

Feedback Form for Toitū Te Whenua Land Information NZ Disposal Authority

Organisation Name: [Institute of Cadastral Surveying \(Inc\)](#)

Name of respondent: [Brent George](#)

Job title of respondent: [Secretary -ICS](#)

Email address of respondent: sec@ics.org.nz

Please note: We are required to provide your name and job title to Archives New Zealand | Te Rua Mahara o te Kāwanatanga in the appendices to our report. They will remove your information from the final version of the report before making it publicly available.

Do you have any general comments about any of the disposal recommendations? If so, please outline below.

The ICS considers that – in general – the disposal recommendations are fair and reasonable, and offers a conservative consideration of the retention periods and disposal outcomes for each component of information.

Do you have any general comments about any of the retention periods (i.e., how long Toitū Te Whenua | Land Information New Zealand [LINZ] is proposing to retain records before disposal can take place)? If so, please provide these below.

The retention periods identified are reasonable and acceptable.

Most 'modern' (LINZ data) records are provided in digital formats, and so afford an efficient means to store and reproduce on request. Some current - and most historical records - are paper based and are in various states of 'readability'. Some of these records were scanned many years ago at low resolution.

In the current environment where digitization of records is simple and straightforward, and digital storage of high resolution/large datasets is achievable, retention of historical information becomes a matter of process.

Older, poorly scanned records should be identified and re-scanned at appropriate resolution. Current non-digital information should be scanned/imaged as a matter due process as the documents are received and managed.

Ideally, as part of retention - or at least as part of transfer to Archives – data to be retained and/or disposed of should all be digitised (scanned or imaged) and be catalogued such that it can be retrievable at any future time.

Secondly, the ability to efficiently retrieve and easily read all digital retained and/or archived

information is paramount. That is, on-line type extraction of records must be simple, and reading of that information via freely available software tools in standard formats (eg: PDF viewers)

Do you have any general comments about any aspects of the appraisal report overall? If so, please provide the section and comments below.

The Appraisal Report provides a comprehensive summary of the disposal process for data created and received by LINZ.

It is afforded greater weight by the inclusion of the internal stakeholder consultation comment summaries in Appendix A.

Please provide specific comments (if any) on sub-classes 1.1 – 1.4**STATUTORY OFFICES - ENACTMENT AND ENABLEMENT**

This class covers information and data created, received, and used by Regulatory Officers in their statutory capacity.

1.1 Regulatory system stewardship – Standards and rules: The various standards, technical rules, guidelines, technical advice, and policies evolve over time. Some are superseded or become redundant. However, there are occasions where a property rights investigation is required to research data and assess decisions or definition determinations at an historical point in time. A retention period of 15 years may be reasonable, and subsequent transfer to Archives would ensure that the information is not lost.

It is imperative that such information remains digitally available in perpetuity.

Please provide specific comments (if any) on sub-classes 2.1-2.3**PROPERTY RIGHTS SYSTEM**

This class covers information and data relating to and generated by/through the administration of the property rights system which establishes and maintains the integrity of title to, and interests in, land in New Zealand.

2.1 Land registration: The property rights system is underpinned by multiple land registration records of various types. The current and historical information relating to property are very much critical records, and are unique for each property, and so form an important trail to prior and current ownership and rights and agreements.

It is imperative that these are retained by LINZ or its successor – and that they remain digitally available in perpetuity.

2.2 Property and related data: The property rights system is underpinned by multiple survey records of various types. The current and historical information relating to property are very much critical records, and are unique for each property, and so form an important trail of prior and current definition and location, and can include important supplementary data.

It is imperative that these are retained by LINZ or its successor – and that they remain digitally available in perpetuity.

2.3 Operational support:

The examples of information are noted to be “not exhaustive”.

If this Class excludes technical guidelines or guidance material (as presumed – as this Class of information appears to be included in Sub-Class 1.1) – and covers LINZ’s internal administrative type of information, then the suggested retention period and disposal outcome is supported.

Please provide specific comments (if any) on sub-class 3.1-3.2**OVERSEAS INVESTMENT**

This class covers information and data relating to and generated by/through the overseas investment regime such as supporting statutory decision making, assessment of consent applications, monitoring, compliance, intelligence and enforcement activities.

No comments.

Please provide specific comments (if any) on sub-class 4.1-4.5**MANAGING CROWN ESTATE AND PROPERTY**

This class covers information and data relating to and generated by/through land management activities such as land acquisition and disposal, administration and management of leases, monitoring of permitted use or activities

No comments.

Please provide specific comments (if any) on sub-class 5.1-5.9**MAP AND DEFINE LAND AND SEA**

This class covers information and data relating to and generated by/through geographic, hydrographic and topographic activities, the New Zealand Geographic Board | Ngā Pou Taunaha o Aotearoa and inter-agency partnerships Toitū Te Whenua enters.

5.1 Geodetic: This data is considered specialist information that underpins the positional framework that the NZ Property Rights system is based upon. It is also utilised for other purposes – eg: land movement and deformation monitoring. In this respect - as a set of historical records that monitor positional changes over time – it is important that that information is retained.

The reference to “Treaty Settlements” in the second bullet point in the examples of information is out of place and appears to be an error?

Do you have any other comments?

The Institute of Cadastral Surveying (ICS) is an organisation whose membership is actively engaged in cadastral surveying.

This response represents the collective views of the ICS contributing Members, and is based on the experience and wisdom of NZ Surveyors who are passionate about the integrity and value of the survey system – which includes the land records as the building blocks of the cadastral fabric that are key components within that system. It is also submitted in the best interests of landowners and the public - our clients.

We thank you for the opportunity to provide feedback on the LINZ Disposal Authority.

Please email your response to Beatrice Siu- bsiu@linz.govt.nz by **Friday, 25th September, EOD.**