

POLICY– [COUNCIL]

Road and Place Naming Policy

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1. Document control

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Approved by (document owner)	Council
Approval date	20/08/2024
Approval ECM number	6180796
Current version number	1.0
Review cycle (number of years)	4
History (previous review dates)	N/A Refer to former Road Naming Policy (DSID 1497292) and Place Naming Policy (DSID 2283891)
Related policies/procedures	Road Naming Procedure (DSID 3295141) Place Naming Procedure (DSID 3620409) Numbering of Properties Procedure (DSID 6217314)
Document location	Original: DSID 6180796 Published: Link to corporate website

Electronic version on the intranet or website is the controlled version.

2. Preamble

The contents of and the commitments that council makes in this policy are not intended to be and should not be interpreted to be any more than a statement of the City of Onkaparinga's general position in relation to those matters, and to facilitate its aspirations wherever it is reasonable to do so.

3. Policy purpose

The purpose of this policy is to fulfil the council's statutory obligations under sections 219 and 220 of the *Local Government Act 1999* (the Act).

A council has the power under the Act (section 219) to assign a name to, or change the name of:

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

A council may adopt a numbering system and must assign a number to all buildings or allotments adjoining a public road (section 220).

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 parks, reserves and buildings).

Road and place names and numbers provide a practical reference for the local community, users and emergency services.

Occasionally council receives requests to name roads and public places to commemorate community members, previous landowners, historical figures and the like.

The purpose of this policy is to outline the principles to be observed in the formal naming of roads and public places and the numbering of buildings or allotments within the provisions of the Act.

This policy will be read in conjunction with the companion documents:

- Road Naming Procedure
- Place Naming Procedure
- Numbering of Properties Procedure.

It is acknowledged that any legislative requirement which affects council will take precedence over council's policies and procedures.

4. Scope

This policy applies to the formal naming of:

- public roads
- public places, including parks, reserves, gardens and buildings
- private roads (with the agreement of the owner(s) of the road).

and the numbering of:

- buildings and allotments
- rural properties.

This policy excludes:

- places outside of the definition of 'public place' (see section 5), 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, shelters, fitness equipment, statues, bench seats and trees. While these items will not be formally named they may carry a plaque or similar (refer to our Plaques, Memorials and Military Memorials Procedure).
- roads that are maintained by the state government (i.e. Department for Infrastructure and Transport)
- temporary names.

5. Definitions

Aboriginal Name - contemporary	A name in Aboriginal language that is not the traditional/original name for the location. e.g. Tutu Wirra Reserve.
Aboriginal name - traditional	A historical name that has been known for generations of Traditional Owners as the name for the location/feature.
European name	A name in European language (e.g. English).
Formal name	A name resolved by Council and published in the Government Gazette.
Garden	A place set aside to grow fruit, herbs, flowers, vegetables or other plants, e.g. Willunga Jubilee Rose Garden.
Park	An area of open space that is open to the public and set aside for passive or active recreation. In particular developed open space with infrastructure (such as a playground or tennis court) will meet this definition, e.g. Huntingdale Park.
Place	The <i>Geographical Names Act 1991</i> 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 <i>Local Government Act 1999</i> 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 <i>Community Titles Act 1996</i> ' (<i>Local Government Act 1999, section 4</i>). 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.
Private road	A trafficable route with the right of passage restricted to the owner of the land and other persons possessing the consent of the owner(s). (Note: Also includes private rights of way and shared access lots deemed suitable for naming by the relevant jurisdictional road naming authority).
Public road	A road under appropriate land or road legislation and which the public is entitled, as of right, to use as a thoroughfare or access. (Note: A public road may or may not be formed or constructed).
Reserve	A place set aside for the preservation and/or the protection of flora and fauna, e.g. Pimpala Conservation Reserve.

Temporary name	A name assigned for a fixed period of time, usually under a contract/agreement/memorandum of understanding as a part of a commercial or sponsorship arrangement.
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6. Strategic context

Onkaparinga 2035 identifies that we are a city with a long, rich and diverse cultural heritage. The naming of public places provides an opportunity to recognise and promote the heritage of our region and its people.

People - vibrant and resilient

- Objective 3: A diverse city that celebrates cultural expression, respecting past and embracing future.

