



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

MINUTES

Venue: Te Wehenga Room
National Library
70 Molesworth Street
Wellington

Thursday 12 April 2018

Duration 9.18am-4.45pm
Morning tea 10.22am-10.45am
Lunch 12.40pm-1.25pm
Afternoon tea 2.50pm-3.10pm

NOTE:

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

1. Welcome / Karakia

1.1. Welcome

The Chairperson welcomed everyone to the meeting and said it was a privilege and very appropriate to gather at the National Library in the building that is about our people and their stories. He spoke about the NZGB's connections to the building, noting that the waka shaped reception desk and sail in the foyer were designed and crafted by Dean Whiting, son of Cliff Whiting, whose art features on the cover of the NZGB's Annual Reports. He noted that the meeting is being held in the Te Wehenga room. This is a shortened form of Te Wehenga a Rangi rāua ko Papa, the story of the separation of the sky father and earth mother as illustrated in the mural Cliff Whiting designed and crafted. The Chairperson said he hoped that the setting would give the NZGB inspiration and motivation for its work today.

The Chairperson advised that Mr Matanuku Mahuika, Mr Rikirangi Gage, Ms Jenni Vernon and Ms Rachel Pinn were delayed and would arrive within the next half hour. Flights were delayed due to bad weather from the previous day. Mr Adam Greenland advised he would need to leave the meeting around 4.00pm.

1.2. Karakia

There was no karakia.

2. Present / Apologies

NZGB Members (10)	
Mr Mark Dyer, Chairperson	Surveyor General, Land Information New Zealand (LINZ)
Mr David Barnes	Federated Mountain Clubs of New Zealand Inc. nomination
Professor Merata Kawharu (for item 10.3 Ngāti Rangitihī left between 12.20pm and 12.40pm)	Minister for Land Information appointment
Mr Matanuku Mahuika (arrived 9.30am. For item 10.2 Whakatōhea left between 11.40pm and 12.20pm)	Minister for Māori Development recommendation
Professor Michael Roche	New Zealand Geographical Society nomination

Mr Adam Greenland (left 3.50pm)	National Hydrographer, LINZ
Mr Rikirangi Gage (arrived 10.50am. For item 10.2 Whakatōhea left between 11.40am and 12.20pm)	Minister for Māori Development appointment
Ms Adrienne Staples	Local Government New Zealand appointment
Ms Paulette Tamati-Eliffe	Ngāi Tahu appointment
Mrs Jenni Vernon (10.05am to 4.35pm)	Minister for Land Information appointment

Future Director Observer (1)

Ms Rachel Pinn (9.40am to 4.35pm)	Future Director appointment (April 2017-April 2018)
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Observers (9)

Mr Mark Te One (10.35am to 12.40pm)	TPK Pouwhakahaere
Ms Kylie Brown (arrived 11.15am)	Orthographic Expert
Ms Kararaina Uatuku (11.25am to 12.40pm)	Te Taura Whiri i te Reo Māori
Colin Feslier (11.25am to 12.40pm)	Te Taura Whiri i te Reo Māori
Mr Harry Waaka (11.25am to 1.25pm)	Office of Treaty Settlements (OTS)
Ms Bonnie Holster (11.25am to 1.25pm)	Office of Treaty Settlements (OTS)
Ms Sharleen Grounds (11.25am to 12.40pm)	Office of Treaty Settlements (OTS)
Ms Hannah Watts (11.25am to 12.40pm)	Office of Treaty Settlements (OTS)
Mr Simon Hughes (11.25am to 12.40pm)	Office of Treaty Settlements (OTS)

NZGB Secretariat (4)

Ms Wendy Shaw	NZGB Secretary
Mr Christopher Stephens	NZGB Advisor
Ms Jill Remnant	NZGB Advisor
Ms Ginny Leggett (left 4.00pm)	NZGB Senior Advisor (Treaty Names)

Minute Taker (1)

Ms Mandy Leighs	GBL Personnel
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Land Information New Zealand Observers (2)

Mr Kelly Thomas (9.40am to 11.25am)	Manager Enterprise Risk, LINZ
Mr Patrick Hayes (11.25am to ??)	NZGB Contractor, Gazetteer Data Capture

Resolution

That the apologies for being late be accepted.

Moved Ms Adrienne Staples

Seconded Mr Adam Greenland

All in favour

CARRIED

3. Agenda / Disclosure of Conflicts of Interest

3.1. Agenda

The Chairperson advised that the Office of Treaty Settlements (OTS) observers would be joining the meeting at 11.30am following the closed strategy and governance session.

This amendment to the agenda order was agreed: 'Item 24 Undersea Feature Names Committee (UFNC)' to be brought forward for discussion following item 17, due to Mr Adam Greenland having to leave the meeting at 4.00pm.

No new agenda items were raised.

4. Previous Minutes; Matters Arising; Action Sheet

4.1. Previous Minutes and Actions for 16 October 2017, with outstanding actions from earlier meetings

Resolution

That the minutes of 16 October 2017 be ratified.

Moved Professor Merata Kawharu
Seconded Mr David Barnes
All in favour
CARRIED

Action Required

- *Secretariat to obtain the Chairperson's signature and publish an unsigned, updated version on the LINZ webpages.*

4.2. Matters Arising from Minutes of 16 October 2017

The Chairperson thanked the Secretariat and minute taker for the important work done on the minutes and noted that they provide a living record of the work of the NZGB.

Integrated Property Services and Addressing (page 12): The NZGB noted that the future relevance of the Localities Database is uncertain. It remains on the NZGB's radar for future discussion as addressing is a strategic priority consideration.

Action Required

- *NZGB to note Addressing as a strategic priority consideration for ongoing monitoring.*

4.3. Action Sheet

The NZGB did not discuss the actions.

Strategic Planning

5. Governance / Kaupapa

The NZGB did not discuss the information and report provided (LinZone ID A3194849).

6. Strategic direction

6.1. Alignment with government priorities

6.2. Strategic direction

6.3. NZGB Strategic Plan and Action Plan 2015-2025

The NZGB did not discuss the information and reports provided (LinZone ID A3194865, A3194273 and A3194592). A one-page LINZ document was tabled, entitled 'Roles & Accountabilities for Outcomes Frameworks 1-2 Year priorities' but not discussed.

NZGB Discussion

The Chairperson opened the discussion noting the importance for the NZGB to have clarity of purpose, to understand the NZGB's role in delivering on and aligning with government policies and priorities, where it fits constitutionally, how it can best serve New Zealand, and where its influences come from. He noted that a number of issues have arisen recently which indicated the need for a strategic discussion. He anticipated that discussion outcomes would provide a

clear understanding of the governance framework and the beginnings of a work plan from which specific items can be taken and fleshed out at each meeting.

The Chairperson highlighted the unique nature of the NZGB as a body corporate sitting outside the state sector and not governed by either the State Sector Act or the Companies Act. While the NZGB's main focus is operational, it should have understanding and oversight of all matters it needs to be concerned with. The multitude of guiding documents need to be considered from the perspective of the NZGB and the Secretariat, and whether the split between governance and operational is reasonable. He suggested that the NZGB empowers the Secretariat with clear directives to look after the NZGB's standard requirements and that the NZGB puts its focus on strategy, risk, succession, building effective relationships, ensuring the right culture is at the table, and holding the Secretariat to account in terms of fulfilling compliance obligations.

Mr Matanuku Mahuika joined the meeting at 9.30am.

The Chairperson spoke to the decision making framework, developed by the NZGB's policy sub-group of Professor Merata Kawharu, Ms Jenni Vernon, and Ms Rachel Pinn, which had intended to show clear distinctions between the roles of the NZGB and the Secretariat. But the sub-group had not made any recommendations to the NZGB.

The NZGB agreed on the importance of better understanding and improved practice, and noted that ultimately its actions are prescribed by legislation, and that moving focus from its operational functions could make its work more complicated. The Chairperson saw an opportunity to simplify its work through better understanding about matters such as funding, financial reporting, tax liabilities, legal risk, the relationship with LINZ, and branding. He noted that over and above its statutory work, all other NZGB activities are dependent on and prioritised according to available budget and resources from LINZ.

Ms Rachel Pinn joined the meeting at 9.40am.

The NZGB suggested that a separate facilitated discussion would be appropriate to ensure good outcomes with full participation by everyone present. Focus could then be put on what is not working or could be improved, eg matching resourcing with requirements and priorities, building on the relationship with LINZ, improving practice and information flow.

The NZGB generally agreed that the decision-making framework accurately covers aspects of the NZGB's activities. It was noted that changing the way the NZGB is enabled by statute would be a lobbying exercise with LINZ and ultimately with the Minister for Land Information, and that the NZGB's role has long been an operational one with the NZGB steering but not driving the waka.

The Chairperson suggested that the NZGB had greater influence than was recognised. The NZGB agreed that good practice dictated that the NZGB looks at its practices, delegations and activities from time to time, against available budget and resources. This process would give reassurance to the NZGB and the Minister for Land Information that it was operating as well as it could, and had potential to reduce the workload of the NZGB in the long term.

Mr Kelly Thomas, Manager Enterprise Risk, LINZ, joined the meeting at 9.40am.

