

1.26 Naming of Roads, Bridges, Public Places and Buildings

POLICY TITLE: NAMING OF ROADS, BRIDGES, PUBLIC PLACES AND BUILDINGS

FILE REF: SC235

REVIEW DATE: APRIL 2027

OBJECTIVE

1. This policy provides direction for Council and the community on the principles and protocols guiding the naming of roads, bridges, parks, reserves and other public spaces as well as buildings in the Lockhart Shire Local Government Area.
2. The policy also aims to ensure that the naming of roads, bridges, parks, reserves and other public spaces as well as buildings within the Lockhart Shire are uniform with relevant legislation and the guidelines of the Geographical Names Board (NSW) where applicable.
3. At the same time, the policy seeks to:
 - a) Promote the ongoing recognition of Council's rich and diverse history through its naming procedures.
 - b) Outline the process for the naming of public assets and public spaces within the Shire that, preserves the Shire's identity and heritage.
 - c) Provide an opportunity for Council and all community stakeholders to have input to the naming of the Shire's public assets and public spaces.

LEGISLATIVE CONTEXT

4. The Geographical Names Board (GNB) has the statutory power to assign names to places – refer section 5 Geographical Names Act 1966 (the Act).
5. For the purposes of the Act "place" means any geographical or topographical feature or any area, district, division, locality, region, city, town, village, settlement or railway station or any other place within the territories and waters of the State of New South Wales but does not include any road, any area (within the meaning of the Local Government Act 1993), area of operations of a county council or a joint organisation area (within the meaning of that Act), any electoral district under the Electoral Act 2017, any school or any place or place within a class of places to which the provisions of this Act do not apply by virtue of the regulations.
6. The GNB does not have specific statutory responsibility for formally naming infrastructure (other than Railway Stations and Post Offices), schools, private estate names or building names.
7. The GNB does not name bridges. The naming of bridges and other structures on roads does not have a formal legislative basis. However, the same procedures for road naming applies to bridges and other road infrastructure:
8. Local councils initiate the naming of bridges on local, regional and state roads (other than freeways). Transport for NSW (TfNSW) to approve these proposals. TfNSW will approve a naming proposal for a bridge or structure provided that:
 - a) The name has wide community support.
 - b) An Aboriginal name has the support of local Aboriginal groups.
 - c) Consideration has been given to National and State commemorative initiatives involving the naming of new of key road infrastructure.
 - d) The name is consistent with GNB place name criteria.
 - e) The design of the name plaque accords with TfNSW requirements.
9. Section 162 of the Roads Act 1993 designates local councils as the road naming authority for regional and local roads while Section 7 of the Roads Regulation 2018 sets out the process for road naming which includes notifying all relevant parties of the proposal.

A roads authority may not proceed with a proposal to name or rename a road against an objection made by a relevant party except with the approval of the Minister.

For the purposes of Clause 1) (b) above "relevant party" means the following:

 - a) Australia Post,
 - b) the Registrar-General,

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- c) the Surveyor-General,
- d) the chief executive of the Ambulance Service of NSW,
- e) Fire and Rescue NSW,
- f) the NSW Rural Fire Service,
- g) the NSW Police Force,
- h) the NSW State Emergency Service,
- i) the NSW Volunteer Rescue Association,
- j) in relation to a classified road--TfNSW.

SCOPE

10. This Policy is intended only to relate to assets owned by or entrusted to, Lockhart Shire Council, including assets for which Council has delegated care, control and management to a committee established pursuant to section 355 of the Local Government Act. Public Assets include:
- a) Reserves, parks and public open space owned by Council or for which Council is the Crown Land Manager.
 - b) Buildings and facilities owned by Council or situated on reserves, parks and public open spaces.
 - c) Roads, streets, Bridges, culverts and other road features.

