt.nz

Hours: Mon-Fri 8.30am-5pm, except Thurs 9am-5pm

Availability: Access to registered information is only by application and on payment of the regulated fee. Some registered information is restricted (e.g. pre-adoptive information)

Charges: Contact Births, Deaths and Marriages.

Type of institution: Government department

Archives held: Birth, death, marriage and civil union registrations

Format: Certificates and printouts

Inclusive dates: Birth and Death registrations 1848-. Marriage records 1856-, Civil union registrations 2005

Total volume: More than 10 million registrations.

120. Catholic Archdiocese Archives

Officer in charge/Contact person: Sister M. de Porres, Jocelyn Butcher

Postal address: Catholic Centre, PO Box 1937, Wellington

Physical address: Catholic Centre, 22-30 Hill St, Wellington

Tel: (04) 496 1757

Fax: (04) 496 1720

Email: archives@wn.catholic.org.nz

Hours: Mon-Fri 9.30am-12.30pm, 2-5pm

Availability: Open to the public, but appointments necessary. Some records are restricted

Charges: Admission is free but donations of \$10-\$20 as requested, according to extent of research. Photocopying charges apply

Onsite parking: Yes

Type of institution: Religious organisation

Archives held: Voluntary group archives, Religious archives, Business archives, Art or literature, Military records, Personal papers, School records

Format: Bound volumes/registers, manuscripts/paper records, photographs, maps and plans, audio files, films, digital records, art works, banners, religious objects

Inclusive dates: 1850-

Finding aids: Inventory, lists, indexes, Database for Archives and Image DB-Text works, (library)

Total volume: 350 linear metres, 300 linear metres of books and periodicals

Archives sought/Collecting interests:

Papers, photographs and other memorabilia relevant to the Catholic Church

Description of significant collections:

- Eileen Duggan Collection: letters to ED, some of her writings, books of poems, part of her library collection
- Catholic Women's League: Wellington and National correspondence and history
- Catholic Youth Movement: minutes etc.
- Wellington Catholic Returned Services club: minutes etc.
- Biographical material of Bishops Viard, Redwood and O'Shea
- Mount Street cemetery records.
- Newman, Belloc and Chesterton collections, (books).

121. Chilton Saint James School Archives

Officer in charge/Contact person: Mrs Sue Blundell

Postal address: PO Box 30 090, Lower Hutt 5040

Physical address: 124 Waterloo Rd, Lower Hutt

Tel: (04) 566 4089

Fax: 04 569 5223

Email: sblundell@chilton.school.nz

Website: www.chilton.school.nz

Availability: Open by appointment. Some records have restricted access

Onsite parking: Yes

Type of institution: Educational institution

Archives held: Education/school records

Format: Manuscripts/paper records, maps/plans, photographs, drawings/paintings, digital records

Archives sought/collection interests: All records (written), correspondence, pupils' work (samples), programmes (productions etc.), order of services, photographs, uniforms, books, manuscripts, shields, banners etc

Description of significant collections:

All material relating to the school since its establishment in 1918.

122. Congregation of Our Lady of the Missions

Officer in charge/Contact person: Sister Theresa Galvin

Postal address: PO 33 177, Petone

Physical address: 35 Britannia Street, Petone

Tel: (04) 970 8944

Fax: (04) 970 8946

Email: archives@rndm.org.nz, theresa.galvin@rndm.org.nz

Hours: Mon-Fri 9am-5pm

Availability: Access needs to be arranged prior to a visit. Permission is needed for some records

Onsite parking: No. Parking is available in the street

Type of institution: Religious organisation

Archives held: Education/school records, personal papers, religious archives

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films

Inclusive dates: 1865-

123. Family History Centres

Physical address: Chapel St, corner of Ngatittoa St, Porirua

Tel: (04) 237 5412

Hours: Mon 10am-2pm. Tues, Wed 10am-3pm

Physical address: 30 Opaki Rd, Masterton

Tel: (06) 377 3688

Hours: Tues 10am-4pm. Wed 10am-3pm, 7-8pm. Thurs 10am-4pm, 6.30-8.30pm

Physical address: 28, Turon Cres, Totara Park, Upper Hutt

Tel: (04) 526 4259

Hours: Wed, Thurs 10am-2pm, 6-9pm. Sat 10am-12pm

Physical address: 140 Moxham Avenue, Hataitai, Wellington

Tel: (04) 386 1227

Hours: Mon, Tues, Wed 10am-1pm. Tues 6-8pm. Wed 6-9pm. Sat 9am-12pm

Branch facilities of the Family History Library, which is run by the Church of the Latter Day Saints in Salt Lake City. The Family History Centres provide access to materials in the Library to help patrons identify their ancestors. Anyone may visit and use the Centres.

124. Hutt City Council Archives

Officer in charge/Contact person: Archivist

Postal address: Private Bag 31912, Lower Hutt

Physical address: Unit 6, Birchwood Complex, 487 Hutt Rd, Lower Hutt

Tel: (04) 04 570 6815

Fax: (04) 569 4290

Email: katherine.clarke@huttcity.govt.nz

Website: www.huttcity.info/history/archives

Hours: By appointment

Availability: Appointments necessary. Some restrictions apply, particularly to records of voluntary groups





Charges: Admission is free. Photocopying and time of staff spent on a request charges apply

Onsite parking: Yes

Type of institution: Local authority

Archives held: Voluntary group archives, business archives, education/school records, Māori archives, military records, local government records

Format: Bound volumes/registers, Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, digital records

Inclusive dates: c. 1864-

Finding aids: In-house database and catalogues

Total volume: 2,000 linear metres

Archives sought/Collecting interests: Records generated by Hutt City Council or its predecessor authorities, and records created by the public in response to the Council

Description of significant collections:

- Minutes of Eastbourne Borough Council 1906-1989; Lower Hutt Borough Council and City Council 1891-1989; Petone Borough Council 1888-1989; Hutt County Council 1949-1988 (records prior to 1948 held at Alexander Turnbull Library)
- Taita Cemetery records 1892-present
- Various school collections e.g. Petone West School 1909-1973, Hutt Central School 1875-1979
- Records of Hutt Valley Drainage Board 1927-1990
- Records of Hutt Valley Electric Power Board and successors 1905-2000
- Lower Hutt rate books 1886-1998.

125. Hutt City Libraries Research Centre

Hutt City Local Studies

Officer in charge/Contact person: Neil Coup, Information Services Librarian

Postal address: PO Box 30037, Lower Hutt

Physical address: Cnr Woburn Rd and Queens Drive, Lower Hutt

Tel: (04) 570 3745

Fax: (04) 569 5426

Email: neil.coup@huttcity.govt.nz

Website: www.library.huttcity.govt.nz

Hours: Mon-Fri 10am-8.30pm. Sat 10am-5pm. Sun 1pm-5pm

Availability: Public access to collections

Charges: No charge

Onsite parking: Yes

Type of institution: Local authority, public library, historical society

Archives held: Voluntary group archives, local government records

Format: Bound volumes, manuscripts/paper records, maps/plans, photographs, audio files, films, digital records, newspaper indexes, microfiche indexes, artworks

Inclusive dates: 1839-

Finding aids: In magic database - indexing collections. Brochures - local studies collections; Hutt Valley histories; maps; births, deaths and marriages; genealogy

Total volume: Approx. 150 linear metres

Archives sought/Collecting interests: History and geography of the municipal area of Lower Hutt. Since local government amalgamation (1 November 1989), this area now includes the former boroughs of Eastbourne, Petone and Wainuiomata

Description of significant collections:

- Written material includes published books and reports; vertical file items such as pamphlets and newspaper clippings; community newspapers and indexes; schools' magazines; business and street directories; electoral rolls. There is also a large collection of photographs, various maps, and local videos and tape cassettes
- Extensive genealogical materials such as microfiche indexes to Births, Deaths and Marriages, and cemetery records
- Special resources: Lower Hutt Historical Society; Lance Hall Collection (local photos, maps, articles); George Buck Collection (local photos and articles); Tuckett index (Hutt Valley burials), 2v. Microfiche, 1991; Hutt News (hard copy and microfilm), 1927-present; Hutt Valley community newspapers.

126. Johnson, Christine

Officer in charge/Contact person: Christine (Chris) Johnson

Postal address: PO Box 53, Paekakariki, 5258

Tel: (04) 905 1271

Email: cupoteacoast@paradise.net.nz

Hours: By arrangement

Availability: Private collection housed in a private residence. Contact to arrange access

Charges: Copying charges

Onsite parking: No. There is residential street parking (no charge)

Type of institution: Private collection

Format: Manuscripts/paper records, maps/plans, photographs

Inclusive dates: 1860-

Finding aids: A database is being developed. A copy will be deposited with NZ Rail Heritage Trust

Collecting interests: Related to NZ Railways and Public Works Department.

Description of significant collections:

Material relating to public works development, NZ Railways and rail infrastructure, including:

- About 2600 books, brochures and manuals
- 500 newspaper clippings
- Copies of public works development papers
- Items relating to the Tangiwai disaster, including:
 - Newspaper clippings
 - Photographs
 - Published books
 - Commemoration services
 - Board of Enquiry extracts
 - New Zealand Railways Working Timetables
 - Copies of Union journals
 - Railway bulletin.



127. Museum of Wellington City & Sea

Te Waka Huia O Nga Taonga Tuku Iho

Parent organisation: Wellington Museums Trust

Officer in charge/Contact person: Dean Miller

Postal address: PO Box 893, Wellington

Physical address: Queens Wharf, Wellington

Tel: (04) 472 8904 (museum), (04) 472 8924 (curator)

Fax: (04) 496 1949

Email: dean.miller@wmt.org.nz

Website: www.museumofwellington.co.nz

Hours: Mon-Fri 9am-5pm. Research service based offsite, see below

Availability: Research service accepts telephone and written enquiries only, as there are currently no reading room facilities. There are plans to provide onsite access, but no confirmed opening date. Some limited onsite access is possible (if required due to nature of enquiry): this is by curator's decision only. Curator available Monday to Friday

Charges: No admission charge to museum. A donation is suggested for research, based on time, photocopying etc. Extensive enquiries and corporates will be charged

Onsite parking: No. There is parking at the Wilsons car park on Queens Wharf (charged)

Type of institution: Museum and/or art gallery

Archives held: Voluntary group archives, personal papers, art/literature

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films

Inclusive dates: c1870s-

Finding aids: In-house database

Total volume: Approx. 300-400 linear metres. 35,000 photographs/negatives/slides. 1,200 paintings/artworks. 150 audio files. 350 films/videos

Archives sought/Collecting interests: Wellington region maritime records

Description of significant collections:

- New Zealand Company of Master Mariners
- New Zealand Ship and Marine Society
- New Zealand Shipping Company - Wellington office
- Shaw, Savill and Albion - Wellington office
- Blue Star Line
- Research papers of Denys Bevan, Rev. William Comber, Athol Kirk, J.F. Holm and more.

128. NBNZ Bank Archive

Physical address: Level 1, Corner of Riddiford & Green Street, Newtown above Wellington South Branch

Hours: Thurs 8am - 4.30pm

Postal address: PO Box 7044, Wellington

Tel: (04) 389 0669

Fax: (04) 389 0680

Email: hugh.boyle@nbnz.co.nz

Availability: Limited access to researchers. Appointments are necessary. Permission is needed for access to some parts of the collection.

Charges: Admission and initial retrieval is free. Copying charges may then apply - to be discussed with Archivist

Onsite parking:

Type of institution: Business or industry

Archives held: Business archives

Format: Bound volumes/registers, manuscripts/paper records, maps/plans, photographs, audio files, films, digital records, cd's dvd's and databases, museum objects

Inclusive dates: 1868-

Finding aids: ELM computer system

Total volume Unknown

Archives sought/Collecting interests: Business archives of the National Bank of New Zealand, Rural Bank, and Countrywide Banking Group

Description of significant collections:

- National Bank of New Zealand Ltd collection 1873 up to present: photographs, ledgers, half year balance books, customers signature books, inspectors' correspondence head office records, video tapes, premises files, circulars, prospectus, pension fund reports, marketing material & posters, Head Office records, financial statements, general library
- Rural Bank collection 1894 -1993: photographs, general correspondence, premises files, marketing material and posters, minute books, maps, annual reports, Acts and instruction books
- Countrywide Banking Group collection 1897-1999: photographs, brochures, History of the Group, Marketing material, sponsorship, Board papers, general correspondence, financial statements, Rule books relating to the following building societies: United, Central, Auckland, Countrywide, Marac, Western, (Wanganui), Canterbury, New Zealand, Gisborne & Whangarei, Internal communications, United Banking Group.

129. New Zealand Council of Trade Unions

Te Kauae Kaimahi

Officer in charge/Contact person: Carol Beaumont, Secretary. Belinda Heffron, Operations Manager

Postal address: PO Box 6645, Wellington

Physical address: 178 Willis St, Wellington

Tel: 04 3851334

Fax: 04 385 6051

Email: belindah@nzctu.org.nz, julial@nzctu.org.nz

Website: www.union.org.nz

Hours: Mon-Fri 8.30am-5pm

Availability: Archives are held at Alexander Turnbull Library. Working files are kept at CTU

Onsite parking: No. There are various parking buildings in close proximity

Inclusive dates: NZ Federation of Labour 1937-88; NZCTU 1988 onwards

Description of significant collections:

Archives of Federation of Labour and NZ Council of Trade Unions from 1988 to 1999, including:

- Conference records
- Meetings, accounts
- Correspondence
- Material relating to industrial relations in NZ
- Records of disputes where the assistance of the organisation has been invoked.

130. New Zealand Cricket Museum

Parent organisation: New Zealand Cricket

Officer in charge/Contact person: David Mealing, Manager/Curator

Postal address: PO Box 578, Wellington

Physical address: The Old Grandstand, Basin Reserve, Wellington

Tel: (04) 385 6602

Email: cricket@wmt.org.nz

Website: www.nzcricket.co.nz

Hours: Museum hours in summer (1 Nov-30 April) daily 10.30am-3.30pm. Winter (1 May-31 Oct) Sat/Sun only 10.30am-3.30pm. Also by special arrangement. The museum has a lending library for research and study purposes. Hours by arrangement

Availability: Access needs to be arranged prior to a research visit. The archives are open to the public but permission is needed for access to some records.

Charges: \$20 per hour, plus photocopying costs (20c per sheet)

Onsite parking: Yes

Type of institution: Museum and/or art gallery, Library/institution, Educational institution

Archives held: NZ Cricket archives

Format: Bound volumes/registers, maps/plans, photographs, microfilm/fiche, audio files, films, digital records, art works, manuscripts/paper records, photographs

Inclusive dates: 1860-2007

Archives sought/Collecting interests: Records relating to New Zealand Cricket

Description of significant collections:

- Records relating to New Zealand cricket: paper, photography, ephemera, costumes and textiles, porcelain and ceramics, silver, cricket bat collection
- NZ Cricket Council first minute book, some annual reports
- NZ Cricket Umpires' Assn archives 1957-90
- Wellington Cricket Umpires Assn Archives 1920s- and unpublished history 1904-84
- Wellington Cricket Assn and NZ Cricket Council annual reports
- A library of c.500 volumes of cricket books includes *Wisden Cricket Almanac* 1864-, *New Zealand Cricketers Annual* 1895-8, and periodicals.

131. New Zealand Education Institute

NZEI Te Riu Roa

Postal address: PO Box 466, Wellington

Physical address: Level 11, West Block, Education House, Willis St, Wellington

Tel: (04) 3822739

Fax: (04) 384 9401

Email: sharon.jones@nzei.org.nz

Website: www.nzei.org.nz

Hours: By appointment

Charges: Admission is free, but there are charges for photocopying and archive retrieval on a case by case basis

Onsite parking: No

Type of institution: Library/Institution

Archives held: Educational records, Organisation records

Format: Bound volumes/registers, manuscripts, documents, maps, plans architectural drawings, photographs, negatives, microfilm/fiche, audio files, films, digital records, art works

Inclusive dates: 1883-

Finding aids: Indexes, database

Total volume: 50 linear metres

Description of significant collections:

- Records of the New Zealand Educational Institute since its establishment in 1883
- NZEI's Information Centre contains periodicals, articles, reports and journals about education and union issues. For more information, see contact details above.

132. New Zealand Film Archive

Nga Kaitiaki O Nga Taonga Whithiahua

Officer in charge/Contact person: Frank Stark, CEO

Postal address: PO Box 11449, Wellington

Physical address: 84 Taranaki Street, Wellington

Tel: (04) 384 7647

Fax: 04 382 9595

Email: info@nzfa.org.nz

Website: www.filmarchive.org.nz

Hours: Mon-Tues 9am-5pm, Weds-Fri 9-7pm, Sat Research library 12-5pm

Availability: Free public access for film and video research. Appointments not necessary. However, access to the Documentation collection requires prior arrangement

Charges: Admission is free but charges for ongoing professional research rate negotiable

Onsite parking: No. There are several parking buildings close by

Type of institution: Library/institution, film archive

Archives held: Personal papers, clothing, props, photographs, books

Format: Photographs, audio files, drawings/paintings, films, digital records

Inclusive dates: 1896-

Finding aids: Online catalogue at www.filmarchive.org.nz/catalogue/advancedsearch.htm

Total volume: 1800 linear metres

Archives sought/Collecting interests: NZ moving images

Description of significant collections:

- The Film and Video Collection, predominantly of New Zealand material, contains moving images from 1896 to the present day. It includes features



and short films, newsreels, documentaries, home movies, music videos, broadcast programmes, commercials and video art

- The Documentation Collection contains promotional, critical and historical materials from 1896 to the present. It includes stills, posters, scripts, clippings, programmes, publicity material, production records and files, personal records, storyboards, props and costumes, animation cells, taped interviews and equipment.
- National Television Collection: The Film Archive maintains this collection on behalf of NZ On Air. It represents a diverse range of broadcasters and programming including television news, dramas, documentaries, games shows, music videos, infomercials, youth programming and sport.
- Taonga Māori Collection consists of items with significant Māori content. It includes visual and audio records of karanga, whaikārero, iwi and hapu whakapapa, pōwhiri, wharehau and marae, kapa haka, Waitangi Day events (from 1934), raranga, tukutuku and whakairo.
- The Chapman Collection of New Zealand news and current affairs television provides a vivid insight into New Zealand politics and society.

