



MITCHAM

ROAD AND PUBLIC PLACE NAMING POLICY

Adopted by Council 24 March 2020

public

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1. PREAMBLE

Council has a legislated responsibility to adopt a Road Naming Policy. In addition, council must assign a name to each public road created by land division.

2. PURPOSE

This Policy determines:

- when the power to name a road will be invoked
- the protocols of road naming
- if and how community wishes regarding road naming can be met
- the approval process for road naming.

3. SCOPE

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

- public road
- private road
- public place.

The Policy does not apply to alleys, laneways, walkways and rights of way, although this does not preclude any one of them being named if it is deemed appropriate by Council.

4. DEFINITIONS

DTEI	Department for Transport, Energy and Infrastructure
Private Road	a road in private ownership
Public Place	a place (including a place on private land) 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>
Public Road	<p>(a) any road or land that was, immediately before the commencement of this Act, a public street or road under the repealed Act; or</p> <p>(b) any road --</p> <p style="margin-left: 20px;">(i) that is vested in a council under this or another Act; or</p> <p style="margin-left: 20px;">(ii) that is placed under a council's care, control and management as a public road after the commencement of this Act,</p> <p style="margin-left: 20px;">but not including an alley, laneway, walkway or other similar thoroughfare vested in a council; or</p> <p>(c) any road or land owned by a council, or transferred or surrendered to a council, and which, subject to this Act, is declared by the council to be a public road; or</p> <p>(d) any land shown as a street or road on a plan of division deposited in the Lands Titles Registration Office or the</p>

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- General Registry Office and which is declared by the council to be a public road; or
- (e) any land transferred or surrendered to the Crown for use as a public road that was, immediately before the transfer, held by a person in fee simple or under a lease granted by the Crown,

(and includes any such road that is within the boundaries of a public square)

5. POLICY STATEMENT

5.1 Roads to which the Policy will apply

5.1.1 Public Roads

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.

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

Roads maintained by DTEI are named by DTEI.

5.1.2 Private Roads

Private roads can provide access to private properties and can also include roads within complexes such as universities, hospitals, retirement villages and national park. Unless the private road is named, the address for properties on these roads will be that of the road on to which the private road exits.

Council is able to assign a name to a private road.

5.1.3 Public Places

If deemed necessary by Council, a public place can be provided with a name.

5.2 Initiating a road naming process

A road naming process may be initiated if:

- 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
- Council receives an application for a land division
- a request is received by the Council from an affected land owner/s or their agent

Where a request is made by no less than 20% of the residents and ratepayers in an area requesting a change in the name of a road, Administration will investigate alternative names and will consult all affected residents/ratepayers advising them of a

possible change. Consultation could be by direct mail out, survey, public meeting or other means.

Where a survey of affected residents/ratepayers results in three to one or greater, in favour of the change, a recommendation will be made to Council, although it is not necessarily binding on Council. No two requests for the same change will be entertained within a twelve month period.

Where Council determines that an existing road name should be changed, all affected persons are to be consulted about the likelihood of a name change and are to be provided with the opportunity to have input into the selection of a new name.

5.3 Road Names

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

5.3.1 Uniqueness

A road will have only one name. That is, provided there are no mitigating circumstances, 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.

A road name should be unique within each suburb, and ideally within the Council area. Where existing duplicate names cause confusion, consideration will be given to changing the name of one or more of the roads, in consultation with affected persons.

Duplicate names and similar sounding names (e.g. Paice, Payce or Pace Roads) within a suburb or locality will be avoided where possible.

5.3.2 Name Sources

Preference in the choice of road names will be given to those names which reflect the history, culture or environment of a particular area. Sources for road names may include:

- Aboriginal names taken from the Kurna language
- early explorers, pioneers and settlers
- local eminent persons (historical)
- local history
- thematic names such as local flora and fauna
- war / casualty lists
- names of commemorative significance

Names of living persons should be avoided, as should names which are likely to give offence or are commercial in nature.

A suitably knowledgeable/qualified historian must be consulted on any suggested new or replacement road name prior to a recommendation being made.

