Reference Guide

Government Publications at the Hocken Collections


Hocken Collections/Te Uare Taoka o Hākena, University of Otago Library
Nau Mai Haere Mai ki Te Uare Taoka o Hākena:

Welcome to the Hocken Collections

He mihi nui tēnei ki a koutou
kā uri o kā hau e whā arā, kā mātāwaka o te motu, o te ao whānui hoki.
Nau mai, haere mai ki te taumata.

As you arrive

We seek to preserve all the taoka we hold for future generations. So that all taoka are properly protected, we ask that you:

- place your bags (including computer bags and sleeves) in the lockers provided
- leave all food and drink including water bottles in the lockers (we have a researcher lounge off the foyer which everyone is welcome to use)
- bring any materials you need for research and some ID in with you
- sign the Readers’ Register each day
- enquire at the reference desk first if you wish to take digital photographs

Beginning your research

This guide outlines the main government publications held at the Hocken Collections (it concentrates on the significant parliamentary and statistical publications and does not include every government department publication). Most of these items are located in our closed stack: they can be searched for and requested via Library Search | Ketu (which lists published material from all libraries on the university campus). The advanced search - https://goo.gl/HVNTqH gives you several search options, and you can refine your results to the Hocken Library on the left side of the screen.


For pictures, photographs and archives and manuscripts, use Hākena - https://hakena.otago.ac.nz

The Hākena Search Help Guide https://otago.libguides.com/hakena contains helpful tips and assistance for using Hākena;

All Hocken items must be used at the Hocken.
If you have any enquiries about ordering or other research questions please ask the reference desk staff – they will be happy to assist you.

Many of the publications listed here are also available in the University of Otago Central Library. See the guide to ‘New Zealand Parliament’ on the library website at https://otago.libguides.com/nz_parliament.
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Legislation

Acts
New Zealand legislation is published as separate acts, then in a bound volume of all legislation published for the year, titled Statutes of New Zealand. We hold the complete bound statutes for the years 1854 to 2004 – request the year you require via Library Search | Ketu. The separate acts are listed at the front of each volume. Legislation has also been republished in various series. We hold the Consolidated statutes of the dominion of New Zealand, published in 1908, and the Reprinted statutes of New Zealand, published between 1997 and 2002 – these include public acts of general application still in force, and incorporate amendments.

If you do not know the year or name of the act which interests you, there are guides available. Brookers index to statutes lists all the acts currently in force – we have copies of this wall chart for 2009 and, under various titles, back to 1981 – please enquire at the reference desk. Another guide is the published Tables of New Zealand public acts and statutory regulations in force, which covers the period 1977 to 1982. This then became the Tables of New Zealand acts and ordinances and statutory regulations in force – our holdings currently extend to 2012. The Tables should be requested on Library Search | Ketu.

Bills
Before an act is passed into law it is known as a bill (not all bills become law). Bills are printed individually and gathered together at the end of each year (or more often). Our collection of bills covers the dates 1892-1905, 1936, 1956-1970 and 1974-1990. To order, please enquire at the reference desk.

Statutory regulations
Statutory regulations are generally laws made by the Governor-General, Ministers of the Crown, and certain other bodies, dealing with technical details subject to frequent change. We hold the regulations in bound volumes from 1936 to 1987.
Online versions

Acts and statutory regulations in force in September 2007, and onwards from then (including those later repealed) are available on the New Zealand Legislation website at http://www.legislation.govt.nz/


Acts in force in 1987, with additions and amendments up to 2007, are available on the Knowledge Basket website at https://www.knowledge-basket.co.nz/databases/legislationnz/

The Knowledge Basket website also has full text PDFs of the Statutes of New Zealand from 1888 to 1894 at https://www.knowledge-basket.co.nz/databases/legislationnz/shattering-statutes/

Statutes from 1841 to 1940 are available on the University of Auckland Library website at http://www.enzs.auckland.ac.nz/

