



Place Naming Policy

Reference Number:	5.3
Type:	Council Policy
Category:	Open Space and Recreation
Relevant Community Vision Outcomes:	<u>Local Neighbourhoods</u> Our places appreciate and reflect their history and culture. <u>Vibrant Places</u> Our spaces are unique, creative, interesting and engaging. <u>Connecting and Belonging</u> Our communities have a voice and feel respected and valued. We create opportunities for communities to collaborate, engage and connect. <u>Our Transforming City</u> We respect our heritage as we transform. <u>First Nations</u> We will acknowledge and embrace our Kaurua and First Nations history and communicate working towards Reconciliation. <u>Responsible Governance</u> We will manage our City in a sustainable and affordable way with responsible governance. <u>Excellence in Customer Experience and Service Provision</u> We will foster an organisational culture focused on continuous improvement and delivering excellence in customer experience and service provision. <u>Story Telling and Connection</u> We will connect with our community, telling our stories, sharing knowledge, increasing awareness, creating opportunity, strengthening partnerships and promoting achievements.
Responsible Officer(s):	Manager Open Space and Recreation
First Issued/Approved:	July 2006
Minutes Reference	CoS 02/09/2024, Item 4.35
Last Reviewed:	September2024
Next Review Due:	September2026
Applicable Legislation:	Local Government Act 1999 Geographical Names Act 1991
Related Policies:	Public Art Policy

	Public Consultation Policy Memorials Policy
Related Procedures:	Open Space Strategy

1. Purpose

The purpose of this Policy is to fulfil the Council's statutory obligations under Section 219 of the Local Government Act 1999 (the Act).

A council has the power under the Act to assign a name to, or change the name of:

- a public road
- a private road
- a public place

Section 219 requires councils to prepare and adopt a policy relating to the assigning of, or changes to the name of a public road, private road or a public place (including reserves).

Generally, public places are named after a prominent adjoining street, locality indicator or a suburb. This provides an easy and practical reference for the local community, users and visitors, and emergency services.

Occasionally Council receives requests from members of the public to name public places in memory of relatives, community members, previous landowners, historical figures and the like.

The purpose of this Policy is to outline the principles to be observed in the naming of public places within the provisions of the Act.

2. Scope

This Policy applies to the naming of a public place. A public place includes any of our open spaces where people gather, including parks, reserves gardens, squares and civic buildings.

This Policy excludes the naming of:

- Roads (refer to the Road Naming and Premises Numbering Policy).
- Places outside of the definition of 'public place' in section 4, such as suburbs, towns, mountains, rivers and beaches which are the responsibility of the state government. More information is available on their website: www.sa.gov.au.
- Items such as playgrounds, bench seats and trees. While these items will not be formally named, they may carry a plaque or similar (refer to our Memorials Policy)
- A newly created reserve where the adjacent street name will be the default name applied to the reserve. Consultation regarding potential alternate names of cultural or community significance for a newly created reserve will occur, where appropriate, during the CLMP consultation process, or can occur as part of a future naming request made by the community as outlined in Section 3 and 4 below.

3. Policy Statement

Council's role is to provide names for public places (including parks, reserves, and civic buildings) in a number of circumstances including:

- the naming of new public places that vest in the council's ownership because of new land divisions (sub-divisions)
- the naming of public places that were previously unnamed
- renaming of public places upon public request and subsequent investigation (noting that renaming a public place is to be avoided where possible).

Prior to commencing the place naming process Council will:

- ensure that the public place meets the definition of a public place (refer section 4), and
- (for parks, reserves and gardens) consider relevant strategic directions to determine the current and planned future use of the public place
- In accordance with the spirit of Council's Public Consultation Policy, assignment or change of a public place/reserve name should also be subject to an appropriate level of public notification and community consultation prior to a name being assigned. The extent of consultation will be discretionary and dependent on the density of the population.

The selected name for a public place should relate to:

- the Aboriginal, European or other cultural history of the area, or
- the heritage of the locality or place, or
- the topography or physical attributes of the locality or place to be named.

In the naming and renaming of public places, the following principles will be observed:

3.1 Uniqueness

Most public places will have only one name (except when it is resolved that dual naming is appropriate).

A place name will be unique within an official suburb or locality.

Similar sounding names (e.g. Hale, Hayel or Hail) within a suburb or locality will be avoided where possible.

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

3.2 Name sources

Preference should be given to any recognised/existing name for the public place.

