



New Zealand Geographic Board Ngā Pou Taunaha o Aotearoa (Board)

MINUTES | KŌRERO

Venue | Wāhi: Huia
Level 7, Radio New Zealand House
155 The Terrace
Wellington

Wednesday | Rāapa
14 October | Whiringa-ā-nuku 2020

Duration: 9.02am-4.10pm
Morning tea: 10.17am-10.41am
Lunch: 12.15pm-1.07pm
Afternoon tea: 3.09pm-3.26pm

NOTE | KIA MAHARA:

All information recorded in these minutes relating to Treaty of Waitangi settlement place name proposals is confidential and is not available to the general public. Some of the information may become available after Deeds of Settlement are signed.

General | Hei kōrero whānui

1. Karakia | Prayer Welcome | Whakatau

The Chairperson welcomed hui participants. Shane Te Ruki opened the hui with a karakia.

2. Present | Te hunga i tae mai Apologies | Ngā whakapāha

Board members (9)	
Anselm Haanen, Chairperson	Surveyor-General, Land Information New Zealand (LINZ)
Adam Greenland (left between 2-2.45pm; and 3.30-4.00pm)	National Hydrographer, LINZ ex officio appointment
Merata Kawharu	Minister for Land Information
Jenni Vernon	Minister for Land Information
Shaun Barnett	Federated Mountain Clubs of NZ Inc
Chanel Clarke	Minister of Māori Development
Shane Te Ruki	Minister of Māori Development
Robin Kearns	New Zealand Geographical Society
Bonita Bigham	Local Government NZ

Board member apology (1)	
Paulette Tamati-Elliffe	Te Rūnanga o Ngāi Tahu (TRONT)

Board Secretariat (3)	
Wendy Shaw	Secretary
Ginny Leggett (left at noon)	Senior Advisor Treaty names
Christopher Stephens	Advisor

Board Secretariat apology (1)	
Jill Remnant	Advisor

Observers (8)	
Wareko Te Angina (left between 11.15am and 1.30pm)	Te Taura Whiri i te Reo Māori (TTWh)
Ben McGee	TTWh
Philip Green (from 10.18am to 12.46pm)	Te Arawhiti
Verity Smith (from 10.20am to 11.20am)	Te Arawhiti
James Holt (from 10.20am to 11.20am)	Te Arawhiti
Gaylene Hosking (from 10.20am)	LINZ Contractor – Outreach Specialist
Jane Keig (left at 3.14pm)	LINZ Communications
Sheryll Johnson (Teams, from 11.29am to 12.15pm)	Department of Conservation

Minute Taker (1)	
Mandy Leighs	GBL Personnel

3. **Agenda | Rārangi take** **Disclosure of conflicts of interest | He whākinga rongorua**

3.1. **Agenda | Rārangi take**

The following headings were agreed to be added under agenda item 23 Other business:

- Board centenary 1924-2024
- 2021 calendar of Board hui, committee hui, projects and events

3.2. **Disclosure of conflicts of interest | He whākinga rongorua**

No conflicts of interest were declared.

4. **Previous minutes 27 July 2020 | Ngā kōrero o te hui o mua, 27 o Hōngongoi 2020** **Matters arising | Ngā take i ara ake** **Action sheet | Ngā mahi hei whakatutuki**

4.1. **Previous minutes 27 July 2020 | Ngā kōrero o te hui o mua, 27 July 2020**

Resolution

That the minutes of 27 July 2020 be ratified.

Moved Jenni Vernon

Seconded Robin Kearns

All in favour

Carried

Actions required

- Secretariat to obtain the Chairperson's signature and publish an unsigned, updated version on the LINZ webpages.
- Chairperson to sign any previous minutes not yet signed.

4.2. **Matters arising | Ngā take i ara ake**

There were no matters arising.

4.3. Action sheet | Ngā mahi hei whakatutuki

4.1. *Previous Minute 2 April 2020*: Closed.

5.2. *Te Rautaki | Board Work Programme*: The Board noted no progress on outreach and engagement with other agencies and that this will be discussed further under agenda items 17 and 18. The Board commented on the opportunity to expand the nature of its outreach and engagement work beyond education and take it to the broader public sector, noting the importance of place names in the primary sector, in tourism and in the media. The Chairperson closed this item on the basis it was ongoing through the outreach work.

5.4. *Te Rautaki | Risk Dashboard*: The Chairperson commented that due to the changed environment he was not in favour of pursuing LINZ funding for the IT upgrade. He noted that the Board receives good interactive support from LINZ in several areas. The Chairperson closed this item.

7. *Board Agreements*: The Chairperson noted that the Board had previously requested that an addendum be formally added to the agreement with LINZ. However due to the changed environment the Chairperson commented that it was not timely to pursue this, and that documentation for the LINZ agreement would be kept at a high level rather than formalising any changes now. The item remains open.