Place - liveable, connected and green

- Desired outcome: Places of particular importance in local Aboriginal culture are recognised and their cultural significance is respected.

7. Policy

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

- the naming of new roads and public places that vest in the council's ownership as a result of new land divisions (sub-divisions)
- the naming of roads and public places that were previously unnamed
- renaming of roads and public places upon request and subsequent investigation (noting that renaming a road or public place is to be avoided where possible)
- naming or renaming of private roads with the agreement of the owner(s) of the road.

Prior to commencing a naming process council will:

- ensure that the road or public place meets the appropriate definition (refer section 5) and is within council's ability to name/rename, and
- for parks, reserves, gardens and buildings, give consideration to relevant strategic directions to determine the current and planned future use of the public place.

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

7.1 UNIQUENESS

Roads

A road will have only one name.

A road name and road type suffix will be unique within an official suburb or rural locality. To avoid potential confusion, duplicate road names within a suburb/locality should be resolved.

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

If possible, duplication of names in proximity to adjacent suburb or locality will also be avoided. However, roads crossing/spanning 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 maintained by the Department for Infrastructure and Transport (DIT) will be named by DIT. Where required, council will liaise with DIT in relation to naming these roads.

Public places

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

To avoid potential confusion, a place name will be unique within an official suburb or rural 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/spanning council boundaries should have a single and unique name.

7.2 NAME SOURCES

Preference should be given to any recognised/existing name for the road or public place. Where there is no recognised name a proposed name (or names) should be identified from an appropriate source. Also see 7.4 Dual Naming.

Sources for road and public place names may include:

- Aboriginal names in the local Aboriginal language
- early explorers, pioneers, settlers, or local/European history or heritage of the area
- eminent persons
- war/casualty lists
- commemorative names
- a person who has made a significant contribution to the local community
- thematic names such as flora, fauna, nautical etc
- the topography or physical attributes of the locality
- those that reflect the historical, social, cultural and geographical significance or cultural diversity of the City of Onkaparinga.

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

Consideration should be given to names that will provide an easy and practical reference for the local community, users and emergency services.

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

The process for seeking or checking Aboriginal names will be guided by the Road Naming Procedure or Place Naming Procedure. Also refer 7.3 Aboriginal Names and 7.4 Dual Naming.

7.3 ABORIGINAL NAMES

Applying an Aboriginal name can acknowledge the significance of Aboriginal culture and represent a meaningful step in the reconciliation journey and recognition of Kaurna Traditional Owners.

Traditional Aboriginal names should be identified where possible/practical and applied to public places or roads where relevant. Contemporary Aboriginal names (refer section 5 Definitions) that are a translation/interpretation of a European name/word should be avoided.

Where a traditional Aboriginal name cannot be found, or is not found until a later time, a European name may be assigned. If/when a traditional Aboriginal name can be identified, it may be appropriate to assign a dual name – refer 7.4 Dual Naming.

7.4 DUAL NAMING

Roads will not be dual named.

Dual names may be assigned to a public place to apply an Aboriginal name and a European name.

When assigning or recording a name to a previously unnamed/unrecorded public place that has a European name in common local usage, every effort will be made to determine if a traditional Aboriginal name exists for that feature and a dual name be assigned or recorded. If there is no known/common European name in use, then it is preferred that only the traditional Aboriginal name (if known) be assigned to that particular public place (and not a dual name).

7.5 PROPRIETY

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

- offensive or likely to give offence
- incongruous/out of place, inappropriate, unsuitable, inharmonious, conflicting, or contradictory
- a controversial person or a person of dubious character.

Names of living persons should be avoided.

7.6 COMMERCIAL NAMES

Formal names for roads and public places using commercial, company or business names should be avoided, and prior ownership or use of the road or land does not negate this.

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

Where possible, commercial or company names for public places should not become formal names and if applied will instead be assigned temporarily and informally through a contract/agreement/memorandum of understanding, and will consider any applicable leases and licenses.

Temporary place names will be assessed separately from this Policy in line with the relevant policy and/or procedure.

7.7 RETAINING EXISTING NAMES

Where a road or public place already has a recognised name, the preference will be to retain the existing name and not to rename it. An exception will be where the existing name is no longer deemed appropriate or conflicts with this policy e.g. in terms of uniqueness (refer 7.1) or propriety (refer 7.5).