Parliamentary Debates (Hansard)

The New Zealand Parliamentary Debates, also known as Hansard, are a verbatim record of what is said in Parliament. We hold bound volumes of this from 1854 to the present: request the volume/s you require via Library Search|Ketu. Hansard includes both House of Representatives and the Legislative Council. Each volume includes an index, which can be checked by topic or by MP’s name. From 1895 there is also an index for each session of parliament (for the first few years this is in a separate volume, then it is incorporated into the final volume of the session). From 1989 onwards there is a separate ‘question supplement’, recording questions and written answers.
Online versions

Historical Hansard provides links to PDF versions of volumes from 1854-2016 at

Parliamentary debates from 2003 onwards are available on the New Zealand Parliament

Parliamentary debates from 1987 onwards are available for browsing or searching on the
Knowledge Basket website at
https://www.knowledge-basket.co.nz/databases/legislationnz/hansard/

Journals

The Journals of the House of Representatives and the Journals of the Legislative Council are the formal
record or minutes of parliament. They include rolls of members; schedules of petitions, bills and
accounts presented; and proclamations; along with journals recording the daily business of
parliament. They do not include debates and speeches, which are recorded in the New Zealand
Parliamentary Debates.

We hold the Journals of the House of Representatives from 1858 to 2014, and the Journals of the
Legislative Council from 1860 to 1950 (with a few early gaps) – request these via Library
Search|Ketu.

Appendix to the Journals

The Appendix to the Journals of the House of Representatives is often abbreviated to AJHR or
A to Js. Our holdings cover the period 1860 to 1999. Initially published annually, it is now
published once per parliamentary session and titled Parliamentary papers presented to the House of
Representatives of New Zealand. It includes a wide variety of reports and other papers presented
to parliament and ordered to be published, including reports of government departments,
institutions and agencies, along with one-off reports.
Indexes to the AJHR from 1854 to 1963 are available on the ready reference shelves. The AJHR itself is also on the ready reference shelves for 1860 to 1945 – request years following that via the catalogue. For 1854 and 1855, see Votes and proceedings of the House of Representatives, which incorporated reports and papers ordered to be printed. The AJHR for 1858 is bound together with the Journals of the House of Representatives of New Zealand. These items should be requested via Library Search\Ketu.

The Appendix to the Journals of the Legislative Council was published together with its Journals from 1867 to 1914.

Online versions

The Parliamentary Library is currently digitising the historic AJHRs, starting with the earliest decades. They are available at https://paperspast.natlib.govt.nz/parliamentary.

Standing orders
We hold various editions of the Standing orders of the House of Representatives, dating from 1856 through to 1999. We also have the Standing rules and orders of the Legislative Council for 1854 to 1930. Request via Library Search\Ketu.

Online versions
The current standing orders are available online at https://www.parliament.nz/en/pb/parliamentary-rules/standing-orders/

Parliamentary bulletin, order papers and related publications
Weekly Bulletin / Parliamentary Bulletin
The Parliamentary Bulletin started out as the Weekly Bulletin in 1979 and was renamed the Parliamentary Bulletin in 1986. Issued by the Clerk of the House, it outlines the progress of
legislation, the work of select committees and other weekly business. Request via Library Search | Ketu.

Order paper
The Order paper, which is similar to an agenda, outlines the business before the House each day that it sits. Our holdings begin in 1976 and continue to the present day, with a few gaps.

Notice Paper
The Notice paper, published every day when the House is sitting, includes details of petitions and select committee reports presented, bills introduced, select committee business, citizens initiated referenda proposals received and questions for written answer. It was first published in 1992 and our holdings cover from then until 2002 (with a gap in May 1998).

Questions for written answer
From 1992 to 1995 Questions for written answer: notice paper was published three days a week when the House was sitting. Since 1996 it has been incorporated in the Notice paper.