133. New Zealand Founders Society Inc.

Officer in charge/Contact person: Janet Robinson

Postal address: PO Box 17126, Karori, Wellington, 6147

Physical address: 17 Tinakori Rd, Thorndon, Wellington.

Tel: 04 4724282

Email: nzfounders@paradise.net.nz

Hours: Mon, Tues, Thurs 9.30am- 2.30pm

Charges: Photocopying charges apply

Onsite parking: Yes and charges apply

Type of institution: Genealogical society and voluntary organisation

Archives held: Personal Papers and Genealogical archives

Formats or types: Bound Volumes/registers, manuscripts/paper files and photographs.

Inclusive dates: 1840- present

Total volume: 7,000 memberships, family histories and library records and 600 early NZ books

Description of significant collections: By request.

134. New Zealand Geographic Board

Ngā Pou Taunaha o Aotearoa

Parent organisation: Land Information New Zealand

Officer in charge/Contact person: Secretary

Postal address: Private Box 5501, Wellington

Physical address: Lambton House, 160 Lambton Quay, Wellington

Tel: 0800 665 463

Fax: (04) 460 0112

Email: info@linz.govt.nz

Website: www.linz.govt.nz/core/placenames/index.html

Hours: Appointment by arrangement with Secretary, generally Mon-Fri 8am-4pm

Availability: Privacy Act may apply for some records.

Charges: Admission is free but there is a charge for photocopying and time as per the Official Information Act

Onsite parking: There is one visitor park, which must be booked by phoning (04) 460 0110. Other parking is available on the street (pay and display or coupon) or various parking buildings on The Terrace.

Type of institution: Statutory Board of Government

Archives held: Māori archives, Government records

Format: Bound volumes/registers, manuscripts/paper records, maps/plans, photographs, drawings/paintings, digital records, art work, films, audio files

Inclusive dates: 1840-

Finding aids: No

Total volume: Approx. 10 linear metres

Archives sought/Collecting interests: Geographical place names, nomenclature, toponymy, undersea features, linguistics, Antarctica

Description of significant collections:

Records relating to the New Zealand Geographic Board, which came into being in 1946. Its immediate predecessor, the Honorary Geographic Board, had its first meeting in 1924 (although some correspondence dates back to 1915). The eight-person Board is responsible for the naming, or re-naming, of towns, suburbs, major geographical features in New Zealand and Antarctica, and underwater features within a twelve nautical mile zone of the New Zealand coastline. Part of this responsibility is to collect original Māori place names for recording on official maps, and to gather background evidence to help verify the correct spelling, general validity and history of place names (the Board has no responsibility for naming local authorities, streets, parks and reserves, except in a consultative role). Submissions requesting name changes may date back to early this century, and may contain supporting evidence from local groups, individuals or iwi.

Records held include

- Correspondence Volumes 1-72, 1915-1994
- Board Minutes Volumes 1-9, 1927-1986
- File 22/2605/3 Volumes 1-19, 1945-1993
- Antarctic names Volumes 1-8, 1952-1994
- Land information NZ files (1996 - present)
- Historic published maps from 1860s
- Card index of place names.

135. New Zealand Historic Places

Trust Pouhere Taonga

Officer in charge/Contact person: Elaine Marland, Information Services Adviser

Postal address: PO Box 2629, Wellington

Physical address: Antrim House, 63 Boulcott St, Wellington

Tel: 04 472- 4341

Fax: 04 4990669

Email: emarland@historic.org.nz

Website: www.historic.org.nz

Hours: By arrangement

Availability: Access need's to be arranged prior to a research visit



Charges: Retrieval fee and photocopy charges

Onsite parking: No. Two parking buildings on Boulcott St, charges apply

Type of institution: Research Institution

Archives held: Archaeological records; records of historic buildings and places

Formats: Manuscripts/ paper records, photographs and maps or plans

Inclusive dates: 1820- present

Finding aids: FILES database on In Magic/ DB Text works; Individual lists and properties

Archives sought/ Collecting interests: Copies of documents and photographs relating to Trust properties in various parts of New Zealand

Description of significant collections:

- Archives of archaeological field work by staff of the Trust and other institutions; research reports and photographs of buildings and areas classified by the Trust as having permanent historical and architectural value; National Measured Drawing competition entries 1982

Some historical papers relating to Trust properties are available by arrangement with the property curators at Auckland- Ewelme Cottage (Vicesimus Lush and Family), Alberton (Allan Kerr Taylor), and Bay of Islands- Waimate Mission House, Kerikeri Mission Station, Pompallier Mission, and NZHPT Northland Area Office.

136. New Zealand Jewish Archives

Parent organisation: Wellington Hebrew Congregation

Officer in charge/Contact person: Michael Clements

Postal address: 80 Webb St, Wellington

Physical address: As above

Tel: (04) 384 5081

Email: nzjewisharchives@ihug.co.nz

Availability: 9:30am - 4pm

Charges: Admission is free but there is a charge for photocopying

Onsite parking: No. Parking is available on the street (1 hour free)

Type of institution: Religious organisation, museum/ art gallery, historical society

Archives held: Voluntary group archives, personal papers, religious archives, art or literature

Format: Bound volumes, manuscripts/paper records, photographs, audio files, films, religious artefacts

Finding aids: Descriptive guide, list

Inclusive dates: 1843-

Archives sought/Collecting interests: Anything of significant New Zealand Jewish interest

Description of significant collections:

- Letters and information regarding formation of Wellington Hebrew Congregation (1st New Zealand Hebrew service January 1843), burial plot arrangements and general Jewish life, mainly in Wellington
- Items pertaining to colonial Jews
- Holocaust audios and videos

- Books written about and by Jewish New Zealanders
- Publications: Bulletin (Progressive Jewish), NZ Jewish Chronicle, Centre News (Wellington Jewish Community Centre), Jewish Social Club
- Collections from other Jewish organisations (Wellington).
- Early settlers
- Religious artefacts
- Sacred scrolls
- Religious silver.

137. New Zealand Police Museum

Officer in charge/Contact person: Kamaya Yates, Manager

Postal address: Private Bag 50 906, Porirua

Physical address: Royal New Zealand Police College, Papakowhai Rd, Porirua

Tel: (04) 238 3141

Fax: (04) 237 0129

Email: museum@police.govt.nz

Website: www.policegovt.nz/service/museum

Hours: Wed-Sun 10am-4pm. Closed public holidays and between Christmas and New Year

Availability: No research service available. No public access to objects or archives in collections storage. Visitors may access NZ Police Museum Reference Library books while onsite

Charges: Admission charges - \$5 adult, \$3 child, \$10 family

Onsite parking: Yes

Type of institution: Museum and/or art gallery

Archives held: Government records

Format: Manuscripts/paper records, photographs, audio files, films

Description of significant collections:

Original evidence and police memorabilia.

138. New Zealand Post Primary Teachers' Association

Officer in charge/Contact person: Lynette O'Brien

Postal address: PO Box 2119, Wellington

Physical address: 60 Willis St (Level 5), Wellington

Tel: (04) 384 9964

Fax: (04) 382 8763

Email: lobrien@ppta.org.nz

Website: www.ppta.org.nz

Hours: Mon-Fri 8:30am-5:30pm

Availability: The PPTA archive is available to PPTA members and former members, and to members of the public undertaking genuine research

Charges: The archive material is stored offsite; a collection/return delivery fee may apply.

Onsite parking: No. There is a car park building in Boulcott St (charged)

Type of institution: Secondary teachers' professional, social and industrial union

Archives held: Files, records, minute books of the PPTA and its predecessor organisations.

Format: Manuscripts/paper records, photographs



Inclusive dates: Mostly 1952- (some earlier material)

Finding aids: Keyword alphabetical listing cross referenced to period/year

Description of significant collections:

- Policy records by subject/topic
- Conference and executive minutes and papers
- STA/PPTA journals
- PPTA news.

139. New Zealand Railway and Locomotive Society Inc.

Officer in charge/Contact person: Mr D. M. Cole

Postal address: PO Box 5134, Wellington

Physical address: 1A North St, Petone, Wellington

Tel: (04) 568 4938

Fax: (04) 586 5554

Email: nzrls@actrix.gen.nz

Website: www.railsoc.org.nz

Hours: By prior arrangement

Availability: Appointments necessary

Charges: No admission charge. There are charges for material supplied (to cover costs)

Onsite parking: Yes

Type of institution: Historical society, genealogical society, museum/art gallery, library, voluntary organisation, educational institution

Archives held: Personal papers, voluntary group archives, Government records, NZ government railways

Format: Bound volumes, manuscripts/paper records, maps/plans, photographs, drawings/paintings, films, newspaper clippings

Inclusive dates: 1862-

Finding aids: Descriptive guide, inventory, list, indexes, catalogue,

Total volume: 1500 linear metres

Archives sought/Collecting interests: Anything on railways in New Zealand

Description of significant collections:

- Almost complete set of D3 (NZ Railways annual staff lists 1895-1984, permanent staff only)
- Drawings and tracings for NZ Railways CME and CCE
- Railway newspaper clippings 1860s- (most 1920s)
- Railway Dept. files
- CCE, CME, DTM and General Managers files
- Negatives and prints
- Blueprints
- Glass plates,
- Library consisting of journals and magazines.

140. New Zealand Television Archive

Paenga Māpuna

Parent organisation: Television New Zealand Limited (TVNZ)

Officer in charge/Contact person: Lindsay Charmers

Postal address: PO Box 31 444, Lower Hutt

Physical address: Archive Building, Avalon Studios, Percy Cameron Street, Lower Hutt

Tel: (04) 914 5303

Fax: (09) 914 5319

Email: lindsay.charmers@tvnz.co.nz

Website: www.nztvarchive.co.nz

Hours: Mon-Fri 8am-5pm

Availability: Open to the public by appointment

Charges: Charges may apply, depending on the request

Onsite parking: Yes

Type of institution: Audio/visual archive

Archives held: Māori archives, business archives, Pacific Islands archives, art or literature

Format: Photographs, audio files, films, digital records

Inclusive dates: 1930s-

Finding aids: Computerised electronic free search database, not publicly accessible

Total volume: Around 1,000,000 separate films, tapes and disks

Archives sought/Collecting interests: Master materials from New Zealand-made programmes broadcast on New Zealand channels

Description of significant collections:

- National Film Unit Collection
- The majority of New Zealand programmes broadcast by TVNZ.

141. New Zealand Theatre Archives

Officer in charge/Contact person: Bill Sheat

Postal address: PO Box 6065, Wellington

Tel: 04 5699543

Email: billsheat@xtra.co.nz

Website: currently under re-construction

Type of institution: Special/ research institution

Archives held: This institution does not hold archival records. It provides its users with archival information such as where certain archives are held etc

Formats or types: CDs/ DVDs and Database.

Finding aids: Website tools (under reconstruction).

142. Olympic Museum

Olympic Studies Centre

Parent organisation: New Zealand Olympic Committee

Officer in charge/Contact person: Olympic Studies Centre Manager

Postal address: New Zealand Olympic Committee, PO Box 643, Wellington

Physical address: 3rd floor, Olympic House, 265 Wakefield St, Wellington

Tel: (04) 385 0070

Fax: (04) 385 0090

Email: office@olympic.org.nz

Website: www.olympic.org.nz

Hours: Mon-Fri 9am-5pm

Availability: Public access by appointment only. Access to some records is restricted

Charges: Nil

Onsite parking: No. There is pay and display parking in Wakefield Street



Type of institution: Museum and/or art gallery, special/research library or institution

Archives held: Sport archives

Format: Manuscripts/paper records

Inclusive dates: 1908 -

Total volume: 100 linear metres

Archives sought/Collecting interests: New Zealand participation in the Olympic Movement (including the Games of the Olympiad and the Olympic Winter Games) and the Commonwealth Games

Description of significant collections:

Archives of the New Zealand Olympic Committee and its predecessors.

143. Pataka

Parent organisation: Porirua City Council

Officer in charge/Contact person: Pat Stoddart

Postal address: PO Box 50 218, Porirua

Physical address: cnr Norrie and Parumoana Streets, Porirua

Tel: (04) 237 1511

Fax: (04) 237 4527

Email: pataka@pcc.govt.nz

Website: www.pataka.org.nz

Hours: Mon-Sat 10am-4.30pm. Sun 11am-4.30pm

Availability: Enquiries initially at Porirua Public Library (in same building). Some restricted material

Charges: None

Onsite parking: Yes

Type of institution: Museum and/or art gallery, public library

Archives held: Volunteer group archives, educational/school records, business archives

Format: Manuscripts/paper records, maps/plans, photographs, audio files

Inclusive dates: 1840-2000

Finding aids: Automated library catalogue

Archives sought/Collecting interests: Any archives pertaining to Porirua region

Description of significant collections:

- Papers of early settlers and farmers
 - James Gear
 - W.G. Baker
 - E. Boulton
 - R.W. Bothamley
- New Zealand Housing Corporation District Development files
- Archives of community organisations
 - Pukerua Bay Progressive Association
 - Porirua School etc.
- Local body records
 - Porirua Hospital
 - Cemetery Trust
- Oral history tapes of interviews with local identities.

144. Porirua City Council

Parent organisation: Porirua City Council

Officer in charge/Contact person: Mike Chapman

Postal address: PO Box 50218, Porirua

Physical address: 16 Cobham Court, Porirua

Tel: (04) 2375089

Email: pcc@pcc.govt.nz

Website: www.pcc.govt.nz

Hours: Mon-Fri 8am-5pm

Availability: Appointments necessary. Some files have restricted access

Charges: No charge; photocopying charges apply

Onsite parking: Yes

Type of institution: Local authority

Archives held: Local government records

Format: Manuscripts/paper records, maps/plans, photographs, drawings/paintings, microfiche

Inclusive dates: 1840s-

Finding aids: Paper-based indexes

Total volume: Not known. Considerable records are also stored offsite

Description of significant collections: Collection includes extensive files from Makara and Hutt Counties, as well as cemetery records.

145. Radio Heritage Foundation

Officer in charge/Contact person: David Ricquish

Postal address: PO Box 14339, Wellington

Physical address: 109 Buckley Rd, Wellington

Tel: 04 934 4280

Fax: 04 934 4280

Email: info@radioheritage.net

Website: www.radioheritage.net

Hours: 24/ 7 online only (Virtually based)

Charges: Research, consultancy and use of material for commercial purposes

Type of institution: Special/ research Library or institution

Archives held: Māori archives, voluntary group archives, clubs, societies etc., religious archives, business archives, art or literature, military records and personal papers

Formats or types: Bound volumes/ registers, manuscripts/paper files, maps/plans/ drawings, photographs, audio files, films/videos, digital records, CDs/ DVDs and database and art works

Inclusive dates: 1920- present

Finding aids: Search engine (Radio Heritage Foundation is a virtual archive therefore website tools are a priority)

Total volume: approximately 5 linear metres.

Description of significant collections:

- Radio Station QSL Collections.

146. Raumati South School

Officer in charge/Contact person: Principal

Postal address: PO Box 2007 Raumati Beach

Physical address: As above

Tel: (04) 299 4579

Email: office@raumatisouth.school.nz

Website: www.raumatisouth.school.nz



Availability: Access needs to be arranged prior to a research visit. Permission is needed for some records

Charges: Photocopying charges apply

Onsite parking: No. There is parking in the street

Type of institution: Educational institution

Archives held: Education/school records

Format: Manuscripts/paper records, maps/plans, photographs, videos

Inclusive dates: 1970-

147. St. Mark's Church School Archives

Officer in charge/Contact person: Mrs Margot L. Wilson

Postal address: PO Box 7445, Wellington

Physical address: 11 Dufferin St, Basin Reserve, Wellington

Tel: (04) 385 9489

Fax: (04) 385 1528

Email: margot.wilson@st-marks.school.nz

Website: www.st-marks.school.nz

Hours: Mon-Fri 8.20am-4pm

Availability: Open to the public by appointment. Permission necessary for some records

Charges: May apply, depending on the time spent by the school archivist in supervising access to the archives

Onsite parking: No. There is street parking nearby (some streets require a coupon)

Type of institution: Educational institution

Archives held: Education/school records, personal papers

Format: Manuscripts/paper records, maps/plans, photographs, drawings/paintings, digital records

Inclusive dates: 1917-

Archives sought/Collecting interests: Items pertaining to St Mark's Church School, and information on former pupils

Description of significant collections:

- School admission registers from 1917
- Daily journals of the first two headmistresses
- Some artwork
- Photographs.

148. St Patricks College Archives

Officer in charge/Contact person: Secretary

Postal address: PO Box 14 022, Kilbirnie, Wellington

Physical address: 581 Evans Bay Parade, Kilbirnie, Wellington

Tel: 04 9393070

Fax: 04 9393077

Email: admin@stpats.school.nz

Website: http://www.stpats.school.nz

Hours: By arrangement for archives. See school terms and hours.

Charges: Photocopying charges apply.

Onsite parking: Yes

Type of institution: Educational Institution

Archives held: Voluntary group archives, religious archives, art or literature, personal papers and school records

Formats or types: Bound volumes/ registers, manuscripts, documents and paper files and records, maps/plans/drawings, photographs, audio files, digital records, CDs/ DVDs and databases and art works

Inclusive dates: 1883- present

Finding aids: Online Index

Total volume: 66 linear metres.

149. The Salvation Army Territorial Archives and Museum

Officer in charge/Contact person: Major Garry Mellsop

Postal address: PO Box 6015, Wellington

Physical address: 204 Cuba St, Wellington

Tel: (04) 382 0732

Fax: (04) 802 6259

Email: archives@nzf.salvationarmy.org

Website: www.salvationarmy.org.nz

Hours: Mon-Fri 9am-12pm. Other hours by arrangement

Availability: Open to public, but appointments necessary. No other permission needed

Charges: Free admission. Search fee: \$20 per half hour, max. \$80. Charges for photocopying etc.