Where there is no recognised name, the proposed name/s should be identified giving regard to the following:

- Indigenous historic or cultural importance of the site
- Use of an Aboriginal name taken from the local Aboriginal language

- early explorers, pioneers, and settlers
- eminent persons
- local history of the site or which reflects the physical or cultural character of the area (eg the topography or physical attributes of the locality)
- thematic names such as flora, fauna, nautical etc
- war/casualty lists
- commemorative names
- a person who has made a significant contribution to the local community
- reflects the historical, social, cultural and geographical significance or cultural diversity of the City of Charles Sturt more broadly
- For new reserves vested with Council, the reserve name will default to the most prominent adjacent road name, allowing the public to request a different name for the reserve in the future. However in some circumstances, e.g. highly anticipated projects, engaged or connected communities, or as part of a broader community engagement process, Council may elect to consult on the naming of new reserve from its inception.
- When seeking to use Kurna language to name a public place, space or document, consultation will take place with custodians of the Kurna language.

3.3 Dual naming

Dual names may be assigned to a public place where there is a geographical and topographical feature that has both a traditional Aboriginal name and an existing European name.

When assigning or recording a name to a previously unrecorded natural feature that has an unrecorded European name in local usage, every effort will be made to determine if an Aboriginal name exists for that feature and a dual name will be assigned or recorded. If there is no known European name in local usage, then it is preferred that only the traditional Aboriginal name (if found) be assigned to that particular topographical feature.

3.4 Propriety

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

- offensive or likely to give offence
- out of place, absurd, unsuitable, inharmonious, conflicting, contradictory
- commercial or company*.

** Applications for the commercial naming of a public place will be assessed separately from this Policy, on its merits and will be tabled for Council's consideration and determination.*

3.5 Retaining existing names

Where a public space has previously been named under a decision of Council, future requests to rename the site will not be considered, excepting where the existing name conflicts with this policy e.g. in terms of uniqueness (refer 3.1), propriety (refer 3.4) etc.

4. **Process for Naming of a Place**

4.1 Following receipt of a written request, the following process for the naming or renaming a reserve should be followed:

- The request must comply with the criteria outlined in section 3
- Council Administration considers the request and approves or disapproves the process of investigation
- Community consultation is undertaken as outlined in section 4.2

- Council considers the outcome of the community consultation process and resolves to name the place

4.2 Community Engagement

Community engagement on the naming of public places will occur when:

- Considering an approved public request to change an existing name
- Where there is no obvious name for a new public space that would apply, and/or
- At Council's discretion, in recognition of the importance of place names and how they can connect people to public spaces.

When community engagement occurs, it will be undertaken in accordance with Council's Public Consultation Policy, Part 3 requirements (discretionary). Community engagement will consider the following steps:

- Seeking input or feedback on the naming or potential renaming of a public place by identified communities of interest on known and/or potential names for an unnamed public place, and on the proposed new name (only*) where a name already exists.
- Notification to residents/property owners within 300 metres of the public place for local or neighbourhood places) and within 500 metres for district or regional places.
- For district or regional places, consideration of public promotion of the engagement through a notice in a local newspaper or targeted social media, as appropriate.
- Notifying the public of the place naming outcome through public notice (refer 4.3, below).
- In some instances, a broader consultation approach may be considered, with Council having the capacity to vary the consultation process. This flexibility ensures that the consultation process is adaptable to the unique needs and concerns of the immediate community, fostering a more inclusive and effective engagement process.

*When engaging with the community on an approved request to rename a place, only that unique request will be considered until a decision is made. The place renaming engagement process invites feedback on the existing and proposed new name only and does not represent an opportunity for alternative names to be put forward for consideration. If the place renaming is not approved a new renaming request can be made to Council.

4.3 Public notice of name assignment or change

In accordance with Section 219(4) of the Act, Council will give public notice when the name of a public place is assigned or changed. This will be by publication in the Government Gazette, on a public Council website (e.g. Your Say Charles Sturt or City of Charles Sturt website), and a public notice in a local newspaper (e.g. The Advertiser).

We will also directly notify the following parties:

- Registrar-General, the Surveyor-General and the Valuer-General.
- State emergency services and applicable utility providers
- Mapping services
- Identified communities of interest, key stakeholders in the naming/renaming process and any consultation participants, where applicable.

4.4 Place name signage

Council will ensure that the public place naming signage is erected as soon as practical following the implementation date of the naming proposal.

5. Definitions

Key Term – Acronym	Definition
Place	The Geographical Names Act 1991 governs the naming of places in South Australia. It defines a place as any area, region, locality, or any geographical or topographical feature, and includes any building or feature that is, or likely to be, of public or historical interest.
Public place	The Local Government Act 1999 defines as ‘a place to which the public has access but does not include any part of a community parcel divided by a plan of community division under the Community Titles Act 1996’ (Local Government Act 1999, section 4). A public place includes council owned or managed land, buildings and open space such as parks and reserves, but does not include suburbs, townships, roads, rivers or beaches.