12.2 27 *Southern Ocean undersea feature names*: The Board noted that no names have been received to date and that this would be followed up at the next Undersea Feature Names Committee (UFNC) meeting by its Chair Adam Greenland. The Chairperson determined that the item should be closed.

Action required

- *Secretariat to circulate a reminder to UFNC members regarding suggestions for further Southern Ocean undersea feature names.*

5. Hui around New Zealand | Ngā hui puta noa i Aotearoa

Board discussion

The Board noted the information and report provided (LinZone ID A4204925). The Chairperson spoke to the report and the possibility that Te Arawa River Iwi Trust (TARIT) might host a Board hui in Rotorua to enable the two boards to meet. In the context of the outreach and engagement programme, the Chairperson noted that the Board and LINZ's Chief Executive have existing strong partnership relationships with some iwi, in particular with TRONT and TARIT, and that LINZ's Chief Executive is keen to strengthen the partnerships.

The Board discussed the benefits and logistics of holding hui outside of Wellington and the possibility that either the April or July 2021 meetings could be held in Rotorua based on the offer from TARIT. The following points were noted:

- Place names are increasingly coming to the fore and direct engagement with Māori and non-Māori would provide opportunity to raise the Board's profile, especially the history and stories of local place names.
- Engagement must continue with iwi post-settlement.
- Board meetings are not open to the public so engagement/outreach can happen outside the formal hui, or in conjunction with other Board committee hui.
- The Board noted that the UFNC is also considering holding meetings in other cities to inform of its technical work, naming procedures and guidelines.
- A hui hosted by TARIT may raise expectations of other iwi to do the same, so this will need to be carefully managed, clearly stated and well understood.
- Costs and resources associated with holding the hui in Rotorua would be significantly more.
- Relationships that the Board wishes to build, with whom and for what purpose, will need to be identified; (there are several hundred iwi). Māori Board members consulted about who to invite.
- Some iwi will have interests beyond naming, eg lineage, kaupapa, and whanaungatanga and the Board should not necessarily be reactive in responding to requests for hui.

- A regional roadshow held once or twice a year and rolled out over 3-4 years could be aimed at iwi and public sector organisations such as Local Government New Zealand, who are integral to the Board's work but often lack knowledge of the processes.

The Chairperson noted strong support from the Board for holding hui and roadshows in the regions and engaging with other parties outside the formal part of Board hui. It was noted that further planning is needed before a hui with TARIT is confirmed to ensure expectations of other iwi in the central region are managed. Noting also that the Board has a strong and well-established relationship with TRONT, it was suggested that it is now timely to focus engagement on Te Ika-a-Māui North Island iwi.

The Board agreed in principle that a hui be held in Rotorua in mid-2021, if logistically possible and that this intention be noted for further discussion by the Board.

Action required

- *Secretary to begin planning for the July 2021 hui with TARIT, seeking input from Māori Board members especially on whom to invite. Board to hold further discussion at its first regular hui in 2021.*

Governance | Kaitiakitanga

6. Te Rautaki | Strategic Plan 2020/2025 Work Programme | Hōtaka Mahi Budget 2020/2021 | Mahere Pūtea 2020/2021 Risk Dashboard | Mata Tūraru Annual Report 2019/2020 | Pūrongo ā-Tau 2019/20

6.1. Te Rautaki | Strategy 2020/2025

Board discussion

The Board noted the information and report provided (LinZone ID A4205883) for reference, not review. The Board noted that the strategy with two corrected edits in the te reo Māori version has now been published in English and Māori on the website.

The strategy includes comment on outreach as one of the strategic goals and will form part of the communication package used when engaging with stakeholders. The outreach goal should extend education to include other agencies, for example, the Ministry for Primary Industries. And the education needs to include information on the Treaty place names process.

Te Taura Whiri i te Reo Māori advised that there is a misplaced macron in the pepeha section of the Te Rautaki | Strategy that should be corrected in both the te reo and English versions, ie '... Nukuroa o Te Moana ...' not '...Nukuroa ō Te Moana ...'.

Action required

- *Secretariat to confirm orthography (macron use) under 'Pepeha' section of Te Rautaki | Strategy 2020-2025 and update accordingly.*

6.2. Work Programme | Hōtaka Mahi

Additional information tabled

- *Te Rautaki | Strategy 2020-2025 Work Programme (October 2020)*

Board discussion

The Board noted the information and report provided (LinZone ID A4206136). The Board noted that the tabled work programme includes updated comments in green and has been reformatted as requested at the last

Board hui in July 2020. The Secretary advised that the work programme enables the Board to hold the Secretariat to account and provides a snapshot of current progress. The document will change depending on the outreach initiatives and will be updated as required by the Secretariat and reported back to the Board at each of its regular hui.