Onsite parking: No. There is metered street parking

Type of institution: Religious organisation

Archives held: Personal papers, religious archives

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, digital records

Inclusive dates: 1883-

Finding aids: Some individual databases. Master database being developed

Total volume: Approx. 500 linear metres

Archives sought/Collecting interests: Any items relating to the Salvation Army

Description of significant collections:

- Salvation Army uniforms and memorabilia
- Musical instruments and Salvation Army music
- Business records
- Resident files
- War Cry (weekly newspaper from June 1883, also on microfilm)
- Corps and Centre Records
- Officer files
- Church programme
- Research library of Salvation Army literature, photographs, audio/visual and computer records.

150. Scots College

Officer in charge/Contact person: Mrs Paddianne W. Neely, College Archivist

Postal address: Archives, Scots College, PO Box 15 064, Miramar, Wellington 6243

Physical address: Scots College, Monorgan Rd, Strathmore, Wellington

Tel: (04) 388 0850

Fax: (04) 388 2887

Email: kanej@scotscollege.school.nz

Availability: Open by appointment with archivist. Any requests should be made in writing to the archivist

Charges: Research charges may apply. Photocopying charges apply

Onsite parking: Yes, on lower grounds inside main gates or on Monorgan Rd outside College grounds

Type of institution: Educational institution

Archives held: Educational/school records, personal papers

Format: Manuscripts/paper records, maps/plans, photographs, drawings or paintings

Inclusive dates: 1915-

Archives sought/Collecting interests:

- Memoirs
- Photographs and snapshots - days at Scots, pupils, staff, old boys
- Individual photographs of head prefects, duxes
- Original uniforms
- Caps, colours and sports caps, straw boaters, sports gear
- Medals, dux medals, badges, blazer button awards
- Book prizes
- Art works, books or musical recordings by Scots College pupils/old boys
- School reports, certificates etc
- Papers - Boards of Governors, headmasters, Parents' Association, Ladies' Committee, correspondence, old boys etc
- College crockery - Gibb House

Description of significant collections:

- Admission, progress and withdrawal registers
- Progress and achievement registers, reports and testimonials
- Examination registers, class registers
- College log books
- Inspectors' reports
- Large quantity of framed and unframed photographs (staff, pupils, buildings, activities etc)
- Publications - such as school magazines 1915-, school newspapers, school newsletters, 2 school histories, prospectuses, posters/programmes of school productions/prize giving ceremonies etc.
- School scrapbooks/newspaper cuttings books
- Records of school clubs, Old Boys' Association, Staff Association, Parents' Association, Mothers' Club etc
- Plans and specification for the erection of school buildings
- Library records e.g. accession registers
- Teacher's work plans/scheme of work
- Pupils' records cards
- Punishment books
- Books by old boy authors
- Videos of college activities; musical recordings
- Artefacts in wood, bronze, silver, gold; trophies
- College uniforms - caps, boaters, old boys' blazers
- Board of Trustees minutes, reports, correspondence etc
- Gibb House records (boarding).

151. Sheet Music Archive of New Zealand

Officer in charge/Contact person: David Dell

Postal address: PO Box 40-510, Upper Hutt

Physical address: c/o 29 Heretaunga Square, Upper Hutt

Tel: 04 528-8595

Email: dell@clear.net.nz

Website: www.sheetmusicarchive.org.nz

Hours: By appointment only

Availability: All records available

Charges: Prices on application

Onsite parking: Yes

Type of institution: Special/ research library or institution

Archives held: Voluntary group archives, religious archives, business archives, art or literature, military records, personal papers, other educational records and printed music, music related programmes, photos, etc

Formats or types: Bound volumes/ registers, manuscripts, documents and paper files and records, maps/plans/architectural drawings, photographs, audio files, films/ videos, digital records, CD/ DVDs databases and art works

Inclusive dates: 1550 - present

Finding aids: Lists and Catalogues.

Total volume: - Over 1500 linear metres

Archives sought/ Collecting interests:

Sheet music and music books (any printed music), programmes of shows and performances, music related photos and ephemera, songbooks (word copies); NZ (of great interest) and overseas material

Description of significant collections:

- Largest Archive of New Zealand related sheet music in the world (over 4000 different items) dating from 1850s to 2008 - many unique items of significant importance for NZ social and music history
- Hundreds of NZ published songbooks and music books, etc
- Largest Archive of overseas sheet music in New Zealand (well over 500,000 items) dating from 1700s to 2008
- Over 400 leather bound volumes of sheet music that were bound in NZ from the 1850s to 1950s.
- Large library of hymnbooks and songbooks from NZ and overseas - including Sternhold & Hopkins Psalter (1599)
- Programmes from shows and performances (mainly in NZ) from late 1800s to 2008
- Music related photographs, postcards and other music ephemera.

152. Sisters of Compassion Archives

Daughters of our lady of compassion

Parent organisation: The Mother Aubert Home of Compassion Trust Board

Officer in charge/Contact person: Sister Bernadette Wrack and Sister Josephine Gorman

Postal address: 2 Rhine St, Island Bay Wellington

Physical address: 2 Rhine St (off Murray St.), Wellington

Tel: (04) 383 7134

Fax: 04 383 6675

Email: archives@compassion.org.nz

Website: www.compassion.org.nz

Hours: Mon-Fri 10.30am-12pm, 2pm-4pm, ring beforehand, weekends by appointment only

Availability: Open to the public. Phone to make an appointment prior to visiting to inform the archivists of the area of study. Permission is needed for some records

Charges: No admission charge. Koha accepted for other services

Onsite parking: Yes

Type of institution: Religious organisation

Archives held: Voluntary group archives, business archives, school records, personal papers, religious archives

Format: Bound volumes/registers, maps, plans, art works, manuscripts/paper records, photographs, audio files, films, digital records, historic furniture, rare historical books on medicine, botany

Inclusive dates: 1885-

Total volume: 142 linear metres

Archives sought/Collecting interests: Most manuscripts pertain to the Congregation of the Sisters of Compassion. When a Home is closed, all admission registers, historical books, minute books etc. are stored in archives

Description of significant collections:

- Letters and documents of Suzanne Aubert, Foundress of Congregation
- Rare books belonging to Suzanne Aubert – medical, horticultural, religious
- Oral history - taped interviews with Sisters, friends of Congregation
- Database on computer of children cared for over the years since 1892
- Suzanne Aubert collection
- Our Lady's home of Compassion Hospital
- Care of Children with disabilities
- Sisters of Compassion collection private.

153. Sisters of St Joseph of Nazareth

Officer in charge/Contact person: Sister Catherine Shelton

Postal address: PO Box 777 Wanganui

Physical address: 14 Hillside Tce, Wanganui

Tel: (06) 348 0323

Fax: (04) 938 0392

Email: rsjarch@xtra.co.nz

Website: www.sistersofsaintjoseph.org.nz

Hours: Tues-Fri 9am-4.30pm

Availability: Access by appointment only. Permission is needed for access to some records

Charges: Photocopying costs only

Onsite parking: No. There is parking in the street directly outside archives (no charge)

Type of institution: Religious organisation

Archives held: Voluntary group archives, education/school records, personal papers, religious archives, Māori archives, business archives, art/literature

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, digital records

Inclusive dates: 1880-

Finding aids: Accession register, Past Perfect small museum computer programme

Total volume: 50 linear metres

Archives sought/Collecting interests: Biographical details of members; historical details of foundations. Any papers, documents or records pertaining to the business, mission and spirit of the Sisters of St Joseph of Nazareth

Description of significant collections:

- The history of the Congregation and the administrative records for each elected leadership's term of office. The collection includes papers by or about individual Sisters, schools, houses, ministries, projects, jubilees, chapters, directions and developments, philosophy, spirituality and formation; the co-founders, Julian Tenison Woods and Mary MacKillop; the Australia-New Zealand Federation; Federation Mission in Papua-New Guinea; Central Josephites, Sisters of Saint Joseph in association with other groups
- An incomplete set of The SHC - the annual magazine of Sacred Heart Convent, Whanganui.

Note: Foundations made by the Sisters Of Saint Joseph 1880-1965 were Whanganui, 1880; Sacred Heart Convent, Sacred Heart Select School; Hiruhama – school within Māori mission 1883; Hawera 1885; Hastings 1888; Otaki 1894; Waipawa 1896; Aramoho, Whanganui 1899; Manaia 1902; Patea 1904; Feilding 1906; Waverley 1910; Villa Maria, Whanganui 1912; Taihape 1916; Ohakune 1918; Castlecliff, Whanganui 1919; Levin 1929; Mangaweka 1922; Gonville, Whanganui 1925; Waipukurau 1926; Whanganui East 1942; Plimmerton 1949; St Joseph's High School Hastings 1951 (renamed Tenison College 1970); Mahora, Hastings 1957; Mairangi Bay, Auckland 1961; Taupo 1965; Northland, Wellington 1965.

154. Society of Mary - Marist Archives

The Marist Fathers and Brothers

Te Waka Huia O Te Roopu O Meri

Parent organisation: Society of Mary – Province of New Zealand

Officer in charge/Contact person: Brother Gerard Hogg, Chief Archivist. Ken Scadden, Archives Manager

Postal address: 78 Hobson St, Thorndon, Wellington

Physical address: 78 Hobson St, Thorndon, Wellington

Tel: (04) 471 0600

Fax: (04) 472 2735

Email: maristarchives@xtra.co.nz

Website: www.smnz.org.nz

Hours: Mon-Fri 9.30am-4.30pm

Availability: Access is granted to bona fide researchers, subject to the terms and conditions laid out in the Access Agreement. Prior notification of a research visit is advised





Charges: Copying of documents and photographs at cost to bona fide researchers. Other charges may apply to commercial organisations using the Archives resources

Onsite parking: Yes

Type of institution: Religious organisation

Archives held: Personal papers, religious archives, Māori archives, Pacific Islands archives

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films

Inclusive dates: 1838-

Finding aids: Manual finding aids at present. Holdings are being computerised onto a database

Total volume: 185 linear metres. Approx. 500 maps and plans. 5,000 photographic prints and slides. 40 linear metres of books and periodicals. Numerous objects and relics

Archives sought/Collecting interests: Archives relating to the history of the Roman Catholic Church and the Society of Mary in New Zealand and Oceania

Description of significant collections:

- Archives of the Society of Mary (Roman Catholic Marist Fathers and Brothers) of the Province of New Zealand and of Oceania
- Includes material from local churches, parishes, seminaries and secondary schools; Māori Missions and Missions in Oceania from the arrival of Bishop J.B.F. Pompallier and the first missionaries in 1838; correspondence, biographical records of the missionaries, priests and brothers; photographs, reports, manuscripts, diaries, publications, scrapbooks, newspaper cuttings, minute books, maps and plans, financial records and theses
- The archives of St Mary's Scholasticate (Meeanee and Greenmeadows), Mission Station and Vineyards Napier and Good Shepherd College Auckland
- A small quantity of literary papers of Pat Lawlor, Eileen Duggan and Fr Frank McKay SM.
- Archives of the Catholic Writers Movement 1940-c.1949.

155. Te Papa Tongarewa

Museum of New Zealand

Officer in charge/Contact person: The Archivist

Postal address: PO Box 467, Wellington

Physical address: 169 Tory Street, Wellington

Tel: (04) 381 7312

Fax: (04) 381 7310

Email: mail@tepapa.govt.nz

Website: www.tepapa.govt.nz

Hours: By appointment

Availability: Access is strictly by appointment only. Permission is needed to access some records: it is the researcher's responsibility to gain written permission for access to any restricted records in our collections

Charges: No admission charges. However, a cost recovery fee may apply. All researchers should contact the Archivist to discuss their requirements. Photocopying, photographic and audio copying fees apply

Onsite parking: Yes

Type of institution: Museum and/or art gallery

Archives held: Personal papers, Māori archives, business archives, Pacific Islands archives, art/literature, Government records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, digital records

Inclusive dates: 1857-

Finding aids: Hard copy index. Collections database (online access for researcher use is not yet available)

Total volume: Approx. 150-200 linear metres

Archives sought/Collecting interests:

- Art archives and manuscripts - non-current records or artefacts of archival value relating to New Zealand art, such as those of artists, art critics, gallery dealers, interest groups and individuals significant to art in New Zealand
- Other collected archives and manuscripts - non-current records or artefacts of archival value relating to collections or activities of the Museum, donated to or purchased by the Museum
- Fashion Archives

Description of significant collections:

Museum archives:

These are the papers generated by the Museum since its establishment, as well as the archives inherited from the National Art Gallery when the two institutions amalgamated as the Museum of New Zealand Te Papa Tongarewa in 1992. Among the highlights of this collection are:

- Sir James Hector's records from 1857 to 1903. These include the records of the Colonial Museum, as well as those from a number of other responsibilities that Hector accepted during his long career, such as management of New Zealand Geological Survey, the Meteorological Department and Weather Office, Standard Weights and Measures, Wellington's Botanic Gardens, the Patent Office and many others
- Research material gathered by Museum staff in many areas of study in the sciences and humanities since 1865 - including in particular ethnology, the natural sciences, and Pacific
- The archives of the National Art Gallery since its opening in 1936, including correspondence with artists, the development of exhibitions, and the acquisition of artworks
- The early archives of the New Zealand Institute and the Wellington Philosophical Society

Art archives:

In the early 1980's, the National Art Gallery began collecting archival material relating to the development of art and the art community in New Zealand. Highlights of this growing collection include:

- Archives of New Zealand artists, including Sir Toss will Woollaston, Lois White, Leonard Mitchell, Ans Westra, Theo Schoon and many others
- Records of several key dealer galleries, including the New Vision Gallery, Denis Cohn Gallery (both Auckland) and the 331/3 Gallery (Wellington)
- Some records relating to fashion and design Annie Bonza and Mary-Annette Hay

Museum - collected archives: From the time of the establishment of the Colonial Museum, a variety

of archival material has been collected. Examples include:

- World War 1 ephemera including battle plans, correspondence and the diary of a soldier who served at Gallipoli
- The Felton Mathews diary. Mathews accompanied Governor Hobson to New Zealand and recorded his impressions of the events surrounding the signing of the Treaty of Waitangi.

156. Te Rūnanga O Raukawa Archives

Te Rūnanga O Raukawa

Officer in charge/Contact person: Mavis Hirini

Postal address: P.O. Box 144

Physical address: 51 Main Street, Otaki

Tel: (06) 364-5121

Fax: 060 364-5498

Hours: 8:30am to 5pm

Availability: contact office

Charges: (to be arranged)

Type of institution: Iwi organisation

Archives held: Māori Archives, Iwi Archives

Formats: Manuscripts, documents and paper files and records, maps, plans and architectural drawings, digital records, CDs/ DVDs and databases.

Finding aids: In process.

157. Upper Hutt Public Library

Upper Hutt Community Archives

Parent organisation: Upper Hutt City Council

Officer in charge/Contact person: Jolene Russell

Postal address: Private Bag 907, Upper Hutt

Physical address: 844 Fergusson Drive, Upper Hutt

Tel: (04) 527 2169

Fax: (04) 527 2159

Email: Stephen.Hamilton@uhcc.govt.nz

Website: www.upperhuttlibrary.co.nz

Hours: Mon-Fri 10am-5pm

Availability: Open to public. Weekend access by arrangement

Charges: No charge

Onsite parking: Yes

Type of institution: Public library

Archives held: Voluntary group archives, education/school records, personal papers, religious archives, business archives, art/literature, local government records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, digital records

Inclusive dates: 1847-

Finding aids: Database available online at library website

Total volume: 120 linear metres

Archives sought/Collecting interests: Any items relating to the history of the Upper Hutt community

Description of significant collections:

Particular strengths include a wide-ranging collection of historical photographs of Upper Hutt, its people

and environs. A highlight is the extensive archive of retired commercial photographer Revelle Jackson, recording the social and public life of Upper Hutt during the second half of the twentieth century.

158. Victoria University of Wellington Library

J.C. Beaglehole Room

Officer in charge/Contact person: Special Materials Librarian

Postal address: PO Box 3438, Wellington

Physical address: Main Library (Rankine Brown Building), Kelburn Parade, Wellington

Tel: (04) 463 5681

Fax: (04) 463 6173

Email: JCBeaglehole-Room@vuw.ac.nz

Website: www.vuw.ac.nz/library/collections/jcbr

Hours: Mon-Fri 10am-4.30pm

Availability: Open to the public. Users not already VUW students or staff must register. Researchers should arrange access prior to their visit and may need to obtain permission to use restricted collections

Charges: No charge for admission or retrieval. Copying charges apply

Onsite parking: No. Limited parking is available on campus during term time

Type of institution: Educational institution, special/research library or institution

Archives held: Voluntary group archives, education/school records, personal papers, Māori archives, business archives, Pacific Islands archives, art/literature, Government records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, digital records

Inclusive dates: 1863-

Finding aids: NRAM

Total volume: Approx. 925 linear metres

Archives sought/Collecting interests:

- Victoria University and related organisations/institutions
- National University bodies
- Union/labour archives (New Zealand)
- Literary archives

Description of significant collections:

- Records of the University, and of associated organisations, such as
 - Graduates' Association, University of New Zealand, 1885-1892
 - New Zealand University Students' Association, 1928-
 - New Zealand Universities' Sports Union, 1957-
 - New Zealand Students' Arts Council, 1973-1992
 - Association of University Staff (this includes the archives of previous organisations such as the Association of University Teachers, the Association of New Zealand University Library Staff, and the New Zealand University Technicians' Union)



- VUWSA (Victoria University of Wellington Students Association), 1905-
- a number of Victoria University student clubs and societies
- Trade union records, including collections deposited under the Labour Archives Trust, and the papers of Jim Roberts, secretary to the Alliance of Labour and the Waterside Workers' Federation in the 1920s and 1930s. The Dan Long Union Library's Equal Pay Campaign Archive is also held. Union records deposited under the Trust include those of:
 - New Zealand Plumbers, Gasfitters and Related Trades, 1903-1966
 - New Zealand Musicians Union, Wellington Branch, 1926-1978
 - New Zealand Printing and Related Trades, 1884-1894, 1920-1955
- New Zealand Labourers, General Workers and Related Trades, 1929-1962
- A number of professional associations and similar organisations - for example, the New Zealand Institute of Architects 1906-1967, the New Zealand Society of Archivists 1990-2005, and the Archives and Records Association of New Zealand (ARANZ), 1975-
- Manuscript papers of University staff and associates. The Library collects the papers of University staff, graduates and associated scholars. For the most part these are research and professional papers, with little or no personal material, but some collections include private material and are for that reason restricted
- The Literary Archive Project includes manuscript materials from certain working writers associated with the University. The writers in the Project are Jenny Bornholdt, Alistair Te Ariki Campbell, Patricia Grace, and Witi Ihimaera-Smiler. Two related collections are the papers of Bruce Mason (1921-1982) and of Frank McKay (1920-1991), biographer of the poet James K. Baxter
- Other deposited archives, for example:
 - the New Zealand Institute of International Affairs, 1926-
 - Horace Fildes 1875-1937, Wellington book collector and indexer, who also bequeathed his books to the Library
 - the Kelburn and Karori Tramway Association, 1898-1946
- The Wellington Investment, Trustee and Agency Company Ltd, 1886-1968.

