

Plans drawn from field notes were nineteen Crown, forty-eight other Departments, and one Native, a total of sixty-eight.

Diagrams drawn were 234 on Warrant titles, 286 on leases, 2 miscellaneous, and 58 Native, a total of 580.

Twenty-three plans of town schemes were examined and forwarded for approval.

Tracings prepared were 1,487 Crown, 514 other Departments, &c., 23 Native, and 13 land transfer, a total of 2,037.

Plan forms and publications disposed of amounted to £62 10s. 4d.

Housing-work has been considerable, consisting of correspondence, interviewing, inspecting, as well as making tracings, prints, and drawing-plans from field notes.

Work has also been done for the Valuation Department, consisting of searching titles and compiling tracings of various ridings.

Other work includes many tracings for private surveyors, local bodies, other Departments, Field Inspectors, and office use generally, also much searching, correspondence, and attendance on public.

Statutory Plans and Computing Branch.—One hundred and forty-one statutory, 50 Crown, and 10 Native plans received; 123 statutory, 49 Crown, and 9 Native plans approved; 27 statutory, 2 Crown, and 3 Native plans requisitioned; 42 statutory, 21 Crown, and 4 Native plans under action; 119 tracings, in duplicate, sent for Proclamation; 152 Proclamations and *Gazette* notices recorded; 14 Warrants issued for titles to closed roads; 199 plans recorded; and 102 land-transfer dedications recorded.

Examination fees payable by local bodies, &c., £94 14s. 6d.; examination fees payable by other Departments, £71 6s.; and examination fees not recoverable, £41 4s. 6d.: £207 5s.

Native Branch.—Eight authorities were issued for surveying 3,950 acres in nineteen partitions. Ten plans were received covering 7,343 acres in twenty-two partitions. Nine plans were approved covering 4,285 acres in twenty-two partitions. Fifty-eight diagrams were forwarded to Native Land Courts.

The sums of £435 7s. 1d. principal and £355 0s. 5d. interest were received in payment of survey liens, a total of £790 7s. 6d.

Much work has consisted of investigation of Native claims, &c., and frequent visits have been made to Native Land Courts in various places.

Correspondence, searching, and attendance on the public has occupied much time.

Litho-room.—Lithos, plans, &c., numbering 663 have been mounted; 232 sun-prints were made; 280 parcels were made up for despatch.

A total of £88 3s. 3d. was received by Sub-receiver.

Monthly and annual reports were prepared for the Chief Surveyor, also monthly return of summarized expenditure and monthly return of sales.

Assistance was given with Native work when required, amounting to seventy-one days during the year.

Complete stock-taking of lithos was made, and figures handed to the Accountant.

One hundred and thirty-seven lithos, valued at £29 1s., were received and added to stock; 282 lithos, valued at £64 15s. 6d., were transferred to Head Office.

One thousand and forty lithos, valued at £205 19s. 9d., were disposed of as under:—

	£	s.	d.
Cash and credit	66	11	6
Transfer voucher	30	12	3
Free to other Departments	42	11	6
Office use	66	4	6
	205	19	9
Discounts	11	12	3

A certain amount of time was involved in the layout and design of the addition to this office and the fittings being installed therein. The new wing has been occupied since October last.

It is hoped to have the photostat machine in operation at an early date in a room specially designed for it, but considerable delay is being experienced in obtaining the necessary fittings.

CHANGES IN STAFF.

A notable change was the retirement of Mr. R. W. Collins, Senior Draughtsman, on 30th September last, after forty-four years' service. He was succeeded by Mr. C. H. Wright, who arrived from Auckland on 1st May, 1938.

Other changes are: Mr. J. H. Buttress arrived from Nelson on 1st April, 1938; Mr. W. G. C. Gasquoine arrived from Nelson on 4th July, 1938; Mr. P. G. Harlen resigned on 31st October, 1938; Mr. T. Hindley arrived from Head Office on 22nd November, 1938, and resigned on 31st March, 1939; Mr. C. T. Brown arrived from Head Office on 31st January, 1939; and Mr. T. C. Woodford arrived from Head Office on 27th March, 1939.

CONCLUSION.

I wish to express my thanks for the manner in which all members of the staff have carried out their duties under the capable supervision of Mr. C. A. Gordon, Land Transfer Draughtsman, and Mr. R. W. Collins, and latterly Mr. C. H. Wright, Senior Draughtsman.