
Naming of Roads and Public Places Policy

CONTROL:

Policy Type:	Administrative
Authorised by:	Council
Head of Power:	Local Government Act 2009
Responsible Officer:	Governance and Environment Manager
Adopted / Approved:	Minute No. 2020.02.17-OM-12
Last Reviewed:	February 2020
Review:	Policy to be reviewed every two years
Version:	1

1. INTRODUCTION

1.1 PURPOSE:

This policy seeks to provide a consistent and transparent approach for the naming of roads and places in the Diamantina region.

1.2 POLICY OBJECTIVES:

To provide guidelines for the naming of roads, in accordance with the parameters and requirements of the Australian/New Zealand Rural and Urban Addressing Standard AS/NZ4819:2011, and public places.

1.3 COMMENCEMENT OF POLICY:

This Policy will commence on adoption. It replaces all other specific Naming of Roads and Public Places policies of Council (whether written or not).

2. POLICY

2.1 CONTEXT:

This policy applies to all sealed public roads, all formed public roads within the Council area that are regularly accessed, all formed private roads that are accessible to the public (subject to specified criteria) and public places within the Council area.

2.2 POLICY STATEMENT:

Council has the authority to name roads under section 60 of the Local Government Act 2009. Council also has the authority to name:

Sports fields/grounds, courts, racing tracks, raceways and similar;

Municipal parks and reserves;

Buildings and similar structures;

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Airports, airfields, landing strips, runways, heliports, helipads and similar

Industrial estates, residential estates, business parks and similar

Survey marks, trigonometric stations, telecommunication towers, water towers and similar

Statues, monuments and commemorative plaques

Boat ramps, jetties, marinas, ports, pontoons and similar (but not harbours).

3. STANDARDS AND PROCEDURES

3.1 SPECIFIC AND STANDARD

3.1.1 Initiating the Road and Public Place Naming Process

A road naming or public place naming process may be initiated if:

- a request is received by the Council from a Government agency (such as DNRME);
- a request is received by the Council from an affected land owner or their agent;
- Council resolves that a name change be investigated;
- Council staff determine it is in the public interest to investigate a change in road name;
- Council opens or forms a road or public place; or
- Council receives an application for a land division.

3.1.2 Principles of Naming Roads and Public Places

In the naming and renaming of public roads or public places, the following principles will be observed.

3.1.1.1 Uniqueness

- a) Duplicate names and similar sounding names (e.g. Paice, Payce or Pace Roads) within a suburb or locality will be avoided where possible.
- b) If possible, duplication of names in proximity to adjacent suburb or locality will also be avoided.
- c) Roads crossing Council boundaries should have a single and unique name.
- d) Wherever practicable, road names will be continuous from the logical start of the road to the logical end of the road, irrespective of Council boundaries, landforms and intersecting roads.
- e) Feature names should not be similar in sound or spelling to any similar feature in the surrounding area.
- f) Check for possible name duplication using the Gazetteer of Australia.

3.1.1.2 Name Sources

Names will be selected so as to be appropriate to the physical, historical or cultural character of the area concerned.

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The local Aboriginal community will be consulted when choosing Aboriginal names or using words from relevant Aboriginal languages.

Sources for road names or public places may include:

- Flora, Fauna (including Australian animals and birds), geographical or cultural features found in the locality
- Indigenous names
- Landscape or physical forms
- Name/s of historic significance
- Australiana
- Pioneers and long-term land holders
- People who have served or represented the community well i.e. sport or the arts.

3.1.1.3 Aboriginal and Torres Strait Islander names

Names should be local to the area and endorsed by the local Indigenous community.

Alternative names can be used to recognise the Aboriginal or Torres Strait Islander name for a geographic feature where an approved name already exists and a name change is not acceptable. Alternative names are usually shown on maps and signs in brackets after or below the approved name, e.g. Big Woody Island (Tooliewah).

Dual naming is a management tool that can be used to gradually change the name of a geographic feature where an approved name already exists and a sudden change to the Aboriginal or Torres Strait Islander name is not possible or acceptable. Dual names consist of 2 parts separated by a forward slash (/) and the order of the parts is to be reviewed at regular intervals (e.g. Uluru/Ayers Rock).

In Queensland, geographical features may be given either a dual name or an alternative name, but not both.

3.1.1.4 Propriety

Names, which are characterised as follows, will not be used.

- Offensive or likely to give offence;
- Racist, derogatory or demeaning
- Incongruous - out of place; or
- Construed as advertising or promoting commercial enterprises.

3.1.1.5 Personal names

Names of living persons will be avoided.

Naming a place in honour of a person should only occur after the person has passed away. The person commemorated should have contributed significantly to the area (ownership of land in itself is not sufficient). The spelling of the place name should follow the spelling of the personal name from which it is derived (e.g. 'MacRaes Flat' not 'McRaes Flat', where named after Mrs MacRae).

