NZ Addresses

Guidance for Territorial Authorities supplying address data to LINZ

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Contents

Reference documents

Document	Location
Local Government Act 1974	https://www.legislation.govt.nz/act/public/1974/0066/latest/DLM415532.html
AS/NZS 4819:2011	https://www.standards.govt.nz/shop/asnzs-48192011
LINZ OP G 01245 Guidelines for addressing in-fill developments	https://www.linz.govt.nz/resources/regulatory/guidelines-addressing-fill-developments-2019-linz-op-g-01245

Revision history

Date	Version	Author	Description
2015	1.0	Deb Jones	Addressing Notification Data Model
2021	1.1	Trent Gulliver	Published on LINZ website
2024	2.0	Wendy Sneddon	Renamed, updated supported formats and added position

NZ Addresses

Purpose

This document is to provide information for Territorial Authorities (TAs) on how to supply address updates to Toitū Te Whenua Land Information New Zealand (LINZ). It includes guidance on format, attribution and positioning.

This document is intended to act as guidance for TAs, to help make supplying address information to LINZ easier and more efficient.

Introduction

TAs have statutory obligations under the Local Government Act 1974, to notify LINZ of all new road names and property numbers and changes to any existing names and numbers. LINZ verifies the data to ensure allocated addresses are consistent with the standards set by the Surveyor-General (AS/NZS 4819:2011).

All compliant allocated addresses are added to NZ Addresses and published on the LINZ Data Service (LDS).

TAs must make any changes to non-compliant addresses requested by LINZ, if these are required to enable the information to be added to NZ Addresses and recorded on the LDS.

Frequency

Ideally address updates should be sent to LINZ at least every month.

LINZ would prefer to receive address and new road information as early as possible within the subdivision or new development process, as addresses are utilised by multiple agencies once they have been allocated.
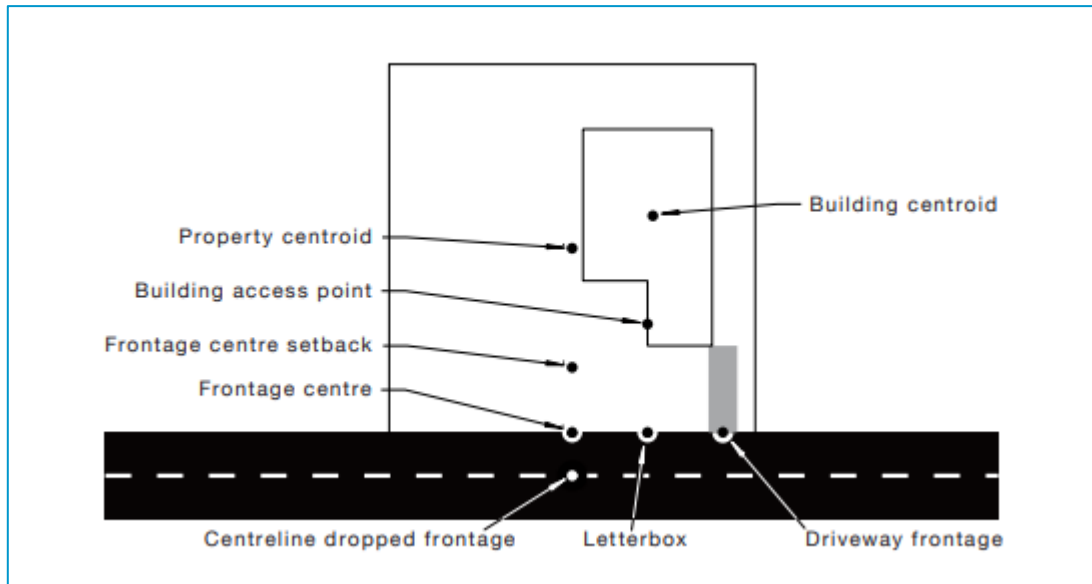
Format

LINZ's preferred method for receiving allocated address updates is as an ArcGIS REST service, a Web Feature Services or an ESRI Shapefile. We can also accept TAB files or CSV files with coordinates.

To change how allocated addresses are supplied to LINZ please email the LINZ Property Team at addresses@linz.govt.nz

Location

LINZ's preferred address point location is centre of the main dwelling. If the main dwelling cannot be identified, the address point should be located at one of the location examples from the AS/NZS 4819:2011 Addressing Standard as shown in the image below.

Positioning the point over the main dwelling assists with Electoral enrolment, consistent labelling of addresses on a map and geocoding information to an address e.g. welfare requests during an emergency response.

Attributes

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

- Location (XY coordinates)
- Road name (unique **Road Name**, appropriate **Road Type**)
- Allocated Address (base number, alpha suffix, sub number)
- Metadata (date modified, description)

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

Sample Data Template

The template illustrates the attribute data and the separation that will allow the process to be optimised. The fields outlined are required and are crucial to processing addresses accurately.

Field	Description
Sub Number	Prefixed Sub Address Number (Also known as Flat Number) e.g. **1**/20A Alpha Street May include an alpha prefix as defined by the Addressing Standard (AS/NZS 4819:2011 – 5.10.5c) e.g. **G01**/20A Alpha Street
Base Number	Primary Address Number e.g. G01/**20**A Alpha Street
Alpha Suffix	Suffixed alpha component of an address e.g. G01/20**A** Alpha Street
Road Name	Road Name component e.g. G01/20A **Alpha** Street
Road Type	The Road Type component as outlined in Appendix B of the Addressing Standard (AS/NZS 4819:2011) and Appendix A of Guidelines for addressing in-fill developments (LINZ OP G 01245) The Road Type should not be abbreviated e.g. G01/20A Alpha **Street**
Description	Comment describing that nature of the address change e.g. "NEW", "UPDATE", or "DELETE" *see more on comments in following section.
Date Modified	Records the date the address attribution or geometry data was last updated
Coordinates	XY coordinates should be supplied in NZGD2000 / New Zealand Transverse Mercator 2000.

Description Field

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

LINZ preferred reporting is:
- NEW – A new address
- UPDATE – Attributes or Geometry updated
- DELETE – Address no longer exists

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

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

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

Appendix I – Data schema

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

*Maximum length as defined by AS/NZS 4819:2011 (5.9.4)