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| Toitu Te Whenua colour logo**Office of the Surveyor-General****Table of Audit Items** (Version 1.0 – March 2022)*Pursuant to Cadastral Survey Rules 2021* |
| NOTEs: Items sufficiently checked by the Landonline Automatic Business Rules are not included in the Table of Audit Items. |
|  | **Impact assigned to Non-compliance** | **Rating** |
|  C S M NA |  Critical Error Significant Error Minor Error Not Applicable |  NA ✓ 🗶 NT  |  Not Applicable Satisfactory Standard Unsatisfactory Standard Not Tested |

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| **Item** | **Impact** | **Audit Item** | **Rating** | **Comments** |
| **1.0 Duty of surveyor** |
| 1.0.1 |  | Is the definition of boundaries defined by survey correct taking into account all relevant evidence (within accuracy standards)? [Rules 6(a),(b),(c)] |  |  |
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| **2.0 Boundaries** |
| 2.0.1 |  | Have boundaries and boundary points been defined by survey or adopted where required by the rules? [Rules 13 and 14] See also Ground Movement 7.0 |  |  |
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| **3.0 Field survey** |
| **3.1 Datum** |
| 3.1.1 |  | Are all bearings in terms of the stated projection (within accuracy standards)? [Rule 16(1)] |  |  |
| 3.1.2 |  | Are all the adopted bearings in terms of the stated projection (within accuracy standards)? [Rule 16(3)] |  |  |
| 3.1.3 |  | Is the survey connected (adopted or measured) to an existing cadastral survey network [Rule 17] |  |  |
| 3.1.4 |  | Are reduced levels in terms of a single official **vertical datum**? [Rule 18(1)]. Alternative or assumed datums are no longer permitted unless the subsequent stage of a unit development. |  |  |
| 3.1.5 |  | Vertical control mark must be included in survey if a new height limited boundary mark is defined by a reduced level. [Rule 18(2) and (3)] |  |  |
| **3.2 Accuracy standards** |
| 3.2.1 |  | Are non-boundary and boundary marks placed or tied to by the survey within required accuracy tolerances? [Rules19, 20 and 21] |  |  |
| 3.2.2 |  | Is the height-limited boundary correctly defined (within survey tolerances) [Rules 19(2), 20 (2), 21 and 27 ? |  |  |
| 3.2.3 |  | Is the class of survey appropriate? [Rules 22 (class A), 23 (class B), 24 (class C), 25 (Class D)] |  |  |
| 3.2.4 |  | Has the position of the water, water centre-line, and irregular boundaries been determined to a sufficient level of accuracy? [Rule 29] |  |  |
| 3.2.5 |  | Has the correct accuracy class been assigned to the intersecting right-line boundary? [Rule 30] |  |  |
| **3.3 Reference marks** |
| 3.3.1 |  | Are marks on a CSD correctly referenced by a PRM, [Rule 31]Are at least 3 permanent reference marks included in the survey correctly described (in the mark description field) and within prescribed distance? [Rule 32(1),(2) and 80(8)]  |  |  |
| 3.3.2 |  | Are PRMs durable, stable, and suitably located? [Rule 33] |  |  |
| 3.3.3 |  | In the case of height-limited boundaries for primary and unit parcels, do two permanent reference marks have reduced levels? [Rule 34]  |  |  |
| **3.4 Boundary marking** |
| 3.4.1 |  | Are all boundary angles and intersections marked when required? [Rule 35] |  |  |
| 3.4.2 |  | Are new boundary points on a Māori Land CSD ground marked? [Rule 35(1)(b)] |  |  |
| 3.4.3 |  | Have boundary points on an existing boundary of a new primary parcel been marked if practicable? Includes **Limited titles, Diagram on transfer, Hawkes Bay interim title, Adverse possession**. [Rule 35(2)(c),(d),(e),(f) ] |  |  |
| 3.4.4 |  | Do all new boundary marks meet requirements for type, placement and visibility? [Rules 36(1) and (2)] |  |  |
| 3.4.5 |  | Disturbed boundary mark or survey mark treated as new survey mark? [Rule 37]Have disturbed boundary marks been removed and if so, is the position recorded in the record of survey? [Rule 80(2)] |  |  |
| **4.0 Parcels** |
| **4.1 Parcel extents** |
| 4.1.1 |  | Have all of the existing primary parcels being extinguished been accounted for by the new primary, residue or balance parcels? [Rule 39] |  |  |
| **4.2 Parcel appellation** |
| 4.2.1 |  | Do parcel appellations use the HL prefix for a height-limited Lots, Section or Area [Rule 42, Table 3] |  |  |
| **5.0 Non-primary parcels** |
| **5.1 Parcels** |
| 5.1.1 |  | Ensure that a non-primary parcel does not cross an estate boundary. [Rule 47] |  |  |
| 5.1.2 |  | Existing centre-line easements must be presented as a polygon where the width is known. [Rule 49] |  |  |
| **5.2 Permanent structure boundaries** |
| 5.2.1 |  | Does the permanent structure boundary comply with the use and type requirements specified? [Rule 56] |  |  |
| 5.2.2 |  | Is the definition of permanent structure boundaries correct (within accuracy standards)? [Rules 57, 21 & 27] |  |  |
| **6.0 Cadastral survey datasets** |
| **6.1 Generic CSD requirements** |
| 6.1.1 |  | Does the survey report include all necessary information [Rule 72] Is there detailed information on the purpose of the survey including reference to the statutory provisions where it’s not otherwise clear? |  |  |
| 6.1.2 |  | Has horizontal distance & area been reduced to the ellipsoid? [Rule 74(4)] |  |  |
| 6.1.3 |  | Is the dataset description correct [Rules 71(c) and 76(e)] |  |  |
