

POLICY DOCUMENT

14.63.13

Policy Name	NAMING OF ROADS
Policy No.	14.63.13
Version:	2
Strategic Reference:	3.5 Implement Business Excellence and continuous improvement, including service reviews for relevance, efficiency and effectiveness
Responsible Department:	Environment & Infrastructure
Policy Adopted:	18 October 2021
Last revised date:	01 June 2015
Minute reference:	CO 21/202
Next review date:	This policy shall be reviewed by the City of Port Lincoln every four years or on significant change to legislation or aspects included within this policy. Public notice will be given of adopting or altering this policy. (see s.219(7) of the LG Act)
Applicable Legislation:	Local Government Act 1999
Related Policies:	14.63.3 Signage
Related Documents:	AS/NZS 4918:2003 Geographic Information – Rural and Urban Addressing Guidelines for Selection of Names for Roads in SA AS 1742.5 – 1986 and AS 4212-1994 AS 4590:2006 AS 1742.5 - 1997

1. PURPOSE

The *Local Government Act 1999* (the Act), requires Councils to prepare and adopt a policy relating to the assigning of road names under section 219 of the Act.

This policy has drawn on the *Guidelines for the Selection of Names for Roads in SA*, which were developed for the Rural Property Addressing Project, and the relevant Australian Standard¹. The *Guidelines* should be followed for the purposes of the Rural Property Addressing Project [see - <http://www.landservices.sa.gov.au/CouncilSection>].

The Rural Property Addressing Project is a joint State and Local Government initiative aimed to provide all occupied rural properties in South Australia – home and business – with a nationally consistent numbered address. Although this policy is based on the Guidelines, it has some additional requirements or differences in order to encompass metropolitan and regional road naming procedures.

The Act enables the delegation by the Council of the authority to assign road names to the Council Administration, for example to the Chief Executive Officer. Decisions to assign names to roads in the Council area must be by Council resolution.

¹ AS/NZS 4918:2003 Geographic Information – Rural and Urban Addressing

2. **POLICY**

A Council has the power under section 219 of the *Local Government Act 1999* to assign a name to, or change the name of:

- a public road;
- a private road; and
- a public place.

Council *must* assign a name to each public road created by land division².

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 hospitals, retirement villages and roads in 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 exits onto.

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

The naming of State roads is the responsibility of Department of Planning, Transport & Infrastructure.

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. **INITIATING THE ROAD NAMING PROCESS**

A road naming process may be initiated if:

- 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
- Council receives an application for a land division.

4. **ROAD NAMES**

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

4.1. ***Uniqueness***

A road will have only one name.

A road name will be unique within an official suburb or rural locality. Duplicate names and similar sounding names (e.g. Paice, Payce or Pace Roads) within a suburb or locality will be avoided where possible.

Duplicate road names within a suburb/locality will be resolved in order to avoid confusion (e.g. emergency services response).

² This requirement applies from 1 July 2010 – the commencement date for section 219(1a) of the LG Act.

If possible, duplication of names in proximity to an adjacent suburb or locality will also be avoided. However, roads crossing Council boundaries should have a single and unique name.

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.

Roads that are owned and maintained by the Department of Planning Transport and Infrastructure (DPTI) will be named by DPTI. Council will consult with DPTI in relation to naming these roads.

4.2. Name Sources

Sources for road names may include:

- Aboriginal names taken from the local Aboriginal language;
- early explorers, pioneers, and settlers;
- eminent persons;
- local history;
- thematic names such as flora, fauna, ships etc.;
- war/casualty lists; and
- commemorative names.

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

The origin of each name will be clearly stated and recorded as part of the Council's historical records.

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

4.3. Propriety

Names of living persons will be avoided.

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

- Offensive or likely to give offence;
- Incongruous - out of place; or
- Having commercial or company associations.

4.4. Communication

Names will be reasonably easy to read, spell and pronounce in order to assist service providers, emergency services and the travelling public.