In terms of achieving strategic goals, the Board noted that some iwi and councils are inundated with emails and requests from many government and other organisations. Emails from the Board could therefore have low priority or may be overlooked entirely. It was noted that any lack of response is an ongoing problem for the Board and critical thought is needed about how to improve direct contact/engagement. The Board noted that for the s.24 programme (completed in 2020 for Wellington Region) the process followed was for the Secretariat to contact iwi and councils first by phone, then by email and then send follow up reminders. When asked, the Secretariat was prepared to meet face to face as happened with Kapiti Coast District Council. This process could be complemented by social media which is a free and effective way of communicating with iwi, noting that many marae have Facebook pages.

The Board noted that it could be more involved in national events, also noting that Matariki celebrations should be about Matariki/Puanga and not just 'Matariki'.

Action required

- *Secretariat to use Facebook messaging as a means to engage with iwi for the s.24 Programme and for other engagement requirements, eg advice of proposals and submission process/deadlines.*

6.3. Budget 2020/2021 | Mahere Pūtea 2020/2021

Board discussion

The Board noted the information and report provided (LinZone ID A4206157). The Chairperson advised that the October baseline update has not yet been received. He noted that the budget has been impacted by the Covid-19 pandemic and it is not yet known what level of resource will be available. Part of the Board's plan was to seek increased resources for one further staff member to support the outreach work and to have this recognised as a priority by LINZ. He noted that increased resources will be needed if the Board is to achieve its strategic goals, for example, enhancing the Gazetteer.

Action required

- *Secretary to correct '2021/2020' to '2021/2022' under the heading 'Budgets this year and next year' in the report.*

6.4. Risk Dashboard | Mata Tūrarū

Board discussion

The Board noted the information and report provided (LinZone ID A4206158). The Board noted that the dashboard provides an overview of the current status in key areas of work.

The Board discussed risk associated with name changes for cities or populated places. The Board noted that publicity about an unsubstantiated name change resulted in the Board being inundated with enquiries and that an actual proposal for a significant and contentious name change would present a real risk that the Board might be overwhelmed with submissions.

The Board requested that the format of the dashboard be altered to show alignment between policies and the four strategic pou to enable a clearer view of the risks and how they relate to goals. The Board also requested advice on what could happen as a result of the risks playing out.

The Board noted key risks as being public perception; visibility (largely being addressed by the rebranding and the outreach programme); being inundated with proposals and the Gazetteer not being operational.

Action required

- *Secretary to reformat the Risk Dashboard to show alignment between key risks and the four strategic pou, and the possible outcomes if those risks played out, to provide better clarity for the Board.*

6.5. Annual Report 2019/2020 | Pūrongo ā-Tau 2019/2020

Tabled and circulated

Pre-publication copy of 2019/20 Annual Report.

Board discussion

The Board noted the information and report provided (LinZone ID A4204947). The Secretary advised that she had expected printed copies of the Annual Report to be available for Board members today, however printing has been delayed. The Board noted that most of the 100 copies printed are distributed to Parliament and that Board members will receive a copy once printed. The Secretary highlighted the artwork by Cliff Whiting.

The Board had a broad discussion on the format of the report, noting that the Board is leading the way in terms of publishing in dual languages, and made the following suggestions for making next year's annual report more appealing:

- Move focus to outreach and adopt a structure similar to that suggested earlier for the Risk Dashboard, with alignment to the four strategic pou.
- Some organisations have adopted a poster format showing what has been achieved. A one page visual report may have broader appeal; important decisions can be recorded and the poster embellished as necessary. The Board noted this could be in addition to the standard annual report.
- Online templates are available, into which relevant information can be added during the year.
- Publish an interactive map of New Zealand online, detailing the Board's decisions over the year.
- A visual resource would be useful for schools (for geography studies and NCEA units on cultural processes) and could be handed out at roadshows.
- Include hyperlinks leading to further information and a photo of the Board.
- Invite tamariki to come up with artwork.

Actions required

- *Secretary to investigate other designs/template for the 2020/2021 annual report, particularly interactive one-pagers.*
- *Secretariat to develop an interactive map with Board decisions made during 2020/2021.*
- *Secretary to investigate using hyperlinks, a photo of the Board and children's artwork.*

Morning tea: 10.17am to 10.41am

Philip Green from Te Arawhiti, joined the hui at 10.18am

Gaylene Hosking joined the hui at 10.20am

Verity Smith and James Holt from Te Arawhiti, joined the hui around 10.30am

Treaty advice | Kupu āwhina mō te Tiriti

In confidence items 10 and 11 | Ngā take tapu 10 me te 11

Sheryll Johnson from the Department of Conservation, joined the hui virtually via Teams at 11.29am

Standard decisions | Ngā whakataunga noa

12. Proposal | Tono for Waihemo / Shag River

Board discussion

The Board noted the information and report provided (LinZone ID A4207141).