GENERAL PRINCIPLES

11. All applications to name or re-name roads, bridges, parks, reserves and other public spaces as well as buildings in the Lockhart Shire will be considered on their individual merits and having regard to the following general principles:
- a) Names embracing the Shire's heritage and community should be used.
 - b) The proposed name should reflect the character, landscape, flora or fauna, or function of the site to be named.
 - c) The level of community support for the proposed name.
 - d) The chosen name should not duplicate existing names within the Shire and be easy to read, spell and pronounce.
 - e) Personal names may be used to commemorate persons (deceased) who have made a significant contribution to the community, or an event or occasion significant to the community or who were pioneers of the area.
 - f) The person being honoured by the naming should be of proven character and have either had a direct long-term association with the area or have made a significant contribution to the area.
12. Where a name is to be used posthumously, consent will be gained from the surviving partner or immediate family members.
13. Where an Aboriginal name is proposed, consent will be obtained from the relevant Aboriginal communities.
14. The following names will not be supported:
- a) Names of individuals currently holding public office.
 - b) Names of individuals not yet deceased (unless they relate to a Council-owned building or building on an assigned reserve).
 - c) Names that are unduly long, complex, difficult to spell or pronounce.
 - d) Names that could be construed to be derogatory or offensive.
 - e) Names that are incongruous, out of place, or of a commercial nature.

PROCEDURE FOR CONSIDERING NAMING PROPOSALS

15. All naming proposals shall include:
- a) A map showing the location of the Public Asset.
 - b) The proposed name.
 - c) Evidence that the proposal is either in accordance with, or contrary to (i.e. seeking an exemption) this policy.
 - d) The reason for the choice of name.
 - e) For personal names, the biographical details, including dates of birth and death (if relevant), length and years of service or association, and evidence that the next of kin or family have been consulted.
 - f) Evidence of community support (this does not alleviate the need to publicly advertise the proposal as outline below).

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- g) Where an Aboriginal name is proposed, evidence that the relevant Aboriginal communities have been consulted.
 - h) Where the applicant is a user body of a reserve or facility being managed by a committee established pursuant to section 355 of the Local Government Act, evidence that the section 355 committee has been consulted.
 - i) Where the applicant is a committee established pursuant to section 355 of the Local Government Act, or a user body of a reserve or facility being managed by a section 355 committee, details of any signage being considered for the proposed name.
16. Council staff will prepare a report for Council to consider, including all the supporting information outlined above. The Council report shall provide a recommendation that upholds this policy.
17. If Council support the proposal the Council will resolve to advertise the proposal for a period of 28 days during which submissions will be accepted.
18. In the case of a naming proposal for a road written notice will be given to all property owners along the road.
19. Council will consider the feedback it receives at the end of the advertising period and formally resolve a position on the naming proposal.
20. If the naming proposal is supported by Council and it relates to a "place" within the meaning of the Act, or to a local road or bridge, Council will submit an application with the proposed name change to the GNB or TfNSW respectively as required, and:
- a) If the proposal is rejected by the GNB/TfNSW, Council will provide a letter to the original applicant explaining the reasons for the rejection of the application.
 - b) Should the GNB require modification(s) to the proposal, Council will consult with relevant bodies where necessary and re-submit the application to the GNB/TfNSW.
 - c) Where the proposed name change is accepted by the GNB/TfNSW, Council will advise the applicant accordingly.

SIGNAGE

21. Where a naming proposal is accepted in relation to a reserve, park, public open space, building, road, street, bridge, culvert or other asset directly managed and maintained by Council, the Council will create and install new signage and also ensure all relevant maps and locality guides are updated.
22. Where a naming proposal submitted by a committee established pursuant to section 355 of the Local Government Act, or a user body of a reserve or facility being managed by a section 355 committee, is accepted in relation to a reserve, park or other facility that is managed and maintained by a section 355 Committee of Council, the Committee or the user body will be responsible for creating and installing new signage with Council's consent.

*Adopted by Council 15 April 2024
Refer minute 61/24*

*Adopted by Council 19 April 2021
Refer minute 57/21*