Replies to questions for written answer
Since 1992 these have been published as a supplement to the Order paper, with varying titles. Our holdings extend from 1992 to 2003. The various titles include: Replies to questions for written answer (1992-1995); Supplement to the order paper (1996-1999); and Replies supplement (1996-2003).

Online versions
Order papers, questions for oral answer and questions for written answer from 2002 onwards are available online at https://www.parliament.nz/en/pb/order-paper-questions/

Budget
The Budget has been published under various titles over the years, including Financial statement (the author being the Minister of Finance), Budget and Estimates of the expenditure of the government of New Zealand. The easiest way to locate it is with a subject search on Library Search | Ketu for ‘Budget – New Zealand – Periodicals’. Our holdings date from 1878 onwards (with numerous gaps, particularly in the early decades).
Online versions

Budgets from 1997 onwards are available online at

https://treasury.govt.nz/publications/budgets

New Zealand Gazette

The New Zealand Gazette is the government newspaper, which publishes official notices of all kinds. Until 1857 it was known as the New Zealand Government Gazette (which helps distinguish it from the Wellington newspaper called the New Zealand Gazette). The material included is very wide and varies over time, but examples include notices of official appointments, registers of professionals (such as medical practitioners and midwives), public works tenders, partnerships registered or dissolved, bankruptcies, and lists of sheep farmers. We hold the Gazette in hard copy from 1840 to 2006 (with occasional gaps) – request the year you require via Library Search|Ketu. The Gazette for 1840 to 1860 is also available on microfilm (call number 10113) – request via Library Search|Ketu.

We also have available, on our public computers, a searchable New Zealand Gazette Archive, covering the period 1841-2002 (this includes some provincial gazettes as well as the New Zealand Gazette). Please enquire with the reference desk staff – they will get you started with the database.

Online versions

Gazettes from 2000 onwards are available for browsing in PDF format at https://gazette.govt.nz/

Some early Australian gazettes – the New South Wales Government Gazette, the Port Phillip Government Gazette and the Victoria Government Gazette, are available online at http://gazette.slv.vic.gov.au/ These include many references to New Zealand.

The New South Wales Government Gazette can also be found online via Trove at

Statistics of New Zealand

Compilations of statistics called Blue Books were compiled by the Colonial Secretariat from 1840 to 1852. From 1848 to 1852 there were separate Blue Books for each of the two provinces, New Ulster and New Munster. None of these Blue Books were published at the time but they are now available online (see below). A compilation of early statistics was published later as Statistics of New Zealand for the Crown Colony period 1840-1852. Request this item via Library Search | Ketu.

From 1856 to 1920 the government published an annual set of statistics covering many different aspects of life in New Zealand (the first volume covered the period 1853-1856). The title was Statistics of the Colony of New Zealand until 1907 when it became Statistics of the Dominion of New Zealand. Request via Library Search | Ketu.

From 1921, instead of one volume of statistics, the government published a series of annual subject reports, such as Trade and shipping, Agricultural production and Population and buildings. Their titles have changed over the years, with later subdivisions and new series added. If you are unsure of the title, try a search on the catalogue under the subject New Zealand – Statistics or using a more specific subject, for example, Farm produce – New Zealand – Statistics. Our holdings of these series are not complete, and not always fully catalogued. If you are having trouble locating what you want on the catalogue please enquire with the reference staff, who can search the shelves for you.

From 1914 monthly updates to the annual statistical reports were published as Monthly abstract of statistics. This was renamed Key statistics in 1988. Our holdings commence in 1930; there are gaps in our holdings from then until 1942 and we have a complete set from 1942 to the present.