159. Vintage Car Club of New Zealand

Wellington Branch

Officer in charge/Contact person: Michael Curry

Postal address: PO Box 38418, Petone (Branch address)

Physical address: Halford Place, Petone

Tel: (04) 526 9522 (Archivist)

Hours: Not open to public

Availability: Not open to public

Type of institution: Voluntary organisation

Archives held: Voluntary group archives; clubs, societies, etc

Formats or types: Manuscripts/ paper file, photographs, films/videos, CDs/ DVDs and database

Inclusive dates: 1905-2008

Finding aids: New archive under development

Total volume: 5 linear metres

Description of significant collections:

- 50 years of Wellington Branch of VCCNZ (Inc.) Wellington Branch records.
- Donated collections of Edwardian motoring photographs.

160. Wairarapa Archive

Te Puranga Korero o Wairarapa

Parent organisation: Masterton District Council

Officer in charge/Contact person: Gareth Winter

Postal address: PO Box 444, Masterton

Physical address: 79 Queen St, Masterton

Tel: (06) 378 9666

Fax: (06) 377 1195

Email: garethw@library.mstn.govt.nz ,archives@library.mstn.govt.nz

Website: www.library.mstn.govt.nz/archive.html

Hours: Mon-Fri 1pm-5pm

Availability: Open to public. Some records are restricted

Charges: Admission is free but photocopying and research fee apply

Onsite parking: No. Parking is available across the road (no charge)

Type of institution: Historical society, local authority, public library, special research library or institution

Archives held: Voluntary group archives, education/school records, personal papers, religious archives, Māori archives, business archives, art/literature, local government records

Format: Bound volumes, manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, digital records

Inclusive dates: 1860-

Finding aids: Indexes, catalogue, website tools

Total volume: 700 metres

Archives sought/Collecting interests: Archives of all kinds relating to Wairarapa history

Description of significant collections:

Most collections are on catalogue available on website. They include:

- Archives of Masterton Borough Council, Masterton District Council, and Masterton County Council and their predecessors
- Archives of Wairarapa schools including Masterton Central School, Lansdowne School, Okaatete, Harley Street School, Gladstone School, Te Wharau School, Te Whiti School, Longbush School, Mauriceville West School, Opaki School, Bideford School
- Business records include: Waingawa Freezing Works, many dairy companies, Burridges' Brewery, T.H. Daniell architectural plans and records
- Local photographers' negatives include Alan Cooke, John Lawson, Kenneth Alexander, John

- Simmonds, Graeme Ayson, Wayne Thompson. 1940s-1990s
- A wide range of community groups - Masterton Masonic Lodge, St Mathews Church, New Zealand Federated Farmers, Golden Shears International, Country Women's Institute, Plunket Society, Wairarapa Racing Club, Masterton Agricultural and Pastoral Association, New Zealand Red Cross Society, Wairarapa Centre
 - Many farm records and personal papers.

161. Wellesley College Archives

Officer in charge/Contact person: Mrs Paddianne W. Neely, College Archivist

Postal address: PO Box 41 037, Wellington

Physical address: Main Rd, Days Bay, Wellington

Tel: (04) 562 8030

Fax: (04) 562 7208

Email: office@wellesley.school.nz (attention: Paddianne W. Neely)

Hours: By arrangement with Archivist

Availability: Requests in writing to Archivist (by post)

Charges: Archival retrieval/research - donation appreciated. Photocopying charges

Onsite parking: Yes

Type of institution: Education institution

Archives held: Educational/school records

Format: Manuscripts/paper records, photographs, drawings/paintings

Archives sought/Collecting interests:

Correspondence, newspaper clippings, uniforms, medals and badges, reports, certificates, photographs, College magazines, anything relating to Wellesley College, Croydon School, Banks College

Description of significant collections:

Records, papers, photographs, programmes, uniforms relating to Croydon School, Banks College, Wellesley College on the Terrace and Wellesley College Days Bay. These schools have become the present independent primary school that is today's Wellesley College.

162. Wellington City Archives

Officer in charge/Contact person: Miles Duntan

Parent organisation: Wellington City Council

Postal address: PO Box 2199, Wellington

Physical address: 28 Barker St, Wellington

Tel: (04) 801 2096

Fax: (04) 801 2097

Email: archives@wcc.govt.nz

Website: www.wellington.govt.nz/services/archives

Hours: Mon-Fri 9am-4.30pm

Availability: Open to public. Advisable to contact the archivist first to discuss research needs

Charges: Charges apply to the Building Plan Search Service, for research undertaken, \$25 per hour. Charges for reproductions

Onsite parking: No. There is metered parking in the street outside

Type of institution: Local authority

Archives held: Voluntary group archives, personal papers, business archives, local government

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, digital records

Inclusive dates: 1842-

Finding aids: Searchable database including online image browsing. A web-based online database will be available beginning July 2006

Total volume: 6,750 linear metres

Archives sought/Collecting interests: Wellington history

Description of significant collections:

- Wellington City Council and predecessor local authorities
- NZ Centennial Exhibition Company
- Colonial Cottage Museum Society
- Orpheus Choir
- Union Steam Ship Co. Ltd.
- Wellington Competitions Society Inc
- Wellington Gas Company Inc.
- Wellington Show Association
- Wrights Hill Reserve Committee
- Early Settlers and Historical Assn of Wellington
- Carter Observatory
- Kelburn West Residents Assn
- Tawa Community Theatre
- Scorching Bay Ladies Surf and Life Saving Club
- Wellington Hospital Nurses Reunion and Chapel Assn.
- Wellington Harbour Board
- Island Bay Surf Life Saving Club.

163. Wellington College

Officer in charge/Contact person: Mrs Paddianne W. Neely

Postal address: PO Box 16 073, Wellington

Physical address: 15 Dufferin St, Wellington

Tel: (04) 802 2520

Fax: (04) 802 2542

Email: wellington-college.school.nz
(Attention: Paddianne. W. Neely)

Hours: Mon, Wed 8am-4pm

Availability: By appointment with Archivist, requests in writing to Archivist (by post). Some restrictions apply.

Charges: Archival retrieval/research by the hour. Photocopying charges apply. Donations appreciated

Onsite parking: Yes

Type of institution: Educational institution

Archives held: Education/school records, personal papers, military records

Format: Manuscripts/paper records, maps/plans, photographs, drawings/paintings, films

Inclusive dates: 1867-

Total volume: Large, still being assessed

Archives sought/Collecting interests:

Any records relating to the College

Description of significant collections:

- Admission, progress and withdrawal registers





- Progress and achievement registers, reports and testimonials
- Examination registers, class registers
- College log books
- Inspectors reports
- Large quantity of framed and unframed photographs (staff, pupils, buildings, activities etc) since 1880s
- Publications - such as school magazines 1891-, School newsletters, 4 school histories, prospectuses, posters/programmes of school productions/prize giving ceremonies etc.
- School scrapbooks/newspaper cuttings books
- Records of school clubs, Old Boys' Association, Staff Association, Parents' Association, Mothers' Club etc
- Plans and specifications for the erection of school buildings
- Library records e.g. accession registers. Collection of art books, text books (e.g. spelling book 1845)
- Teacher's work plans/scheme of work
- Pupils' classroom work books
- Pupils' record cards
- Punishment books, canes, straps
- Books by old boy and staff authors
- DVDs, CDs and videos of College activities, musical recordings, old films, etc
- Artefacts in wood, bronze, silver, gold, trophies
- College uniforms, caps, boaters; Old Boys', All Black and Olympic Games blazers
- C. Aubrey's painting of the Basin Reserve and College 1889
- A gift of an illumination from parents and friends to J.P. Firth 1886
- Board of Trustees minutes, reports, correspondence, etc
- Firth House records (boarding)
- Reminiscences - written and oral records.

164. Wellington Southern Bays Historical Society

Officer in charge/Contact person: Patricia Hutchison, Archivist

Postal address: 285 The Parade, Island Bay, Wellington

Physical address: Home of Compassion, 2 Rhine Street, Island Bay, Wellington (off Murray Street)

Tel: (04) 972 7488 (archivist at home)

Email: pat.cliff@paradise.net.nz

Website: www.southernbayhistory.Wellington.net.nz

Hours: Fri 10am-12pm, 1-3:30pm. Closed on public holidays and from mid-December to January

Availability: Open to the public. Although access need not be arranged prior to a visit, it is advisable to notify the archivist. All records are currently available to researchers

Charges: None at present, although this may be reviewed in future

Onsite parking: Yes

Type of institution: Historical society

Archives held: Voluntary group archives, personal papers

Format: Manuscripts/paper records, maps/plans, photographs, audio files

Inclusive dates: 1883-

Total volume: Very small collection at present

Archives sought/Collecting interests:

Covers Houghton Bay, Island Bay, Owhiro Bay

Personal memories, club and other organisations' histories, photos etc

Description of significant collections:

Significant collections are not held in the archive. The Society sometimes acts as an agent in collecting and depositing such collections in a larger archive, such as Wellington City Archives.

165. Westpac New Zealand Archive

Parent organisation: Westpac Banking Corporation

Officer in charge/Contact person: Pauline Porteous, Archivist

Postal address: PO Box 691, Wellington

Physical address: Level 7, 318 Lambton Quay, Wellington

Tel: (04) 498 1442

Fax: (04) 498 1784

Email: Pauline_Porteous@westpac.co.nz

Website: www.westpac.co.nz/olcontent/olcontent.nsf/Content/Our+history Details also on NRAM

Hours: Mon-Wed by appointment

Availability: The bank archives are available to the public by appointment with the archivist

NB. Some archive copies are held in digital format at the J.C. Beaglehole collections, Victoria University Library and Alexander Turnbull Library

Onsite parking: No. Wellington City Library car park is nearby (charged)

Type of institution: Business or industry

Archives held: Business archives

Format: Manuscripts/paper records, maps/plans, photographs, audio files, films, digital records

Finding aids: Some holdings listed on NRAM

Archives sought/Collecting interests: Material associated with the Bank of New South Wales, the Commercial Bank of Australia and the New Zealand savings banks, Trust Bank and Westpac

Description of significant collections:

- Photograph collection, providing substantial documentation of New Zealand bank staff, buildings and events from the 1860s
- Bank Inspectors' reports providing comprehensive 6 monthly comments on national and local business developments and branch business
- A large audiovisual collection covering historical staff video communications and TV commercials
- Bank clothing collection - staff wardrobe from the 1950s onwards
- Various museum objects including moneyboxes, gold scales, early office stationery items etc.

Nelson-Marlborough-Tasman

166. Anglican Centre (Diocese of Nelson)

Officer in charge/Contact person: Anglican Centre Receptionist

Postal address: PO Box 100, Nelson

Physical address: 48 Halifax St, Nelson

Tel: (03) 548 3124

Fax: (03) 548 2125

Email: office@nelsonanglican.org.nz

Website: www.nelsonanglican.org.nz

Hours: Mon-Fri 9am-4pm

Availability: Open to the public

Charges: Research by correspondence and over the counter, \$25 for the first hour, \$20 per hour thereafter. Copies of baptism certificates \$10

Onsite parking: Yes, but limited. Public parking also available close by

Type of institution: Religious organisation

Archives held: Religious archives, Māori archives

Format: Manuscripts/paper records

Inclusive dates: 1842-

Description of significant collections:

- Baptism, marriage and death registers of Māori
- Marriage records prior to 1850 written in Māori
- Early Diocesan magazines
- Parish histories
- Births, deaths and marriages for all Anglican churches in Nelson Diocese.

167. Archival Photographic Information Service

Officer in Charge: Rosalina McCarthy P.G. Dip Museum Studies.

Postal address: PO Box 330, Nelson

Physical address: 13A Tui Glen Rd, Atawhai, Nelson

Tel: (03) 545 1067

Fax: (03) 545 1314

Email: rosalina@xtra.co.nz

Website: Details on NRAM. Also: <http://www.nelsoncitycouncil.co.nz/net/found/details.aspx?id=1914>

Hours: By appointment

Availability: Appointments must be made to access material, some of which needs to be prepared for viewing. An embargo exists on some documentation

Charges: \$30 per half hour, plus costs of information supplied from the archives. Courier costs of delivery for out of town enquiries

Onsite parking: Yes

Type of institution: Business or industry, special/research library or institution

Private Archives - user pays basis

We provide an Information and Research service on photographic related topics

Archives held: Some Personal papers and/or advertising, general news clippings and other information on most early New Zealand photographers, as well as some overseas photographers. General photographic history NZ and worldwide

Also land history of Nelson-Marlborough Land District, & Māori archives

Format: Manuscripts, paper records, legal documents, titles/maps/plans, photographs, newspaper clippings and reports. We also have our own collated In House Directories of most early NZ photographers and photographic retailers indexed by region

Inclusive dates: 1841-1961, with some limited information past those dates.

Total volume: 35 linear metres and growing

Archives sought/Collecting interests: Photographic history, Cinematography related history, Land history Nelson Province

Description of significant collections:

- Archival Photographic Information Service: A New Zealand (especially Nelson) and worldwide photographic information service covering a wide range of photographic and cinematography related topics, photographers, studios, camera equipment films, processing etc, augmented in some cases with other historical documentation
- Some advertising and personal documentation held on most early NZ professional photographers, photographic retailers, some amateur photographers and camera clubs, Photographic Societies, equipment, films etc. Anywhere the camera went we would have something in our Archives
- We can provide some Indexed information, documentation /advertising clippings etc plus a written report on most early NZ photographers
- Archival Land Research and Information Service: Information held on the first 2,000 Crown grants for the Nelson Land District (which also included Nelson Province, Marlborough, Hurunui and Kaukauna). We can research the history of land from the original Crown grant to present day and provide titles, maps and other details where relevant. Written reports outlining the land's history can also be provided
- Māori Section: Archives includes some early Nelson Māori Land History, first Māori Crown Grant, Conveyance, Huria & Hemi Matenga land titles/summaries, biographical reports, Māori Photographic History, Māori heritage issues, Knapp Collection Māori Artifacts clippings, Wentworth-Jones Deeds (sale of the South Island NZ) etc.

168. Cawthron

Officer in charge/Contact person: Librarian

Postal address: Private Bag 2, Nelson

Physical address: 98 Halifax St East, Nelson

Tel: (03) 548 2319

Fax: (03) 546 9464

Email: info@cawthron.org.nz

Website: www.cawthron.org.nz





Availability: Public access by prior arrangement

Charges: No admission charge. Cost recovery as required

Onsite parking: Yes

Type of institution: Special/research library or institution

Archives held: Photograph collection c.1925-1960

Format: Manuscripts/paper records, photographs

Inclusive dates: Photograph collection c.1925-1960. Papers 1990- (material prior to this has been given to Archives New Zealand)

Total volume: 20 square metres

Description of significant collections:

- Photograph collection covering scientific research into horticulture and agriculture.

169. Family History Centres

Physical address: 31 Howick St. Blenheim

Tel: (03) 578 7235

Hours: Tues 10am-4pm, 6.30-8.30pm. Wed 10am-4pm

Physical address: 119 Nayland Rd, Stoke, Nelson

Tel: (03) 547 9504

Hours: Mon, Wed, Thurs, Sat 10am-3pm. Tues 7-9pm

Branch facilities of the Family History Library, which is run by the Church of the Latter Day Saints in Salt Lake City. The Family History Centres provide access to materials in the Library to help patrons identify their ancestors. Anyone may visit and use the Centres.

170. Golden Bay Museum

Parent organisation: Golden Bay Museum Society Inc.

Officer in charge/Contact person: Jane McDonald, Collections Manager

Postal address: Commercial St, Takaka

Physical address: As above

Tel: (03) 525 6268

Email: goldenbaymuseum@xtra.co.nz

Website: www.virtualbay.co.nz/gbmuseum

Hours: Summer (Labour weekend to ANZAC Day) - daily 10am-4pm. Winter - Wed, Thurs, Fri, 10am-4pm

Availability: Archives available by appointment Wed, Thurs, Fri 10am-4pm. Most records available without restriction

Charges: Admission to museum free. Self research \$10. Research by Collections Manager \$15 per hour

Onsite parking: No. There is parking in Commercial St or Reilly St. (no charge)

Type of institution: Museum and/or art gallery

Archives held: Voluntary group archives, education/school records, personal papers, religious archives, Māori archives, business archives, local government records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, digital records

Inclusive dates: 1857-

Finding aids: Database of holdings in development, but not accessible by public

Archives sought/Collecting interests: Any items/documents/photographs relevant to Golden Bay

Description of significant collections:

- A collection on Abel Tasman, including maps and diagrams
- An extensive collection of NZ military badges and medals
- Auckland Weekly News 1910-1963
- An extensive photograph archive
- Early Golden Bay local government records, rate books, valuation assessments, wharf ages and maps
- Takaka Dairy Co. records
- School records: admission and attendance registers for Anatoki, Awaroa, Uruwhenua, West Takaka, Upper Takaka (PTA minute books and log book), Motupipi, Kotinga/Long Plain, Lower Takaka, Takaka District High School
- New Zealand Electoral Rolls on microfiche 1865-1905 (incomplete set)
- Golden Bay Electoral Rolls 1974-1987
- New Zealand Postal Directories 1866-1920 on microfiche
- Golden Bay church and cemetery records
- Reference library of Golden Bay books and theses
- Historic maps of Golden Bay.

