

Kaupapa Here Tapanga

Naming Policy

2021 - 2031

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Review

The Naming Policy will be reviewed three years after introduction

1. Introduction

Making sure that we have appropriate names for features such as roads, parks and buildings is vital to protect and enhance the character and heritage of Te Awa Kairangi ki Tai, and illustrate its unique identity.

Names help us identify precisely where places are located, which is vital for emergency and other services. They connect us to the land and local environment, and reflect and acknowledge the culture and history associated with local areas of the city.

This policy was developed in partnership with Mana Whenua and replaces the 2018 – 2023 policy agreed by Council in March 2018.

2. Mana Whenua partnership

Hutt City Council recognises the critical value that a strong partnership with Mana Whenua can bring to building a city where everyone thrives and together we are creating a framework for effective participation and shared decision-making. Our vision is that we will meaningfully embrace and incorporate Te Ao Māori (the Māori worldview) in our policies and practices, be aware and responsive to Māori needs and aspirations, and fulfil our obligations under the principles of Te Tiriti.

The names of roads, open spaces, and locally significant sites and areas in Te Awa Kairangi ki Tai are important to Māori and a key matter on which Council and Mana Whenua will work together.

3. Purpose

This policy sets out a clear process for deciding the official names of roads, open spaces, Council facilities (including Council buildings and parts of buildings/facilities, and rooms in Council buildings), suburbs, localities and sub-divisions/developments in Te Awa Kairangi ki Tai Lower Hutt. The policy:

- reflects the importance of Council's relationship and Memoranda of Partnership with Mana Whenua;
- prioritises the use of Te Reo Māori names;
- ensures that the process of determining appropriate names takes account of the views of Mana Whenua, interested parties, and communities;
- ensures that names are appropriate, and provide ease of identification for the Council, public, and key services (such as emergency, postal, and courier services);
- ensures that names reflect the city's unique identity, culture and environment, and help tell stories about its history, geography, and heritage; and
- applies a consistent and transparent best practice approach, for accurate and efficient administration and communication.

4. Scope

The policy applies to the naming and renaming of roads, open spaces, Council facilities (including buildings and parts of buildings/facilities, and rooms in Council buildings), suburbs, localities, and subdivisions/developments in Te Awa Kairangi ki Tai Lower Hutt. It also applies to places that need a

name identified within an official address. This includes private right-of-ways, state highways, service lanes, pedestrian access-ways, wharves, and courtyards.

Hutt City Council does not have the authority to name certain types of places or features in the city. In particular, the New Zealand Geographic Board Ngā Pou Taunaha o Aotearoa (NZGB) is responsible for the official naming and renaming of settlements, such as suburbs and localities and geographic features. Council may make proposals to the NZGB to name or rename places or features, and in these situations will use the process and criteria in this policy as well as taking account of NZGB naming policies, principles, and guidelines.

Council does not have formal decision-making authority for the naming of buildings except for Council facilities, some tracks (those outside of the Council's control, such as those under the jurisdiction of the Department of Conservation, or where local communities are best-placed to determine appropriate names), or subdivisions.

In terms of rooms in Council buildings officers will work with Mana Whenua to determine when names are needed and will recommend names in-line with the criteria in this policy.

5. Process

The view of Mana Whenua underpins the process for naming areas in Te Awa Kairangi ki Tai Lower Hutt.

a. Mana Whenua engagement

When deciding the official names of roads, open spaces, Council facilities (including Council buildings and parts of buildings/facilities), suburbs, localities and sub-divisions/developments, Council will first engage with Mana Whenua to discuss the significance of the area and appropriate naming options. (See Appendix 1 for process overview)

There are several mechanisms through which Mana Whenua and Council will consider naming or renaming areas. A register of suitable names that can be used has been developed with Mana Whenua and accompanies this policy.

- i. All developments that Council is aware of will be provided to the Port Nicholson Block Settlement Trust Naming Committee which will then provide names and descriptions for the places / roads.
- ii. **The mechanisms through which other Mana Whenua entities and Council will work to name areas will be identified here.**

In situations where community organisations or others identify the opportunity or need to name roads, open spaces, Council facilities or other places and features, Council officers will use the above channels to engage with Mana Whenua on the proposals.

b. Naming proposal

Council officers will assess proposed names using the criteria in Table 1 and make recommendations to Council's Infrastructure and Regulatory Committee. Community Boards will use the process and criteria to assess proposals to name or rename roads, local parks, reserves, or sports grounds in the community board area. Proposals will also need to be in-line with the guidelines in table 2.

A proposal to name or re-name an area must be supported by an assessment of the extent to which proposed names meet the policy criteria, including considering the relative importance of different criteria in situations where more than one name is proposed, and/or where there are conflicting views about the appropriateness of a proposal.

Council’s intention is to increase the proportion of Te Reo names over time. Where there are two or more potential names that are broadly level when assessed against the criteria, preference will be given to Te Reo names. Where Te Reo Māori street names are adopted these must have the appropriate Te Reo Māori road type.