The NZGB commented on changes over the last decade that have placed extra demands on the Secretariat, particularly in respect of the names work, and that this has highlighted restraints in terms of resourcing and the necessity to prioritise.

The Chairperson supported holding a dedicated strategic planning meeting in June 2018. He noted that the new government is looking to work differently and had set new priorities, and that the NZGB had the opportunity to be well prepared with a clear strategic direction and to align its priorities with government and other agencies such as Te Puni Kōkiri and Te Taura Whiri i te Reo Māori (the Māori Language Commission). The new Minister's priorities are yet to be signed off by the Prime Minister; however these should be with the NZGB by the June 2018 strategy focussed meeting.

Ms Jenni Vernon joined the meeting at 10.05am.

The following discussion items are to be the focus of the strategy discussion:

- Understanding and improving the system

- Goals
- Risks
- Resourcing, financing and budget (including how funding is administered and prioritised by LINZ)
- Relationship with LINZ
- Identity (public, separate website, branding, independence)
- NZGB/Secretariat processes and relationship

The Chairperson and Secretariat provided a brief outline of the current funding structure noting that NZGB funding comes from Vote Lands through LINZ to the Secretariat, and is dependent on how well core business and initiatives are prioritised. Since the NZGB Act 2008 came into force, there is no specific or regular amount ring-fenced for the NZGB within the total LINZ Crown appropriation, and no additional funding provided for the work of the NZGB.

The Chairperson highlighted the importance of telling a strong story about alignment with government outcomes and of building a case to show how the NZGB can add value and help various agencies deliver on their priorities. He noted that changes will not be possible in the 2018-19 year but that the NZGB can position itself to be well prepared for the following year.

The Chairperson said he would work with the Secretary to develop the agenda for the June 2018 strategy focussed meeting.

The Chairperson thanked the NZGB for the discussion.

The NZGB did not consider the Secretariat recommendations to confirm the edits to the Strategic Plan 2015-2025 and Strategic Action Plan 2015-2025.

Actions Required

- *Chairperson and Secretary to develop agenda for strategic discussion at the 27 June 2018 meeting.*
- *Secretary to re-present at the 27 June 2018 meeting, the Secretariat recommendations of 12 April 2018 to confirm edits to the Strategic Plan and Strategic Action Plan 2015-2025.*

Morning tea: 10.22am to 10.45am

7. Risk and assurance

The NZGB did not discuss the information and report provided (LinZone ID A3194098).

Mr Rikirangi Gage joined the meeting at 10.50am.

NZGB Discussion

Mr Kelly Thomas, Manager Enterprise Risk, LINZ, advised that the previous discussion had provided context for the role of the NZGB which is seen as having good oversight of governance and risk without losing sight of the operational activities. The NZGB discussed risk and assurance in the context of the following areas.

NZGB GOALS:

- Understanding the role of the NZGB in risk and management governance
- Agree risk management process (tangible, not theoretical, to make the Minister for Land Information comfortable)
 - The current register is complex and takes time to read; a more practical approach would be to have an easy to understand dashboard that looks to the future and shows impact. This can be produced for the NZGB to review at the next meeting
- Identify and assess risks: split the register into NZGB/Operational risks
- Monitoring and reporting
- Understanding controls, for at least one risk. The control environment needs to be explored further because it gives assurance. A risk known to be well controlled can be worked through with the Secretariat to provide understanding.

NZGB FUNCTIONAL**NZGB OPERATIONAL**

SAFETY AND WELLBEING	
<ul style="list-style-type: none"> • Emergency response • Delays due to NZGB decision 	<ul style="list-style-type: none"> • Does not inform or work with emergency services

CUSTOMERS AND STAKEHOLDERS	
<ul style="list-style-type: none"> • Poor decisions • Lack of independence • Lack of public identity • Ministerial communications: <ul style="list-style-type: none"> ○ Annual Report ○ Involvement • Iwi • Reputation <ul style="list-style-type: none"> ○ Reputation and influence on LINZ 	<ul style="list-style-type: none"> • Lack of engagement or knowledge on relevant parties • Lack of independence <ul style="list-style-type: none"> ○ Capability ○ Infrastructure

FINANCES	
<ul style="list-style-type: none"> • Expenditure • Use of budget • Filing of tax return • Board expenses / sensitive expenditure 	<ul style="list-style-type: none"> • Resourcing

Comments

- The LINZ Chief Financial Officer has confirmed to the Chairperson that the NZGB has no dedicated funding; the NZGB proposed that this be quantified as a first step. More information is needed about the financial position. Chairperson, Mr Kelly Thomas and the Secretary to discuss this further.
- As a body corporate outside the state sector, the NZGB could enter into contracts, look for alternative funding streams (eg TPK), and engage with the private sector to undertake promotional work that will achieve the NZGB's and Minister for Land Information's outcomes.

OPERATIONAL ACTIVITIES	
<ul style="list-style-type: none"> • Lack of oversight <ul style="list-style-type: none"> ○ Documents / Policy reviews ○ Register • Lack of awareness of policies • Service Level Agreement / KPIs¹ 	<ul style="list-style-type: none"> • Ministerial communications <ul style="list-style-type: none"> ○ Low level • Poor information to Board • Gazetteer maintenance • Failure to follow legislation • Failure to follow engagement process • Activity errors • Schedule updates / changes

Comments

- Lack of oversight is a significant risk. Policies and frameworks are frequently tweaked with minor changes, however this is largely reactive. Policies should be reviewed regularly at meetings.
- The policy review cycle should be included on the one-page dashboard.

NZGB COMPOSITION	
<ul style="list-style-type: none"> • Strategy and actions • Membership • Succession • Relationship of NZGB to NZGB Committees • Communication and oversight when making decisions on behalf of NZGB Committees • International implications 	

¹ Key Performance Indicator

Comments

- A strategy discussion meeting to be planned for June 2018.
- Committees meet annually and put recommendations to the NZGB for decisions. Information flows through the Secretariat to the NZGB and from the NZGB to other organisations such as SCUFN².
- Conflicts of interest: NZGB Committees need outside experts to assess technical information.

COMPLIANCE

- | | |
|--|--|
| <ul style="list-style-type: none">• Reporting to the Minister• Reports to the NZGB from other bodies• Audit• Conflicts of interest• Gazetteer• Insurance / indemnity (if needed)• Review schedule• Te Reo advice (no access for a period of time) | |
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Comments

- Compliance activities can be controlled by a good operational support.
- Expert advice and services could be provided externally with good processes in place to give assurance that the work is being done appropriately.
- The control environment provides assurance and should be explored further. Risk control sits with the NZGB or with the Secretariat, with knowledge that all steps have been taken and all parties consulted. An exercise looking at one risk that the NZGB knows is well controlled, could be worked through with the Secretariat to gain understanding about providing assurance, eg Gazetteer performance:
 - NZGB decisions have a bearing on what is or is not published in the Gazetteer and the NZGB is informed of work done, however not all decisions can be controlled.
 - Define what it means that the Gazetteer is the 'single source of truth'.
 - Gazetteer work done by the Secretariat is checked; considerable data was inherited from various spreadsheets that formed the previous Gazetteer and is undergoing systemic checks; only the Secretary can publish in the Gazetteer and all names going to the Gazetteer are approved by the NZGB.
 - There will always be a time lag for publishing; names are essentially for use by officials but must be available to the public; there is some risk around general lack of awareness; the importance of official names may not be well understood; and for convenience people may choose to use their own database or Google™ instead of using the Gazetteer;
 - The Gazetteer is not designed primarily for emergency services.

Kylie Brown joined the meeting at 11.15am.

In summary:

- The Secretariat monitors activity, itemises and understands areas, audit and self-review, reporting, schedule updating, all with reporting to the NZGB to give assurance.
- The NZGB could mandate an external self-review provided it is done with the right information.
- If finances are not maintained at a reasonable level, any gaps and risks will be exposed by the audit.
- Assurance is a matter for the Secretariat to deliver.
- Questions to address include: does the NZGB report to LINZ or the Minister for Land Information; who carries the risk; what legislation governs the NZGB's conduct?

It was agreed that the Secretariat would work with Mr Kelly Thomas to produce an assurance framework for further discussion by the NZGB.

The Chairperson thanked Mr Kelly Thomas for presenting the risk overview.

² Sub-Committee on Undersea Feature Names

Mr Kelly Thomas left the meeting at 11.25am.

Actions Required

- *Chairperson, Mr Kelly Thomas and the Secretary to discuss providing the NZGB with more information about the financial position.*
- *Secretariat to work with Mr Kelly Thomas to produce an assurance framework for further discussion by the NZGB.*
- *Secretariat and Mr Kelly Thomas to develop a one-page dashboard of risks for the NZGB to review at certain meetings.*

8. Alignment with government priorities

Moved to item 6.1.

Naming rules

9. General policies, guidelines, standards, agreements, etc.

9.1. Review of NZGB Policies

The NZGB did not discuss the information and report provided (LinZone ID A3189923). The Chairperson did not provide a verbal report on the progress of the work of the sub-group of NZGB members.

OTS (5) and TPK (1) observers joined the meeting at 11.25am.

9.2. Kaupapa for Māori place names, version 4

The NZGB noted the information and report provided (LinZone ID A3190057). The NZGB discussed and agreed the following amendments.

