



# Council Policy Manual

## WEST WIMMERA SHIRE COUNCIL

COUNCIL POLICY							
<b>ROAD &amp; STREET NAMING POLICY</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Policy No:</td> <td></td> </tr> <tr> <td>Adopted by Council:</td> <td>15 Nov 2017</td> </tr> <tr> <td>Next review date:</td> <td></td> </tr> </table>	Policy No:		Adopted by Council:	15 Nov 2017	Next review date:	
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Senior Manager:	Director Corporate & Community Services						
Responsible Officer:	Rates Coordinator						
Functional Area:	Rates & GIS						
Introduction & Background	This policy applies to all existing and proposed public roads in the West Wimmera Shire.						
Purpose & Objectives	The purpose of this Policy is to provide a framework for selecting and adopting new and replacement names for roads and streets.						
<b>Policy Details</b>							
1.	<p><b>Legislative Requirements</b></p> <p><u>Geographic Place Names Act 1998</u></p> <p>Under the Geographic Place Names Act 1998 the Minister for Conservation and Land Management through the Register has the power to approve or alter the recorded name of a place as its official name and to recommend to Governor in Council, principles, policies and procedures guidelines for the investigation, determination and collection of geographic names.</p> <p><u>Local Government Act 1989</u></p> <p>Schedule 10 Powers of Councils over Roads</p> <p>5. Power to name roads, erect signs and require premises to be numbered.</p> <p>(1) A Council may:</p> <ol style="list-style-type: none"> <li>a) Approve, assign or change the name of a road; and</li> <li>b) Erect signs on a road; and</li> <li>c) Approve, assign and change the number of a road and any premises next to a road; and</li> <li>d) Require people to number their premises and to renew those numbers.</li> </ol> <p>The Council, in exercising a power under paragraph (a) of sub-clause (1) must</p>						



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	<p>act in accordance with the guidelines in force for the time being under the <i>Geographic Place Names Act 1998</i> and must advise the Registrar (for Geographic Names) under that Act of the action it has taken under that paragraph.</p>
2.	<p>Encouragement to property owners to adopt formal road names</p> <p>Property owners often apply names to roads adjoining their private land but generally service authorities refuse to acknowledge road names that have not been endorsed by Council.</p> <p>To avoid confusion that can be caused by the use of unofficial names, property owners are encouraged to liaise with Council if they want a name assigned to a public road.</p>
3.	<p>Principles for choosing a name</p> <p>The following principles are to be considered when choosing names for roads within the West Wimmera Shire.</p> <p>Road names must meet the Geographic Place Names Act 1998</p> <ul style="list-style-type: none"> <li>• Geographic names, must be written in standard Australian English or a recognised format of an Australian Indigenous language local to the area of the feature, locality or road.</li> <li>• Regard needs to be given to the long-term consequences and effects upon the wider community of naming, renaming or adjusting the boundary of a feature, locality or road.</li> <li>• Ensuring public safety. Geographic names and boundaries must not risk public and operational safety for emergency response, or cause confusion for transport, communication and mail services.</li> <li>• Ensuring names are not duplicated. Duplicates are considered to be two or more names within close proximity with identical or similar spelling or pronunciation. Duplication is not allowed within a regional urban area within 15 kilometres; and within a rural or remote area within 30 kilometres.</li> <li>• Directional names to be avoided. Cardinal directions must be avoided</li> <li>• Assigning extent to a feature, locality or road. The naming authority must clearly define the area and/or extent to which the name will apply.</li> <li>• Linking the name to the place. Place names should be relevant to the local area, with preference given to unofficial names used by the local community</li> <li>• Using commemorative names. The names of people who are still alive should be avoided. The initials of a given name are not to be used in any instances.</li> <li>• The use of commercial and business names, trade names or not-for-profit names should not be used.</li> <li>• Names must not be discriminatory. Place names must not cause offence on the basis of race, ethnicity, religion, disability, religion, sexuality or gender</li> <li>• Recognition and use of Indigenous Australian names. The use of traditional indigenous Australian names is encouraged, subject to agreement from the</li> </ul>



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	<p>relevant Indigenous communities.</p> <ul style="list-style-type: none"> <li>• Dual names are used as a means of recognising the names given to places by different enduring cultural and language groups.</li> <li>• Consulting with the public. Naming authorities must consult with the public on any naming proposal.</li> <li>• Lodging, considering and addressing objections. Any person or organisation can lodge objections to a naming, renaming or boundary change proposal during the consultation period and must be lodged within the 30 days allocated for feedback.</li> <li>• Only after a naming authority receives notification from the Registrar of Geographic Names that a name is registered, can members of the community be informed.</li> <li>• Naming authorities must not erect or display signage prior to receiving advice from the Registrar.</li> </ul>
4.	<p>Practicalities for the selection of road names</p> <p>The practical application of road names to maps and plans should be considered.</p> <p>Long street names should not be allocated to short roads, as the inclusion of such names on street directories and other maps can result in name crowding difficulties for the mapmakers and confusion or uncertainty for the people using the maps.</p> <p>Road names have practical implications for Rural Addressing, these benefits being:</p> <ul style="list-style-type: none"> <li>• Local Government Authorities - improved administration and service delivery.</li> <li>• Emergency Services - efficient location of emergencies.</li> <li>• Commercial Organisations - improved delivery of goods and services.</li> <li>• Community - improvement in efficiency/effectiveness of the provision of community services.</li> <li>• Service Utilities - power, water, communications etc.</li> </ul>
5.	<p>Responsibility</p> <p>The Director Corporate &amp; Community Services &amp; Rates Coordinator will be responsible for the coordination of the process for any road or street name changes.</p>
6.	<p>Processes for the selection of road names</p> <p>The naming process will be initiated if the request is:</p> <ul style="list-style-type: none"> <li>• From an affected landowner or their agent,</li> <li>• From Council, or</li> <li>• Is deemed in the public interest.</li> <li>• From External Parties</li> </ul>



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<b>Policy Adopted:</b>	Ordinary Meeting 19/08/04	Minute Book Page 12161	
<b>Policy Reviewed:</b>	Ordinary Meeting 06/04/06	Minute Book Page 13682	
	Ordinary Meeting 11/03/10	Minute Book Page 17759	
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