The priority order and criteria for the naming or renaming of roads, right of way, Council facility, open space, or suburb or locality is shown in Table 1. Any proposed name must meet one or more of the criteria. Dual names (Te Reo/English) are supported.

Table 1: Criteria

Priority	Criteria
First	<ul style="list-style-type: none"> An appropriate Te Reo name
Second	<ul style="list-style-type: none"> Where an appropriate name is already in common use. Telling a story about the history of the feature, by acknowledging people and ensuring that women and under-represented groups are acknowledged. Te Reo names are encouraged where appropriate. Where a specific theme is associated with a location and is considered to be appropriate for new names.
Third	<ul style="list-style-type: none"> Reflects the local landscape, topographical features, or flora/fauna. The preference is for appropriate Te Reo names to be used Aligns with adjacent street/suburb/open space names, e.g. naming a new reserve the same as a nearby road.

Names for roads, Council facilities, open spaces, suburbs and localities should follow the Land Information New Zealand guidance.¹ Names also need to be in-line with the following guidelines.

Table 2: Guidelines for selecting names

Unique	Names should not duplicate or be similar in spelling or sound to an existing named area or feature in the city, and preferably not be duplicated in the wider region.
Short	Preferably fewer than 12 characters (except in case of dual names) provided that the name still retains its meaning
Simple	Easy to spell and pronounce and be spelled correctly. Possessive forms will

¹ https://www.linz.govt.nz/system/files_force/media/doc/guidelines_for_addressing_in-fill_developments_2019_0.pdf?download=1

	generally not be used. Names should generally not contain an abbreviation. Names should conform to the Rural and Urban Addressing Standard, and follow NZGB orthographic conventions. ²
Dual names	In some cases dual Te Reo and English name may be appropriate. Dual names will generally have the Te Reo name first.
Te Reo	Names in Te Reo will use macrons rather than double vowels.
Tupuna or ancestral names	These names must be supported by Mana Whenua and or the direct descendants of the ancestor. If there is disagreement between the whānau or Mana Whenua on the use of an ancestral name then the name will not be used.
Apply to entire properties/certificates of titles	Names will generally be applied to entire properties or entire Certificates of Title.

c. Engagement

Developing the proposals to Council may require targeted engagement with some or all of the following:

- Local community groups
- Local historians
- Community Boards
- Greater Wellington Regional Council and other neighbouring councils in the region, to check whether proposed names are used or proposed elsewhere in the region
- Members of the public directly affected e.g. by road naming or re-naming, including where appropriate, affected property owners, businesses, and tenants
- If a proposed name relates to a specific person, that person or the family of that person (if deceased) should be consulted where practical.

6. Revising existing names

The process in this policy applies in situations where it is appropriate to consider revising an existing name. This could be as a result of engagement with Mana Whenua about renaming, including proposing dual names, of roads, open spaces, or Council facilities.³

Renaming existing public and private roads

² AS/NZS 4819:2011 www.linz.govt.nz/regulatory/property-addressing/addressingstandards-and-guidelines

³ NZGB guidelines for new/alternative names

Changing a road name can be disruptive for residents and businesses, and may create confusion for emergency and other services. However there will be circumstances when changing a road name will be considered, including where:

- Mana Whenua propose that a name should be changed and there is a compelling rationale to support the adoption of a Te Reo name
- the existing name is duplicated elsewhere
- there has been a change in layout
- the Council is requested to do so by emergency services
- the name has been incorrectly spelled
- two or more roads follow each other and it is not clear where the road changes its name
- the road is commonly known by a different name
- there are issues of cultural sensitivity
- there is demonstrated community desire
- where there is significant public benefit in making the change e.g. especially for emergency services

Council will not necessarily rename an existing road even where one or more of the above reasons apply.

Renaming of open spaces/"gifted" names

The Council will not generally consider renaming open spaces, with the exception of introducing dual names following engagement with Mana Whenua. In these situations, gifted Te Reo names reflecting the history and/or characteristics of the feature/open space will be welcome, following appropriate engagement with interested parties such as local residents or the family of the person honoured by the existing name.

In some situations, the Council will need to seek approval from a national authority before confirming a change of name e.g. Parliament for name changes to sites that have their own Act of Parliament.

7. Definitions

For the purposes of this policy, a "road" has the meaning in section 315 of the Local Government Act 1974, which includes access ways and service lanes and any square or place generally intended for the use of the public. The processes for naming of roads should be undertaken whenever:

- a new subdivision is proposed that creates new roads or access-ways
- a road is created by a process such as a gazette notice
- a request is received to name a new or currently unnamed road
- multiple addresses are needed off an unnamed access-way.

For the purposes of this policy, 'open spaces' are all parks and reserves administered by Hutt City Council. The Council may obtain open space in the following ways:

- Purchase by the Council;
- Transfer from another use, for example from landfill to recreation use;

- Vesting in the Council by another agency; or
- Gifting to Council, in which case the name of the donor may be recognised.