171. Marlborough Museum and Archives

Parent organisation: Marlborough Historical Society Inc

Officer in charge/Contact person: Steve Austin, Chief Executive/ Megan Ross, Archives Manager

Postal address: Brayshaw Museum Park, 26 Arthur Baker Place, Blenheim

Physical address: Brayshaw Museum Park, 26 Arthur Baker Place, Blenheim

Tel: (03) 578 1712

Fax: (03) 578 1739

Email: archives@marlboroughmuseum.org.nz

Website: www.marlboroughmuseum.org.nz

Hours: Museum – daily 10am-4pm. Archives – Tues, Thurs 10am-4pm, other hours by arrangement. Archives closed public holidays

Availability: Open to the public. Prior arrangement is advised, but not necessary unless after hours. Permission may be needed for access to local body records, and for some private and organisation accessions

Charges: Research fees apply

Onsite parking: Yes

Type of institution: Museum and/or art gallery, historical society, educational institution

Archives held: Voluntary group archives, education/school records, personal papers, religious archives, Māori archives, business archives, government/local government records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films

Inclusive dates: 1845-

Finding aids: Past Perfect computer documentation. Various indexes and summaries - mostly hard copy



Total volume: About 1,500 linear metres. 40,000 photographs. 1000+ maps, plans, engineering plans, and early surveyors' drawings

Archives sought/Collecting interests: Public records, especially school records

Description of significant collections:

Public records: Various local government department records such as Customs, Marine, Police, Justice, Agriculture, Public Works and Ministry of Works – including defence works.

172. Nelson College

Officer in charge/Contact person: Mrs Gina Fletcher

Postal address: Private Bag 16, Nelson

Physical address: 67 Waimea Rd, Nelson

Tel: (03) 548 3099

Fax: (03) 546 6932

Email: gina@nelcollege.school.nz

Website: www.nelcollege.school.nz

Availability: Appointments necessary

Charges: Based on services provided

Onsite parking: Yes

Type of institution: Educational institution

Archives held: Education/school records

Format: Manuscripts/paper records, photographs, drawings/paintings, films

Inclusive dates: 1856-

Total volume: Currently stored in a room 3m by 5m

Archives sought/Collecting interests: Nelson College memorabilia

Description of significant collections:

- Full set of College magazines, Nelsonian
- Rutherford Collection
- College memorabilia and photos

173. The Nelson Provincial Museum

Officer in charge/Contact person: Anna Wilkinson, Librarian/Archivist

Parent organisation: Tasman Bays Heritage Trust

Postal address: Isel Park, Hilliard St., Stoke, Nelson 7011

Physical address: Isel Park, Hilliard St., Stoke, Nelson

Tel: (03) 547 9740

Fax: (03) 547 8549

Email: library@museumnp.org.nz

Website: www.museumnp.org.nz

Hours: Research library and archives – Tues-Fri 10am-4pm, Sat 10am-2pm. Closed public holidays, Mondays, Sundays, Easter Saturday and 24 December to first week in January

Availability: Open to public weekdays prior to arrangement and on Saturdays no arrangement is necessary. Access to some records is restricted. Access to restricted records must be requested and processed not less than 14 days prior to a visit

Charges: Entry – free. Research by distance \$15/quarter hour, initial 10 minutes free research.

Onsite parking: Yes

Type of institution: Museum and/or art gallery, special/research library or institution

Archives held: Voluntary group archives, education/school records, personal papers, religious archives, Māori archives, business archives, art/literature, local government records, military records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films

Inclusive dates: Early 19th century-

Finding aids: Databases, card catalogues, indexes, archival group descriptive inventories

Total volume: Approx 460 linear metres

Archives sought/Collecting interests:

Items relating to the Nelson/Tasman region following the boundaries from the 19th century Nelson Province to the current Tasman District Council and Nelson City Council. In particular, documents of genealogical, iwi, political, business, religious, societies and clubs, economic, farming, militia, medical and general social history value. Documents that support the artefacts in the general museum are also collected

Description of significant collections:

The Museum's library & archives holds a range of material that mostly relates to the Nelson-Tasman region. The collection's strength is in the period 1841-1920. These archives include

- Photographic collection of 1.2 million images, in particular the Tyree, F N Jones, Ellis Dudgeon, Kingsford, Geoffrey C. Wood, Bob Baigent and The Nelson Mail collections
- The Bett collection was acquired by Doctor Francis Arnot Bett (1873 - 1957) an enthusiastic collector of documents relating to the history of the Nelson province. Comprised of original archives and manuscripts, books, booklets, pamphlets, ephemera, maps, art works, photographs and negatives, the Bett collection forms the original core of The Nelson Provincial Museum's collections. Included in the Bett collection are diaries of early settlers such as J W Saxton and Dr David Monro, as well as 19th Century Nelson City Council documents
- The F G Gibbs collection. Gibbs, Frederick Giles, 1866-1953, was a well known schoolmaster at Nelson College, and advisor to Thomas Cawthron, a botanist and community leader. Gibbs was involved in The Royal Society of New Zealand Astronomical branch, the Nelson observatory, the Nelson Institute, the development of the Nelson Provincial Museum, the Nelson Historical Society, the Nelson School of Music, the Nelson Provincial Progress League, the Bishop Suter Art Gallery and the Cawthron Trust Board. He also had investments in many mineral ventures within the province

Collected manuscripts include:

- Community group records such as:
 - Nelson Volunteer Rifles
 - Nelson Harmonic Soc
 - Rotary Club of Nelson
 - Nelson Philosophical Society
 - Nelson Temperance Society
 - Nelson Acclimatisation Society
 - Nelson Provincial Progress League



- Māori Women's Welfare League
- Nelson School Society
- Ancient Order of Foresters
- Personal and Family records such as:
 - Diaries and journals of J.W. Saxton, Alfred Fell, David Monroe, Cyril Spears (war diaries), F. Weekly (war diary), Thomas Renwick, Robert Kidd (farm diaries), Campbell, Alex Le Grand (exploration journal), G.W. Gipp (shipboard journal), Luke Natrass, John Tinline, Dr. S. Hodgkinson (medical journal)
 - Papers of the Heine family, Greenwood family, John Tinline, Nathaniel Edwards, Arthur McKee, John Wallis Barnicoat, Rosaline Frank, F.N. Jones, Harry Atmore, H.R. Duncan
 - Correspondence of the Greenwood family, James Burnett, Joseph Greaves, F.T. Berry
 - Elkington family whakapapa
 - Passenger Lists
 - Records of Hospital and Education boards
- Government and local government records, such as:
 - New Zealand Company land information, assorted papers, correspondence
 - Justice Department Karamera Miner's rights and Court Collingwood
 - Nelson City Council Papers
 - NZ Land and Survey Department records
 - Nelson Board of Works rating records
 - Inangahua Warden's Court warden note book
 - New Zealand Colonial Sec. Office
 - New Zealand Company
- The records of businesses and professional organisation such as:
 - Nelson Sheep Association records
 - Ancient Order of Foresters
 - Dun Mountain Copper Co.
 - Waimea South Mechanics Institute
 - A.G. Betts and Son
 - Kelling Bros.

West Coast

174. Family History Centre

Physical address: 1 Main South Rd., Greymouth

Tel: (03) 768 9357

Opening Hours: Tues 6-8pm. Thurs 12-3pm. Sat 1-4pm

Physical address: 6-10 Dellaca St., Westport

Tel: (03) 789 5619

Opening Hours: Tues, Fri 11am-3pm

Branch facilities of the Family History Library, which is run by the Church of the Latter Day Saints in Salt Lake City. The Family History Centres provide access to materials in the Library to help patrons identify their ancestors. Anyone may visit and use the Centres.

175. Grey District Library Archives

Parent organisation: Grey District Library

Officer in charge/Contact person: Wynne Norgrove

Postal address: PO Box 382, Greymouth

Physical address: 18 Albert Mall, Greymouth

Tel: (03) 768 5597

Fax: (03) 768 5597

Email: greylib@greydc.govt.nz

Hours: Mon, Tues, Thurs, Fri 9.30am-5pm Wed 9.30am-8pm Sat 9.30am-12.30pm

Availability: Records on microfilm open to the public on request. Hard copy material available with supervised access. Permission necessary to access all records

Charges: No admission fee. Photocopies 20c per page

Onsite parking: No

Type of institution: Public library

Archives held: Voluntary group archives, education/school records, personal papers, Government records

Format: Manuscripts/paper records, photographs, digital records

Inclusive dates: 1866-

Finding aids: In-house catalogue in progress. Online newspaper index in preparation.

Total volume: Not measured. Housed in 2 rooms measuring approx. 5.4m by 3.75m, and 2.4 by 3.75m

Archives sought/Collecting interests: West Coast history in paper/photographic formats

Description of significant collections:

- Most significant resource is Grey River Argus newspaper on microfilm, 1866-1966.
- Collection of books relating to West Coast.

176. West Coast Historical Museum

Parent organisation: Westland District Council

Officer in charge/Contact person: Mary Rooney, Archivist. Barry Keenan and Maree Yaxley, managers

Postal address: PO Box 171, Hokitika, 7900 Westland

Physical address: Hamilton St, Hokitika

Tel: (03) 755 6898

Fax: (03) 755 5011

Email: enquiries@hokitikamuseum.co.nz

Hours: Museum office and Research Centre - Mon-Fri 9.30am-5pm. Closed public holidays

Availability: Open to public. Researchers are advised to check availability of facilities and material 24 hours in advance

Charges: Visiting researchers \$15 per hour staff time used (or part thereof). Counter enquiry fee \$5. Written research service \$30 per hour (\$15 minimum)

Onsite parking: Yes, at side of Carnegie Building. Also street parking and Council car park on same block (no charge)

Type of institution: Museum and/or art gallery

Archives held: Voluntary group archives, education/school records, personal papers, religious archives, business archives, local government records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, microfilm

Inclusive dates: 1864-

Finding aids: NRAM, series lists, indexes, index cards, nominal index to land records

Total volume: Approx. 300 linear metres, (excluding newspapers, maps and plans). Over 14,000 photographs and approx. 2,000 glass plate negatives

Archives sought/Collecting interests: Newspapers, school records, cemetery records, biographical files, photograph collection, maps and plans, personal papers, company records, births/death/marriage information, gold mining and timber industry records, local government records

Description of significant collections:

- Hokitika Borough Council property records (1877-1956)
- Hokitika cemetery records
- Westland County Council records (includes rates records for all of Westland County)
- Biographical records
- Photographic collection
- Various company records
- Hokitika Harbour Board (1877-1962)
- Westland CWI records (c1930-2000)
- Women's Division Federated Farmers of NZ Kokatahi-Kowhiterangi
- Heinz Collection
- Ed Keown Collection
- Mark Wallace Collection, Westland
- Acclimatisation Society records (c1914-1965)
- Westland Kilwinning Lodge records (1867-1990)
- Westland Hospital minute book (1886-1905)
- Gold mining records
- Timber Industry South Westland Air Service Celebration Committee from 1920s
- South Westland Shipping Company (1940s-1950s)
- Stuart and Chapman Sawmills (1935-1943).





Canterbury

177. Antarctica New Zealand

Officer in charge/Contact person: Ursula Ryan, Information Advisor

Postal address: Private Bag 4745, Christchurch

Physical address: 45 Orchard Rd, Christchurch

Tel: (03) 358 0215

Fax: (03) 358 0211

Email: u.ryan@Antarcticanz.govt.nz

Website: www.Antarcticanz.govt.nz

Hours: Mon-Fri 9am-4.30pm

Availability: Open to the public by appointment only. Access to paper records (including maps and plans) is restricted. Access to pictorial items and the art collection under supervision

Charges: No charge

Onsite parking: Yes

Type of institution: Special/research library or institution

Archives held: Government records

Format: Manuscripts/paper records, maps/plans, photographs, drawings/paintings

Finding aids: In-house database for some items

Total volume: More than 70 linear metres. Approx. 30,000 images

Archives sought/Collecting interests: We do not actively collect archives from outside the organisation. The archives are Government records collected and held as part of our responsibilities under the Public Records Act 2005

Description of major collections:

- Pictorial collection shows the history of New Zealand's involvement in Antarctica, from the Trans-Antarctic Expedition of 1956-7 to the present day
- New Zealand Antarctic Research Programme Field Event Reports 1958-2005. Reports of scientific programmes in Antarctica.

178. Archives New Zealand - Christchurch Regional Office

Officer in charge/Contact person: Regional Archivist

Postal address: PO Box 642, Christchurch

Physical address: 90 Peterborough St, Christchurch

Tel: (03) 377 0760

Fax: (03) 365 2262

Email: chris.adam@archives.govt.nz

Website: www.archives.govt.nz

Hours: Mon-Fri 9.30am-5pm

Availability: Open to the public. Some records are restricted and require permission to view

Charges: No charges for admission or retrieval. Charges for copying apply

Type of institution: Government department

Archives held: Government records

Format: Manuscripts/paper records, photographs, drawings/paintings, maps/plans

Finding aids: Indexes. Archway on website

Total volume: 13,000 linear metres

Archives sought/Collecting interests:

Government records in Canterbury and West Coast region of the South Island, and (since 2003) the Nelson/Marlborough region

Description of significant collections:

Archives from the Canterbury and West Coast region of the South Island including:

- **Public archives:** Holdings come from district offices of central government agencies, and head offices based in the region, as well as regionally based agencies such as schools and hospitals. They relate to Government activities carried out from the 1840s to the present day, comprising non-current records on activities such as education, agriculture, defence, forestry, health, justice, land administration, mining, police, post office, public works, companies, railways, scientific and industrial research, trade and industry, and transport. Of particular importance are the archives of the Canterbury Association (1848-1853) and the Canterbury Provincial Government (1853-1877)
- **Local authority archives:** The Christchurch office holds archives from Christchurch City and Environment Canterbury under contract. The Christchurch City Council archives include those of the current city council and its predecessor boroughs and counties now included in Greater Christchurch. Environment Canterbury archives also include those of 13 predecessor local authorities, such as the Lyttelton Harbour Board and North Canterbury Catchment Board.

179. Ashburton Museum

Officer in charge/Contact person: Rita Wright, Curator. Margaret Bean, Archivist

Postal address: PO Box 573, Ashburton

Physical address: Baring Square East

Tel: (03) 308 3167

Email: museum@ashburton.co.nz

Hours: Tues-Fri 10am-4pm. Sat, Sun 1-4pm. Closed Mondays and statutory holidays

Availability: Open to the public. Restricted use on Sundays when volunteers on duty. Some advance notice appreciated but not essential

Charges: \$5 research fee plus any photocopying/other costs

Onsite parking: No. There is metered parking on street and free Council parking nearby. Limited parking at rear of museum: see staff first

Type of institution: Historical society, museum and/or art gallery

Archives held: Voluntary group archives, education/school records, business archives

Format: Manuscripts/paper records, maps/plans, photographs

Inclusive dates: c.1880s-

Finding aids: Museum collection currently being entered into Past Perfect programme



Archives sought/Collecting interests: Material pertaining to Ashburton District, ie, between the Rakaia and Rangitata Rivers, the mountains and the sea

Description of significant collections:

- Peter family - Jane Emily Peter (nurse), Boer War diary; World War One letters from servicemen, medals
- J.J. Mulligan - farm accounts "Barford and Omagh", household accounts (1914-1943)
- Negative collection from Ashburton professional photographer, 1958-1980
- Genealogical material
- Variable amount of material from schools, some of which have closed: Tinwald, Hinds, Ealing, Springburn/Alford Forest/Bushside, Rapuna, Wakanui, Ashburton High School, Ashburton Technical School
- Records of Canterbury Roller and Buchanan's Flour Mills, MUIOOF lodges, Rangitata Diversion Race
- The History of Medicine in the Ashburton County 1855-1955 compiled by Maurice Otley, 7 volumes.

180. Canterbury Museum

Officer in charge/Contact person: Any member of the Documentary Research Centre

Postal address: Rolleston Ave, Christchurch

Physical address: As above

Tel: (03) 366 5000

Fax: (03) 366 5622

Email: docinfo@canterburymuseum.com

Website: www.canterburymuseum.com

Hours: Mon-Fri 1-4.30pm. Closed public holidays

Availability: Open to the public during the hours above. Permission required accessing Canterbury Museum's own records

Charges: No admission or retrieval charges. Charges apply for copying material

Onsite parking: No. Street parking and City Council car parks available in Rolleston Avenue (charged)

Type of institution: Museum and/or art gallery

Archives held: Voluntary group archives, education/school records, personal papers, Māori archives, business archives, military records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films

Inclusive dates: c.1830s-

Finding aids: NRAM, manual finding aids at research centre

Total volume: 16,000 manuscripts. 750, 000 pictorial items. 6,000 maps

Archives sought/Collecting interests:

- History of Canterbury region and associated people and organisations
- History of Antarctica exploration and human presence there

Description of significant collections:

A wide ranging collection of non-governmental archives and manuscripts relating to the history and people of Canterbury, and to the Antarctic, including:

- Manuscripts:
 - Canterbury Education Board
 - Local authorities
 - Community organisations
 - Trade unions
 - Papers of early settlers including W. and J. Deans; William, Robert and George Rhodes
 - Prominent men and women including J.R. Godley, C. Mackie, W. and F. Rolleston, Kate Sheppard, H.K. Tairaroa
 - Shipboard, personal and station diaries
 - Genealogical, biographical and land settlement holdings including the G.R. Mac Donald Dictionary of Canterbury Biographies, and J. E. Horrell Land Ownership in North Canterbury Index
 - Shipping indexes
 - Cemetery records
 - Some Chatham Islands material
 - Tairaroa family papers
- Antarctica Historical Archive: Contains manuscripts, maps and plans, stamps, oral history tapes, and motion pictures complementary to the Museum's Antarctica collection including:
 - Archives of Antarctica research programmes especially in the Ross dependency
 - Personal papers including those of Louis Charles Bernacci, Alexandra Falla, W.F. Ponder, William Colbeck, Ernest Henry Shackleton, and other notable explorers
- Maps and plans, both manuscript and published, including topographical and cadastral series, sale plans, scheme plans, and historical Canterbury, New Zealand and Antarctica maps
- Photographic archives:
 - Alpine and natural history, including Harry Wigley and Joseph Kinsey Collections
 - Antarctica history
 - South Island Māori material, including the W.A. Taylor Collection
 - Alpine lantern slides - W. A. Kennedy Collection
 - Wet-plate negative collections of A. C. Barker and E.P. Sealey
- Architectural plans: Christchurch and Canterbury buildings, churches, homesteads etc. Collections of B.W. Mountfort, Helmore-Cotterill and others.