NZGB Discussion

The Chairperson noted that the Kaupapa provides for consultation. The introduction statement should be broadened to cover the purpose of the Kaupapa as providing for consultation with appropriate Māori groups. The Kaupapa in fact covers Ministerial accords, roles and responsibilities, the way the NZGB works with Te Puni Kōkiri (TPK), and principles and values, and as such its purpose is much broader than consultation. The NZGB noted these further amendments:

Show how the Kaupapa goes beyond consultation and includes the Minister's accords, roles and responsibilities, principles and values of Māori place naming, and the NZGB's work with Te Puni Kōkiri.

1) Background - reinstate paragraphs i) and ii)

2nd sentence: Amend to: *It provides an opportunity for Māori to be advised in recognition of their tangata whenua status...*

Amend 1st sentence to show that consultation is wider than with iwi

Amend i. and ii. to a. and b. for consistency

4) v) Alternative Māori Names: a) amend to: *It is not uncommon for Māori to have two names ...*

5) i): Amend 'the Te Puni Kōkiri' to *Te Puni Kōkiri*.

In discussion about the effectiveness of the consultation process, the NZGB noted that all consultation must be done in line with TPK's processes and that there is potential risk to the NZGB if consultation and engagement is conducted other than through TPK.

The NZGB noted that any further changes to the Kaupapa should be sent directly to the Secretary.

Resolution

That the NZGB adopt the Kaupapa for Māori Place Names Version 4, subject to the above changes.

Moved Ms Jenni Vernon
Seconded Professor Merata Kawharu
All in favour
CARRIED

Actions Required

- *Secretariat to update the Kaupapa for Māori Place Names Version 4 as noted above.*
- *NZGB members to send any further changes direct to the Secretary.*

9.3. Māori generics policy, generic features list and line drawings

The NZGB noted the information and report provided (LinZone ID A3194948).

NZGB Discussion

The NZGB discussed and agreed the following changes:

- **Background:** Delete first sentence.
- **Background (vi):** Amend date to 2019.
- **New Māori Generics Policy:**
 - 3rd bullet point: Amend to: *adjacent existing named minor features do not have any generics*
 - 4th bullet point: Amend to: *if dual names eventually transition ...*

The NZGB questioned whether there was a policy guiding the transition of dual names to Māori names. It was agreed that this be added to the policy work list, and noted that this is one of a number of policy areas that are not up to speed due to lack of resourcing.

Resolution

That the NZGB adopt the Māori generics policy with the amendments as noted above.

Moved Ms Adrienne Staples
Seconded Ms Jenni Vernon
All in favour
CARRIED

Actions Required

- *Secretariat to amend the Māori generics policy as noted above.*
- *Secretariat to add transition of dual names to Māori names only to the policy work list.*
- *Secretariat to update the Frameworks document version 10 with these policies.*

[Secretariat note post meeting: The transition policy for dual names is already published in the Frameworks document version 9, October 2017.]

Treaty

Crown Confidential (items 10 and 11)

10. Treaty of Waitangi settlement name proposals

Lunch: 12.40pm to 1.25pm.

During lunch some NZGB members and observers joined a guided tour of the National Library He Tohu exhibition.

11. Treaty names report

Decisions

12. Minister's decisions

The NZGB noted the information and report provided (LinZone ID A3177294).

NZGB Discussion

The NZGB noted that the meeting with Minister Sage is rescheduled for 30 April and that the Minister has not yet been briefed. The NZGB noted the Minister was sufficiently confident to make a number of final determinations on 19 December 2017, accepting the NZGB's recommendations. The NZGB noted the A3 infographic compiled for the Minister and suggested it could be used for other outreach.

Rocky Bay: The NZGB noted that the Minister modified the NZGB's recommendation on the Rocky Bay locality to Ōmiha.

Whakanewha Bay: The NZGB discussed the use of brackets and the duplicated generic in relation to the Whakanewha Bay proposal and agreed that the proposals had been sufficiently responded to, and unless a new proposal is received, no further action would be taken.

Motutere / Castle Rock: The NZGB noted advice from OTS that the Hauraki claimant group are upset at not having been advised that public submissions had opened and that a formal complaint may be made to the NZGB. The NZGB noted that the correct process had been followed by the Secretariat, and supported changing the 'Kaupapa for Māori Place Names' re advising *all known affected iwi*.

The NZGB noted the briefing sheet prepared for the Minister and agreed it was an excellent document that could be used for other outreach opportunities.

Actions Required

- Secretariat to amend report recommendation 5, changing the date of meeting with Minister to 30 April 2018 and removing the second sentence.
- Secretariat and NZGB to use the A3 infographic as a resource for other outreach.

13. Delegated decisions on proposals that did not receive objections

The NZGB noted the information and report provided (LinZone ID A3180026).

[Secretariat note post meeting: Final decisions on Featherston, Pīkikirunga, Pīkikirunga Range, and Willis Peak were not gazetted on 5 April 2018 as noted in the report, but on 24 May 2018]

14. Final decision on proposal that received objections

Waitangitāhuna River and Waitakitāhuna-ki-te Toka River

The NZGB noted the information and report provided (LinZone ID A3185844).

NZGB Discussion

The NZGB noted that the proposer is proactively seeking to promote the use of the Ngāi Tahu dialect through traditional place names, and that use of the [k] or [ng] in the two names could make it easier to distinguish between the two rivers.

The NZGB noted that the water course was historically one river that has now separated into two distinct rivers as a consequence of the man-made stop-bank designed to protect the road from flooding. The NZGB noted the objecting submissions stating the rivers have an underground connection, the water from the upper river flows into the lower river and there are a number of other tributaries feeding into the river. The NZGB agreed that the northern river is now a distinct and separate geographic feature and the two rivers are unlikely to re-converge. The water courses are shown cartographically on mapping as separate rivers.

The NZGB noted the reasons provided in the eight objecting submissions and the strong opposition from the local community. The NZGB noted that TRoNT did not consult with its culture and heritage committee, Te Pae Kaihika, and that all name proposals are expected to go through that Committee.

The NZGB noted that the proposer and submitters would have a reasonable expectation that the NZGB will make a decision now the statutory process has concluded, however in the absence of consultation with Te Pae Kaihika, it was proposed that TRoNT be asked to conclude its internal consultation with Paul Madgwick and Te Pae Kaihika, and for the NZGB to seek clarification from the proposer on the outcome of that consultation.

Resolution

That the NZGB agree to **defer** its decision on altering Waitangitaona River to **Waitangitāhuna River** for the northern (lower) river that flows into the Tasman Sea, and altering Waitangitaona River to **Waitakitāhuna-ki-te-Toka River** for the southern (upper) river that flows into Lake Wahapo, based on:

- Te Rūnanga o Ngāi Tahu not having consulted with its culture and heritage committee Te Pae Kaihika,

Noting that the NZGB could consider its decision at its Treaty focussed meeting on 28 June 2018, or as soon as is reasonably practical.

Moved Ms Jenni Vernon
Seconded Mr Matanuku Mahuika
All in favour
CARRIED

Actions Required

- Secretariat to advise proposer of the NZGB's decision to defer, requesting TRoNT's internal consultation with Te Pae Kaihika.
- Secretariat to seek clarification from the proposer on the outcome of TRoNT's internal consultation.

[Secretariat note post meeting: Final decisions on Featherston, Pīkikirunga, Pīkikirunga Range, and Willis Peak were not gazetted on 5 April 2018 as noted in the report, but on 24 May 2018]

15. Minimum Requirements not met

The NZGB noted the information and report provided (LinZone ID A3194622).

16. Deferrals

John Creek (village), John Creek (stream), Wesley (suburb), and Te Korowai a Te Puhitua (peak)

The NZGB noted the information and report provided (LinZone ID A3194870).

NZGB Discussion

John Creek proposals: The NZGB discussed the use of geographic feature generics for populated places and noted that the name John Creek had historical usage and that John Creek is likely to continue to be used whether the generic is retained or not. The NZGB noted that it would not support a geographic generic for a populated place name if the proposal was new (unlike this proposal where the local/historical use of John Creek has been long-term). The NZGB noted existing examples of geographic feature generics in long term use such as Mount Cook in Wellington, Green Island in Dunedin, and Mount Eden Auckland. The NZGB noted that the proposer had been requested, after the last NZGB meeting on 16 October 2017, to consider amending the proposals to avoid confusion. However, the proposer has, after further community consultation resulting in positive support, responded with the same proposals.

The NZGB noted that John Creek is a well defined village of around 30 dwellings. It is not certain whether there is signage. [**Secretariat note post meeting:** *There is a sign for the village of Johns Creek*]. The NZGB noted that the proposal had been made after an incident where an ambulance failed to arrive, having been requested by a resident who referred to the village as Johns Creek. Gladstone is currently used for the area by emergency services.

The NZGB agreed that proceeding to notify and consult would test the local community's support or opposition for having two 'John Creek' names.