Resolution

That the Board **Accept** the proposal to **alter** the official dual name Shag River (Waihemo) to **Waihemo / Shag River**, based on:

- reordering the name to better recognise the Māori history of occupation and use of the river, and the proposed format meeting the Board's standard on dual names including recognition of first discovery,
- both names continuing to be officially used together having been in long term use as a dual, and alternative names,
- equal significance of both place names,
- no concerns about issues for emergency services as both parts of the name are retained, and in the Board's standard modern format for a dual name, and
- the Board meeting Treaty of Waitangi partnership, protection and participation principles through its post-settlement relationship with TRONT,

and

Notify as a proposal to alter for one month.

and

Issue a media release on the day of Gazette notification to help with public awareness of the proposal and the reasons for the proposal.

Moved Merata Kawharu
Seconded Adam Greenland
All in favour
Carried

Actions required

- Secretariat to notify as a proposal to alter for one month the existing official dual name Shag River (Waihemo) to Waihemo / Shag River.
- Secretariat to issue a media release on the day of Gazette notification to help with public awareness of the proposal and the reasons for the proposal.

13. Recorded names approved as official | E whaimana ai ngā taunahatanga

13.1. Programme for approving recorded place names as official | Te kawa whakamana taunahatanga

Additional information provided

- Approving recorded (unofficial) place names as official (Linzone ID A4230721)
- Plan for approving unofficial recorded place names as official (Linzone ID A4231980)
- Overview for approving unofficial recorded place names as official (Linzone ID A4231982)

Board discussion

The Board noted the information and report provided (LinZone ID A4203784). The Board discussed the 5-6 year programme and process for approving recorded names as official developed by the Secretariat in response to the Board's request at its July 2020 hui. The Secretariat advised that the work is expected to be completed by the end of 2026, possibly sooner. As sets of completed names are approved the statistics will be updated and the updated information will be published on the LINZ website to keep people informed about the work. The Board noted the risk associated with the fast track process and that messaging will make it clear

that any errors can be corrected by going through a full public process. In a full discussion about the programme, the following points were noted:

- Adopting a partnership approach will mean working more closely with councils.
- Councils will be contacted either through their planning or geographic information systems (GIS) people, asking them to provide feedback on the recorded names supplied from the Secretariat, especially to check spelling and raise issues. A multi-pronged approach could include iwi liaison people, Local Government New Zealand, Local Government Commission, and the Society of Local Government Managers, with visibility at national council hui and conferences.
- Include direct engagement in their future work programmes, to talk through the work streams that councils and organisations play a necessary part in.
- Local body elections 2022: forewarn councils they will be asked to provide feedback on recorded names. Noting that staff are not so affected by local body elections.
- Align the region by region rollout programme with roadshows and Board hui, working six months in advance.
- Secretary, Bonita Bigham and Chanel Clarke to liaise on working with the local government sector to promote place names (not just macrons and the fast track programme).
- What about the names with issues? They will not be approved as official, ie left off and will remain recorded.
- Ensure messaging is clear about the value and significance of the work, provide assistance where needed and information in the form convenient for each council, with advice about on-line tools. This is especially needed for small councils with limited resources.
- Covid-19 has affected council work streams and budgets and the potential Resource Management Act repeal and replacement will impact staff resourcing across all regions and local government structure; naming is likely to be a low priority. Some councils have large numbers of names to deal with and may not have a staff member able to do the work.
- Is a six month timeframe for responses from councils reasonable? The six month timeframe applies to each phase of the programme. The timeframe for councils to respond is not binding and extensions may apply within the six month phase. This can be at the discretion of the Secretariat.

Actions required

- *Secretary, Bonita Bigham and Chanel Clarke to liaise on future engagement with the local government sector to promote initiatives in place naming generally, not just for macrons and the fast track programme.*
- *Secretariat to continue to provide the Board with the lists of recorded names that have had issues identified and so cannot be approved as official through the fast track programme, and so will remain unofficial recorded.*

13.2. Kā Huru Manu

Board discussion

The Board noted the information and report provided (LinZone ID A4208074). The Board noted that due to Covid-19 TRONT was unable to progress consultation with rūnaka and consequently there are no names for the Board's consideration at this meeting. Covid-19 has also resulted in changes within TRONT; however, the archives area has been recognised as culturally important and consultation is now able to resume.

The Board noted that TRONT is starting to work on *Kā Huru Manu 2* which will add many more original Ngāi Tahu names available online.

14. Crown protected area names | Ngā taunahatanga e tiakina ana e te Karauna

Pitt Street Recreation Reserve, Ngarua Recreation Reserve, Russell Park Headquarters Government Purpose Reserve

Board discussion

The Board noted the information and report provided (LinZone ID A4208818). The Board noted advice from the Department of Conservation that Russell Park Headquarters Government Purpose Reserve is not a Crown Protected Area (CPA) and consequently it will be removed from the report.