Unduly long names and names composed of two or more words should be avoided:

- 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;
- whilst street and cul-de-sac names should have only one word, it is recognised that some roads require a two word name because of their geographic relationship e.g. Proof Range Road;
- roads with double destination names will be avoided.

4.5. 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 Government Gazette.

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.

Generally road names proposed or approved will not contain abbreviations e.g. the “Creek” in “Wallaby Creek Road” must not be abbreviated. There are, however, two exceptions, “St” will always be used in place of “Saint” and it is acceptable to use “Mt” for “Mount”.

4.6. Form

The apostrophe mark (') will be omitted in the possessive case e.g. “Smith’s Road” will be “Smiths Road”.

Names will avoid the use of the possessive “s” unless the euphony becomes harsh e.g. “Devil Elbow”, thereby becoming “Devils Elbow”.

The use of hyphens will be avoided. However, hyphens may be used when naming a road after a person with a hyphenated name.

4.7. Road Type

Road names will include an appropriate road type suffix conforming to the following guidelines:

- The suffix chosen will be compatible with the class and type of road. Assistance to both the motorists and pedestrians is a major consideration in choosing the suffix.
- When a suffix with a geometric or geographic connotation is chosen it will generally reflect the form of the road, e.g.:
 - Crescent - a crescent or half-moon, rejoining the road from which it starts;
 - Esplanade - open, level and often along the seaside or a river.
- For a cul-de-sac use Place, Close, Court or a suffix of similar connotation.
- Highway (HWY) will be specifically reserved for roads associated with the state arterial road network. Its use will be restricted to roads of strategic importance constructed to a high standard.

The following list of suitable road type suffixes is included as examples. [The list has been sourced from Australian Standards AS 1742.5 - 1986 and AS 4212 – 1994. An expanded road

type list and acceptable abbreviations can be sourced from AS 4590:2006. In most instances the connotations are clear but where necessary a definition can be checked in a dictionary.] Only road types shown in the standards documents will be used.

Alley	Avenue	Boulevard	Bypass
Circle	Circuit	Circus	Close
Court	Crescent	Drive	Arcade
Grove	Lane	Mews	Parade
Parkway	Place	Plaza	Promenade
Road	Row	Square	Street
Terrace	Walk	Way	

4.8. *No Prefix or Additional Suffix*

The use of a compass point prefix/suffix or an additional suffix such as “north” or “extension” will be avoided, particularly where new roads are to be named. Where an existing road is subsequently bisected as a result of traffic management planning or some other reason, it may be appropriate to delineate each half of the road by the addition of a compass point suffix for the purposes of assisting the community and the emergency services to locate the appropriate part of the road.

5. NAMING OF 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 land owner over the proposed name and the signage requirements of the road.

6. CONSULTATION WITH ADJOINING COUNCILS

If 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. (s 219(2) of the LG Act)

7. PUBLIC NOTICE OF NAME ASSIGNMENT OR CHANGE

Council will give public notice of the assigning or changing of a road name by publication in the Government Gazette and by notice in a newspaper circulating generally throughout the State, as required under the LG Act, and published on Council’s website. The public notice will include the date that the new name takes effect.

8. 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:

- Registrar-General;
- Surveyor-General;
- Valuer-General (s.219(3)(a) of the LG Act);

- the owner of the road, if private;
- owners or abutting properties;
- Australia Post;
- Telstra;
- SA Water;
- ETSA Utilities;
- SA Police;
- SA Ambulance Service; and
- Country Fire Service.

9. DATE OF EFFECT FOR NEW NAMES OR NAME CHANGES

The date of effect of the new or changed road name will be determined at the time the decision to assign the name so as to allow sufficient time for all stakeholders to make arrangements for a smooth transition.

Council will update the Register of Public Roads as required by s.231 of the LG Act.

10. ROAD NAME SIGNAGE

Council will ensure road name signage in accordance with the relevant Australian Standards is erected.

11. RELEVANT DELEGATED POWERS AND DUTIES

Any actions or decisions made regarding this policy, will be enacted upon as per Council's current Delegations Register.