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3.1.1.6 Language

Names will be reasonably easy to read, spell and pronounce in order to assist service providers, emergency services and the travelling public. In the case of Indigenous languages, it is accepted that a traditional name which might appear at first to be complex will, over time, become familiar and easy to use within the community.

The following principles will be followed:

- a given name will only be included with a family name where it is essential to identify an individual or where it is necessary to avoid ambiguity. The use of given names will generally be avoided;
- Names should be no longer than 50 characters. Feature names should include a generic term (e.g. 'lookout') to indicate the feature type.
- Only characters from the standard alphabet can be included (i.e. no special characters). Possessive apostrophes should be removed (e.g. 'Deons Lookout' not 'Deon's Lookout'), but apostrophes that are part of a personal name (e.g. 'O'Connor') can be retained. Hyphens should be replaced by spaces.
- Numbers should be spelled out.
- Names should not begin with 'The', unless there are strong historical reasons for doing so.
- Abbreviations, initials or acronyms are not allowed.

3.1.1.7 Spelling

Where it is intended that a road have the same name as a place or feature with an approved geographical name, particular care will be taken to ensure that the correct spelling of the official place name is adopted as shown in the State Gazetteer.

Where the spelling of names has been changed by long established local usage, unless there is a particular request by the local community to retain the original name, the spelling that is sanctioned by general usage will be adopted.

3.1.1.8 Qualifying terms

Cardinal indicators and similar prefixes or suffixes (e.g. 'Upper', 'New', 'East', 'West') should be avoided and more distinctive names used. If the use of such terms cannot be avoided, they should appear as suffixes instead of prefixes (e.g. 'Capalaba West' not 'West Capalaba').

3.1.1.9 Protected names

Names should not be words or acronyms protected by state or Commonwealth legislation, without the appropriate Ministerial approval.

3.1.1.10 Public interest

Place names are intended to be enduring and should only be changed where there are sound reasons. Long-term benefits to the community must outweigh any private or corporate interests, short-term effects, and the impact on the community in making a change.

3.1.1.11 Road Types

Road names will include an appropriate road type suffix conforming to Appendix A of the Rural and Urban Addressing Standard.

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3.1.3 Formal Adoption

Names must be formally adopted by Council and recorded in the corresponding asset register.

3.1.4 What Roads are Named

Council must assign a name to each public road created by land division.

It is Council's policy that all sealed public roads and all formed public roads within the Council area that are regularly accessed will be assigned a name. This does not include 'unmade' road reserves.

All formed private roads that are accessible to the public (with the exception below) will also be assigned a name. This includes roads within complexes such as universities, hospitals, retirement villages, and roads in forests or parks etc. Private roads with five or less property addresses do not need to be named. In these cases address numbers will be assigned off the road that the private road connects to.

All roads that can be used as part of an address for an address site will be assigned a name.

Road name signs that identify each public road will, as far as practicable, be placed at every road intersection and will clearly indicate the road to which it applies.

3.1.1.12 Naming of Private Roads

This policy covers all formed roads that are regularly accessed and therefore includes private roads. Private land owners are not obliged to seek Council approval for naming their roads. However, there is a public interest in encouraging private land owners and developers to select suitable names, preferably in accordance with this policy, and to obtain Council endorsement for the name. Where Council proposes to assign a name to a private road it will consult with the owner of the land over the proposed name and the signage requirements for the road.

3.1.5 Consultation with Adjoining Councils

If a Council decides to change the name of a public road that runs into the area of an adjoining Council, the Council will give the adjoining Council at least two months notice of the proposed change and consider any representations made by the adjoining Council in response to the notice.

3.1.6 Advise Relevant Parties of New Name or Name Change

Council will provide written notice (e.g. by email) of Council's decision on a new road name or name change to all relevant parties, including Addressing Queensland in the Department of Natural Resources, Mines and Energy.

Council will distribute a public notice to the community in accordance with Council policy when changing of a road name or public place.

Any ratepayers or residents impacted by the name assignment or change will be notified.

3.1.7 Road Name Signage

Council will ensure road naming signage in accordance with the relevant Australian Standard (AS 1742.5 – 1997) and for State Roads as requested by DTMR is erected.

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4. REFERENCE AND SUPPORTING INFORMATION

4.1 DEFINITIONS:

To assist in interpretation, the following definitions shall apply:

Word / Term	Definition
Council	means Diamantina Shire Council.

4.2 RELATED POLICIES, LEGISLATION AND DOCUMENTS:

Links to supporting documentation
Local Government Act 2009
Local Government Regulation 2012
Place Names Act 1994
Rural and urban addressing standard (AS/NZS 4819:2011)

4.3 VERSION CONTROL:

Previous Version Number	Adopted/Approved Date