Resolutions

The NZGB:

Note that the proposers of Wesley (suburb) have not advised that the suburb boundaries have been confirmed with the adjacent Local Boards and the community, and have not supplied evidence of further consultation with mana whenua,

and

Note that the proposer of Te Korowai a Te Puhituia (peak) has not yet proposed a new unique name for the peak feature, in consultation with Te Rūnanga o Ngāi Tahu,

and

Noting that the NZGB agreed at its 16 October 2017 meeting to defer so that the proposer could come up with a solution for the duplication of the two John Creek name proposals,

and

Noting that the proposer, after consulting with the community and Local Government has made the same proposals, **and** provided additional reasons to the original proposals, including that if a choice had to be made, it would be for the village to be named John Creek.

and

Accept the proposal to **alter** the recorded name Johns Creek to an official name **John Creek**, for the stream, based on the same list below for the village name,

and

Accept the proposal to **alter** the recorded village name Gladstone to an official name **John Creek**, for a small village of low population, situated on the southern shores of Lake Hāwea, based on:

- benefits for unambiguous addressing, postal services, and emergency services, noting that the current use of Gladstone on maps and in the localities dataset has caused a documented emergency services issue,
- support from Hawea Community Association,
- support from Local Government (Wanaka Community Board, on behalf of Queenstown Lakes District Council), who have supplied a second letter of support,
- long term local use of John Creek for the village (at least 50 years as advised by the proposer, online evidence of use including Local Government from 2003), notwithstanding the NZGB considers the use of 'creek' in a populated place name to be inappropriate, and
- no objections from Kāi Tahu ki Otago Ltd,

and

Notify as proposals to **alter** for three months in terms of Section 16 of the NZGB Act 2008.

and

Defer a recommendation to the Department of Conservation (DOC) on **Johns Creek Recreation Reserve** until after the notification process for the village and stream.

and

Refer the name, Kokotane, to the Māori Names Committee for consideration as a collected name.

Moved

Ms Jenni Vernon

Seconded

Ms Adrienne Staples

All in favour

CARRIED

Action Required

- *Secretariat to notify John Creek (village) and John Creek (stream) as proposals to alter for three months in terms of section 16 of the NZGB Act 2008.*

17. New geographic name proposals

17.1. Tūranganui-a-Kiwa / Poverty Bay (Gisborne District Council)

The NZGB noted the information and report provided (LinZone ID A3204829).

NZGB Discussion

The NZGB noted that Tūranganui-a-Kiwa is commonly used for Gisborne, and has its origins as being the place where Kiwa, who captained the Horouta or Takitimu waka, landed and where settlements were later established. The NZGB noted that because the proposal is generating considerable debate in Gisborne, and because of the length of the name, it may be preferable to opt for alternative names. The NZGB noted that public consultation by the Council resulted in a 50/50 split, with half of those opposed wanting to also drop the name Poverty Bay, which suggests there is a reasonable amount of community support for change/restoration.

The NZGB noted that Poverty Bay is a Captain Cook name and that correspondence with strong opinions has been received. The Chairperson advised that he had attended a Gisborne District Council (GDC) meeting with Mr Matanuku Mahuika and that it had been valuable to hear the Council's views. He noted that the Mahana sister city delegation from French Polynesia had attended the meeting and that they articulated strong emotional and historical connection to Cook's Tahitian navigator, Tupaiā. The NZGB noted that while the timeframe for the Council's public consultation period had been short, it was satisfied with the level of consultation.

The NZGB noted association with the Turanganui River, sometimes referred to as New Zealand's shortest river.

Additional information tabled:

- Letter of support from Rongowhakaata Iwi Trust, 3 April 2018
- Letter of support from Te Runanganui o Ngāti Porou, 9 April 2018

Resolutions

The NZGB agreed to **accept** the proposal to **alter** Poverty Bay (recorded name) to an official dual name **Tūranganui-a-Kiwa / Poverty Bay**, based on:

- the NZGB's function under section 11(d) of the NZGB Act 2008 to encourage the use of original Māori names on official charts and official maps,
- support from mana whenua to place the Māori name for the bay alongside the existing English name, notwithstanding that mana whenua specifically seek just 'Tūranganui-a-Kiwa',
- documentary evidence of the Māori name in use for the name of the bay (in various forms) from at least 1835, recognising that while the name may be translocated, it is in common use for the bay,
- recognition of the cultural and heritage values associated with each name in terms of section 3(g) of the NZGB Act 2008, ie equal significant of both names,
- long term use of Poverty Bay and documentary evidence of some of the local community's desire to retain Poverty Bay,
- it being of benefit to users to be able to identify the bay in an emergency by retaining Poverty Bay as part of a dual name,
- noting additional reasons GDC has given for the proposal,

and

Notify as a proposal to alter for three months in terms of Section 16 of the NZGB Act 2008.

Moved Professor Merata Kawharu

Seconded Mr David Barnes

All in favour

CARRIED

Draft press release

The Secretary tabled a draft press release. The NZGB requested the following amendments:

- **Headline:** NZGB to consult on giving Poverty Bay an official Māori/English name

- Delete reference to restoring original Māori name and amend to: ... *which would place the Māori name alongside the existing English name...*

The NZGB noted that the collective tribes in the area are called Tūranga iwi, and that this Tūranga name refers to a wider area, not just that beside the bay.

Actions Required

- *Secretariat to notify as a proposal to alter Poverty Bay (recorded name) to an official dual name Tūranganui-a-Kiwa / Poverty Bay, for three months in terms of Section 16 of the NZGB Act 2008.*
- *Secretary to amend press release as noted above for release on 13 April 2018.*

17.2. Mount Griffith, Griffith Stream, Griffith Glacier, Griffith Saddle (George Holmes)

The NZGB noted the information and report provided (LinZone ID A3182922).

Resolution

*The NZGB agreed to **decline** the proposals to **alter** the official geographic feature names Mount Griffiths to **Mount Griffith**, and Griffiths Saddle to **Griffith Saddle**; and the recorded geographic feature names Griffiths Glacier to **Griffith Glacier**, and Griffiths Stream to **Griffith Stream**, based on:*

- *the NZGB agreement at its meeting on 18 May 2017 not alter place names with the possessive [s] that have been in long term use,*
- *the proposals being of low value to New Zealanders,*
- *retaining the possessive [s] keeping the euphony of the names, and*
- *there being no compelling reasons to alter the names.*

Noting that retaining the possessive [s] expresses who the features were named for, rather than who they belonged to.

Moved Mr Adam Greenland

Seconded Mr David Barnes

All in favour

CARRIED

Actions Required

- *Secretariat to advise proposer of the NZGB's decision to decline to alter the official geographic feature names Mount Griffiths to Mount Griffith, and Griffiths Saddle to Griffith Saddle; and the recorded geographic feature names Griffiths Glacier to Griffith Glacier, and Griffiths Stream to Griffith Stream.*
- *Secretariat to confirm whether policy on use of the possessive [s] is included in the Framework document.*

[Secretariat note post meeting: Frameworks version 10 (latest) includes additional content on the possessive policy.]

24. Undersea Features Names Committee (UFNC)

24.1. UFNC administrative recommendations

The NZGB noted the information and report provided (LinZone ID A3171090).

Resolutions

That the NZGB:

Agree to amend the UFNC's Terms of Reference as agreed by the UFNC at its meeting on 31 January 2018.

and

Note that the UFNC **advises** that the NZGB should avoid making proposals to SCUFN³ for duplicated names. There is a potential risk that SCUFN may accept proposals from other nations for other names for any duplicated undersea feature names anywhere on the ocean floor globally. This would be inconsistent with the international naming principle of univocity (one name for one feature).

and

Agree to the UFNC's **request** for the Secretariat to provide Dr Stagpoole an A5 poster, on naming undersea features for inclusion in material provided to vessels working on the [Seabed 2030](#) project.

Moved Mr Matanuku Mahuika
Seconded Mr Adam Greenland
All in favour
CARRIED

Actions Required

- Secretariat to amend UFNC's Terms of Reference as agreed by the UFNC at its meeting on 31 January 2018.
- Secretariat to provide Dr Stagpoole an A5 poster, on naming undersea features for inclusion in material provided to vessels working on the Seabed 2030 project.

24.2. Alter, adopt, discontinue, defer 21 names beyond 12NM (s.26)

The NZGB noted the information and report provided (LinZone ID A3173179).

Resolutions

That the NZGB agreed to:

Adopt the **nine** existing published undersea feature names, **Bounty Shelf, Cathedral Banks, Cook Fracture Zone, Moeraki Canyon, North Ritchie Trough, Papanui Canyon, Shirase Bank, South Ritchie Trough** and **Viti Canyons** as official undersea feature names pursuant to s.26(1) of the NZGB Act 2008, based on them being existing undersea feature names in long term use that have been published on official maps or in official documents.

and

Alter seven existing published undersea feature names pursuant to s.25(1) of the NZGB Act 2008:

- Akaroa Sea Valleys to **Akaroa Valleys**, Lavaud Sea Valleys to **Lavaud Valley** (feature is a single valley), and Bligh Sea Valley to **Bligh Valley**, based on the generic term 'Sea Valley' being superseded by 'Valley' in the NZGB's [Standard for undersea feature names](#) and the IHO's [Generic Terms and Definitions](#)
- Parengarenga Canyons to **Pārengarenga Canyons**, and West Ngatoro Knoll to **West Ngātoro Knolls**, based on the addition of a macron being the correct orthography advised by a Te Taura Whiri i te Reo Māori registered translator
- Pickersgill Seamount to **Pickersgill Ridge**, based on the feature being a ridge, not a seamount
- Surville Canyon to **Hikurua / de Surville Canyon**, based on consistency with the specific part of the name of the associated feature, and the significance of both names.

and

Request that SCUFN adopts via its fast track process (13 of the 16 above-mentioned undersea feature names): **Akaroa Valleys** (altered from Akaroa Sea Valleys), **Bligh Valley** (altered from Bligh Sea Valley), **Bounty Shelf, Cathedral Banks, Cook Fracture Zone, Hikurua / de Surville Canyon** (altered from Surville Canyon), **North Ritchie Trough, Papanui Canyon, Pārengarenga Canyons** (altered from Parengarenga Canyons), **Pickersgill Ridge** (altered from Pickersgill Seamount), **South Ritchie Trough, Viti Canyons**, and **West Ngātoro Knolls** (altered from West Ngatoro Knoll).