| 6.1.4 |  | Is the information in the CSD consistent with the field information? Format [Rules 71(e) & position of new water boundary{Rule 71(f)  |  |  |
| 6.1.5 |  | Does adopted information match source? [Rule 75(1)] |  |  |
| 6.1.6 |  | Is the source of the adopted vector the CSD that measured or calculated the value? [Rule 75(2)(a) |  |  |
| **6.2 Record of survey** |
| 6.2.1 |  | Record of Survey to include list of CSDs used. [Rule 76 (b) |  |  |
| 6.2.2 |  | Is vector information correct? Source CSD for adoptions, bearing adjustments, vector status, equipment used to measure. [Rules 78 (a) to (d)] |  |  |
| 6.2.3 |  | Is the mark name, condition and purpose of all marks correct, i.e., Search for and not found, destroyed, impracticable to mark, reliable/ disturbed? [Rules 80 (1) to (8)] |  |  |
| 6.2.4 |  | Are all new survey marks and points given a unique name [Rule 80(2)] |  |  |
| 6.2.5 |  | Is the nature, age and position of occupation / physical feature correctly described and shown in relation to relevant boundaries when required? [Rule 81] |  |  |
| 6.2.6 |  | Where there is no occupation has a “No Occupation” annotation been recorded against the boundary [Rule 81(4)] |  |  |
| **6.3 Survey diagram** |
| 6.3.1 |  | Does the survey diagram depict the horizontal and vertical extent of parcels? [Rule83(a)] |  |  |
| 6.3.2 |  | Does the survey diagram represent a parcel as a polygon or polyhedron and is there an appellation for each? [Rules 83(b) and (c)]  |  |  |
| 6.3.3 |  | Does the survey diagram depict the spatial relationship between all primary parcel boundaries including height-limited boundary? [Rule 83(e)(i)]  |  |  |
| 6.3.4 |  | Does the survey diagram depict the spatial relationship between boundaries of non-primary parcel and underlying parcel to be clear and unambiguous?? [Rules 83(e) (ii)] |  |  |
| 6.3.5 |  | Does the survey diagram correctly depict moveable marginal strip, water, water centre-line, irregular and height-limited boundaries? [Rules 84, 85, 86, and 100] |  |  |
| 6.3.6 |  | Is there sufficient information within the CSD to enable the relationship between any position on the height-limited boundary surface and any other boundary to be accurately ascertained? [Rule 86] |  |  |
| 6.3.7 |  | Does the survey diagram clearly depict appropriate parcel & boundary annotations and boundary dimensions? [Rules 87, and 88] |  |  |
| 6.3.8 |  | Does the survey diagram show sufficient vectors ? [Rule 89] |  |  |
| 6.3.9 |  | Is the survey diagram clear & unambiguous and legible (at A3 for Diagram of Survey)? [Rule 91] |  |  |
| **6.4 Title plan** |
| 6.4.1 |  | Does the title plan include details of any easement to be surrendered and covenant to be revoked [rule 92(h)] |  |  |
| 6.4.2 |  | Does the tile plan include a memorandum or schedule of easements for all new easements? [Rule 93] |  |  |
| 6.4.3 |  | Does the title plan include a schedule of existing easements for every existing subject easement to be retained? [Rule 94] |  |  |
| 6.4.4 |  | Does the title plan include a notation for a new covenant or an existing covenant defined on an approved CSD to be retained? [Rule 95] |  |  |
| 6.4.5 |  | Does the title plan for legalisation purposes include an area schedule [Rule 96] |  |  |
| 6.4.6 |  | Does the title diagram depict the horizontal and vertical extent of the parcels and represent a polygon or polyhedron? [Rules 97(1) (2) and 102]  |  |  |
| 6.4.7 |  | Have parcel areas been correctly calculated from relevant boundary information which is shown? [Rules 41 and 97(3)(d) |  |  |
| 6.4.8 |  | Does title diagram sufficiently depict the spatial relationship between each non-primary parcel and its underlying parcel? [Rule 97(4)]  |  |  |
| 6.4.9 |  | Does the title diagram depict a new non-primary parcel for an existing interest that is to be retained? [Rule 97(5)] |  |  |
| **6.5 Title diagram** |
| 6.5.1 |  | Parcel information for a unit or cross lease development correctly depicted. [Rule 98] |  |  |
| 6.5.2 |  | Does the title diagram correctly depict a moveable marginal strip, water boundary and sufficiently depict water, water centre-line, irregular and permanent structure boundaries? [Rules 99, 100 and 101] |  |  |
| 6.5.3 |  | Does the title diagram prominently depict appropriate parcel & boundary annotations and boundary dimensions? [Rules 103, 104 and 105] |  |  |
| 6.5.4 |  | Is the title diagram clear & unambiguous and legible (A4 for Title Diagram)? [Rule 107] |  |  |
| **7.0 Ground movement** |
| **7.1 Parcel boundaries subject to ground movement** |
| 7.1.1 |  | Are all affected primary parcel boundaries defined by survey and marked if practicable? [Rule 109(1)] |  |  |
| 7.1.2 |  | Retained Water and water centre-line boundaries affected by ground movement to be “accepted” [Rules 109(4) & (5) |  |  |
| 7.1.3 |  | Are Class A & B underlying parcel boundaries affected by Canterbury earthquake movement defined by survey and marked when coincident or intersected by a new non-primary parcel? [Rule 110(2)] |  |  |
| **7.2 Boundary reinstatements** |
| 7.2.1 |  | Is the dataset type and survey purpose appropriate e.g. Boundary Reinstatement CSDs, or other CSD type? [Rule 112 and Standard for lodgement of cadastral survey datasets 4.6(b) & (c) ] |  |  |
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