Online versions

Digitised versions of most of the Blue books are available on the Archives New Zealand website at http://www.archives.govt.nz/events/blue-books-statistics-information-1840-1855

Some 19th century statistical publications have now been digitised and these can be viewed at https://goo.gl/H8lljw

Many government ministries and departments also publish official statistics on their websites – for example, see the Ministry of Education at https://www.educationcounts.govt.nz/home and the Ministry of Health at https://www.health.govt.nz/nz-health-statistics

Statisphere is a website which serves as a portal to official statistics published by various government departments and agencies - http://archive.stats.govt.nz/about_us/who-we-are/home-statisphere.aspx

**New Zealand Official Year-Book**

The official yearbook has been published yearly (more recently every second year) by the Department of Statistics since 1894. The statistics vary over the years, but generally include population and vital statistics, along with statistics on many aspects of life in New Zealand (for example, health, education, defence, law, commerce, agriculture and industry). The yearbooks from 1894 onwards, along with the 1892 New Zealand Official Handbook, are available in the ready reference area.

**Online versions**

Yearbooks from 1893 onwards are available online at https://goo.gl/NuswBj

Many of the statistics included in recent yearbooks are also available on the Statistics New Zealand website at https://www.stats.govt.nz/

**Census results**

The first official New Zealand census of population and dwellings (not including Maori) was taken in 1851. It was not published at the time but is available in Statistics of New Zealand for the Crown Colony period 1840-1852. Results of the censuses for 1858, 1861, 1864 and 1867 were published in Statistics of the Colony of New Zealand (see above). Since 1871 each census has been published individually, generally in several separate volumes (organised by topic).
The first official census of Maori took place in 1858 and was published as *Observations on the state of the aboriginal inhabitants of New Zealand* by F.D. Fenton. This is now available online at http://www.stats.govt.nz/browse_for_stats/snapshots-nz/digitised-collections/19th-century-collection.aspx From 1874 to 1926 Maori data was included as an appendix to the census, from 1926 more precise data was included and from 1951 Maori were fully integrated into the census tables.

We do not have complete holdings of the census. To see if we have the year and volume you require, check Library Search\Ketu – the easiest way is by a subject search for ‘New Zealand – Census, [year]’.

Please note that the only information available from the New Zealand census is the statistical tables and reports – the original returns were destroyed in the mid-twentieth century and are not available for historical research as they are in other countries.

**Online versions**
The census results for 1996 and onwards are available online at https://www.stats.govt.nz/topics/census?url=/Census.aspx

**Provincial government publications**
The 1840 Royal Charter which created the separate colony of New Zealand named the three main islands New Ulster, New Munster and New Leinster. These names had only geographical significance until 1846, when a further Charter divided the colony into two provinces: New Ulster (north of the North Island) and New Munster (south of the North Island, along with all of the South Island and Stewart Island). The two provinces each had a governor and a legislative and executive council, which were additional to the central government. New Ulster and New Munster were abolished in 1852 and replaced with six provinces (Auckland, New Plymouth – later renamed Taranaki, Wellington, Nelson, Canterbury and Otago). Each had an elected superintendent and provincial council, responsible for local government of its region. The provinces of Hawke’s Bay, Marlborough, Southland and Westland were created later. The
provinces of Otago and Southland reunited in 1870. Provincial government was abolished in 1876. The following publication may be useful:


We hold a range of council proceedings, acts and gazettes for the various provinces, as outlined below. Titles vary – some councils used the term ‘votes and proceedings’, others ‘acts and proceedings’ and some used ‘journals’ for the same sort of publication. Some of these items can be requested via Library Search\Ketu. If you cannot locate the item you require on the catalogue, please enquire with the reference staff: a few items are not fully catalogued and need to be ordered manually.

**New Munster**

*New Zealand Government Gazette* (Province of New Munster) 1847 to 1853

The *Gazette* for New Munster for 1847 to 1852 is also available on the New Zealand Gazette Archives Database, loaded onto our public computers.

**New Ulster**

*Government Gazette of the Province of New Ulster* 1848 to 1853

The *Gazette* for New Ulster for 1848 to 1851 is also available on the New Zealand Gazette Archives Database, loaded onto our public computers.