Pitt Street Recreation Reserve and Ngarua Recreation Reserve: The Board noted section 31A of the New Zealand Geographic Board Act 2008 requires DOC to notify the Board when a CPA name is discontinued. The Board noted that while the process is not detailed in the Act, discontinuing the CPA name by *Gazette* closes the loop and completes process for the Board.

Resolution

*That the Board **agrees** to Gazette discontinued CPA names that are notified by DOC under Section 31A of the New Zealand Geographic Board (Ngā Pou Taunaha o Aotearoa) Act 2008, and following gazettal, the Gazetteer is updated. Noting that all discontinued CPA names remain discoverable in the Gazetteer,*

and

*That the Board **agrees** to **discontinue** Pitt Street Recreation Reserve and Ngarua Recreation Reserve, subject to notification from DOC¹ for Ngarua Recreation Reserve.*

Moved Robin Kearns

Seconded Chanel Clarke

All in favour

Carried

Actions required

- *Secretariat to Gazette discontinued CPA names Pitt Street Recreation Reserve and Ngarua Recreation Reserve, subject to notification from DOC for the latter, and to update the Gazetteer accordingly.*
- *Secretariat to remove Russell Park Headquarters Government Purpose Reserve from the report.*

Further Board discussion

The Board discussed the powerful protections established for National Parks and considered the implications should a CPA name be changed to remove the words 'National Park', specifically for the upcoming alteration of Egmont National Park to Te Papa-Kura-o-Taranaki. The Board noted the classifications of each reservation type are established in their respective Acts, and considers that the need for legislative change is a question for DOC. The Secretary confirmed the understanding that the name change does not change the classification or the level of protection.

In terms of the discontinuing process being delegated to DOC, the Secretary advised that the Board is seen to sit to the side of the process and its role is to confirm whether the CPA name is discontinued or meets the CPA Standard. When the name does not meet the CPA Standard the Board reports to the Minister of Conservation. The Board noted that when CPA names are contentious, as in the case of the Akaroa Marine Reserve, the Minister did not follow the Board's recommendation.

The Board questioned the form of the name Te Papa-Kura-o-Taranaki. The Secretary confirmed that Te Papa-Kura-o-Taranaki was one of three options and had been agreed for the upcoming alteration of Egmont National Park, with 'Taranaki National Park' allowed to be used as an unofficial name shown underneath in brackets. The Board noted that the CPA name has been sighted without hyphens in a number of cases.

Sheryll Johnson from the Department of Conservation, left the hui at 12.15pm

¹ Department of Conservation

Lunch: 12.15pm to 1.07pm
Philip Green from Te Arawhiti, left the hui at 12.46pm
1pm photo for nine Board members

Committees/Decisions | Ngā Komiti/Ngā Whakataunga

15. Undersea Feature Names Committee (UFNC) | Komiti Taunahatanga Raromoana

Board discussion

The Board noted the information and report provided (LinZone ID A4201777). Adam Greenland spoke to the main points in the report. He noted that the next SCUFN² meeting would be held by video conference over the week of 9-13 November 2020. And that while the Board's proposals would not be considered until the following SCUFN meeting, very positive feedback has been received about the proposals and the good information provided. Adam Greenland thanked the Secretariat for its work and noted that the new SCUFN committee represents positive change and that the members have a wide range of expertise.

The Board noted that the Secretary had contacted Paulette Tamati-Elliffe regarding potential TRONT names for the undersea features in the Southern Ocean and that they will be brought to the UFNC meeting in early 2021.

Action required

- Paulette Tamati-Elliffe to bring TRONT place names for undersea features in the Southern Ocean to the UFNC meeting scheduled for early 2021.

16. Māori Names Committee (MNC) | Komiti Taunahatanga Māori

Board discussion

The Board noted the information and report provided (LinZone ID A4207359). The Board noted that membership has been updated and thanked Board members for agreeing to be on the MNC. The Board noted that a video hui will be held Friday 16 October. Agenda items will include election of the Chair and an update on project initiatives.

17. Outreach and Engagement Strategy | Rautaki Torotoro Whakawhanaunga

Additional information provided

- Powerpoint slides entitled Outreach and Engagement Strategy (Linzone ID A4233117).

Board discussion

The Board noted the information and report provided (LinZone ID A4211592). The Board noted Jenni Vernon's earlier comments under agenda item 4.3. The Chairperson advised that Board endorsement is now sought for the work done so far. He noted that resourcing will be key and that it is uncertain how much can be achieved on the current resourcing available.

Gaylene Hosking advised that this has been an interesting piece of work and that there is opportunity for the Board to deliver something meaningful. The project is ambitious but can also be slimmed down if needed. Currently it is being kept at a high level. She advised that she has met with the head of the LINZ Digital Communications team and the brand people to talk about aspirations in the digital space and for the Gazetteer and that there is a very constructive working relationship with LINZ.

