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Michael Belgrave

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Association

Via email: [m.p.belgrave@massey.ac.nz](mailto:m.p.belgrave@massey.ac.nz)

Tēnā koe Michael

### **Archives New Zealand Reading Rooms**

Thank you again for your email dated 18 May 2020 in which you made suggestions for accommodating different types of researchers in light of our changes to reading room hours.

I have discussed and worked through the suggestions you posed with my leadership team. We have decided to continue with the 12-month pilot of reduced reading room hours, with provisions in place to manage special research needs on a case-by-case basis. Continuing with the pilot allows us to monitor the impact of the changes through the collection of usage data, and for our staff to contribute to key priorities, including the development of a new archival management system to replace Archway, and the preparation necessary to enable a smooth transition to our new facility. We will still review the pilot after 12 months.

We have however also agreed that we will introduce an induction programme for tertiary students and other new professional researchers such as those employed by Te Arawhiti or the Waitangi Tribunal. Our planning for these sessions is in the early stages, but we anticipate that these sessions will be held at the beginning of each academic semester, either in person or via an online tool such as Zoom. Such a programme has informally existed for a while and we will leverage that to develop a more comprehensive and ongoing programme.

The induction will cover a range of essential skills and approaches for archival research including an overview of Archives NZ's holdings – what we have and importantly, don't have, what primary sources are and how to use and reference them, and how to navigate Archway. We will also assist these researchers to pre-register, so they can order their records ahead of time. This will assist researchers to come up to speed quickly with primary source research at Archives and help them make the most of their time in the Reading Room.

*Kia pono ai te rua Mahara – Enabling trusted government information*

I appreciate that this may not be the response you are hoping to receive but I hope the NZHA will support the induction programme by promoting it to its members and supporters. My team will provide NZHA with more information about the programme as it is shaped up. If there are any specific points you feel we should include in the programme, please do not hesitate to let me know.

You may have noticed that we reduced our reference service fees during the COVID-19 lockdown. These reductions will remain in place for the remainder of the 2020 calendar year. Research undertaken by an archivist on behalf of a researcher is now charged at \$25 per half hour. This is a 50% reduction in fees for that service.

Lastly, I want to encourage the NZHA to regularly remind its members to get in contact with Archives NZ early if they are planning large research projects or expect they will need special assistance. Our teams are ready to assist but we do need enough notice to ensure needs can be met.

Thank you again for your email, and for your ongoing support of Archives New Zealand.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Richard Foy', with a stylized flourish at the end.

**Richard Foy**  
Chief Archivist