



Policy Title	Parks, Reserves, Roads, Assets and Facilities Names
Relevant Legislation/ Corporate Plan	<i>Geographical Names Act 1966</i> NSW Addressing Policy and User Manual (published by Geographic Names Board)
Responsible Officer	Director City Governance

Policy details may change prior to review date due to legislative changes, therefore this document is uncontrolled when printed.

Objectives

To establish Council policy in relation to the naming of public parks, reserves, roads, assets and facilities.

To guide the naming of public areas, including roads, assets and reserves so that the official name can be assigned as a place name under the *Geographical Names Act 1966*.

To provide for the allocation of names to parts of public reserves which are used for a special purpose or associated with a sporting sponsor, in a manner which will not cause confusion with the official name.

In observing this policy, Council will endeavour to create a "sense of place" and strive to honour and observe the local character of the relevant area. Council will also aim to honour heritage, historical and indigenous connections of the relevant location.

Policy Statement

This Policy details the criteria and procedures to be followed in the naming of public areas, including roads, assets and reserves or parts of public reserves within the Campbelltown Local Government Area.

Scope

The Naming of Council Parks and Reserves, Roads, Assets and Facilities Policy applies to proposals to name or rename Council Parks and Reserves, Assets and Facilities in the Campbelltown Local Government Area, whether they are internal or external applicants.

Any existing property name cannot be taken as a precedent for future approvals and any alterations to any existing property will need to comply with this policy and with the guidelines issued under the *Geographic Names Act 1966*, ("the Act").

Legislative Context

Geographical Names Act 1966

DATA AND DOCUMENT CONTROL – GOVERNANCE USE ONLY

Division: City Governance
Section: Corporate Support Systems
Record No: CDO-23/575

Adopted Date: 02/12/1986
Revised Date: 08/08/2023
Minute Number: 192
Review Date: 30/09/2027

NSW Addressing Policy and User Manual (published by Geographic Names Board)

Principles

1. Council allocation of names

- a) Names must be written in standard Australian English or a language based on Latin script, or a recognised format of an Australian Indigenous language local to the feature, locality or road.
- b) Names are easy to pronounce, spell and write (there may be exceptions with Indigenous names).
- c) If insufficient names of past residents, land grantees or aboriginal names from the local dialect are available, parks and reserves be named after the street from which the park or reserve achieves gains access.
- d) Where a name is to be allocated to a particular part of a park or reserve or a sponsor's name is to be used, the designation be restricted to Oval, Field, Gardens, Memorial Gardens, Playground, etc.
- e) Recognise the long term public interest.
- g) Do not affect public safety.
- h) Ensure names are not duplicated and avoid or minimise similarity in the sound of names as much as possible.
- i) Avoid the use of directional names e.g. north, south, etc.
- j) Ensure feature, locality or road extent is clearly defined and link the name to the location of the feature.
- k) Avoid using names of people that are still alive. Names of living people cannot be used. Names of people who have been deceased for more than 12 months may be considered, providing living relatives consent to the use of the name. Names of current businesses/companies cannot be used, only those which have ceased operation for more than 20 years.
- l) Avoid names or words that are discriminatory or offensive demeaning or harmful to the reputation of individuals or groups
- m) Proposed names should not inappropriately impact the environment of Campbelltown through unnecessary signage.
- n) Proposed names conform to the principles set out in the Guidelines issued by Geographical Names Board including the NSW Addressing Policy and User Manual.

2. Determining Suitable Names

Council shall monitor potential development and establish potential names for use in new developments in each suburb across the LGA.

These potential names shall be determined by the Library Local Studies team in conjunction with the GIS team, based on aboriginal significance, local history or identities, or the extension of existing road naming themes already in use within suburbs e.g. Shakespearean influenced names in Ambarvale and Rosemeadow, classic car manufacturers in Minto, etc.

Upon Council receiving a development application involving the creation of new roads, parks or other significant assets, suitable names shall be proposed by the Library Local Studies team to be reviewed and submitted to Council for approval. This will ensure that the names of new roads, parks and other assets are suitably sourced, reviewed and determined prior to the development being approved, and will be already in place prior to the development being released for sale.

3. Geographical Names Board assignment of names

Only names which have been allocated pursuant to clauses 1(a), 1(b) and 1(e) be submitted to the Geographical Names Board to be assigned as place names in accordance with the *Geographical Names Act 1966*. Any naming proposals submitted by Council to the Geographical Names Board should be in accordance with the Board's Guidelines.

4. Community Engagement in naming process

Council recognises the importance of community consultation in naming its property and the public should be involved in the naming exercise particularly those that are directly concerned or affected and will follow the Community Engagement Framework.

For all proposals to name a public park, reserve, asset or facility, Council will:

- a) Consult with the public.
- b) Exhibit the proposal
- c) Consider all submissions lodged in the 28 day feedback period.

Responsibility

Director City Governance is responsible for the regular review of this Policy to ensure that the criteria and procedures regarding the naming of public parks, reserves, assets or facilities is appropriate.

Effectiveness of this Policy

The Policy will be reviewed in accordance with Council's adopted procedure for Policy Development and Review to ensure the criteria and general requirements comply with the requirements of the Geographical Names Board.

END OF POLICY STATEMENT