

TABLE 1
Main geographical map specifications

Text size can be enlarged for clarity provided it does not obscure important information.

Specific requirements for application area maps

The High Court requires every application made under the Marine and Coastal Area (Takutai Moana) Act 2011 to submit a map that displays the application area.² Application area maps require coordinates to be shown.

The format of the co-ordinates is to be latitude and longitude and shown as decimal degrees to three decimal places. The map must record the originating co-ordinate system that the latitude and longitude was derived from.

Display of co-ordinates is mandatory on a map of an application area and should be recorded, at a minimum, at the two landward and two seaward boundaries. Further co-ordinates may be required to accurately show the application area.

Map output

Paper maps

The High Court requires maps to be submitted in paper form. A digital record of the paper map created should be saved in PDF or JPEG formats. These file types are commonly used by all systems.

The printed map size and orientation options are:

- A4 portrait;
- A4 landscape;
- A3 portrait;
- A3 landscape.

The maps created can be made into a map book for a single application or, where parties can agree, for multiple applications.

² Minute (No. 2) of Churchman J dated 25 July 2019 *Re Case Management Conferences 2019*, at 54.

Dynamic/interactive presentation of maps

Dynamic/interactive maps are maps that may be used to present evidence digitally in the High Court and may include the same information that is shown on a paper map filed with the High Court.

The metadata in the electronic file must include:

- name;
- description source of information; and
- projection. (The export of digital data from most geographical information system (GIS) software will be in World Geodetic System 1984 (WGS84) projection.)

TABLE 2**Mandatory/optional requirements**

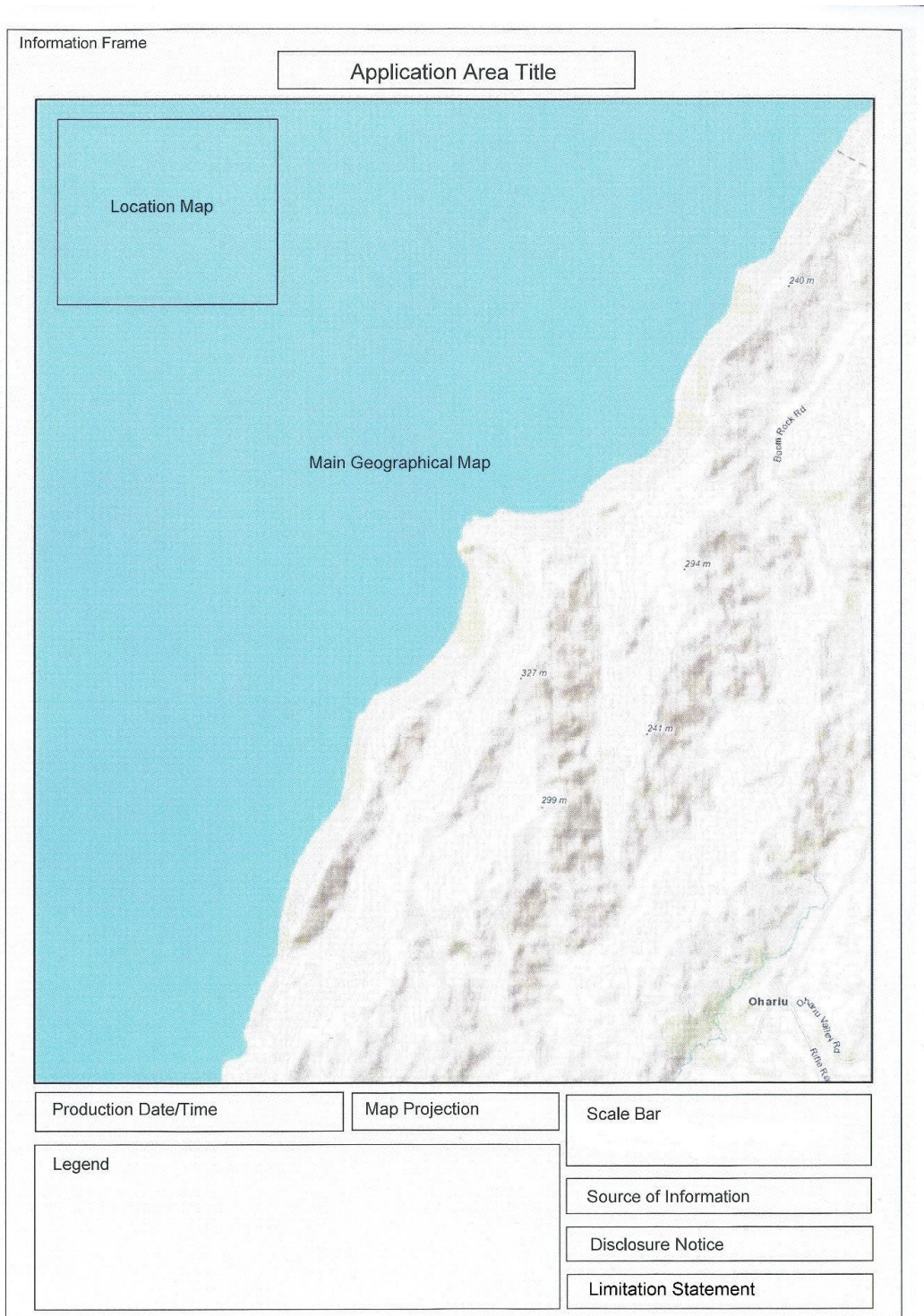
The following table lists the mandatory and optional requirements set out in this practice note.

Item	Mandatory	Optional
Information frame	Yes	
Title	Yes	
Description notice	Yes	
Source of information	Yes	
Map production date	Yes	
Map time stamp		Yes
Map projection	Yes	
Scale bar	Yes	
Scale ratio		Yes
Disclaimer	Yes	
Legend	Yes	
Main geographical map	Yes	
Optional layers		Yes
Location map		Yes
User-added text		Yes
North orientation	Yes	
Co-ordinates	Yes	

APPENDIX

Example map

The purpose of the geographical map is to display relevant features to support the evidence for an application in a way that is not cluttered. All maps should use a base map that may be overlaid with additional sets of information.



Example scale

A scale bar is mandatory. The unit of measurement must show metres or kilometres and be clearly shown after the numbers representing distance. The scale bar may also show the unit of measurement in miles. A suggested style is:



This scale bar shows divisions and subdivisions of the distance represented.

In addition to the scale bar depicted above, a ratio scale can be used. The scale should be rounded to a suitable number, for example, 1:50,000 instead of 1:49876. The scale should reflect the size of the page the map is produced, for example, “1:50,000 at A3”. When the map is printed at A4 it will then be obvious the scale is not 1:50,000. Representing the scale as a ratio is optional.

The scale must be a suitable scale to be able to clearly identify the features depicted.

When a map is used to identify overlapping areas or common features on another map, the two maps must have the same scale.



Information frame specifications

Table detailing suggested information frame specifications:

A4/A3 template	Font	Colour	Size (point)
Title	Arial Bold	Black	Minimum 14
Description notice	Arial	Black	Minimum 7
Production date/time stamp	Arial	Black	Minimum 8
Map projection	Arial	Black	Minimum 7
Disclaimer	Arial	Black	Minimum 8
Legend	Arial	Black	Minimum 8

Symbology

Examples of symbology:³

- *Marae* 
- *Māori Pā* 

North orientation symbols

Suggested north orientation symbols.



³ It is acknowledged that the symbols used as examples in these guidelines may or may not be consistent with symbols associated with tikanga Māori.