

**PLEASE NOTE:** This documentation is currently being reviewed by the LINZ Addressing Team. Please check back for updates.

## Addressing Notification Data Model

### Purpose

This document is provided to Territorial Authorities (TAs) who have requested information on how they might supply address data to Land Information New Zealand (LINZ) in a GIS format. This document is intended to act as a guide for those TAs, to help them better understand what attribute data needs to be included. This document is not intended to be a prescriptive or mandatory data model.

### Introduction

TAs have a statutory obligation under the [Local Government Act 1974](#), to notify LINZ of all new allocated addresses and changes to any existing allocated addresses. LINZ then ensures these allocated addresses are consistent with standards set out by the Surveyor General (AS/NZS 4819:2011) and all compliant addresses are then added to a national dataset. TAs are compelled under the Local Government Act 1974 to make changes to non-compliant addresses if requested by LINZ.

To assist in the assessment of addresses, LINZ's preferred method for receiving allocated address information is in a geospatial format. This enables assessment of allocations to be conducted much more quickly and ensures that feedback can be provided to TAs as quickly as possible. Accepted geospatial formats may include Shape files, TAB files or in some cases csv files with coordinates. Coordinates should be in terms of NZGD2000 / New Zealand Transverse Mercator 2000 (please exclude Z values). Timeliness in the process is important because addresses are utilised by multiple agencies once they have been allocated. Ensuring allocations are correct at source is important.

### Key Attribute Requirements

There are a minimum of four key categories of information that need to be present in allocated address notifications:

1. Location (x,y coordinates)
2. Road name (unique Road Name, appropriate Road Type)
3. Allocated Address (bases number, alpha suffix, sub number)
4. Metadata (date, description)

Having the above data separated out into individual fields removes the need for post processing (eg a field should not contain a base number and a road name). Additional information does not need to be excluded and aggregation of fields is not required (e.g. *Road Name* and *Road Type* can be in separate fields).

## Sample Data Template

The below template illustrates the attribute data and the separation that will allow the process to be optimised. The fields outlined are required and are crucial to processing addresses without ambiguity.

Field	Description
<b>Sub Number</b>	<p>Prefixed Sub Address Number (Also known as Flat Number)</p> <p>e.g. <b>1</b>/20A Alpha Street</p> <p>May include an alpha prefix as defined by the Addressing Standard (AS/NZS 4819:2011 – 5.10.5c)</p> <p>e.g. <b>G01</b>/20A Alpha Street</p>
<b>Base Number</b>	<p>Primary Address Number</p> <p>e.g. G01/<b>20</b>A Alpha Street</p>
<b>Alpha Suffix</b>	<p>Suffixed alpha component of an address</p> <p>e.g. G01/20<b>A</b> Alpha Street</p>
<b>Road Name</b>	<p>Road Name Component. Should not include the Road Type</p> <p>e.g. G01/20A <b>Alpha</b> Street</p>
<b>Road Type</b>	<p>The Road Type component as outlined in Appendix B of the Addressing Standard (AS/NZS 4819:2011)</p> <p>The Road Type should not be abbreviated</p> <p>e.g. G01/20A Alpha <b>Street</b></p>
<b>Description</b>	<p>Comment describing that nature of the address change</p> <p>e.g. “NEW”, “UPDATE”, or “DELETE”</p> <p>*see more on comments in following section</p>
<b>Date Modified</b>	<p>Records the date the address attribution or geometry data was last updated</p>

## Description Field

To ensure clarity in the information being provided, a description is essential against each address to ensure LINZ can interpret the data clearly (e.g. “new”, “deleted”, “updated”). Accurate data updates significantly reduce the frequency in which LINZ must query councils concerning the intent of address situation changes. This then allows allocated addresses to be processed more rapidly and released for public use.

An example of the ambiguity that is removed by adding descriptions/comments includes the common scenario where a property is subdivided, resulting in the retiring of one address and the creation of two new addresses. For example, 20 may be replaced by 20A and 20B. If LINZ receives no comment, we will add the two new addresses to the property while retaining the existing address. The property would then hold 20, 20A and 20B, when in reality there are only two dwellings. This is solved by supplying the below data.

Sub_Num	Base_Num	Alpha	Road_Name	Road_Type	Comment	Date_Mod
NULL	20	NULL	Alpha	Street	DELETE	2014-01-01
NULL	20	A	Alpha	Street	NEW	2014-01-01
NULL	20	B	Alpha	Street	NEW	2014-01-01

Such comments may include typed comments by address allocation staff or automatically populated comments at the time of address notification report generation. This will vary depending on the organisation process and the approach to generating spatial notifications.

If commenting automatically as part of report generation, for the reasons of consistency, it is asked the below convention is employed:

- NEW – A new address
- UPDATE – Attributes or Geometry updated
- DELETE – Address no longer exists

## Frequency

A simple rule of thumb for the frequency of data supplies to LINZ is:

- **Urban TAs = weekly update (lower risk)**
- **Rural TAs = monthly update (higher risk)**

If you think the volume might be high then speak to the LINZ Addressing Team ([addresses@linz.govt.nz](mailto:addresses@linz.govt.nz)) and they can advise you on what would be a suitable frequency for the volume of addresses you are adding. If the volume is very low then a monthly report is still good. Even if there are no addresses, a report means LINZ know you are still engaged and will not contact you to ensure reports are not being missed.

## Supported formats

LINZ applications can support most spatial data formats. We do address processing using a QuantumGIS application. At present we receive WFS feeds, MapInfo tables, ArcGIS shape files and some csv files (with x,y fields).

If you have any doubts about the format you intend supplying, please contact the LINZ Addressing Team ([addresses@linz.govt.nz](mailto:addresses@linz.govt.nz))

## Appendix I – Data schema

A data template is available. Please contact [addresses@linz.govt.nz](mailto:addresses@linz.govt.nz) to obtain a copy

Field Name	Field Type	Field Length	Allow Null Values
Sub_Num	Text	6	Yes
Base_Num	Short Integer	5*	No
Alpha	Text	1	Yes
Road_Name	Text	55	No
Road_Type	Text	25	No
Comment	Text	254	No
Date_Mod	Date		No

\*Max length as define by AS/NZS 4819:2011 (5.9.4)