The local Kurna community will be consulted when choosing Kurna names or using words from the Kurna language.

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

5.3.3 Form and Spelling of Road Names

Generally speaking, road names will be easy to read, spell and pronounce for the benefit of service providers, emergency services and the travelling public. Unduly long names will be avoided where possible, especially for short roads.

Where it is intended that a road has 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 State Gazetteer.

Where the spelling of a road name has been changed over time by long established usage, this spelling will remain unless there is a particular request by the local community to revert to the original name.

As a general rule, road names will not contain abbreviations with the exception of 'St' in place of 'Saint' and 'Mt' for 'Mount'.

Apostrophe marks denoting possession will be omitted from road names.

Hyphens will be avoided unless the road is to be named after a person with a hyphenated name.

No directional (i.e. compass point) suffixes will be used when assigning names to new roads.

5.3.4 Road Type

Road names will include an appropriate road type suffix which will:

- conform with the class and type of the road
- reflect the form of the road (e.g. Crescent, Esplanade etc.)
- correctly designate a cul-de-sac (such as Place, Close or Court)

Only road types as identified in Australian standards will be used. AS 4590:2006 has an expanded road type list (along with acceptable abbreviations), as follows:

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

5.4 Consultation with Adjoining Councils

Any proposal by Council to change the name of a public road that continues into another Council area must conform with Section 219(2) of the LG Act with regard to giving appropriate notice of the proposed change and considering representations made by the other council.

5.5 Endorsement of Road Name (OR Delegation of Road Naming)

All proposals to name a road or rename a road will be determined by Council resolution.

5.6. Public Notice of Name Assignment or Change

Council must give public notice of the assigning or changing of a road name (or group of roads as in a land division) by publication in the Government Gazette and by notice in a newspaper circulating generally throughout the State. The public notice will include the date from which the new name takes effect.

A notice and/or item will also be placed in the local Messenger newspaper, Mitcham Community News and on Council's website www.mitchamcouncil.sa.gov.au.

5.7. Other Notifications

Council will provide mandatory written notice of Council's decision on a new road name or name change to:

- Registrar-General
- Surveyor-General
- Valuer-General

and written notice to other interested parties.

5.8. Date by which New Name or Name Change to Take Effect

The date of effect of the new or changed road name will be determined at the time of assigning the name. It will take into account:

- The impact on existing property owners, residents, tenants and occupiers in the case of a road name change.
- The unavoidable time delay in recording new or changed names in street directories.
- In the case of new property developments, the desire of some developers to sell property 'off the plan' and the opportunity for new owners to have access to their future address at an early stage.

5.9. Road Signage and Road Register

Council will ensure appropriate road naming signage is erected in time for the road name to take effect and in accordance with the relevant Australian Standard (AS 1742.5 – 1997) and any other Council standards.

Council will update the Register of Public Roads as required under section 231 of the LG Act to reflect the new/changed road name.

6. Public Access to the Policy

The policy is available on Council's website www.mitchamcouncil.sa.gov.au and can be inspected at the Customer Service Centre at the Civic Centre, 131 Belair Road, Torrens Park.

7. POLICY REVIEW

This Policy will be subject to review every four (4) years or sooner at the discretion of the relevant General Manager.

The CEO has delegated authority to endorse any amendments to the Policy that do not vary the intent of the policy.

8. VERSION HISTORY

VERSION	AUTHOR(S) POSITION	CHANGES	DATE
1	Governance & Contracts	New Policy	22 June 2010
2	Governance Officer	Refer to Full Council Resolution 12 November 2019 Item 9.4	12 November 2019
3-4	Governance Officer	Minor amendments as per 24 March 2020 Full Council item 9.4 resolution	24 March 2020

9. DOCUMENT CONTROL

Responsible Department	Governance		
Delegations Contained within Policy	YES / NO		
Classification	Governance		
Applicable legislation	Local Government Act 1999 and associated regulations		
Related Policies & Corporate Documents			
Additional references			
Endorsed by Council	24/03/2020	Item No:	9.4
Effective Date	24/03/2020	Next Review Date:	24/03/2024
ECM No.	197477		