³ Sub-Committee on Undersea Feature Names

Noting that Shirase Bank and Lavaud Valley are already recorded in the GEBCO Gazetteer so they will not be submitted to SCUFN, and because it is a duplicated name, SCUFN is very unlikely to accept a proposal for Moeraki Canyon.

and

Discontinue Antipodes Scarp based on the feature being already officially named Campbell Escarpment, which is also the name recorded in the GEBCO Gazetteer; and **Scott Island Bank** as the bank feature does not exist and is not in the GEBCO Gazetteer.

and

Defer Vening Meinesz Fracture Zone, Veryan Channels, and Waihape Sea Valley for the UFNC to further investigate the features.

Moved Mr Adam Greenland
Seconded Ms Adrienne Staples
All in favour
CARRIED

Actions Required

- Secretariat to publicly notify under s.26(2), s.25(2)(b), and s.10(1)(d) of the NZGB Act 2008 for the 18 existing published undersea feature names located beyond 12NM of territorial New Zealand.
- Secretariat to request SCUFN to adopt 13 of the above-mentioned 18 undersea feature names through its fast track process.
- Secretariat to advise the UFNC that the NZGB confirms deferral of 3 undersea feature names.

24.3. Adopt 10 existing names published in the GEBCO Gazetteer (s.26)

The NZGB noted the information and report provided (LinZone ID A3174410).

Resolution

That the NZGB agree to **review** the **ten** existing undersea feature names: **Dolgorae Hills, Gungpa Hills, Kkotsin Knoll, Ssangdunggi Hills, Akopov Seamounts, Anashkin Seamount, Kalyuzhnyy Hill, Bellingshausen Basin, Hooker Basin and Terror Fracture Zone**, and **adopt** them as official undersea feature names pursuant to s.26(1) of the NZGB Act 2008, based on them being existing undersea feature names published in the GEBCO Gazetteer, and there being no other known recorded names for the features.

Noting that as the names are already recorded in the GEBCO Gazetteer, they will not be submitted to SCUFN.

Moved Mr Adam Greenland
Seconded Ms Jenni Vernon
All in favour
CARRIED

Action Required

- Secretariat to publicly notify the NZGB's decision to adopt 10 existing undersea feature names published in GEBCO Gazetteer, under s.26(1) of the NZGB Act 2008.

24.4. Gothic Hill, Graveyard Knoll, Morgue Knoll and Pyre Hill (decline)

The NZGB noted the information and report provided (LinZone ID A3171531).

NZGB Discussion

The NZGB noted that the names have been used in scientific literature for some time and that their use will continue. The NZGB noted that sharing NZGB Guidelines for the Seabed 2030 project would give scientists accessible guidance and encourage consideration of appropriate names. Various avenues could be used to educate and avoid inappropriate names being proposed in future.

Resolution

That the NGGB agree to **decline** the proposals to assign **Gothic Knoll, Graveyard Knoll, Morgue Knoll, and Pyre Knoll** to unnamed undersea features.

Noting that the names have been in long term use in scientific literature and internationally, and the features will remain officially unnamed with potential for future naming by other iwi or others. However, the UFNC was mindful of Hokotehi Moriori Trust's comments.

Moved Mr Matanuku Mahuika
Seconded Ms Paulette Tamati-Eliffe
All in favour
CARRIED

Action Required

- Secretariat to advise UFNC of the NZGB's decision to decline the proposals to assign Gothic Knoll, Graveyard Knoll, Morgue Knoll, and Pyre Knoll to unnamed undersea features.

24.5. Approve, discontinue or defer 80 names within 12NM (s.24)

The NZGB noted the information and report provided (LinZone ID A3177773).

Resolutions

That the NZGB agree to:

Approve as **official** the **64** recorded undersea feature names in **Appendix A** in terms of section 24(2)(a) of the NZGB Act 2008, based on it being unlikely that there will be public objection, and there being no other names recorded for these undersea features. Noting that no consultation directly with mana whenua will be pursued due to the difficulty in identifying the most appropriate groups,

and

Notify pursuant to section 21(2) of the NZGB Act 2008.

and

Discontinue William Hamilton Reef in terms of section 10(1)(d) of the NZGB Act 2008 as the feature does not exist.

and

Defer Anchor Ridge and Entrance Shoal to seek advice from Bluff's Harbourmaster, and investigate how the features differ from each other; and **defer Ruby Shoal** until the results of the latest hydrographic survey are available.

and

Note that the **12** recorded Māori undersea feature names in **Appendix B** cannot be processed through section 24 of the NZGB Act 2008 as there is altered spelling and the addition of macrons changes the meaning of the names,

and

Provide guidance to the UFNC on the use of macrons on recorded Māori undersea feature names, including the level of consistency they should have with associated land features that do not have macrons,

and

Make the final decision on the 12 recorded Māori undersea feature names in **Appendix B** noting the Secretariat's recommendation below.

and

Request that in keeping with its strategic priority to make progress in approving recorded place names as official (agreed by the NZGB in March 2013), the NZGB's Chairperson writes to LINZ's Topographic and Hydrographic teams to recommend that the orthography of the **12** recorded place names in **Appendix B**, and **seven** associated land-based recorded names in **Appendix C**, be altered on maps and hydrographic charts to their correct te reo Māori orthography. Their status would remain as recorded names, not official, subject to LINZ Legal advice.

[**Secretariat note post meeting:** One name Kapiti Sea Valley was later withdrawn for further assessment]

Moved Mr Adam Greenland

Actions Required

- *Secretariat to publicly notify the NZGB's decision to approve 64 undersea feature names and discontinue one undersea feature name located within 12NM of territorial New Zealand under s.21(2) and s.10(1)(d) of the NZGB Act 2008.*
- *Secretariat to seek advice from Bluff Harbour Master on how Anchor Ridge and Entrance Shoal differ from each other.*
- *Chairperson to write to LINZ Topographic and Hydrographic teams to recommend orthography be altered on maps and charts for 12 names in Appendix B and 7 names in Appendix C, to their correct Māori orthography.*

Appendix A (64 recorded names): Approve under section 24(2) of the NZGB Act 2008

Name	Reference point	Name	Reference point
Adams Bank	-41.3592 176.0146	Middle Shoal	-45.1557 171.0191
Ahuriri Rock	-45.5917 170.7368	Napper Reef	-43.825 -176.69
Anderson Rock	-45.7565 170.6996	Nelson Rock	-36.4373 174.888
Ariel Bank	-38.6952 178.3282	Nelson Rock	-36.1883 175.3361
Australian Reef	-46.2717 169.995	Nicholson Canyon	-41.4667 174.8
Bristow Rock	-50.4433 166.2867	North Bank	-37.0517 174.4717
Bristow Rock	-45.2292 166.985	North West Reef	-43.5139 -176.923
Cascade Canyon	-43.9711 168.203	Outer Shoal	-45.185 171.0417
Channel Rocks	-46.6024 168.3572	Palliser Canyon	-41.7023 175.1551
Cheeseman Shoal	-30.5426 -178.5692	Pandora Bank	-34.5456 172.5711
Cone Rock	-42.4317 173.675	Passage Rock	-47.075 168.205
Conway Ridge	-42.6791 173.6571	Passage Rocks	-40.8751 174.9213
Conway Trough	-42.6546 173.6286	Pelorus Rock	-40.9048 174.0865
Corinna Rocks	-39.0471 174.0269	Peter Ruas Reef	-44.403 -176.192
Davey Shoal	-46.6088 168.3654	Poutama Bank	-47.2567 167.2778
Driver Rock	-45.7718 170.7317	Rakiura Gap	-46.8333 168.3
Duder Spit	-36.7883 174.8167	Ranfurly Saddle	-37.6347 178.7408
Gable Rocks	-38.5212 178.311	Return Rock	-46.0083 166.5661
Gibsons Reef	-41.7301 171.4899	Rough Rock	-36.8174 174.8193
Havre Rock	-31.289 -178.9132	Ruapuke Basin	-46.873 168.5
Honeycomb Canyons	-41.4209 175.8858	Sentry Reef	-44.205 -176.5683
Invercauld Rock	-50.5633 166.0367	Slains Castle	-35.1962 174.0587
Jackson Canyon	-43.8989 168.4565	South Ahipara Bank	-35.1409 172.901
Johnson Trough	-34.2535 172.1445	South Bank	-37.0783 174.4833
Kapiti Seavalley	-40.8815 174.7783	Stawell Shoal	-30.5292 -178.5583
Kawaroa Reef	-39.0508 174.0618	Terror Reef	-52.5515 169.1739
Lady Franklin Bank	-36.355 174.2083	Te Puke te Huri Spit	-34.8678 173.243
Macdonald Rock	-30.1883 -178.425	The Lure	-43.7217 183.731
Maungaiti Knoll	-37.3604 177.0062	Wairarapa Canyon	-41.4667 174.9667
Middle Bank	-40.9267 173.8287	Wellington Rock	-35.777 174.3733
Middle Bank	-36.2933 174.2033	Western Shoals	-37.0591 174.4525
Middle Bank	-35.5067 173.38	Whareama Bank	-41.15 176.2667