Gaylene Hosking spoke to the Powerpoint presentation showing high level progress on the outreach and engagement strategy. She spoke to the following broad headings: *Transforming the board; Why now?; Opportunity and risk; Objectives; Destination; How?; Strategic approach; the Journey; and the Experience:*

² Sub Committee on Undersea Feature Names

In a wide-ranging discussion, the following refers:

- If resource is available there is a role in the Secretariat for continuing the work done so far; the work is a key starting point for further initiatives and lays the platform for changing public perception.
- Public and Board thinking needs to shift from the outside to the library; the library analogy suggests a place of learning and engagement with the public.
- LINZ and Board strategies fit together: a small boat carried on the back of a big ship until such time as the small boat becomes self-sustaining and independent.

Wareko Te Angina from Te Taura Whiri i Te Reo Māori, re-joined the hui at 1.30pm

- The Board is in partnership with LINZ but is working towards its own look and feel. LINZ is redoing its website and the LINZ communications manager has agreed to give six months contracted time to redo the Board webpages on the site.
- Once everything is lined up and brought together the new brand will be rolled to everything and launched. This may take 1-2 years.
- Roadshows should be held in year 1, these contacts will become key contacts.
- Review the strategy after 3 years.
- Apply to the History Innovation Fund (\$500k) for funds to develop the meaning and historic importance behind place names; contract a graduate student for this work. Bring Peter Dowling (NZ Place Names) or a small panel with Anne Salmond into the fold to accredit the work.
- The Gazetteer experience will be transformative; old museum experience versus Te Papa. Use stories: Māori look to connect with and hear from people; use video and audio (You Tube) rather than the written word.
- Te Ara Wai Journeys: award winning app run by Waipa District Council has stories about occupation, wars, where people swam, gathered food; with 2-3 versions of a story about the same place. All versions are valid as long as ownership of each version is acknowledged (eg there are four well established stories for the Waipā River and each one is a true version according whanau history).
- Te Papa's whale exhibition Tohorā was hugely popular and continues to be remembered with both iwi and scientists telling the story. Te Papa might consider a similar exhibition on place names.
- A documentary series from Te Māngai Pāho about place names that have changed; the centenary would be perfect timing for a documentary, looking forwards and backwards.
- Include social media in the plan and use alongside the brand; go into partnership with someone to move beyond the Board's statute.
- Auckland Museum and 28th Māori Battalion: community contributions are recorded alongside official records. This opens avenues and separates legislative mandate from the community. Laying poppies at the cenotaph creates a spike in interest.
- Focus on outreach; core business is place naming with a fundamental requirement to ensure people are informed.
- Official information from official sources enriched by human voices; opportunity for hapū to grow their stories, get schools engaged; overcome animosity about changing names.
- Pou are the poles holding up the roof: knowledge, history etc. Look at geofencing, eg Wellington Airport and Mount Maunganui have an interactive app which comes up on the phone when people walk past a pou.
- All collateral (logo, cards, brochures etc) will be updated and there will be media activity before the brand comes together.
- Concern about media and dual naming; care is needed not to endorse what is being popularised in the news (eg Ōtautahi); stronger relationships with media will help.
- Māori Language Week; print and digital versions of Deep Dive Division.

Adam Greenland left the hui at 2.00pm

The Board noted some concern about the scope of the work and the significant implications for resourcing if all ideas are incorporated. They should however be factored in. The Chairperson said that this is a work in progress with many good ideas put forward for consideration and advised that Gaylene Hosking has started working on the financial implications. The Board noted the significance of the project, and the need to be

realistic about the time and resource commitment that will be required by the Secretariat team and the need to be open minded about potential opportunities.

Resolution

That the Board endorses the approach to the Outreach and Engagement Strategy in response to the importance of place naming for New Zealand's identity and feedback from the Board.

Moved Jenni Vernon
Seconded Merata Kawharu
All in favour
Carried

Wareko Te Angina offered these words for Pou Taunaha: The pou (pole) of knowledge. Place where knowledge is stored or comes from, in the house of LINZ.

Action required

- *Secretariat to circulate electronic copy of the Power Point presentation on the Outreach and Engagement Strategy to Board members.*

18. Branding | Tānga Moko

Board discussion

The Board noted the information and report provided (LinZone ID A4210032). The Board noted that a set of brand implementation guidelines is being developed by Saedi to support the foundation document. The Chairperson commented that the building blocks are being put in place for gradual implementation and that the launch needs to be done in a measured way once everything comes together – not a big fanfare, but still altogether at once. The Board noted that the nature of the launch would be best decided in year 2. It was suggested that a lapel pin could help trigger curiosity.

