

Ref.	Class	Record type/description	Description/examples	Record evaluation	LINZ retention period	Final disposal
<b>13 Reports, Correspondence, and correspondence indexes, registers and record books</b>						
13a		Pre-1945 reports, correspondence files, and correspondence indexes, registers and record books, and reports	Includes surveyor's reports, correspondence files, inwards/outwards letterbooks, registers, card indexes of correspondence for District Land Registrar, Crown Land Office, Chief Surveyor, and other predecessor agencies of LINZ. [This class does not cover unbound inwards and outwards letters.]	Permanent archival value A3	To be retained until no longer of administrative use	Transfer to Archives New Zealand.
<b>14 Maps, plans and drawings created for other agencies</b>						
<b>Note:</b>	<b>This class is intended to cover all formats of maps, plans and drawings, including half-tones, transparencies, tracings, roll plans, etc</b>					
14a		Miscellaneous maps, plans and drawings created for other agencies that do not contain data that contributes to the core survey record	Maps and plans created for specific clients that do not contain data relating to the definition of cadastral boundaries, land status information or survey control information, or other survey definition information	No long-term administrative value to LINZ and not of archival value D1	To be retained until no longer of administrative use	Destroy
<b>Note:</b>	<i>Any maps and plans containing data that contributes to the core survey records are covered by DA1 classes 5 &amp; 6</i>					
14b		MLC maps	MLC copies of ML series maps, held by LINZ offices on behalf of MLC offices	No long-term administrative value to LINZ T1		Transfer to relevant MLC office
14c		Mining privileges maps and plans - originals	Original mining privileges maps and plans created for or on behalf of Ministry of Economic Development, Crown Minerals Group and its predecessors	No long-term administrative value to LINZ T1		Transfer to Crown Minerals Group
14d		Mining privileges maps and plans - duplicates	Duplicate mining privileges maps and plans created for or on behalf of Ministry of Economic Development, Crown Minerals Group and its predecessors	No long-term administrative value to LINZ and not of archival value (duplicates) D2		Destroy <i>cf OP99/0015.</i>
14e		Indexes and registers	Indexes and registers to maps, plans and drawings created for other agencies	No long-term administrative value to LINZ T1	To be retained until no longer of administrative use	Transfer to relevant agency
<b>15 Records where function has transferred to another agency</b>						
15a		Farm settlement plans	Plans of farm settlements from various farm settlement schemes	Function has transferred to another agency [Landcorp] T2		Transfer to Landcorp
<b>Note:</b>	<i>Most records were transferred when Landcorp was established, but some are still held in District Offices</i>					
<b>16 Maps, plans and drawings acquired from private surveyors</b>						
16		Maps plans and drawings acquired from private surveyors	Maps plans and drawings acquired from private surveyors that do not contribute to the core survey record; e.g. 'transparencies ex L Ward and others Dannevirke'. [This class does not cover historical maps and plans that have already been sentenced under DA1.]	No long-term administrative value to LINZ and not of archival value D1	To be retained until no longer of administrative use	Destroy or discharge

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<b>17 Scheme plans under the Land Subdivision in Counties Act 1946 or previous or subsequent Acts and amendments concerning the deposit of plans of subdivision of land with the Chief Surveyor</b>						
17a		Scheme plans	Scheme plans of subdivisions required to be deposited with the Chief Surveyor	No long-term administrative value to LINZ and not of archival value (duplicates) D3	To be retained until no longer of administrative use	Destroy or discharge
17b		Scheme plan indexes and registers	Indexes and registers to scheme plans	No long-term administrative value to LINZ and not of archival value (duplicates) D3	To be retained until no longer of administrative use	Destroy or discharge
<b>18 Records relating to the management of Crown land</b>						
<b>Note:</b>	<b>Records relating to the acquisition and disposal of Crown land are already covered by DA1, class 7c</b>					
18a.1		Indexes and registers	Indexes and registers to Crown leases and licenses. Includes all types of leases and licenses, and applications to lease and/or license	Permanent archival value A1/A2	To be retained until no longer of administrative use	Deposit with Archives New Zealand
18a.2		Indexes and registers	Indexes and registers to Crown land reserves and endowments	Permanent archival value A1/A2	To be retained until no longer of administrative use	Deposit with Archives New Zealand
18a.3		Indexes and registers	Land settlement registers	Permanent archival value A1/A2	To be retained until no longer of administrative use	Deposit with Archives New Zealand
18b.1		Maps and plans	Endowment maps and plans	Permanent archival value A1/A2	To be retained until no longer of administrative use	Deposit with Archives New Zealand
18b.2		Maps and plans	Land tenure maps and plans	Permanent archival value A1/A2	To be retained until no longer of administrative use	Deposit with Archives New Zealand
18b.3		Maps and plans	Reserves maps and plans	Permanent archival value A1/A2	To be retained until no longer of administrative use	Deposit with Archives New Zealand
18b.4		Maps and plans	Maps and plans showing other aspects of Crown land tenure and management not already listed in the classes above	Permanent archival value A1/A2	To be retained until no longer of administrative use	Deposit with Archives New Zealand
18c.1		Crown land tenure records	Crown land tenure files	Permanent archival value A1/A2	To be retained until no longer of administrative use	Deposit with Archives New Zealand
<i>Note:</i>	<i>cf precedent, most land districts records except Nelson already held by ANZ - e.g. series CH134, D145, D231, 1834, 18294, 5770, 4979</i>					
18c.2		Crown land tenure records	Crown /Office of Crown Lands copies of leases, licenses and permits regarding Crown land that are not duplicated in land tenure files	Permanent archival value A1/A2	To be retained until no longer of administrative use	Deposit with Archives New Zealand
18c.3		Crown land tenure records	Crown /Office of Crown Lands copies of leases, licenses and permits regarding Crown land that are duplicated in land tenure files	No long-term administrative value to LINZ and not of archival value (duplicates) D2	To be retained until no longer of administrative use	Destroy