

# Appraisal Report

## Extension to an Existing Disposal Authority

### [Land Information New Zealand]

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<b>Agency</b>	Land Information New Zealand
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<b>Disposal Authority to be extended</b>	DA456

#### Purpose/Circumstances

Land Information New Zealand (LINZ) are requesting a 1-year extension to their Disposal Authority DA456.

DA456 was approved by Archives New Zealand in 2011 and expired on 03/06/2021.

LINZ have discovered records in off-site storage which they have identified as been of archival value. Archives New Zealand has agreed to accept these records for transfer. However, this will require an extension of DA456 to allow such a transfer to proceed.

#### Description

The extension request applies to core land paper records held by processing centres that are not already covered by disposal authorities, excluding registered and lodged land title documents, or 'instruments'.

In 2020 LINZ identified some nineteenth and early to mid-twentieth century records in off-site storage. These records include correspondence files of the Registrar General of Land (covering the period c.1864 to 1945), outwards letter books of the Registrar General of Land

(covering the period 1862 to 1879), and volumes of Land Transfer Surveyor's reports (covering the period 1905 to 1914).

Not all the Registrar General of Land material has been located. There are still some odd gaps in the middle of the correspondence sequences when several years are missing in their entirety. This means at some point LINZ will find the rest of these items and they will need to be transferred to Archives New Zealand.

These records are not covered by DA456 as it was assumed that they had already been transferred to the control of the Chief Archivist, prior to LINZ inheriting the functions of the land registration system from the Department of Survey and Land Information in 1996.

It is proposed that disposal authority DA456 be amended to cover these records by expanding the scope of sub-class 13a, Correspondence indexes, registers and record books. The changes required are:

- the class title;
- the sub-class title;
- the description by removing the caveat that excludes unbound inwards and outwards letters, and adding examples of surveyor's reports and correspondence files

## **Justification**

LINZ are requesting a 1-year extension from the expiry date of DA456 to allow them to transfer these records to Archives New Zealand. LINZ can then sentence the records and transfer them to Archives New Zealand (and the control of the Chief Archivist), where they will be stored and managed in an archival repository under the appropriate physical conditions.