



NEW ZEALAND  
ARCHAEOLOGICAL  
ASSOCIATION

**NEW ZEALAND ARCHAEOLOGICAL ASSOCIATION NEWSLETTER**



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## THE SITE RECORDING SCHEME

J. R. S. Daniels

This article is an expanded version of the author's report, as Central Filekeeper, to the 1972 Annual General Meeting of the Association. The article reports on the recent progress of the scheme and sets out general information on site recording for the assistance of members.

### PROGRESS OF THE SCHEME

Numbers of sites recorded in the past five years have been:

<u>District</u>	<u>1968</u>	<u>1969</u>	<u>1970</u>	<u>1971</u>	<u>1972</u>
Northland	464	473	505	531	923
Auckland	712	848	922	924	992
Waikato	123	151	165	192	252
Bay of Plenty	404	526	605	716	1,132
East Coast	7	9	9	27	69
Taranaki	440	470	505	505	602
Wanganui	92	97	98	98	94
Inland Patea	15	15	15	15	15
Hawkes Bay	62	62	59	59	59
Wellington	335	348	347	364	506
Marlborough )					
Nelson )	222	222	223	249	115
Canterbury	718	720	724	864	815
Otago	344	458	503	420	523
Totals	3,938	4,401	4,680	4,964	6,251

The large increase in sites recorded last year is encouraging, and shows a healthy activity in this field. Notable additions to the files have resulted from surveys of areas in Northland, Taranaki and the Wairarapa. In the Bay of Plenty, the filekeeper, Mr Ken Moore, has fulfilled a long cherished ambition to top four figures - the first filekeeper to do so. His satisfaction must be increased by the fact that most of the work has been his own.

As a result of the discussion at last year's conference, a full review of the site recording scheme was made by Council. Probably the

most important immediate result was the decision to convert the filing containers from manila envelopes to plastic envelopes. This enables the forms to be read without removal from the containers, and has been warmly welcomed by filekeepers. It has been possible to convert most local files and some central files.

Also as a result of this review, a new filing area was created in Nelson. This area covers 23 NZMS 1 sheets, and is under the care of Mr J. Y. Walls of Nelson.

Several minor adjustments have been made in the boundaries of filing districts, accounting for the unusual fluctuations in numbers in the table above.

#### FILING AREAS

The up-to-date boundaries of filing areas and addresses of filekeepers are as follows:

##### Northland - N1-29

Filekeeper - Mr S. Bartlett,  
50 Cairnfield Road,  
Whangarei.

##### Auckland - N30-49, 53 and 54

Filekeeper - Miss J. M. Davidson,  
Auckland Institute and Museum,  
Private Bag,  
Auckland.

##### Waikato - N51, 52, 55-57, 64-66, 73-75, 82-84

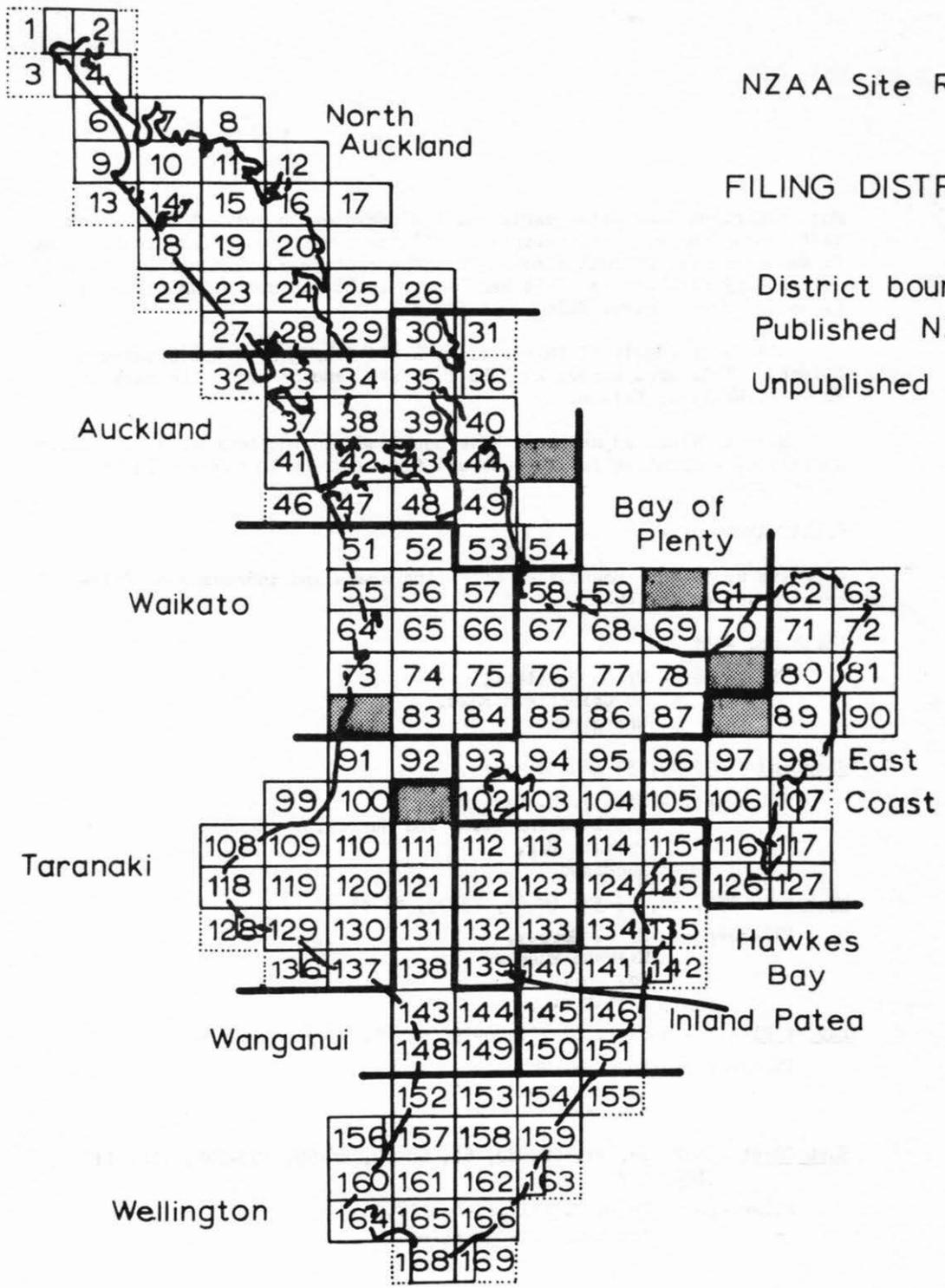
Filekeeper - Mr K. Gorbey,  
Waikato Museum,  
Box 937,  
Hamilton.