181. Christchurch Art Gallery

Te Puna o Waiwhetu

Formerly: Robert McDougall Art Gallery

Parent organisation: Christchurch City Council

Officer in charge/Contact person: Tim Jones

Postal address: PO Box 2626, Christchurch 8001

Physical address: Cnr Montreal and Gloucester Streets, Christchurch

Tel: (03) 941 7300

Fax: (03) 941 7301

Email: gallerylibrary@ccc.govt.nz

Website: www.christchurchartgallery.org.nz

Hours: By appointment only

Availability: Open to bona fide researchers. An appointment should be made before visiting. Almost no items have access restrictions on them

Charges: None



Onsite parking: Yes

Type of institution: Museum and/or art gallery, special/research library or institution

Archives held: Art/literature, and documents relating to Canterbury art and artists

Format: Manuscripts/paper records, photographs, audio files, drawings/paintings, films, digital records

Inclusive dates: 1882-

Finding aids: NRAM. Christchurch City Libraries general catalogue at: www.library.christchurch.org.nz/catalogue

Total volume: Approx. 150 linear metres

Description of collections: The Library contains information in a variety of formats relating closely to the Gallery's collection of art. Particular strengths are therefore contemporary New Zealand art and nineteenth century British art, but information can generally be found on any artist whose work is owned by the Gallery.

182. Christchurch City Libraries

Officer in charge/Contact person: Any team member of the Aotearoa New Zealand team

Postal address: PO Box 1466, Christchurch

Physical address: Cnr Gloucester St. and Oxford Tce

Tel: (03) 379 6914

Email: library@ccc.govt.nz

Website: www.library.christchurch.org.nz

Hours: Mon-Fri 9am-9pm. Sat, Sun 10am-4pm

Availability: Open to public. It is recommended that visitors make an appointment with Archives Librarian. Some collections need permission to view

Charges: Photocopying 20c per page

Onsite parking: No. The Farmers public car park building is next door

Type of institution: Public library

Archives held: Voluntary group archives, personal papers, religious archives, business archives

Format: Manuscripts/paper records, maps/plans, photographs

Inclusive dates: c.1850s-2000s

Finding aids: Material catalogued with links to lists for those collections that have them

Total volume: Approx. 420 linear metres

Description of significant collections:

- Unpublished records relating to local sporting, cultural, or community organisations, clubs or societies
- Records relating to Christchurch City Libraries
- Ephemera, posters, handbooks, programmes catalogues
- Manuscripts, diaries, letters, scripts, church registers
- Small oral history collection.

183. Cotter Medical History Trust

Officer in charge/Contact person: Dr. P W Cotter

Postal address: c/o Christchurch School of Medicine, PO Box 4345, Christchurch

Physical address: Hagley Hostel, 4th Floor, Christchurch Hospital

Tel: (03) 364 0100 ext 89097. P.W. Cotter (03) 355 7265

Email: maxa@xtra.co.nz

Hours: By appointment, but normally staffed Monday and Friday mornings

Availability: Access can be arranged by calling (03) 364 0100 and on dial tone enter 89097 - leave a message if not answered. Some records are of a confidential nature and access will need to be negotiated

Charges: None, but a donation would be most welcome

Onsite parking: No. There is 3hr free parking at Hagley Oval on Hagley Avenue.

Type of institution: Library or institution

Archives held: Voluntary group archives, education/school records, personal papers, district health-related archives (Canterbury)

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, digital records

Inclusive dates: Early 1880s-

Finding aids: Computer catalogue under development. NRAM

Total volume: Bulk storage area 6 000 sq. ft.

Archives sought/Collecting interests: Any notes or records from health practitioners (all branches of medicine) in and around Canterbury, Marlborough, Nelson and West Coast areas. Any artefacts of a medical nature.

Description of significant collections:

- Notes on 1,000 doctors; however, 500 of the 1000 doctors have been put into NRAM - varying from minimal to comprehensive. This is being extended to other health providers. Earliest records about 1830
- Comprehensive collection of medical artefacts - all branches of medicine
- The complete journal archives of the Canterbury Medical Library Society Inc. and the Canterbury Medical Library.

184. Family History Centres

Physical address: 25 Fendalton Rd, Christchurch

Tel: (03) 355 6874

Hours: Tues 9.30am - 3.30pm & 7pm - 9pm, Wed 9.30am - 3.30pm, Thurs 9.30am - 3.30pm & 7pm - 9pm, Fri 7pm - 9pm, Sat 9.30am 12pm.

Physical address: Pages Rd, Gleniti, Timaru

Tel: (03) 686 0931

Opening Hours: Tues 9am-1pm. Wed 9am-9pm. Fri 4-8pm

Branch facilities of the Family History Library, which is run by the Church of Jesus Christ the Latter Day Saints in Salt Lake City. The Family History Centres provide access to materials in the Library to help patrons identify their ancestors. Anyone may visit and use the Centres.

185. Lincoln University Library

Te Wharepūrākau O Te Whare Wānaka of Aoraki

Contact person: Gavin East, Cataloguer. Sue Colyers, Information Services Librarian

Postal address: Lincoln University, PO Box 64, Canterbury 8150

Physical address: Cnr of Springs and Ellesmere Junction Roads, Lincoln

Tel: (03) 325 2811

Fax: (03) 325 2944

Email: library@lincoln.ac.nz, east@lincoln.ac.nz, colyers@lincoln.ac.nz

Website: www.lincoln.ac.nz/libr

Hours: See Library website for opening hours, which vary throughout the year. Access to items from the Archive collection is Mon-Fri 8.30am-4.00 pm

Availability: Advance arrangements are essential

Charges: No charges

Onsite parking: Yes

Type of institution: Educational institution, special/research library or institution

Archives held: Education/school records, personal papers

Format: Manuscripts/paper records, photographs

Inclusive dates: c.1880-1990

Finding aids: Library catalogue, <http://catalogue.lincoln.ac.nz>

Total volume: 5 linear metres

Archives sought/Collecting interests: Documents and photographs relating to the history of Lincoln University and its associated institutions. Also agriculture and land-based resources in the South Island, particularly Canterbury

Description of significant collections:

- Typescript of the history of the University by I.D. Blair and unpublished historical information
- Diaries of James Little, Corriedale sheep breeder, 1872-1921
- Small collection of photographs
- Papers of Sir Malcolm Burns (ca. 1936-1987)
- Papers of Lady Ruth Burns (ca 1935-1990)
- Nursery catalogues.

186. Mackenzie District Local History Archives

Officer in charge/Contact person: Helen Beattie

Postal address: 49 Mt. Cook Rd, Fairlie

Physical address: Fairlie Heritage Museum, 49 Mt. Cook Rd, Fairlie

Tel: (03) 685 4824

Fax: (03) 685 4829 (Tel and fax numbers are Helen Beattie's)

Hours: By appointment

Availability: As above

Charges: Free admission. Charges for research and photocopying

Onsite parking: Yes

Type of institution: Community/district archive

Archives held: Voluntary group archives, education/school records, personal papers

Format: Manuscripts/paper records, maps/plans, photographs

Inclusive dates: 1860-

Finding aids: Database (currently incomplete)

Total volume: Approx. 40 linear metres

Collecting interests: All historical records pertaining to the life and settlement of the Mackenzie District (formerly the Mackenzie County).

187. Macmillan Brown Library

University of Canterbury

Parent organisation: University of Canterbury

Officer in charge/Contact person: Jeff Palmer, University Library Archivist

Postal address: Private Bag 4800, Christchurch 8020

Physical address: Ilam Rd, Christchurch

Tel: (03) 364 2987

Fax: (03) 364 2816

Email: macbrown@libr.canterbury.ac.nz

Website: <http://library.canterbury.ac.nz>

Hours: Academic year – Mon, Tues, Thurs 8.30am-6pm. Wed 8.30am-9pm. Sat 10am-5pm

Availability: Restrictions apply to some records. The University Library Archivist is available from 8.30-5pm Mon-Fri. At least 24 hours prior notice is advisable before visiting. Requested archives are available from 12pm the day after a request is made. Delays can be expected during periods of high demand

Charges: None

Onsite parking: No. Readers may park in the Macmillan Brown Centre car park, opposite the Macmillan Brown Library building (parking coupons available from the Library service desk)

Type of institution: Special/research library or institution, educational institution

Archives held: Voluntary group archives, education/school records, personal papers, religious archives, Māori archives, business archives, Pacific Islands archives, art/literature, government records, military records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, digital records

Inclusive dates: c.1696-

Finding aids: A series of hard copy indexes and inventories is available in the Macmillan Brown Library reading room. Most inventories are also available via our website, where readers can browse the inventories or search via keyword.

Total volume: 2,700 linear metres of archives. 100,000 architectural drawings. 20,000 photographs. 1,800 works of art

Archives sought/Collecting interests: Political papers, trade union materials, art and literature materials, personal and organisation records from Canterbury and Westland, Māori and Pacific Island materials

Description of significant collections:

- Trade unions: The Macmillan Brown Library is Canterbury's single largest repository of trade union archives. It holds minute books,



correspondence and financial papers from a variety of trade unions dating back to the 19th century

- Voluntary organisations: archives from a diverse range of organisations ranging from the Ancient Order of Foresters, to the Christchurch Nuclear Free Peacemaking Association
- Political parties and politicians: Papers from Ruth Richardson, David Caygill and Geoffrey Palmer amongst other Canterbury politicians and political parties. Special access restrictions apply to some of these collections
- Literary papers: Canterbury's largest archive of literary manuscripts and associated papers. Correspondence and papers from Rewi Alley, Ursula Bethell, Keri Hulme, Stevan Eldred Grigg and James K. Baxter among many others
- Personal and family papers: Researchers are able to access a great deal of material deposited by individuals and families. It includes correspondence, diaries and personal records. The Acland family archives and the W. S. Baverstock archives are some of the most heavily used materials in the collection
- Professional associations: Material from the Canterbury District Law Society, the Nurses' Association and the New Zealand Association of Social Workers among many others
- Business and commerce: Currently collecting material from local Canterbury businesses. Some of the largest collections in this category are materials from Caxton Press and Lichfield New Zealand
- University of Canterbury: The University of Canterbury's non-current archival material, including Canterbury University College. Inwards correspondence from 1873-1957. Also material from notable Canterbury lecturers, and the archives of some special projects carried out by academic staff. Certain University clubs have deposited their archived records from the University of Canterbury Students Association
- Ngāi Tahu archives: The library manages the archives of Te Runanga o Ngāi Tahu in partnership with Ngāi Tahu. The archives remain the property and responsibility of Ngāi Tahu but are incorporated into the archives infrastructure of the Macmillan Brown Library
- Architectural drawings: One of the largest collections of archival architectural drawings in New Zealand. Based on the accumulated work of South Island architects, this rapidly expanding collection includes many original drawings by B.W. Mountfort, W. B. Armson and other architects of early Canterbury and the West Coast. Collection policy is directed towards the full range of records produced in architectural offices, including conceptual sketches, sketch plans and working drawings. In addition, specifications, correspondence files and photographs are an integral part of the collection.

188. Methodist Church Archives of New Zealand

Parent organisation: Methodist Church of New Zealand

Officer in charge/Contact person: Archivist

Postal address: PO Box 931, Christchurch

Physical address: Morley House, 25 Latimer Square, Christchurch

Tel: (03) 366 6049

Email: archives@methodist.org.nz

Website: www.methodist.org.nz/index.cfm/archives

Hours: Tues 9am-12.30pm. Closed on public holidays Christmas-New Year and Easter Tuesday

Availability: Please telephone or email before visiting to discuss research requirements, as documents may need to be retrieved from storage.

Charges: No charge for access, but charges for purchasing copies or for undertaking research on behalf. (For details of current charges, please see website)

Onsite parking: No. Metered parking is available in Latimer Square and there is a car park building on the corner of Manchester and Gloucester Streets (charged)

Type of institution: Religious organisation

Archives held: Religious archives

Format: Manuscripts/paper records, maps/plans, audio files, films, photographs, objects

Inclusive dates: 1817-

Finding aids: Under development in 2006: please contact Archivist for information

Total volume: 420 linear metres

Archives sought/Collecting interests: Methodist parish and church archives

Description of significant collections:

Records of the Methodist Church of New Zealand, including manuscripts and archives, publications, newspapers, architectural drawings, photographs and oral history recordings. They include:

- Connexional Office administrative archives; records of national Methodist Conference and national committees; architectural drawings of buildings and churches; Methodist Deaconess Association records
- District, parish and church archives for Taranaki, Wanganui, Hawkes Bay, Manawatu, Wellington, Nelson, Marlborough, Canterbury, West Coast. These records include baptismal and marriage registers, circuit records, membership rolls, and the archives of individual parishes and churches. The latter include records of committees administering the church or parish, sport, Methodist Women's Fellowship, Sunday School, Bible Class, horticulture, temperance, fireside groups, choir
- A small amount of private papers belonging to ministers, deaconesses, home missionaries and lay preachers
- Archive set of Methodist Church of New Zealand publications, newspapers, serials and newsletters
- Photographs of people and churches

NB. See also Auckland office. Methodist Church archives for Otago and Southland parishes/churches are held in the Hocken Archives, University of Otago. Archives are also held in the collections of the Alexander Turnbull Library, Kinder Library, Te Awamutu Museum, Puke Ariki and individual Methodist churches.

189. Otago Museum Archives

Parent organisation: Otago Museum Trust

Officer in charge/Contact person: Chairperson
Muriel Brown

Postal address: 15 Russell Esplanade, Otago,
Southland 9610

Physical address: 146 Main St, Otago

Tel: (03) 2258405

Email: otago_museum@yahoo.co.nz

Website: www.westernsouthland.co.nz

Hours: Sundays, 2pm- 4pm

Charges: Donations are much appreciated.

Onsite parking: Yes

Type of institution: Museum

Archives held: Voluntary group archives and business
Archives

Formats or types: Bound volumes/ registers,
manuscripts/ paper files, maps/ plans, photographs,
digital records, CDs/ DVDs and databases.

Inclusive date: 1890s- present

Total volume: 2 linear metres.

190. Rangiora Museum

Rangiora and Districts Early Records Society Inc.

Postal address: c/- Mrs P.M. Mackintosh, White
Rockmains, RD2, Rangiora 7400

Physical address: Good St, Rangiora

Tel: (03) 310 7356 (during hours below) or (03) 312
8741 at other times

Fax: (03) 312 8741

Email: mackintosh.wrm@extra.co.nz

Hours: Wed, Sun 1.30-4pm

Availability: No appointment required

Charges: Entry - \$2 per adult, 50c per child. \$10 per
hour for written research

Onsite parking: Yes

Type of institution: Museum

Archives held: Voluntary group archives, personal
papers, business archives

Format: Manuscripts/paper records, maps/plans,
photographs, audio files, digital records

Inclusive dates: Early 1860s.

Finding aids: Computerised index (incomplete)

Archives sought/Collecting interests: Any
photographs, papers, diaries etc. relating to Rangiora
and districts

Description of significant collections:

- Glass negative collection - partially indexed
- Large photographic collection - computerised
- North Canterbury Gazette (newspaper) from
1932-1960, indexed
- Rangiora newspapers from 1960, partially
indexed.

191. Royal New Zealand Air Force Museum

Research Collection/Archives

Officer in charge/Contact person: Research
Curator

Postal address: Private Bag 4739, Christchurch

Physical address: 45 Harvard Avenue, Sockburn,
Christchurch

Tel: (03) 343 9521 (general), (03) 343 9537
(photographic)

Fax: (03) 343 9533

Email: info@airforcemuseum.co.nz

Website: www.airforcemuseum.co.nz

Hours: Mon-Fri 10.30am-12pm, 12.30-3pm

Availability: Appointment necessary. E-mail,
telephone, postal and fax enquiries welcome.
Material held as part of the research collection is
subject to either Crown or personal copyright

Charges: No charges for access to research
collection, and generally no charges for staff time
spent in researching written enquiries. Charges
apply to large amounts of photocopying and to
photographic reproductions

Onsite parking: Yes

Type of institution: Museum and/or art gallery,
special/research library or institution

Archives held: Voluntary group archives, personal
papers, government records, military records

Format: Manuscripts/paper records, maps or plans,
photographs, audio files, drawings or paintings, films,
digital records

Inclusive dates: 1910-

Finding aids: Electronic catalogue records

Total volume: Approx. 250 linear metres, 3,500
books, 30,000 technical drawings, 10,000 items
of personalia/ephemera, 600,000 photographic
prints and negatives, 4,000 plans and architectural
drawings, 2,600 maps, 600 artworks

Archives sought/Collecting interests: Material
relating to New Zealand's involvement in military
aviation (RNZAF, RAF and other air forces)

Description of significant collections:

The Air Force Museum research collection comprises
written archives (ephemera, personalia, maps,
plans, technical drawings, technical publications,
manuscripts and journals), a library of published
books, a photographic archive, sound and film works,
and art, as described below. The Museum does not
hold official records (including personnel files)

- Ephemera, personalia: Aircrew logbooks, letters,
diaries and other personal papers, news clippings,
squadron diaries, aircraft records, propaganda
leaflets etc
- Maps, plans, technical drawings: Escape maps
from the Pacific and European theatres of World
War 2, target maps, training maps, German and
Japanese maps, and general maps used by air
forces during both World Wars. Architectural
drawings of various RNZAF establishments.
Drawings relating to aircraft and equipment.
- Technical publications: Publications relating to
aircraft and equipment of the RNZAF and its
maintenance. Includes British (RAF) technical
publications and limited numbers of RAAF and
USAF volumes
- Manuscripts and journals: Unpublished research
papers and published journals including early
editions of Flight and Aeroplane, and World War
Two editions of Contact and Tee Emm



- **Library:** Consists of published books relating to the history of military aviation. Includes biographies, Putnam aircraft references, Jane's All The World's Aircraft, etc
- **Photographs and film:** The Museum manages the RNZAF negative collection comprising approximately 500,000 negatives dating back to 1937. It also has extensive holdings of photographic prints from the earliest days of flight in New Zealand, personal albums, films and sound recordings
- **Art works:** Both framed and unframed works are held, including original heraldic badges, sketches and original cartoons. The Museum holds the largest collection of works by Maurice Conly (the former Official Artist of the RNZAF) held in New Zealand.