Appendix B (12 recorded Māori undersea feature names)

Name	Orthography	Reference point
Hawea Rock	Hāwea Rock	-38.6876 178.0109
Hongaio Rock	Hōngaio Rock	-35.3569 174.3504
Kaikoura Canyon	Kaikōura Canyon	-42.55 173.7167
Kuri Banks	Kurī Banks	-38.744 178.0145
Mahina Knoll	Māhina Knoll	-37.3548 177.101
Onoke Bank	Ōnoke Bank	-35.4317 173.4192
Opouawe Bank	Ōpouawe Bank	-41.7233 175.4396
Opouawe Canyon	Ōpouawe Canyon	-41.7312 175.3563

Name	Orthography	Reference point
Orapa Rock	Ōrapa Rock	-35.3621 174.3423
Patea Banks	Pātea Banks	-39.7833 174.3667
Titokarua Reef	Titokarua Reef	-36.9564 175.2569
Tumokemoke Knoll	Tūmokemoke Knoll	-37.469 176.9147

Appendix C (7 associated land-based recorded names)

Name	Orthography	Grid reference
Inland Kaikoura Range	Inland Kaikōura Range	BS27 390374
Kaikoura (town)	Kaikōura	BT27 565044
Kaikoura Peninsula	Kaikōura Peninsula	BT27 580026
Seaward Kaikoura Range	Seaward Kaikōura Range	BT27 583316
Onoke (locality)	Ōnoke	AW27 386802
Opouawe River	Ōpouawe River	BR33 025012
Patea (locality)	Pātea	BK30 262984

24.6. 2017 SCUFN meeting

The NZGB noted the information and report provided (LinZone ID A3175824).

NZGB Discussion

The NZGB noted that the international SCUFN meeting will be held in Wellington in October 2018 and that NZGB members are invited to observe.

Iselin Seamount: The NZGB noted advice from NIWA that, based on new 2018 bathymetry, the Iselin Seamount does not exist.

The NZGB noted with thanks the significant and valued contribution made by Dr Vaughan Stagpoole during his membership of SCUFN over the past ten years, which will end when he steps down from SCUFN after the October 2018 meeting.

Resolution

The NZGB agreed that a letter of thanks be sent to Dr Vaughan Stagpoole for the significant and valued contribution he has made over the past ten years as a member of SCUFN.

Moved Ms Jenni Vernon
Seconded Mr Adam Greenland
All in favour
CARRIED

The NZGB thanked Mr Adam Greenland and Ms Jill Remnant for their work on behalf of the UFNC.

Action Required

- *Secretariat to draft letter of thanks to Dr Stagpoole for his services as a member of SCUFN.*

Afternoon tea: 2.50pm to 3.10pm

18. Recorded names to be approved as official – Otago Region

18.1. Steps taken and lessons learned processing recorded names

The NZGB noted the information and report provided (LinZone ID A3198907).

NZGB Discussion

The Secretary provided a full update on work done to fast track approving bulk recorded names as official, following agreement by the NZGB at its meeting on 16 October 2017 meeting to

proceed with the new process/criteria. The NZGB understood the risk that this new process brings in terms of potentially not meeting the criteria set out in the legislation.

Lessons learned from the first batch of names processed since November 2017 (~3,000 in the Otago Region) relate in particular to the initial advice and consultation stage with Councils and mana whenua. The Secretariat has identified these process improvements that could be implemented as part of the process moving forward for the next batch:

- providing shape files with instructions or an Excel file for visualising on Google Earth or a GIS,
- being clear about consultation with mana whenua and that there is no requirement for public consultation,
- checking with iwi about overlapping groups and appropriate points of contact,
- checking names against TRoNT's cultural heritage atlas,
- requesting information from mana whenua so that more accurate orthographic advice can be provided, and
- extending the response time to more than the three and a half months that was allowed (eg a number of letters were sent to Te Tau Ihu iwi in north Te Waipounamu between 2013 to 2016 without response).

The NZGB noted that this was a major project for Ngāi Tahu in terms of consulting with the right people for a huge number of place names. Ngāi Tahu wanted to be sure that the Māori place names were correct and advised that a small number of non-Māori names were identified as having original Māori names. Ngāi Tahu asked that the NZGB do further work before proceeding.

The NZGB noted that future work on bulk recorded names in areas where there are multiple Māori groups could be even more complicated; that names must be safe from the perspective of iwi, local authorities and the NZGB; and that the number of names processed should not be given priority over Treaty considerations. When compiling the lists stories could be provided to make the checking of names by mana whenua easier.

The NZGB noted that it is difficult to prioritise work without a given budget and that a request could be made for funding to resource individual groups undertaking the work. The Chairperson agreed to raise this with LINZ, and suggested a conversation with the Minister for Land Information about the NZGB's objectives. The NZGB agreed that the process has to work for all parties.

The NZGB noted that Ngāi Tahu is happy for 46 recorded names to proceed and that there is momentum for the work to continue. All names were sent to a registered Te Taura Whiri i te Reo Māori translator for advice, however there was some push back from local Ngāi Tahu people asking where the advice came from.

The NZGB noted that the work is tied to resourcing and prioritisation and that it would take some time for the project to move out of the South Island if the project continued with the remainder of the South Island Regions. The NZGB suggested that Regions be broken down into smaller areas, or that focus be turned to Settlement entities. The NZGB noted that while its approach for selecting areas appeared to be ad hoc, it is dependent on the willingness of the other parties to undertake the work. One option could be to contact iwi to see if they are willing to start the process with a view to working with the NZGB in say 2-3 years' time.

The Chairperson noted that the process to date had achieved some success and that the Secretariat would continue to work with Ngāi Tahu and come up with a plan for the balance of the names during the course of the year. Focus will turn to how areas are chosen, prioritised and engaged with, rather than the process itself.

Resolutions

That the NZGB:

Note that at its meeting on 16 October 2017 the NZGB agreed to increase the volume and accelerate the process for approving recorded geographic names as official through [section 24 of the NZGB Act 2008](#) by using new criteria,

and

Note that in implementing the new criteria and process the Secretariat has identified further areas that may be improved for the next batch of recorded names,

and

Note that further improvements such as obtaining stories from iwi and giving iwi more time to respond will slow down the process, possibly adding another year at least,

and

Agree to continue implementing and rolling out to other regions the 'bulk fast track process' with the improvements summarised above,

and

Agree to the Secretariat posting on the NZGB's web pages the policy and improved process, for transparency and to inform those who we engage with in the future,

and

Refer to agenda item 18.2 'Recorded names to be approved as official – Otago Region' for details on the ~3,000 Otago Region recorded names, with Secretariat recommendations.

Moved Ms Adrienne Staples

Seconded Ms Jenni Vernon

All in favour

CARRIED

Actions Required

- Chairperson agreed to raise issues around funding and resourcing challenges for this fast track process with LINZ, as well as communicate to the Minister for Land Information the NZGB's objectives for approving recorded names as official, as quickly as possible.
- Secretariat to continue working with Ngāi Tahu on refining the fast track process, and during the course of the year develop a plan for the balance of the recorded names, with focus on how areas are chosen and prioritised, and engagement with the other parties.
- Secretariat to post policy and improved process on the NZGB's webpages.

18.2. Recorded place names to be approved as official – Otago Region

Additional information tabled

- Email from Alex Kitson, Te Rūnanga o Ngāi Tahu, 11 April 2018
- Email correspondence with David Barnes, 9-10 April 2018

The NZGB noted the information and report provided (LinZone ID A3200633).

NZGB Discussion

The NZGB noted advice from Ngāi Tahu that 46 tūturu [correct, authentic] Ngāi Tahu names can be made official, that Ngāi Tahu does not support the non-Māori names being made official at this time, and has asked the NZGB to encourage the use of original Māori place names. The NZGB agreed that no further work would be done until confirmation of the names is received from Ngāi Tahu.

The NZGB noted that further work in the South Island would impact on Ngāi Tahu, and it was suggested that a North Island region be selected and approached instead, possibly Gisborne Region. The Chairperson advised he would talk further with Ms Paulette Tamati-Eliffe and the Secretariat about balancing the workload.

Resolution

The NZGB agreed to **defer** decisions for the approximately 3,000 unofficial place names in the Otago Region until confirmation of all names has been received from Ngāi Tahu.

Moved Mr Matanuku Mahuika

Seconded Mr David Barnes

All in favour

CARRIED

Action Required

- Chairperson to discuss the workload for Ngāi Tahu with Ms Paulette Tamati-Eliffe before selecting a further region for fast tracking bulk names, possibly Gisborne Region.