**Southland Provincial Council**

*Southland Provincial Government Gazette* 1861-1870

*Votes and proceedings of the Southland Provincial Council* 1861-1869

*Ordinances* 1861-1864, 1866-1867

The following Southland Provincial Council publications are also available on the New Zealand Gazette Archives Database (loaded onto our public computers): gazettes for 1861 to 1870.
As well as these publications, we hold microfilm copies of some Southland Provincial Government manuscript records (the originals are at Archives New Zealand). For further information, see Hākena, the pictures, photographs, archives and manuscripts catalogue, at https://hakena.otago.ac.nz. There is an inventory available on the shelves next to the general reading room, and the microfilms themselves are in the microfilm reading area.

Otago Provincial Council

Otago Provincial Government Gazette 1853-1876

Otago Government Advertising Sheet: Supplement to Gazette 1864-1870

Otago, New Zealand. Votes and Proceedings of the Provincial Council 1853-1875

Otago Provincial Council Bills 1853-1855, 1862

Otago Provincial Council Debates 1869

Otago Provincial Council Order Papers 1871-1874

Province of Otago New Zealand Departmental Reports and Other Papers 1876

Ordinances of the Province of Otago 1854-1875

Otago Police Gazette 1864-1877

The following Otago Provincial Council publications are also available on the New Zealand Gazette Archives Database (loaded onto our public computers): gazettes for 1855, 1860 to 1876; ordinances 1854 to 1875, votes and proceedings 1862, 1864 to 1866, 1868; and journal of proceedings 1867 and 1873 – please note that there may be some gaps in coverage on this database. The Otago Police Gazette is indexed on the Otago Nominal Index at https://www.otago.ac.nz/library/hocken/oni/basic.php. Nominal entries from the Otago Provincial Government Gazette are now gradually being added to this database.

As well as these publications, we hold microfilm copies of some Otago Provincial Government manuscript records (the originals are at Archives New Zealand). For further information, see Hākena. There is an inventory available on the shelves next to the general reading room, and the microfilms themselves are in the microfilm reading area.
Canterbury Provincial Council

Government gazette of the Province of Canterbury 1864, 1866, 1868-1875


Ordinances of the Province of Canterbury 1853-1875

The following Canterbury Provincial Council publications are also available on the New Zealand Gazette Archives Database (loaded onto our database computers): gazettes for 1853 to 1875 (a few gaps); journals 1853 to 1863, 1865 to 1867; ordinances 1853 to 1867, 1869 to 1875; proceedings 1870.


Westland Provincial Council

County of Westland Gazette 1868-1875

Province of Westland, New Zealand, Journal of Proceedings of the Provincial Council 1868-1875

The following Westland Provincial Council publications are also available on the New Zealand Gazette Archives Database (loaded onto our public computers): gazettes for 1868 to 1875;

Marlborough Provincial Council

Government Gazette of the Province of Marlborough 1860-1869

Acts of the Province of Marlborough 1860-1871

The following Marlborough Provincial Council publications are also available on the New Zealand Gazette Archives Database (loaded onto our public computers): gazettes for 1860 to 1875; ordinances 1875.

Nelson Provincial Council

Government Gazette of the Province of Nelson 1854-1871

Nelson, New Zealand, Votes and proceedings of the Provincial Council 1853-1875
Ordinances of New Munster and Province of Nelson 1849, 1853-1863

The following Nelson Provincial Council publications are also available on the New Zealand Gazette Archives Database (loaded onto our public computers): ordinances 1853 to 1863

Wellington Provincial Council

Provincial Government Gazette of the Province of Wellington 1857, 1868-1873

Acts and proceedings of the Provincial Council of Wellington 1853-1861, 1863-1875 (title varies – also Journal of proceedings of the Provincial Council)

Acts of the Province of Wellington 1853-1864

Acts of the Provincial Legislature of the Province of Wellington, from the year 1853 to the year 1873

The following Wellington Provincial Council publications are also available on the New Zealand Gazette Archives Database (loaded onto our public computers): gazettes for 1853 to 1876; acts 1853 to 1864, acts and proceedings 1856 to 1857; journal 1857.