Land is also often vested in the Council as reserve as part of subdivisions and reserves agreements.

The naming of features within Council open spaces, such as Council facilities, items of remembrance, and pathways and trails, will be subject to considerations relevant to those particular features including the potential granting of naming rights or sponsorship arrangements. Where a particular feature is on reserve land, naming should also be consistent with the Reserves Act.

Road types

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Road Type	Abbrev	Description	Available For:		
			Open-ended	Cul-de-sac	Pedestrian only
Alley	Aly	Usually narrow roadway in a city or town.	√	√	
Ara	Ara	Roadway	√	√	√
Arcade	Arc	Covered walkway with shops along the sides.			√
Circle	Cir	Roadway that generally forms a circle; or a short enclosed roadway bounded by a circle.	√	√	
Close	Cl	Short enclosed roadway.		√	
Court	Crt	Short enclosed roadway, usually surrounded by buildings.		√	
Crescent	Cres	Crescent shaped roadway, especially where both ends join the same thoroughfare.	√		
Glade	Gld	Roadway usually in a valley of trees.	√	√	
Green	Grn	Roadway often leading to a grassed public recreation area.		√	
Grove	Grv	Roadway that features a group of trees standing together.		√	
Lane	Lane	Narrow roadway between walls, buildings or a narrow country roadway.	√	√	√
Loop	Loop	Roadway that diverges from and rejoins the main thoroughfare.	√		
Mews	Mews	Roadway in a group of houses.		√	
Place	Pl	Short, sometimes narrow, enclosed roadway.		√	
Quay	Qy	Roadway alongside or projecting into water.	√	√	
Rise	Rise	Roadway going to a higher place or position.	√	√	
Road	Rd	Open roadway primarily for vehicles.	√		

Road Type	Abbrev	Description	Available For:		
			Open-ended	Cul-de-sac	Pedestrian only
Square	Sq	Roadway which forms a square shape, or an area of roadway bounded by four sides.	✓	✓	
Steps	Stps	Walkway			✓
Street	St	Public roadway in an urban area, especially where paved and with footpaths and buildings along one or both sides.	✓		
Te Ara	Te Ara	Roadway	✓	✓	✓
Terrace	Tce	Roadway on a hilly area that is mainly flat.	✓	✓	
Track	Trk	Walkway in natural setting.			✓
Walk	Walk	Thoroughfare for pedestrians.			✓
Way	Way	Short enclosed roadway.		✓	✓
Wharf	Whrf	A roadway on a wharf or pier.	✓	✓	✓

Te Awa Kairangi ki Tai is the Te Reo Māori name for Lower Hutt

Te Awa Kairangi

The tale of Māui and his fish and subsequent the arrival of Te Kāhui Mouna (the mountain clan) to the summit of Pukeatua, heralds the appearance of two of the Wellington harbour's most famous inhabitants. Once a lake, known as Te Wai Maanga, the reformation of these waters and aspects of the surrounding landscape is attributed to the story of Ngake and Whātaimai. Most notably for the Hutt Valley, the force released from the tail of the guardian, Ngake, as it propelled itself from the northern shores to forge a pathway through the southern edge of the lake, created what we now know to be Te Awa Kairangi, the Hutt River.

Te Awa Kairangi is the oldest name for the Hutt River, attributed to first Polynesian explorer to come to this area, Kupe, and it is indicative of the importance of this waterway to Māori. This name is said to be transference of a geographic name in Hawaiki. The term 'kairangi' is used to describe anything that is held in high esteem and, as such, Te Awa Kairangi was a significant freshwater fishery for all Māori of this region, abundant with species such as pātiki (flounder), kanae (mullet), piharau (lamprey), kōkopu (giant and banded bully fish), īnanga (whitebait), ngaore (smelt), and long-finned tuna (eel) being abundant.

According to Land Information New Zealand, Te Awa Kairangi / Hutt River has been the official name for the entire stretch of the river (exclusive of the Western Hutt River and the Eastern Hutt River) flowing from the Hutt Forks to Wellington Harbour since 2011.

Te Awa Kairangi ki Tai and Te Awa Kairangi ki Uta

Just as Lower Hutt is linked with Upper Hutt through the connection of their names to Sir William Hutt, chairman of the New Zealand Company which led much of the British settlement from 1839, these two regions are also linked by our river, Te Awa Kairangi. Te Awa Kairangi this fits our narrative the best, as one that is teeming with life and possibility, as well as acknowledging our surroundings and the beautiful vista upon which the cities are set. The river unites us.

In order to distinguish these two regions from each other in Māori, we add the location word 'Tai' or 'Uta', preceded by the particle 'ki'. 'Tai', by definition, locates anything that is near the coast or sea. 'Uta', locates anything that is inland, from a coastal perspective, or at the interior of a country or island.

The addition of these locational particles to Te Awa Kairangi, to specifically locate an area within a broader geographical region, is a commonly accepted practice in Te Ao Māori and conforms to Māori grammatical conventions.

8. Process overview diagram