192. Ngāi Tahu Archives

Te Rūnanga o Ngāi Tahu

Officer in charge/Contact person: Knowledge Management Unit / Meirwen Pride or Tania Nutira

Postal address: PO Box 13046, Armagh, Christchurch 8141

Physical address: Te Waipounamu House, 158 Hereford Street, Christchurch 8141

Tel: +64 3 366 4344

Fax: +64 3 365 4424

Email: Meirwen.Pride@ngaitahu.iwi.nz or Tania.Nutira@ngaitahu.iwi.nz

Website: www.ngaitahu.iwi.nz

Hours: 8.30am - 5.00pm weekdays

Availability: Postal, email and fax enquiries welcome. Restrictions apply to some records. Access to records, photographic collection and library is only by application (i.e. contact to be made in advance) as staff are sometimes required to be away from the office e.g. when attending hui. Information that is not catalogued is not available for access

Charges: No charge for access, research or retrieval will apply to registered Ngāi Tahu iwi members. Some charges may apply to others for staff time spent in researching written enquiries, dependant upon the request. Photocopy & reproduction charges may apply according to the type of resource

Onsite parking: No. However, roadside metered parking is available and car parks are close by Charges apply

Type of institution: Iwi organisation

Archives held: Business archives, art, literature, photographs, personal papers, Māori archives, iwi archives, hapū archives and whānau archives

Formats or types: Bound volumes/ registers, manuscripts/paper files, maps/plans/ drawings, photographs, audio files, films/videos, digital records, CDs/ DVDs and database and art works

Inclusive dates: 1800s- present

Finding aids: Electronic and hard copy lists and indexes on site, website tools are in development

Total volume: Approximately 100 linear meters

Archives sought/ Collecting interests: Information pertaining to Ngāi Tahu iwi - the iwi comprised of Ngāi Tahu whānui; that is, the collective of the

individuals who descend from the five primary Hapū of Ngāi Tahu, Ngāti Mamoe and Waitaha, namely Kāti Kurī, Ngāti Irakehu, Kāti Huirapa, Ngāi Tūāhuriri and Ngāi Te Ruahikihiki

Description of significant collections:

- Ngāi Tahu Deed of Settlement documents
- Ngāi Tahu Land and Mahinga Kai documents
- Ngāi Tahu Oral recordings
- Ngāi Tahu Photographic collection
- Ngāi Tahu Māori Trust Board records
- Te Rūnanga o Ngāi Tahu Corporate Records
- In addition to our archives we have a significant library of books and publications and a collection of artwork and taoka.

Note: Ngāi Tahu Archives are at two locations: Te Rūnanga o Ngāi Tahu and Macmillan Brown Library, Canterbury University.

193. South Canterbury Museum

Parent organisation: Timaru District Council

Officer in charge/Contact person: Philip Howe, Director. Tony Rippin, Curator of Documentary History

Postal address: PO Box 522, Timaru

Physical address: Perth St, Timaru

Tel: (03) 6877212

Fax: (03) 6877215

Email: museum@timdc.govt.nz

Website: www.timaru.govt.nz/museum

Hours: Tues-Fri, Sun 1.30-4.30pm. Closed public holidays

Availability: Open to the public. Special arrangements may need to be made to view oversize or fragile material, artworks or items from the objects collections

Charges: Free admission. Copy charges apply.

Onsite parking: Yes, but limited (it includes disabled access spaces). There is ample street and public parking adjacent

Type of institution: Museum and/or art gallery

Archives held: Voluntary group archives, education/ school records, personal papers, religious archives, business archives, art/literature, local publications, newspapers

Format: Manuscripts/paper records, maps/plans, photographs, drawings/paintings

Inclusive dates: c.1850-

Finding aids: Various onsite indices, principally in hardcopy format. Museum collection software (intranet) accessible via staff

Total volume: 350 linear metres of textual material. 10,000 plus prints, glass plates and slides. Large late-20th century photographic negative collection (largely without indices at this time). 800 maps and plans

Collecting interests: The Museum's purpose is to collect, preserve, research and exhibit objects illustrating and recording the natural and cultural history of South Canterbury, from prehistoric times up to the present. Archives cover a wide range of activities and formats - domestic and commercial, formal and informal, public and private, textual and pictorial.

194. St. Andrew's College

Parent organisation: St. Andrew's Board of Governors

Officer in charge/Contact person: Jan Hampton, Museum Curator

Postal address: 347 Papanui Rd, Christchurch 8005

Physical address: As above

Tel: (03) 940 2000, direct (03) 940 2081

Fax: (03) 940 2060

Email: jhampton@stac.school.nz

Website: www.stac.school.nz

Hours: By appointment

Availability: Open to public. Most records available, but permission is required for Board minutes.

Charges: Research - \$15 per hour. Museum admission is free, but most visitors make a donation

Onsite parking: Permission required

Type of institution: Educational institution

Archives held: Education/school records, personal papers, Pacific Islands archives, art/literature, and military records

Format: Manuscripts/paper records, drawings/paintings, films, digital records

Inclusive dates: 1917-

Total volume: 154.7 square metres

Description of collection: St Andrew's College Museum has four rooms of showcases, collections and archival material.

195. Sumner Museum

Parent organisation: Sumner Redcliffs Historical/Society Inc

Contact person: Mrs M. Rule

Postal address: 5 Main Road Redcliffs, Christchurch 8081

Physical address: c/o- Wakefield Ave and Nayland St, Sumner- (upstairs - no lift)

Tel: (03) 3841159

Fax: (03) 3841152

Hours: Saturday 1-4pm or by arrangement

Charges: Photocopying 20c a sheet

Onsite parking: No, however, parking within 50 metres

Type of institution: Museum or art gallery, Historical society. Not suitable for wheelchairs

Archives held: Voluntary group archives, clubs, societies etc, religious archives, personal papers, School records, Māori Archives, Whānau Archives, local government records

Formats or types: Bound volumes/ registers, manuscripts, documents and paper files and records, maps, plans and architectural drawings, photographic prints, negatives, slides, microfilm/ fiche, moving images- films, videos, art works

Inclusive dates: 1851-2006

Finding aids: List (s), Indexes

Total volume: 4 metres square by 3 metres square

Archives sought/ Collecting interests: School Rolls, Family Histories, Sumner Town Board and Sumner Borough Council.

196. Te Waipounamu District Māori Council

Officer in charge/Contact person: Noel Jory

Postal address: c/o S. Noel Jory, R.D. 10, Waimate

Physical address: c/o S. Noel Jory, 8 Parker St., Glenavy

Tel: (03) 689 3846

Fax: (03) 689 3846

Email: snjory@xtra.co.nz

Hours: On request

Availability: Appointments necessary

Onsite parking: Yes

Type of institution: Māori organisation

Archives held: Voluntary group archives, Māori archives

Format: Manuscripts/paper records

Inclusive dates: 2002-

197. Waimate District and Historical Society Archives

The Dempsey Complex

Parent organisation: Waimate Historical Society

Officer in charge/Contact person: Sue Hanham, Archive Supervisor

Postal address: 28 Shearman St, Waimate

Physical address: 28 Shearman St, Waimate. Access also from Innes St

Tel: (03) 689 7842 (archives) (03) 689 7832 (museum)

Email: waimatearchives@xtra.co.nz

Website: www.waimate.org.nz/museum

Hours: Tues-Thurs 1.30-4.00pm

Availability: Open to the public. Permission required for some records

Charges: Research \$2 for Waimate residents, members of Waimate Genealogy Group. Others \$5 per session (in research hours). Written enquiries/ research on behalf of individuals or businesses \$25 per hour

Onsite parking: Yes

Type of institution: Historical society

Archives held: Voluntary group archives, education/ school records, personal papers, religious archives, Māori archives, business archives, art/literature, local government records, military records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, digital records

Inclusive dates: 1876-

Finding aids: Cemetery database, early settlers index, Past Perfect database, WW1 database, website

Total volume: 390 shelves, metal file drawers, 26 map drawers, microfilm cupboard (120 shelves). Around 10,000 photographs

Archives sought/Collecting interests: Books, family histories, family and individual photographs, and manuscripts relating to the Waimate District



**Description of significant collections:**

- Family history books
- Early settlers index – early families up to 1920
- School indexes
- Cemetery indexes
- Obituaries files
- Cemetery headstone transcripts (up to 1980)
- Waimate Council rate books and maps
- Correspondence research files
- Book of Waimate - Places and events 1879-1929
- Book The Fifth Schedule - Waimate Hospital
- Book Te Waimatamate - Waimate history to 1985
- Scrapbook collections
 - George Dash newspaper cuttings
 - Early Waimate museums
 - Articles on the district
 - Farming issues
- School histories
- District histories - various (people and places)
- Waimate Advertiser microfilms
- Businesses, clubs, organisations, individuals, family and district information folders that staff have built up over time
- Photograph collection.

198. Archives New Zealand - Dunedin Regional Office

Officer in charge/Contact person: Regional Archivist

Postal address: PO Box 6183, Dunedin North

Physical address: 556 George St, Dunedin

Tel: (03) 477 0404

Fax: (03) 477 0422

Email: dunedin@archives.govt.nz

Website: www.archives.govt.nz

Hours: Mon-Fri 9.30am-5pm

Availability: Open to the public. Some records are restricted and require permission to view

Charges: No charges for admission or retrieval. Reprographic charges

Type of institution: Government department

Archives held: Government records

Format: Manuscripts/paper records, photographs, drawings/paintings, maps/plans

Finding aids: Indexes. Archway on website

Total volume: 6,000 linear metres

Archives sought/Collecting interests:

Government records in the Otago and Southland region

Description of significant collections:

Archives from the Otago and Southland region (ie, south of the Waitaki River). These constitute an official record of New Zealand's past and include information on education, customs, courts, companies, forestry, railways, works, land settlement and many other activities

The following list indicates the range of Government departments or agencies whose archives are now held by the Dunedin Regional Office:

- Department of Lands & Survey
- Department of Justice
- Police Department
- Public Works Department/Ministry of Works & Development
- Railways Department
- Television New Zealand
- Department of Health
- NZ Forest Service
- NZ Fire Service
- Department of Social Welfare
- Ministry of Commerce, Companies Office
- NZ Post Office
- Department of Customs

Genealogical sources held by the Dunedin Regional Office are listed in our Family History sources and include probates, immigration records.

199. Presbyterian Church Archives

Presbyterian Church of Aotearoa, New Zealand

Officer in charge/Contact person: Yvonne Wilkie, Director of Archives

Postal address: Archives Research Centre, Knox College, 1 Arden Street, Dunedin

Tel: (03) 473 0107 extn: 7851

Email: Yvonne.wilkie@knoxcollege.ac.nz

Website: www.archives.presbyterian.org.nz

Hours: Mon-Fri 8:30am-5pm, Public holidays 9:30-4:30pm

Availability:

Charges: \$20 admission per adult and \$50 per hr for research request as well as photocopying and reproduction charges

Onsite parking: Yes

Type of institution: Religious organisation

Archives held: Māori archives, voluntary group archives, business, personal papers, other educational records and religious archives.

- Religious archives can be very broad-ecclesiastical and parochial. Also the Mission collections – South China, Vanuatu and Punjab, India, Papua New Guinea – have a strong ethnographic content

Format: Bound volumes/ registers, manuscripts/ paper files, maps/ plans/ architectural drawings, photographs, audio files, films/ videos, digital records, CDs/ DVDs, databases and art works

Inclusive dates: 1843-

Finding aids: Lists, indexes, catalogues and website tools

Total volume: 1500 linear metres, 85 000 photographic images, 2000 audio tapes, 500 videos

Archives sought/ Collecting interests:

- Overseas Mission collection
- Māori and early Chinese
- Presbyterian Parishes
- Public and social issues.

200. Clyde Historical Museums Inc.

Officer in charge/Contact person: Norma Richardson, Secretary/Curator

Postal address: PO Box 11, Clyde 9180

Physical address: 5 Blyth St, Clyde, Central Otago

Tel: (03) 449 2571

Hours: Tues-Sun 2-4pm, however closed during winter unless arrangements have been made.

Availability: Access to some records needs to be arranged prior to visit. Phone the Secretary/Curator after hours on (03) 449 2711 (home)

Charges: Admission \$3 per adult, \$1 per child. Archival retrieval charges by arrangement

Onsite parking: Yes

Type of institution: Museum and/or art gallery

Archives held: Voluntary group archives, education/ school records, business archives, art/literature

Format: Manuscripts/paper records, maps/plans, photographs, drawings/paintings

Description of significant collections:

- Goldfields Office
- Resident Magistrate
- Warden's Office
- Receiver of Land Revenue
- Gold Office
- Clyde Public Hall, Library and School
- Naylor's store.



201. Dunedin City Council Archives

Parent organisation: Dunedin City Council
Officer in charge/Contact person: Bill Sykes
Postal address: PO Box 5045, Dunedin 9038
Physical address: 50 The Octagon, Dunedin
Tel: (03) 474 3553
Fax: (03) 474 3594
Email: archives@dcc.govt.nz

Website: www.CityofDunedin.com (search for archives)

Hours: Mon-Fri 9am-5pm

Availability: Open to the public with some restrictions. It is preferable to arrange access prior to a visit

Charges: First half an hour is free, then \$50 per hour thereafter. Copying charges apply

Onsite parking: No. Long-term parking is available in York Place and Smith St. Short-term street parking (pay and display), public car parks and parking buildings are close by

Type of institution: Local authority

Archives held: Local government records

Format: Manuscripts/paper records, maps/plans, photographs, drawings/paintings, films, digital records

Inclusive dates: 1855-2007

Finding aids: Accession index. Series lists

Total volume: 1,400 linear metres and some artefacts

Archives sought/Collecting interests: Local authorities in Dunedin City and their predecessors. Significant related local activity

Description of significant collections:

The collection includes the records of the various local authorities and their predecessors that have merged over time to form the Dunedin City Council. The area covered extends from the Taieri Mouth Bridge to just below Ranfurly in Central Otago, to Waikouaiti on the east coast of the South Island

Also included are records relating to the New Zealand and South Seas exhibition of 1925/26, train companies, water companies, the Otago Settler Museum, the Dunedin Public Art Gallery and more.

202. Dunedin Public Libraries

Kā Kete Wānaka o Ōtepoti

Parent organisation: Dunedin City Council
Officer in charge/Contact person: Heritage Collection Librarian, Rare Books Librarian
Postal address: PO Box 5542, Dunedin
Physical address: 230 Moray Place, Dunedin
Tel: (03) 474 3653 (Heritage Collection Librarian), (03) 474 3650 (Rare Books Librarian)
Fax: (03) 474 3660

Email: library@dcc.govt.nz

Website: www.dunedinlibraries.com

Hours: Mon-Fri 9.30am-8pm. Sat, Sun 11am-4pm

Availability: Open to the public. Prior notification of visit is encouraged but not essential. Permission is needed for a small number of items

Charges: Research done by staff – first 15 minutes free, then \$25 per half hour thereafter. Photocopying – A4 20c, A3 40c, \$1 for copies from microfilm

Onsite parking: Yes, in library upper basement (1 hour limit). Parking buildings available nearby in Moray Place and Filleul St (metered or charged).

Type of institution: Public library

Archives held: Voluntary group archives, personal papers, art/literature

Format: Manuscripts/paper records, photographs, audio files, memorabilia, ephemera

Inclusive dates: McNab archives 1850s; Reed Collection archives 1000s

Finding aids: Online library catalogue (not all material is included), card catalogues, printed/published catalogues, some holdings on NRAM

Total volume: McNab New Zealand Archives 70 metres. Reed Special Collections Archives 60 metres

Archives sought/Collecting interests:

McNab Collections – archives not actively sought, but when offered through donation, accepted if of local significance. Reed Collections – autographs, letters and ephemera relating to famous persons, and archival material relating to the life and activities of A.H. Reed may be accepted when offered by donation

Description of significant collections:

McNab Collection archives include:

- Trade union records
- Records of local organisations e.g. Otago Women's Hockey Association, Dunedin Community Sing etc
- Literary papers e.g. A. Eccles, K.C. McDonald
- Manuscripts e.g.: W. Larnach, Sir Thomas Sicley, W.B. McEwan, A. Dunningham
- Letters and journals e.g.: Rev. J.W. Stack, Eliza Stack nee Jones, E.H. Wilmot and the discovery of Wilmot Pass
- Union Bank's Superintendent of the Goldfields

Reed Collection archives include the personal archives of A.H. Reed relating to

- His various publishing activities (A.H. and A.W. Reed; the Alfred, Isabel and Marian Reed Trust; the Dunedin Public Library)
- His life and various book collecting activities
- The research notes, draft manuscripts and illustrative material for most of his own books and pamphlets
- A large collection of autograph letters, extra-illustrated and 'Association' books, portraits and ephemera relating to historical figures. Mainly (but not limited to) Britons and New Zealanders in the fields of literature, art, music, science, politics, royalty, religion, and industry from the 16th to the 20th centuries
- Significant collection of medieval manuscripts dating from the 10th and 16th centuries.