Action required

- *Outreach Lead to report back to Board at its first hui in 2021 on the plan for rolling out the brand, with comment on possible collateral such as a lapel pin.*

Governance (continued) | Kaitiakitanga (e whai ake nei)

7. Māori Language Plan | Mahere Reo Māori

Board discussion

The Board noted the information and report provided (LinZone ID A4204286). The Board noted that the Māori Language Plan is a government requirement for embedding te reo Māori and tikanga into everyday work practices and that all government agencies must have a plan in place by 30 June 2021. Board members commented that the Board has already embraced much of the strategy and leads the way with the Māori Names Committee. The Secretariat will be required to undertake LINZ's own Māori Language Plan in respect to internal programmes and training, which all LINZ staff are able to access. The Board's own Māori Language Plan is separate and specifically for Board and its committee members.

The Secretary advised that under the section *Our Current Te Reo Māori State*, the Board can choose which points it wishes to put into the colour chart. Wareko Te Angina suggested that Matu Ihaka from Te Taura Whiri i te Reo Māori would be happy to help with the plan.

The Chairperson queried what its Māori Language Plan would mean for the Board in terms of its statutory role, how hui are run, using dual language and the way the Secretariat operates. Comment was made that by the nature of its work the Board was already ahead of the game and should be commended. The Board noted the

work done by Te Mātāwai with government agencies to promote speaking and quality language. In discussion the Board members commented:

- Fronting the organisation to speak about place names is the responsibility of all Board members, not just Māori speaking to Māori media. It was suggested that Māori media appear to accept that the message is the important factor, whether spoken in English or te reo.
- LINZ has a plan for staff engagement; the Board (and Secretariat) may set its own standards, and individual Board members their own targets for te reo. Te Taura Whiri i te Reo Māori resources can be used.
- The Board as a whole needs to be comfortable with te reo kupu pronunciation if fronting the media.
- It is becoming more expected that members of government agencies know a karakia and waiata.
- The Board is already active in this space and through its work is driving use outside the organisation; is it the Board's role to actively encourage use or is this out of scope?
- The Board needs to identify where it is at with the Māori Language Plan, what an extension of its te reo activity might look like and what might make a positive difference (eg generic features, stories in te reo). Both languages need to have their own space.
- Audio files in the Gazetteer would aid pronunciation.

Adam Greenland re-joined the hui at 2.45pm

It was suggested that all members should be capable of self-identifying with a minimum of pepeha for the next meeting, recognising that the Board table is a safe place for practising.

The Board thanked the Secretary for her work.

Actions required

- *Secretariat and Wareko Te Angina to work on the Māori Language Plan as discussed, to run the draft past Matu Ihaka from Te Taura Whiri i te Reo Māori and once tidied up circulate by email for discussion prior to the first Board hui in 2021.*
- *Shane Te Ruki to develop pepeha, karakia and waiata specifically for the Board's use.*

Standards, agreements (continued) | Ngā taumata, ngā whakaaetanga (e whai ake nei)

8. Standards | Ngā Taumata

Board discussion

The Board noted the information and report provided (LinZone ID A4185621). The Board noted that the standards have been consulted on for three months, that feedback has been documented and the standards updated accordingly.

The Board discussed the comment on page 3 of the report by Alan Tunncliffe related to the term 'diacritic mark' and agreed for reasons of consistency to delete the bracketed words (diacritic mark) from the definition of macron under Terms and Definitions in the Standard for Antarctic place names.

Resolution

That the Board:

Adopts the edits to the draft Standard for New Zealand place names, and

Adopts the edits to the draft Standard for Antarctic place names, including the additional edit to delete the words (diacritic mark) from the definition of 'macron' under Terms and Definitions, and

Adopts the edits to the draft Standard for altering Region and District names, and

Approve publishing the Standard for New Zealand place names, Standard for Antarctic place names and Standard for altering Region and District names in Māori and English on the Board's pages on the LINZ website, and

Agree to updating the Board's publications that reference the Frameworks to refer instead to the appropriate standard.

Moved Jenni Vernon
Seconded Shaun Barnett
All in favour
Carried

Actions required

- *Secretariat to delete the words (diacritic mark) from the definition of 'macron' under Terms and Definitions in the Standard for Antarctic place names, for reasons of consistency.*
- *Secretariat to publish the adopted standards on the website and update references from the Framework document to the Standards.*

The Secretary advised that Mr Holmes, a regular proposer over many years, had visited the Secretariat several weeks ago and was asked about the standards. He advised that the standards were very good and had no comments to make. The latest handwritten proposal from Mr Holmes was tabled to give Board members an idea of Mr Holmes' commitment to place naming.

9. Agreements | Ngā Whakaaetanga

Board discussion

The Board noted the information and report provided (LinZone ID A4206162).

Relationships | Ngā Hononga

19. Relationships | Ngā Hononga

Board discussion

The Board noted the information and report provided (LinZone ID A4210802). The Board noted that since the last meeting the Secretariat has been in touch with all four Minister's Accord parties. It was noted that there is very strong interest from Ngāti Maniapoto Māori Trust Board in making place names within its rohe official.