##### Bay of Plenty - N58-61, 67-70, 76-79, 85-87, 93-95, 102-104

Filekeeper - Mr K. W. Moore,  
13 McKenzie Street,  
Kawerau.

##### East Coast - N62, 63, 71, 72, 80, 81, 88-90, 96-98, 105-107, 116, 117, 126, 127

Filekeeper - Mr D. G. Millar, Box 18,  
Patutahi, via Gisborne.



NZAA Site Re

FILING DISTR

District bound

Published NZ

Unpublished M

North  
Auckland

Auckland

Bay of  
Plenty

Waikato

East  
Coast

Taranaki

Hawkes  
Bay

Wanganui

Inland Patea

Wellington

1	2
3	4

6	7	8		
9	10	11	12	
13	14	15	16	17
18	19	20		

22	23	24	25	26
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27	28	29	30	31
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32	33	34	35	36
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37	38	39	40
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41	42	43	44
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46	47	48	49
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51	52	53	54
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64	65	66	67	68	69	70	71	72
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73	74	75	76	77	78	79	80	81
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82	83	84	85	86	87	88	89	90
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91	92	93	94	95	96	97	98
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99	100	101	102	103	104	105	106	107
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108	109	110	111	112	113	114	115	116	117
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118	119	120	121	122	123	124	125	126	127
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128	129	130	131	132	133	134	135
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136	137	138	139	140	141	142
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143	144	145	146
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147	148	149	150	151
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152	153	154	155
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160	161	162	163
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164	165	166
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167	168	169
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Taranaki - N91, 92, 99, 100, 108-110, 118-120, 128-130, 136, 137

Filekeeper - Dr A. G. Buist,  
Box 147,  
Hawera.

Wanganui - N101, 111, 121, 131, 138, 143, 144, 148, 149

Filekeeper - Mr D. W. Cimino,  
Wanganui Museum,  
Box 352,  
Wanganui.

Inland Patea - N112, 113, 122, 123, 132, 133, 139

Filekeeper - Mr R. A. L. Batley,  
The Homestead,  
Moawhango,  
Via Taihape.

Hawkes Bay - N114, 115, 124, 125, 134, 135, 140-142, 145, 146, 150, 151

Filekeeper - Mr J. S. B. Munro,  
Box 429,  
Napier.

Wellington - N152-169

Filekeeper - Mr I. W. Keyes,  
12 Parnell Street,  
Lower Hutt.

Marlborough - S11, 16, 21, 22, 27-29, 33-36, 41

Filekeeper - Mr M. M. Trotter,  
Canterbury Museum,  
Private Bag,  
Christchurch.

Nelson - S1, 2, 3, 5, 7-10, 12-15, 17-20, 23-26, 30-32

Filekeeper - Mr J. Y. Walls,  
307A Hill Street,  
Richmond,  
Nelson.

Canterbury - S37-40, 42-85, 88-95, 100-103, 109-111, 117-119, 128, 137

Filekeeper - Mr M. M. Trotter,  
Canterbury Museum,  
Private Bag, Christchurch.

Otago - S86, 87, 96-99, 104-108, 112-116, 120, 127, 129-136, 138-191

Filekeeper - Mr G. S. Park,  
Otago Museum,  
Great King Street,  
Dunedin.

Central Filekeeper -

Mr J. R. S. Daniels,  
Box 3382,  
Wellington.

Any Association member, and any other person, may consult files at the discretion of the local filekeeper. A duplicate set of files for all areas is kept in the office of the N.Z. Historic Places Trust, Wellington. These may be consulted with the permission of the Central Filekeeper.

Records may be sent to filekeepers at any time, typed on forms obtainable from filekeepers. The filekeeper will allot a number to each site.

SITE RECORDING HANDBOOK

Full information on site recording and the site recording scheme is contained in "New Zealand Archaeology - A Site Recording Handbook" by J. R. S. Daniels. This book is obtainable from the Central Filekeeper, Box 3382, Wellington, at a cost of \$1.

MAPS AND AERIAL PHOTOGRAPHS

These essential aids to recording are available to members of the Association at one-third discount from the Department of Lands and Survey. The Department has recently agreed that members may claim this discount at any map sales office on production of evidence of Association membership. A subscription receipt would be the best way of showing this. Purchases may also be made through the Central Filekeeper by forwarding the cost of the maps or photographs required, less discount but with the cost of postage added.

The discount price of NZMS1 and NZMS2 maps is 47 cents.