203. Family History Centre

Physical address: 14 Fenton Crescent, Dunedin
Tel: (03) 455 3507

Hours: Mon by appointment. Wed, Sat 9.30am-12.30pm. Tues, Thurs 6.30-9pm

A branch facility of the Family History Library, which is run by the Church of the Latter Day Saints in Salt Lake City. The Family History Centre provides access to materials in the Library to help patrons identify their ancestors. Anyone may visit and use the Centre.

204. Hocken Collections - University of Otago Uare Taoka o Hākena

Officer in charge/Contact person: Curator of Archives and Manuscripts

Postal address: PO Box 56, Dunedin

Physical address: Cnr of Anzac Ave and Parry St, Dunedin

Tel: (03) 479 8875

Fax: (03) 479 5078

Email: archives.hocken@library.otago.ac.nz

Website: <http://www.library.otago.ac.nz/hocken/index.html>

Hours: Mon-Fri 9.30am-5pm. Tues evening 6-9pm. Sat 9am-12pm. Archives must be pre-requested for Tuesday evening and Saturday morning

Access: The Hocken Collections are open to the public. Readers will need to register on arrival. Access to some collections is restricted, and permission to view needs to be arranged in advance. Details of restrictions can be found on the archives catalogue, Hākena

Charges: No charges for admission or retrievals. Details of photocopying and reproduction charges can be obtained by contacting Hocken Collections staff

Onsite parking: There are two free reader parking spaces in the rear car park, off Parry Street. Free all-day parking is also available in Parry Street; however, during University term time there is pressure on parking throughout the surrounding area

Type of institution: Special/research library or institution

Archives held: Voluntary group archives, education/school records, personal papers, religious archives, Māori archives, business archives, Pacific Islands archives, art/literature, military records, local government records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, digital records

Inclusive dates: 1700-

Finding aids: The online archives and manuscripts catalogue Hākena is available at:

<http://hakena.otago.ac.nz/nreq/Welcome.html>

Total volume: Approx. 8,000 linear metres

Archives sought/Collecting interests:

The archives and records of:

- University of Otago and associated bodies and some significant staff

- The papers of writers, artists and musicians of national prominence with strong Otago connections, especially those who held a University of Otago fellowship
- Personal papers of prominent New Zealanders with ties to Otago and/or Southland
- Māori, in particular southern Māori
- Otago public schools and other educational institutions
- Otago Regional Council (including the Otago Harbour Board, and Otago Catchment Board)
- Selected southern NZ-based businesses and Otago professional firms
- Selected Otago farms, stations and horticultural enterprises
- Anglican Diocese of Dunedin and other religious congregations (where these archives are not collected by other institutions)
- Otago-based national organisations (head office records only)
- Selected other national organisations
- Organisations with an Otago regional administrative focus (including Otago branch records of national organisations)
- Friendly Societies and lodges
- Employers' and employees' organisations
- Environmental and scientific groups
- Cultural groups
- Archives and manuscripts documenting experiences of war with an Otago connection
- Selected local sports clubs and community organisations

Description of significant collections:

There are more than 6,000 collections. Details of individual collections are available on Hākena. A few of the most significant collections include:

- Thomas Morland Hocken papers
- Edward Shortland papers
- Church Missionary Society papers, including papers of individual missionaries
- Reverend Samuel Marsden papers
- New Zealand Alpine Club records
- Royal New Zealand Plunket Society Headquarters records
- Ross and Glendinning Ltd records
- NMA Limited records
- James Herries Beattie papers
- Charles Brasch papers.

205. Maniototo Early Settlers Museum

Officer in charge/Contact person: K. Dundass

Postal address: Black Forest Naseby, 2 RD Ranfurly, Central Otago

Physical address: cnr Leven and Earn Streets, Naseby

Tel: (03) 444 9558

Fax: (03) 444 9558

Hours: Dec-April 1.30pm-3/3.30pm

Availability: Researchers need to make contact in advance of their visit to arrange access and to indicate the kind of material they are seeking

Charges: Museum admission – \$2 per adult, \$1 per child over 10yrs. Archive retrieval – \$20 per hr, plus photocopying charge. Copies of most photographs are for sale

Onsite parking: Yes



Type of institution: Historical society, museum and/or art gallery

Archives held: Voluntary group archives, education/school records, personal papers, religious archives

Format: Manuscripts/paper records, maps/plans, photographs

Inclusive dates: 1860s-1940s

Collecting interests:

- Records on Maniototo settlement
- Station diaries
- Photographs
- Family histories.

206. North Otago Museum

Parent organisation: Waitaki District Council

Officer in charge/Contact person: c/o: Rowen Carrol - Director

Postal address: Private Bag 50058, Oamaru

Physical address: 60 Thames St, Oamaru

Tel: (03) 434 1652 and (03) 433 0852

Fax: (03) 434 1649 and (03)4330359

Email: museum@waitaki.govt.nz

Website: www.northotagomuseum.co.nz

Hours: Mon-Fri 10.30am-4.30pm. Sat 1pm - 4.30pm. Sun 1-4.30pm. Open by arrangement outside these hours

Availability: Open to public

Charges for Archives: \$2 for ratepayers. \$5 for non-ratepayers. \$40/hour for written inquiries (or part thereof). First 10 minutes free

Charges: Free entry for Museum

Onsite parking: No. There are metered car parks behind the archive

Type of institution: Museum and/or art gallery

Archives held: Voluntary group archives, education/school records, personal papers, religious archives, business archives, local government records

Format: Manuscripts/paper records, maps/plans, photographs

Inclusive dates: 1863-

Finding aids: Archives are catalogued. Cemetery, school, church and newspaper records are indexed. 7,000 of the most commonly requested photographs (of over ten thousand) are scanned and indexed onto a database

Total volume: 1,000 linear metres (not including maps and photographs)

Archives sought/Collecting interests: The museum collects and seeks any material relating to the people of the Waitaki District (North Otago)

Description of significant collections:

- North Otago Times newspaper 1864-1932
- The Oamaru Mail newspaper 1876-2008
- K.C. McDonald papers (local historian)
- Local school material (see website for details)
- Kauru Hill Run diary 1853-1900
- Taipo Run diary 1867-1900
- Presbyterian church records (see website for details)
- St Luke's Anglican Church records 1861-2001
- Lodge records (see website for details)

- Local clubs and societies
- Local sporting groups
- Local Rabbit Board records
- Oamaru Borough Council records 1863-1989
- Palmerston Borough Council records 1872-1966
- Waihemo County Council records 1882-1989
- Waitaki County Council records 1876-1989
- Maps and plans
- Photographs
- Willetts Collection
- Sid Muir Head.

207. Otago Boys' High School

Archives and Museum

Officer in charge/Contact person: Mrs Gillian Skilton, Rector's Personal Assistant; Archives/Museum Assistant: David C. Billing

Postal address: PO Box 11, Dunedin 9054

Physical address: 2 Arthur St, Dunedin 9016

Tel: (03) 477 5527

Fax: (03) 477 5468

Email: school.sec@obhs.school.nz

Website: www.obhs.school.nz

Hours: 10am-4pm during secondary school days

Availability: Access needs to be arranged by application to the Rector. Records and Museum are on a 'closed stack' basis

Charges: Search fee \$25. Charges for photocopying and copies of photographs apply

Type of institution: Educational institution

Archives held: Voluntary group archives, education/school records, personal papers, art/literature, and military records

Format: Manuscripts/paper records, photographs, drawings/paintings, films

Inclusive dates: 1863-

Total volume: 65 linear metres

Archives sought/Collecting interests:

The aim is to maintain as full and accurate a record of the School as possible

Description of significant collections:

- Entrance registers 1863-1957 giving date of pupil entry, date of leaving school, forms entered, age at entry and next of kin
- Old boys' registers giving entrance by year, years at school, address where known, career and employment summary where provided. Registers for 1953 and 1963 have service sections. Registers for 1907, 1953 and 1963 have historical sections and historical records
 - Otago High School Old Boys' Register, 1907. Pupil numbers 1-3524
 - Otago Boys' High School Old Boys' Register, 1953. Numbers 1-9876
 - Otago Boys' High School Old Boys' Register, 1963. Numbers 1-13922
 - Otago Boys' High School Old Boys' Register, 1988. Numbers 13350 - 20903
- Photographic records
 - Form and class photographs - more consistent from 1912

- Sports team photographs – rugby 1884-, cricket 1896-, association football 1907-, hockey 1921, and later sports (rowing, athletics, tennis, yachting)
- Buildings
- Staff groups
- Mt Aspiring Lodge (outdoor education)
- School activities, music, band, orchestra
- Memorabilia including cups, trophies, medals, uniforms, memorial books of war service
- Special publications:
 - Anniversaries, 1913, 1923, 1963, 1983
 - Otago Boys' High School Rugby Club 1996. An independent publication by Paul Hunt and Merlin Montgomery
 - Press cuttings books, some presented by old boys
 - Books presented by old boys, prizes, personal biographies
- School magazine.
 - The Otago High School Magazine 1885-1923, published several times a year, twice a year from 1916. Issues December 1898-Nov 1900 include Girls' High notes
 - The Otago Boys' High School Magazine from 1924, published annually from 1950
 - Magazines from 1885-1958 include old boys' section with employment news, travel news, academic success, marriages, death notices with brief obituaries
 - Magazines during WW1 and WW2 include war service news, promotions, decorations, casualties, photos of old boys who died on active service with obituaries.

NB. Other OBHS records are held at the Otago Settlers Museum, Dunedin Public Library, and the Hocken Library.

208. Otago Settlers Museum

Archives and Research Department

Parent organisation: Dunedin City Council

Officer in charge/Contact person: Jill Haley, Archivist

Postal address: PO Box 566, Dunedin

Physical address: 31 Queens Gardens, Dunedin

Tel: (03) 474 2721

Fax: (03) 474 2727

Email: jhaley@dcc.govt.nz

Website: www.otago.settlers.museum

Hours: Mon-Fri 10am-1pm. Closed public holidays

Availability: Open to the public

Charges: \$12 per day for general public, free entry for Otago Settlers Association Members, members of the Dunedin Branch of the New Zealand Society of Genealogists and students researching for school projects. Written research service available

Onsite parking: No

Type of institution: Museum and/or art gallery, special/research library or institution

Archives held: Voluntary group archives, education, personal papers, business archives

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings

Inclusive dates: Primarily 1848-2008

Finding aids: In-house collection management database. In-house spreadsheets and description lists. See 'A guide to genealogical sources' in archives section on website

Archives sought/Collecting interests: Archives and photographs relating to Otago history

Description of significant collections:

- Genealogical resources
- Photo portrait collection
- Subject photograph collection
- Ship passenger lists for Otago arrivals 1848-1888
- Shipboard diaries
- Otago Early Settlers Association records.

209. Regent Theatre

Parent organisation: Otago Theatre Trust

Contact person: Paul Aubin

Postal address: PO Box 5036, Dunedin

Physical address: 18 The Octagon

Tel: 03 4776481

Fax: 03 4774726

Email: regent.theatredn@extra.co.nz

Website: www.regenttheatre.co.nz

Hours: Mon- Fri 9am-5pm, Sat 10am-5pm

Charges: No

Onsite parking: No

Type of institution: Voluntary organisation and Charitable Trust

Archives held: Voluntary group archives, art or literature and personal papers

Formats or types: Manuscripts/ paper files, maps/plans/ drawings and photographs

Inclusive dates: Late 19th century- present.

Finding aids: Adhoc

Total volume: 30 linear metres

Description of significant collections:

- Records relating to the History of the Theatre Trust
- Theatrical and cinematic material such as minute books etc.

210. South Otago Museum

Parent organisation: South Otago Historical Society Inc

Officer in charge/Contact person: Gary Ross, Museum Curator

Postal address: 1 Renfrew St, Balclutha

Physical address: As above

Tel: (03) 418 2382

Email: southotagomuseum@extra.co.nz

Hours: Mon-Fri 10am-4pm

Availability: When the curator is on duty, there is full public access and digital searches are provided

Charges: The museum runs on a donation basis. Charges are made for copied material - 50c for fax copies and \$3 for photo quality copies

Onsite parking: Yes

Type of institution: Museum and/or art gallery





Archives held: Voluntary group archives, education/school records, personal papers, religious archives, business archives, art/literature, military records

Format: Manuscripts/paper records, maps/plans, photographs, audio files, drawings/paintings, films, digital records

Inclusive dates: Personal items 1606-. General collection (photographs and personal papers) 1850-1950

Finding aids: Museum directories published and online

Total volume: 1,300 photographs. 500 published and primary paper artefacts and a small audio visual collection

Archives sought/Collecting interests: The museum's collection policy covers the district known as South Otago, especially central South Otago. The archives have an historical bias towards pioneer endeavour, especially genealogy and material reflecting the social and industrial history of the district

Description of significant collections:

- Photographic collection holds iconic pieces of local history and many subtle examples of New Zealand social history
- An eclectic paper archive, including first person accounts of the district
- The genealogical Ross Collection, an almost complete record of one family from immigration in 1851 till the end of the family line in the 1980s. One family's impression of the birth of New Zealand
- The McSkimming Collection: A significant industrial collection. The McSkimming family managed a pottery (recently excavated by Otago Museum) in Benhar. A comprehensive collection of factory records were kept in tin boxes, facilitating a set of mint condition blueprints and industrial records. Of international interest is the collection of industrial catalogues from Edwardian England including material on ceramics, brick making and coal mining.

Southland

211. Family History Centre

Physical address: 205 North Rd., Invercargill

Tel: (03) 215 7682

Hours: Tues by appointment. Wed, Thurs, Sat 10am-1pm

Branch facility of the Family History Library, which is run by the Church of the Latter Day Saints in Salt Lake City. The Family History Centre provides access to materials in the Library to help patrons identify their ancestors. Anyone may visit and use the Centre.

212. Invercargill City Libraries

Te Heata

Parent organisation: Invercargill City Council

Officer in charge/Contact person: Keith Harrington/Marianne Foster

Postal address: Private Bag 90111, Invercargill

Physical address: 50 Dee St, Invercargill

Tel: (03) 211 1444

Fax: (03) 03 211 1438

Email: info@ilibrary.co.nz

Website: www.ilibrary.co.nz

Hours: Mon-Fri 9am-8pm. Sat 10am-1pm. Sun 1pm-4pm

Availability: Open to the public with some material restricted. It is appreciated if researchers make prior arrangements to visit

Charges: No charges

Onsite parking: No. There is a parking building at the rear of the library in Leven Street

Type of institution: Public library

Archives held: Voluntary group archives, education/school records, personal papers, business archives, local government records

Format: Manuscripts/paper records, maps/plans, photographs, audio files

Inclusive dates: 1870-

Finding aids: NRAM. In-house database

Total volume: Approx. 300 linear metres

Archives sought/Collecting interests: Material relating to the prehistory/history of Southland, Fiordland and Sub-Antarctic Islands, and specifically archives relating to Invercargill. Local body archives

Description of significant collections:

- Southland Education Board archives - cover primary education in Southland and Lakes District up to 1989. Index of pupils available
- Norman Jones archives – cover material on Homosexual Law reform.
- Alex Robertson autograph collection – covers 17th/18th/19th century notables. Index available
- Syd Cormack archives – local Ngāti Mamoe kaumatua. Covers Māori Land Court, personal correspondence
- J.T. Thomson papers – early Invercargill surveyor.

213. Southland District Council Archives

Officer in charge/Contact person: Gillian Cavanagh

Postal address: PO Box 903, Invercargill

Physical address: 17 Bowmont St, Invercargill

Tel: 0800 732 732

Fax: 0800 732 329

Email: archives@southlanddc.govt.nz

Website: www.southlanddc.govt.nz

Standard Hours: Mon-Fri 8.30am-5pm

Archive Hours: On request

Availability: Open to the public. It is advisable to make an appointment and indicate research interests. Permission is required to review some records

Charges: Photocopying charges apply

Onsite parking: Yes

Type of institution: Local authority

Archives held: Voluntary group archives, local government records

Format: Manuscripts/paper records, maps/plans, photographs

Inclusive dates: 1870-

Finding aids: Minimal - currently in development

Description of significant collections:

The archives of Southland District Council and its predecessor bodies. They include boards, councils and committees from Wallace, Winton, Stewart Island, Balfour, Edendale, Lumsden, Nightcaps, Ohai, Otatara, Riversdale, Riverton, Te Anau, Tuatapere, Wallacetown, Wyndham, Lindhurst, Knapdale, Otautau, Tokanui, Waimumu, Castlerock, Dipton, Taringatura, Upper Mataura.

214. Waikawa Museum and Information Centre

Officer in charge/Contact person: Ruth Hayes

Postal address: Waikawa R.D.1 Tokanui Southland

Physical address: 604 Niagara/Tokanui Highway

Tel: (03) 2468464

Fax: (03) 2468461

Email: waikawamuseum@hyper.net.nz

Hours: open daily

Charges: Gold coin donation and \$5.00 per photo

Onsite parking: Plenty available

Type of institution: Museum and genealogy

Archives held: Voluntary group archives, clubs, societies etc, religious archives, business archives, military records, personal papers, school records and tertiary records

Formats or types: Manuscripts/ paper files, maps, plans, architectural drawings, photographs, slides, microfilm/ fiche, films, videos and CDs/ DVDs and databases

Inclusive dates: 1838- present

Finding aids: Descriptive guides, indexes and catalogues

Archives sought/ Collecting interests:

Diaries, family history, information on wreck of Tararua and other local shipping information.





Description of significant collections:

Photographs and hand drawn maps done by a local surveyor. Collection of household items from the 1800s. Minute Books and cemetery records of the wider area.

Community Archives Group
Archives New Zealand
PO Box 12050
Wellington
www.archives.govt.nz

January 2009

New Zealand Government