19. NZGB LINZ Agreement

Additional information tabled

- LINZ Legal advice: email from Alice Verry, LINZ Senior Solicitor, dated 10 April 2018.

The NZGB noted the information and report provided (LinZone ID A3187726).

NZGB Discussion

The NZGB noted advice from LINZ Legal indicating that the macron does not alter the spelling of a name but rather standardises its orthography. The NZGB noted that its policy will need to be altered to reflect LINZ Legal advice and brought to the June 2018 strategy focussed meeting as part of a standard group of policies.

The NZGB noted that public process to correct orthography is largely instigated as a result of another proposal. The advice from LINZ relates to recorded names but the principle for official names is seen to be the same. Changing unofficial recorded names would be less risky.

The NZGB requested that the report be amended as follows:

- 1.2: Amend to: ... *and the earlier non-standard version* ...
- 3.2: Add: *Where the meaning of the name remains unchanged and the spelling of the name remains unchanged, standardising orthography is not considered to be an alternative name.*

The NZGB noted advice from the orthographic expert observer that macrons originated about the same time as a writing system for Māori, and the preference was for people to write their language in their own style. One iwi may use a double [a] while another, because the name is showing on maps and official guidelines, would use a macron. The NZGB noted that the vast majority of Māori names currently recorded in the Gazetteer would not have a macron unless they were recently changed.

It was suggested that a list of decisions relating to changes to orthography could be drawn up to see if there is any impact on meaning.

Mr Adam Greenland left the meeting at 3.50pm.

The NZGB noted advice that LINZ Mapping have recently changed its process for orthographic updates and that this has resulted in a time lag between the digital vector information being updated immediately and posted on line, and the raster images [the printed maps] being updated much less frequently, possibly up to every three years depending on demand. This means that during the time lag, names are recorded on one authoritative publication instead of the required two.

The NZGB agreed that the technical risk was low and that the LINZ topographic geographic names digital vector information should also be defined as 'authoritative' so that names may be classed as 'recorded'. The NZGB requested the Secretariat to keep the NZGB informed of any concerns that arise.

Ginny Leggett, NZGB Senior Advisor, left the meeting at 4.00pm.

Actions Required

- *Secretary to alter policy in the Frameworks to reflect LINZ Legal advice and bring to the June 2018 strategy focussed meeting as part of a standard group of policies.*
- *Secretariat to proceed as required to record or update names based on LINZ Topographic digital vector data, and to inform the NZGB of any concerns.*

20. Crown protected area (CPA) names

The NZGB noted the information and report provided (LinZone ID A3189309).

NZGB Discussion

The NZGB noted the Crown Pastoral Land Act 1998 governs the tenure review process which converts existing leasehold tenure to freehold, ie sale from the Crown into private ownership. The NZGB noted that the process also creates new Crown Protected Areas, with names.

21. Compliance

The NZGB noted the information and report provided (LinZone ID A3189828).

NZGB Discussion

The Chairperson advised that LINZ is working on an integrated property system to link land parcels, and build resilience for communities for emergency response, noting that suburbs, towns and cities are fundamental elements of address. The Chairperson said that once the Minister for Land Information has endorsed the project he anticipates that the NZGB will have a role to play. It was suggested that Councils be approached and asked to start thinking about the project, so they will be prepared once the project becomes official. The Chairperson advised that he would keep the NZGB informed.

Wai o Taiki Bay: The NZGB noted concern by a resident of Wai o Taiki Bay suburb that the new 'Fenchurch Park' development is encroaching on the extent of the suburb, which was agreed but not gazetted in 1996. The NZGB noted that Auckland Council in 1995 defined the spatial extent of Wai o Taiki Bay with a map showing clear boundaries by road. The Chairperson said he would discuss the matter further with the Secretariat, and noted that no action is required by the NZGB.

Action Required

- *NZGB to consider approaching Councils to ask them to start thinking about the integrated property system, so they will be prepared once the project becomes official.*
- *Chairperson to keep the NZGB informed on the progress with the integrated property system in the future.*
- *Chairperson and Secretariat to discuss the extent for Wai o Taiki Bay suburb.*

22. Collected names

22.1. New process to collect names

The NZGB noted the information and report provided (LinZone ID A3171785).

NZGB Discussion

The NZGB discussed the need for defining a process and criteria for collecting and storing original Māori names. The NZGB noted under the NZGB Act 2008 the purpose of collecting names was stated to be 'for recording on official charts and official maps'. The NZGB noted that if original Māori names are not collected they could be lost, but that collecting is discretionary rather than a requirement of the Act, and that there is no timeframe.

The NZGB noted that there will be around 1,200 names collected in the Gazetteer once the current project to capture original Māori names from NZMS 346 is completed. The NZGB noted those names previously collected in the Gazetteer have come through based on limited or inconsistent criteria, checks and balances. The NZGB noted that a standardised approach would ensure names were checked before being published in the Gazetteer and that the process will need consideration. The NZGB agreed to defer the discussion for the September 2018 meeting.

Action Required

- Secretariat to note 'New Process to Collect Names' as an agenda item for the September 2018 meeting.

22.2. Issues with collected names

The NZGB noted the information and report provided (LinZone ID A3017804).

NZGB Discussion

The NZGB noted that further consideration of the 90 recorded names in Appendix C was required and agreed to defer discussion for the September NZGB meeting.

Resolutions

That the NZGB agree to:

Note the Secretariat investigated:

- names the NZGB previously resolved to collect under section 11(d) NZGB Act 2008, but were not captured in the Gazetteer (**Appendix A**), and
- all other existing collected names in the Gazetteer (**Appendix B**),

and

Defer confirming the updated orthography for the names (as applicable), bar names that overlap with Treaty Settlements (where they will be updated once the Treaty Settlements are enacted),

and

Defer confirming Pukeokaoka should remain in the Gazetteer as a collected name (see **Appendix A**),

and

Defer deleting Paerata Bluff as it does not appear to be an 'original Māori name' and therefore does not meet the criteria for a collected name,

and

Defer deleting Koukourarata as it forms part of the official Ngāi Tahu Treaty Settlement dual name **Port Levy (Potiriwi)/Koukourarata**,

and

Defer considering/confirming/noting the new process for the 90 recorded names in **Appendix C** until the September NZGB meeting,

Defer requesting the MNC to consider collecting **Waihē** as an original Māori name for Mahurangi Harbour, until deciding on the process and criteria for collecting original Māori names at the September 2018 NZGB meeting, noting that if accepted in the future then **collect Waihē** in the Gazetteer,

and

Notify a corrigendum to delete [**Lake**] **Oanaka** from the 1948 gazette notice, based on the name not being a 'previous decision of the Honorary Geographic Board',

and

Change the status of the name in the Gazetteer to a collected name.

Moved Professor Merata Kawharu

Seconded Ms Adrienne Staples

All in favour

CARRIED

Actions Required

- Secretariat to note 'Issues with Collected Names' as agenda item for the September NZGB meeting – specifically the 90 recorded names in Appendix C. Including Paerata Bluff and Koukourarata to bring up.
- Secretariat to bring up at the September 2018 NZGB meeting, consideration to collect Waihē as an original Māori name.
- Secretariat to notify a corrigendum in the New Zealand Gazette to remove Oanaka from the 1948 gazette.

Committees

23. Māori Names Committee

The NZGB noted the information and report provided (LinZone ID A3181693).

NZGB Discussion

Waipaoa Canyon: The NZGB noted that there is ongoing discussion about the Waipaoa Canyon and that mana whenua are considering a different name based on events and ancestors associated with that place. The NZGB noted that further requests will be made to mana whenua to provide information.

New editions of NZMS 346 maps as an online resource: The NZGB noted that this work would be dependent on budget and staff resources and could form part of the bid for resourcing. It was agreed to put the project into the team plan for further investigation.

The NZGB asked Mr Matanuku Mahuika to pass on the NZGB's appreciation for the work done by the MNC.

Resolutions

*That the **NZGB Note** that the MNC had no comments on the NZGB's Strategic Plan 2015-2025.*
and

***Agree** to undertake a project to update and produce new editions of the NZMS 346 maps as an online resource, subject to budget availability. Making special reference to those who contributed to the original content.*

and

***Note** that the MNC recommended amendments to the Kaupapa for Māori place names, which the Secretariat has incorporated into the current draft. [See agenda item 9.2]*

and

***Note** that the MNC has no concerns with the proposed dual name Tūranganui-a-Kiwa / Poverty Bay from Gisborne District Council.*

Moved Mr Matanuku Mahuika
Seconded Ms Paulette Tamati-Eliffe
All in favour
CARRIED

Action required

- *Secretariat to add a project to produce new editions of NZMS 346 to its Team Plan.*

24. UFNC

Discussed after item 17 above.

25. Antarctic Names Committee (ANC)

25.1. Policy and administrative recommendations

The NZGB noted the information and report provided (LinZone ID A3194945).

NZGB Discussion

The NZGB noted that the ANC Chair, Mr Graeme Blick from LINZ, is shortly due to retire and that he could remain on the Committee if he and the NZGB agreed. The NZGB noted the importance of bringing new people into the Committee through the public system and achieving the right balance of skills and expertise. The NZGB noted that the Antarctica New Zealand representative has changed a few times, however the Antarctic Scientific Experts are long serving.