Hawke’s Bay Provincial Council

Government Gazette, Province of Hawke’s Bay 1860-1861, 1864, 1866-1876 (numerous gaps)


Acts of the Province of Hawke’s Bay 1858-1866

The following Hawke’s Bay Provincial Council publications are also available on the New Zealand Gazette Archives Database (loaded onto our public computers): gazettes for 1862 to 1876; votes and proceedings 1864 to 1865; journals 1861-1862, 1866, 1872-1873, 1875; ordinances 1859-1875.

Taranaki Provincial Council

New Zealand government gazette (Province of Taranaki) 1863-1871

Minutes of proceedings 1859-1871, 1872-1875 [microfilmed from typescripts and manuscripts, also including miscellaneous papers, call number 10120]

Ordinances of the Province of New Plymouth 1853-1867
The following Taranaki Provincial Council publications are also available on the New Zealand Gazette Archives Database (loaded onto our public computers): gazettes for 1859 to 1876; journal 1871; ordinances 1859 to 1863, 1874 to 1875.

**Auckland Provincial Council**

*Government Gazette of the Province of Auckland* 1853-1856 (gaps, 1860-1864, 1866, 1868 (gaps), 1869-1875


*Journals of the Auckland Provincial Council* 1861-1875 (some gaps 1861-1862)

*Acts and Ordinances of the Superintendent and Provincial Council of Auckland* 1854-1866, 1872-1874

*Acts of the Superintendent and Provincial Council of the Province of Auckland* 1853-1869

The following Auckland Provincial Council publications are also available on the New Zealand Gazette Archives Database (loaded onto our public computers): gazettes for 1853 to 1876; acts 1854 to 1864; journals 1864 to 1865.

**British parliamentary papers relating to New Zealand**

Included in the British Parliamentary Papers (which are similar to the New Zealand AJHR), are numerous reports, correspondence and other papers relating to the colonies. A facsimile edition of the 17 volumes of papers relating to New Zealand was published in 1969. These volumes, along with various indexes, are available in the ready reference area. They cover the period 1837 to 1896. While covering many subjects, they are a particularly valuable source for research into early race relations and the New Zealand Wars.

Digitised despatches and reports relating to New Zealand from selected volumes of the British Parliamentary Papers are now available at [https://www.waikato.ac.nz/library/resources/digital-collections](https://www.waikato.ac.nz/library/resources/digital-collections).
Useful reference books

New Zealand Parliamentary Record
This lists all of New Zealand’s present and former Governors-General, Ministers, Members of Parliament and officials connected with Parliament. The first edition was published in 1913. A copy of the 1985 edition, by J.O. Wilson, is available in the ready reference area. Other editions should be requested via Library Search/Ketu. For more recent years, see Ministers and members in the New Zealand Parliament by G.A. Wood. The first edition, published in 1987, lists all ministers and members of parliament since 1911. A second edition was published in 1996, and there is a supplement covering the period 1996 to 2005. Information on current MPs, and former MPs who departed parliament after 2006, is available on the New Zealand Parliament website at https://www.parliament.nz/en/mps-and-electorates/members-of-parliament/.

New Zealand Government Directory
This provides details of current MPs, government departments, official organisations, statutory bodies and the judiciary. We hold print copies up to 2009. The most recent editions are available on the ready reference shelves.

Online versions
The Government A-Z directory is a list of New Zealand Government organisations, their postal addresses, email addresses, phone numbers, and head office roles
https://catalogue.data.govt.nz/dataset/the-government-a-z-directory

Ali Clarke, Hocken Collections, rev. April 2019
Photograph collection. S10-271b.