It is recognised that there are public places with existing formal names that may not comply with this policy. To avoid confusion these public places will not be renamed.

7.8 NAME FORMAT/SPELLING

Names should 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 and initials 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 e.g. Aldinga-Willunga Road.

Where it is intended that a road or public place have the same name as a feature with an approved name, particular care will be taken to ensure that the correct spelling of the official 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 should be adopted.

Generally place names proposed or approved will not contain abbreviations e.g. the 'Creek' in Wallaby Creek Reserve must not be abbreviated. There are, however, three exceptions:

- initials can be used in place of a person's given names e.g. P.G. Dawson Reserve
- 'St' will always be used in place of 'Saint'
- it is acceptable to use 'Mt' for 'Mount'.

Where a place name adopts the name of the road/street it is located on, the suffix should be excluded for simplicity and to keep the name as short as possible e.g. Warsaw Reserve.

7.9 PUNCTUATION

The apostrophe mark ' will be omitted in the possessive case e.g. Smith's Reserve will be Smiths Reserve.

Names will avoid the use of the possessive 's' unless the euphony becomes harsh e.g. Devil Elbow.

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

Dual place names (refer 7.4) will be separated by a slash or stroke / without any spaces to clearly define the two names. Dual names including an Aboriginal name will always list the Aboriginal name first e.g. Mukutilla/John Lawrie Reserve.

Other punctuation can be used where appropriate e.g. P.G. Dawson Reserve, Niipu-niipu Wama/Morton Park.

7.10 PUBLIC PLACE TYPE

The definitions in this document (refer section 5) should be a key consideration when determining the most appropriate place name. For example, Willunga Jubilee Rose Garden is a garden, Arbury Park is a park, and Pimpala Conservation Reserve is a reserve.

It is recognised that there are public places with existing formal names that may not comply with the definitions within this policy. To avoid confusion these public places will not be renamed.

7.11 ROAD TYPE/SUFFIX

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 loop, re-joining a road
 - 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, and these are usually managed by another level of government.

The following list of suitable road type suffixes is included as examples.

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

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.

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.

7.12 ROAD AND PLACE NAMING PROCESS

The process for initiating and undertaking the naming of a road or public place – including community engagement and the placing of public notices as required under the Act – is outlined in the companion documents:

- Road Naming Procedure
- Place Naming Procedure.

7.13 ROAD NUMBERING PROCESS

Address numbering follows a logical process for both urban and rural roads i.e. when travelling from the start of the road, even numbers are on the right of the road and odd numbers are on the left of the road. The start of the road is determined as the fastest and safest road accessed from the nearest major road or town.

Each rural address is composed of a number, road name and locality. Each address is unique. Numbers are based on the distance from the start of the road to the entrance of the property then divided by 10.

Numbers may have a suffix (e.g. 508A, 508B) where there are multiple properties using the same access or where access is along a private road to a number of properties.

Under section 220 (5) of the Act, landowners must not adopt a number for a building or allotment that is inconsistent with the numbering system adopted by council.

The process for initiating and undertaking the numbering of premises and allotments as required under the Act is outlined in the Numbering of Properties Procedure.

7.14 SIGNAGE

Council will ensure that road name signs and public place name signs are in accordance with the relevant Australian Standards and council's City Wide Signage Guidelines. Signage denoting the approved place name should be installed as soon as practical once the relevant approvals and public notices have taken place.

In accordance with section 220 of the *Local Government Act*, landowners are requested to display their roadside address and are responsible for purchase, installation and the ongoing maintenance and replacement of numbering signs. Signs must be clearly visible and can be recognised from a vehicle travelling along the road in both directions.

8. Relevant legislation and references

[Local Government Act 1999](#) (sections 219 and 220)

[Geographical Names Guidelines](#)

Australian Standards AS1742.5-1986 AS4212-1994 AS4590-2006 AS1742.5-1997

Guidelines for the Selection of Names for Roads in South Australia dated April 2010

9. Further information

This policy is available for inspection, during business hours at:
City of Onkaparinga, Ramsay Place, Noarlunga Centre SA 5168.

It is also available for inspection, downloading or printing from our website
www.onkaparingacity.com.au