Resolutions

That the NZGB:

Note that the current ANC Chairperson intends to retire in the near future, and that at its next meeting the ANC will establish a formal process for nominating a successor to the Chair, and potentially recommend a successor to the NZGB,

and

Note that the ANC agreed that maintaining, improving, and formalising the NZGB's intergovernmental relationships in the Antarctic are of a high priority, and should be included in the NZGB Strategic Action Plan with a priority higher than '3',

and

Agree to amend the NZGB Strategic Action Plan,

and

Agree that the NZGB should directly raise with the Minister for Land Information the topic of adequately funding the NZGB and Secretariat to meet New Zealand's international obligations (eg, through (eg, through SCAR⁴, SC-AGI⁵, UNGEGN⁶, SCUFN,⁷ PCPN⁸),

and

The NZGB to agree that the Secretariat will resume talks on establishing joint naming protocols or Memorandums of Understanding with Australia and Italy,

and

The NZGB to **agree** that the Secretariat will proactively engage with China to promote the establishment of a naming protocol, prior to its new permanent Antarctic base at Inexpressible Island, Terra Nova Bay (within the Ross Sea Region) being established,

and

Note that the Secretariat will be required to engage through MFAT⁹,

and

Note that the NZGB Frameworks document must account for the longstanding international agreements and practices between the English language countries on using diacritic marks and Romanised script for non-English names in Antarctica,

and

Agree that the Frameworks document be amended to state under 'Antarctic Names': 'Geographic names in a foreign language should be rendered in the form or Romanised form adopted by that country, including diacritic marks, except where English equivalents are already fixed by use. On a case by case basis generic terms may be translated to English or added to a name for identification and safety.'

and

Agree to clarify other policy statements in its Frameworks on the Romanisation of geographic feature names, where they might be relevant to the rest of the NZGB's jurisdiction (eg, Undersea),

and

Note that the ANC **agreed** the Secretariat should produce an A5 flyer about Antarctic naming processes, similar to the flyer produced for post-settlements entities regarding proposals for original Māori names, for distribution to Antarctica New Zealand, on the RV Tangaroa, to universities, at events and conferences, etc,

and

Note the Secretariat will review the material on Antarctic geographic naming currently provided by Antarctica New Zealand in its handbook that it distributes to those outbound to Antarctica, and suggest any corrections and improvements as required,

and

Note that the ANC **agreed** to the amendments to the Antarctic name proposal forms and proposal notes to more accurately account for processes under the NZGB Act 2008,

and

Note that the ANC offers the NZGB its support for amendments to remove ambiguities and errors in the NZGB Act 2008, eg around Discontinuing Antarctic Names.

⁴ SCAR - Scientific Committee on Antarctic Research

⁵ SC-AGI - Standing Committee on Antarctic Geographic Information

⁶ UNGEGN - United Nations Group of Experts on Geographical Names

⁷ SCUFN - Sub-Committee on Undersea Feature Names

⁸ PCPN - Permanent Committee on Place Names

⁹ MFAT - Ministry of Foreign Affairs and Trade

Moved
Seconded
All in favour
CARRIED

Ms Jenni Vernon
Professor Michael Roche

Actions required

- *Secretariat to update the NZGB Strategic Action Plan with the specified changes.*
- *NZGB should directly raise with the Minister for Land Information the topic of adequately funding the NZGB and Secretariat to meet New Zealand's international obligations.*
- *Secretary to resume talks through MFAT on establishing joint naming protocols or Memorandums of Understanding with Australia, Italy and China.*
- *Secretariat to update the NZGB Framework document with the specified changes.*
- *Secretariat to produce an A5 flyer on Antarctic naming.*
- *Secretariat to review Antarctic naming information material distributed by Antarctica New Zealand.*
- *Secretariat to update Antarctic name proposal forms and proposal notes.*

25.2. Naming decisions from 1 March 2018 Antarctic Names Committee (ANC) meeting and project update

The NZGB noted the information and report provided (LinZone ID A3196185).

Resolutions

That the NZGB:

Note that on 20 March 2018 the NZGB Chairperson confirmed the ANC's recommendations on **402** names (including 1 declined), and made the final decisions under delegation,
and

Note the **401** names (excluding 1 declined) notified in the New Zealand Gazette (to assign, alter, validate, or correct by corrigenda) on 5 April 2018,
and

Note that following the 1 March 2018 meeting and notification of final determinations on 5 April 2018:

- *comparisons to SCAR-CGA, the Australian Antarctic Gazetteer, and the USGS¹⁰ GNIS¹¹ Gazetteer are completed,*
- *all identified errors have been resolved,*
- *all identified missing names are recorded in the Gazetteer and validated under the NZGB Act 2008,*

and

Note that the Secretariat will continue to address any further errors and omissions as they arise,
and

Note the ANC confirmed **212** names are to be investigated, being the remaining differences between the USGS-GNIS, Australian Antarctic, and New Zealand Gazetteers,
and

Note that the Secretariat will continue reviewing all feature coordinates and recommend improvements and corrections as applicable. This will meet the NZGB's, LINZ's and SCAGI's goals to improve geographic information, and will improve the quality of the Gazetteer,
and

Note that the Secretariat verified and updated in the Gazetteer the feature descriptions for all names considered at the 1 March 2018 meeting, for example, re-measurement of distances described, but the majority of names including those from the previous 10 March 2017 meeting remain unassessed,
and

Note the Secretariat did not complete the examination and proposed adoption of coordinates from LINZ Antarctic Topographic maps, and will do so for the next ANC meeting in early 2019,
and

¹⁰ USGS – United States Geological Survey

¹¹ GNIS - Geographic Names Information System

Note the Secretariat will continue assessing, confirming, updating, correcting the feature descriptions for all other names,

and

Note that the Secretariat will resume rationalising SCAR-CGA with the New Zealand Gazetteer, beginning with those names updated, corrected, and confirmed over the last two years, which meet SCAR-CGA and SC-AGI's higher standards,

and

Note that the Secretariat completed updating and correcting all features/names in the Gazetteer where there are existing SCAR-CGA IDs,

and

Note that SCAR-CGA has decided to separate feature descriptions (location, appearance) and history (discovery, naming, meaning of name) from the 'Narrative' field which combined the two, meaning additional work for the Secretariat to meet this new requirement,

and

Note that the ANC agreed the Secretariat should engage with Germany (via Ständiger Ausschuss für Geographische Namen) and Italy (via Comitato per i nomi geografici antartici)¹² on confirming and assigning existing names those nations have applied in Northern Victoria Land, within the Ross Sea Region,

and

Note the German names remain unresolved after previous attempts to approve them in the 1980s and 1990s,

and

Note in terms of the 2008 USBGN¹³-NZGB agreement the Secretariat will liaise with US-ACAN¹⁴ to determine Romanised forms where necessary.

[Secretariat note post meeting: Final decisions were not gazetted on 5 April 2018 as noted in the report, but on 24 May 2018]

Moved Ms Jenni Vernon
Seconded Professor Michael Roche
All in favour
CARRIED

Ms Jenni Vernon and Ms Rachel Pinn left the meeting at 4.35pm.

The Chairperson noted that this is Ms Rachel Pinn's final meeting and thanked her for her contribution.

Information, notes, general business

26. Secretary's report

The NZGB noted the information and report provided (LinZone ID A3200296).

NZGB Discussion

Amendment to the NZGB Act 2008: The NZGB noted that it has identified the need for a business case for LINZ to justify the importance/priority of processing changes. It's possible that minor changes could be made through the Statutes Amendment Bill, perhaps over several years.

UNGEEN Bulletin: The NZGB noted that Ms Jill Remnant has written an article for the UNGEEN Bulletin Issue No.54 on using geographic names to support the United Nation's sustainable development goals, and that this is a good opportunity to raise the international profile of the NZGB. The NZGB noted that the Secretariat will circulate the article when it's published.

¹² <https://data.aad.gov.au/aadc/gaz/scar/authorities.cfm> - last accessed 18 March 2018

¹³ **USBGN** - United States Board on Geographic Names

¹⁴ **US-ACAN** - United States Advisory Committee on Antarctic Names

The Chairperson thanked the Secretariat for their work.

Action Required

- *Secretary to circulate the UNGEGN Bulletin article on geographic names supporting the UN's sustainable development goals once it's published.*

27. NZGB relationships

The NZGB noted the information and report provided (LinZone ID A3188921).

Action Required

- *Secretariat to note NZGB Relationships as agenda item for the strategic meeting.*

28. Other business

NZGB Discussion

Permanent Committee of Place Names (PCPN): The Secretariat advised that a number of members of PCPN would like to observe at the NZGB regular meeting on 27 September 2018. The NZGB agreed, noting that the Secretariat has previously observed at some Australian geographic naming Board/Committee meetings.

The Chairperson thanked everyone for their participation and contribution. He noted particular thanks to the National Library and to the observers whose work is always greatly appreciated.

The NZGB thanked the Secretary for organising the *He Tohu Treaty* tour during the lunch break.

Next meeting dates

- 27 June 2018: Strategic discussion
- 28 June 2018: Treaty focussed NZGB meeting

Mr Rikirangi Gage closed the meeting with a karakia at 4.45pm.

Certified as a true and correct record of the meeting:

Mr Mark Dyer, Chairperson

Date