



Version No: 02 Issue Date: 31/10/2013 Portfolio: Software Development and Database management	<h1>Horizons Regional Council</h1>	Section No: 2.6 Page: 1 of 4
	<h2>Hydrology Operations Manual</h2>	

Site Naming Conventions

[Operations Manual table of contents](#)

Overview

It is critical for the management of the Hilltop Master Site Databases and council wide integration; that the site names follow a clear defined format for long term consistency. Consideration is needed for unique naming nationally; this can be problematic given the number of second or third order catchments with the same name around the country.



A Site name must start with the primary catchment in which the site is located; this provides for a sensible tree structure; followed by a point of reference that should be consistent in time.

This section defines the framework for resolving a site name it does not remove the need:

- a. For checking if a site already exists.
- b. Site metadata expectations.
- c. Site installation documentation requirements.
- d. Issuing a site number for active hydrometric stations.
- e. Formal agreements & processes with other providers (namely NIWA and Metservice).

This section is broken into three clauses:

1. Primary sites; long-term monitoring sites.
2. Secondary sites; discrete sampling or resource sites.
3. Other or special cases.

Version No: 02 Issue Date: 31/10/2013 Portfolio: Software Development and Database management	<h1 style="text-align: center;">Horizons Regional Council</h1>	Section No: 2.6 Page: 2 of 4
	<h2 style="text-align: center;">Hydrology Operations Manual</h2>	

Site Naming Conventions

Clause one: Primary Site Names

Primary Catchment:

The first requirement in the site identification string is the named catchment (River Name) in which the site exists, this is then followed by a location description

[Catchment] **at** [Location Description]

Prefixing Location:

The Location Description can contain further prefixes to define the location in relation to an object; this is required when location is influenced by the following characteristics:

1. Confluences
2. Water Abstractions or Discharges
3. Structures
4. Trigs and Referenced Peaks/Hills

The only prefixes to be used after the “at” (in lower case) are as follows:

1. us (upstream)
2. ds (downstream)

[Catchment] **at us** or **ds** [Location Description]

Location Descriptions:



The location of a site is generally referenced to a:

1. Road (bridge) / property / township / significant structure.

In the case of Rainfall or Met sites:

1. Trigs and Referenced Peaks/Hills.
2. Reserves and Classic Farm Names.

The site name must not contain wild cards like #\$.!,:;?*/ or “.” as it becomes difficult to programmatically call the sites through other programs and/or programming languages.

Version No: 02 Issue Date: 31/10/2013 Portfolio: Software Development and Database management	<h1 style="text-align: center;">Horizons Regional Council</h1>	Section No: 2.6 Page: 3 of 4
	<h2 style="text-align: center;">Hydrology Operations Manual</h2>	

Site Naming Conventions

Clause two: Secondary Sites

Water resource and spot sampling site: One off sites become difficult to name. Primarily the user will firstly reference the river number index and check the catchment has been registered. If the catchment is unnamed then reference the correct unnamed trib.

The first requirement is the name catchment (River Name) of the site, then followed by a location description

[Catchment] **at** [Location Description]

Prefixing Location:

The Location Description can contain further prefixes to define the location in relation to an object; this is required when location is influenced by the following characteristics:

1. Confluences
2. Water Abstractions or Discharges
3. Structures



The only prefixes to be used after the “at” (in lower case) are as follows:

3. us (upstream)
4. ds (downstream)

[Catchment] **at us** or **ds** [Location Description]

Location Descriptions:

The location of a site is generally referenced to a road (bridge) / property / significant structure. The name must not contain wild cards like #!,:;’*/ or “.” as it becomes difficult to programmatically call the sites through other programs or languages.

Version No: 02 Issue Date: 31/10/2013 Portfolio: Software Development and Database management	<h1>Horizons Regional Council</h1>	Section No: 2.6 Page: 4 of 4
	<h2>Hydrology Operations Manual</h2>	

Site Naming Conventions

Clause three: Other

Sewerage Treatment Plants:

these are to be referenced as STP and the name of the township not the current operator (ie Woodville not TDC etc.); example:

“Manawatu at ds Palmerston North STP”

Coastal Sites.

These will start with the geographical name then a significant feature:

“Foxton Beach at Surf Club”

Air Quality Sites.

These will start with the reference to the project “Air Quality” and the name of the township:

“Air Quality at Palmerston North”

The name must not contain wild cards like #\$.:;’*/ or “.” as it becomes difficult to programmatically call the sites through other programs or languages