



EXTRACT FORM GNC GUIDELINES

NAMING ROADS

Survey documents require endorsed road names before the survey can be approved. To facilitate the early release of titles, the developer or their agent should be prompt in lodging a concept plan and a proposal for road names with the Secretary, Geographic Names Committee. Proposals should conform with the '*Road Naming Guidelines*' and it is advisable to supply the relevant local government with a copy of the proposal. Following agreement between the Committee and the local government, the names will be approved and all interested parties advised.

NAMING PHYSICAL FEATURES

Naming proposals for physical features may be received from the general public, companies or local, state or federal government and statutory authorities. Proposals should conform with the guiding principles. Features are carefully investigated to check if there is an existing Aboriginal name and each proposal should include:-

- reason for proposal;
- location by latitude and longitude, either geographic coordinates or Map Grid of Australia (MGA) coordinates;
- identification on a map indicating precise extent;
- photographs or sketches; and
- origin and meaning of name proposed.

All proposals are referred to local government for comment before approval.

NAMING PARKS AND RESERVES

Naming proposals for parks and reserves should conform to the naming policy and include clear identification of the property to be named. All such proposals must be submitted by local government or through local government.

NAMING OF TOWNS AND LOCALITIES

The naming of towns and localities should conform to the relevant policy. Submissions are always made by local government who normally will seek community support for a proposal. Accurate mapping details are essential for all such proposals.

CHANGES OF NAMES

The changes of names of roads, localities and features should conform to the relevant policy and in addition, should have broad community support. Road name changes should have the support of those residents affected by the name change. Proposals require the support of local government, but the Minister for Land Information is the final authority in all such matters. It is incumbent on local government to ensure there is community support for a change of name. Non-essential road name changes also incur a service charge.

POLICY 7-6 – NAMING OF PUBLIC FACILITIES

STATUS:	City Policy - <i>A policy that is developed for administrative and operational imperatives and has an internal focus.</i> <i>Developed by the Policy Committee and/or the administration and adopted by Council.</i>
RESPONSIBLE DIRECTORATE:	Planning and Community Development
OBJECTIVE:	To provide a policy for the naming of public facilities.

STATEMENT:

The Chief Executive Officer shall arrange for the naming of streets and reserves, and the allocation of house numbers.

All naming of streets, reserves and buildings shall be in accordance with the Geographic Names Committee guidelines.

Parks and Reserves shall be named after an adjacent boundary road, where possible, to facilitate ease of identification.

The Chief Executive Officer shall liaise with Directors in determining the names of Council buildings and make a recommendation to the Council.

Buildings and facilities shall be named after the locality in which they reside or after an adjacent road, where possible, to facilitate ease of identification.

Notwithstanding the foregoing, exceptions may be permitted with the prior approval of Council.

Amendments:	CJ213-06/99, CJ206-10/05, CJ207-10/07
Related Documentation:	Delegated Authority Manual
Issued:	October 2007