The Board noted that MFAT³ has activated the Antarctic Officials Coordination Group and the Secretary has taken the opportunity to remind members of the role of place naming in maintaining New Zealand's interests in Antarctica and the Southern Ocean. Multiple naming by countries for one feature is a very sensitive issue.

The Board noted that this agenda item and item 9 Agreements are similar and should be combined.

Action required

- *Secretariat to combine items on Agreements and Relationships into one report for the next meeting.*

*Afternoon tea: 3.09pm to 3.26pm
Jane Keig left the hui at 3.14pm*

Projects, initiatives | Ngā mahi, ngā kaupapa

20. Publications | Ngā putanga

Board discussion

The Board noted the information and report provided (LinZone ID A4204379).

³ Ministry of Foreign Affairs and Trade

2nd editions of NZMS 346 maps, The Land and its People circa 1840: The Board noted good progress and that the Secretariat is working with TRONT on this project for Te Waipounamu names. The Board noted the example of the base map that will replace the earlier pink and blue maps. It is intended to have both print and digital versions available. Hovering over the name on the digital version will bring up the story, and on the print version the story will be printed on the back. This is a Māori Names Committee initiative, and it will be published electronically as widely as possible, with edits invited. Consultation could take up to a year.

New Zealand Geographic Features website: The Secretary demonstrated the website and said that feedback had been terrific, including from Canterbury Museum, noting that there has been no launch of the site as such. It is a living document. The Board noted that the site will be very useful generally, including on a personal level for learning te reo. It was suggested that a small booklet could also be produced.

The Board noted that the new brand and logo would be retrofitted. The Secretary acknowledged credit to Ginny Leggett for driving the project and making it happen and advised that it may sit elsewhere once the new website is available.

2nd editions of A Māori Oral History Atlas and The Survey Pegs of the Past: The Board noted that these will be published next year and that they would be a useful resource for kura kaupapa who are always looking for new resources.

21. Gazetteer | Kāhiti

Additional information tabled:

- *Gazetteer statistics report (Linzone ID A4220255).*

Board discussion

The Board noted the information and report provided (LinZone ID A4200199). Further to discussion at the Board's July 2020 hui when concern was expressed about the database hardware appearing to have no defined LINZ owner, the Board noted that significant progress has been made and assurances have been received regarding the server and back-up arrangements. The server is being updated, and the database will be upgraded to a new server and new version of operating system and platform. The Board noted that LINZ have agreed to pay for the IT upgrade.

Secretary's report | Pūrongo a te Hekeretari

22. Secretary's report | Pūrongo a te Hekeretari

Board discussion

The Board noted the information and report provided (LinZone ID A4212912). Further to the report the Secretary commented:

- The work done by student Ryan Fister, whose fixed term contract ends in October, was acknowledged.
- *Webinar:* This will be held with councils at the end of this month on the use of macrons and how they can comply with the requirement to use official names. The technical group from LINZ will run the webinar and the Secretary will talk at the start about the importance of macrons. It was noted that LGNZ also have a team that run webinars that could potentially be tapped into.
- *Waka Kotahi:* there is an ongoing issue regarding road signs and the agency will be contacted as a priority as part of the outreach strategy. The Board noted that it can be seen as an insult if signs are not changed.
- *UNGEEN strategic plan:* The draft plan has received feedback from 23 UNGEEN members. The five strategies are each worked on by a smaller working group and the Secretary is part of the cultural, heritage and language recognition group. The strategic plan will be ratified in May 2021 and any comments from Board members will be passed on.
- *Bulletin 59:* The Secretariat has contributed to the latest bulletin and Robin Kearns has agreed to be co-author. The draft will be circulated for comment.

Actions required

- Secretariat to engage with Waka Kotahi about complying with official place names on its road signs.
- Secretariat to circulate draft for UNGEGN bulletin 59 for comment from the Board.
- Merata Kawharu to supply content for draft UNGEGN bulletin 59 on World Heritage Areas.

Other business | He take atu anō

23. Other business | He take atu anō

23.1 Centenary | Rautau

Initial discussions are deferred until the next meeting.

Adam Greenland left the hui at 4.00pm

23.2 2021 Hui

The Board noted that its first hui is typically held in April. The Board noted the need to avoid school holidays if possible, and that preparation will be needed for waiata and pepeha. The Board considered that should a 2-day meeting be held in Rotorua, significant planning will be needed, meaning that the mid-year date is more achievable.

The Board acknowledged Mandy Leigh's for her work as the Board minute-taker over many years and thanked her for her significant contribution.

The meeting closed at 4.10pm with a karakia from Shane Te Ruki.

Certified as a true and correct record of the hui:

Anselm Haanen, Chairperson

Date