

ID004	NAMING OF ROADS, PARKS, PLACES, AND BUILDINGS		
POLICY OWNER:	Council		
DEPARTMENT:	Infrastructure Services		
CREATION DATE:		REVIEW SCHEDULE:	Annually - December
RELATED PROCEDURES:			
RELATED FORMS:			
RELATED DELEGATIONS:			
RELATED POLICIES:			
LEGISLATION:	Landgate Policies and Standards for Geographical Naming in Western Australia (V 01:2017) Land Administration Act 1997 Land Information Authority Regulations 2007 Australian Standard AS/NZS 4819:2001 Rural and urban addressing		
DOCUMENT CONTROL			
DATE REVIEWED:	REVIEWED BY:	CHANGES (IF ANY):	ENDORSED BY COUNCIL:
13/12/2022	Council	Nil	FC 4/12/22
28/05/2024	Council	Minor Changes: Refer to Council Minutes	OCM 12/05/24

ID004 Naming of roads, parks, places, and buildings

OBJECTIVES

The purpose of this Policy is to provide Council with clear guidelines for the naming of roads, parks, places and buildings that are consistent with the Landgate Policies and Standards for Geographical Naming in Western Australia. **POLICY STATEMENT/S**

Shire Asset

Under this Policy, a Shire Asset is defined as any park, garden, reserve, memorial, sporting ground or building or other infrastructure asset owned or under the care, control, or management of the Shire of Carnarvon.

Shire Road

Under this Policy, a Shire Road is defined as any road or variation of road, including street, place, boulevard, etc.

Naming Considerations

Council may consider naming a Shire Asset in honour of persons considered to be pioneers, persons who have made an outstanding humanitarian contribution or who, in the opinion of the Council, are worthy of such an honour. This may also be in acknowledgment of events of historical, environmental, or cultural significance or collective community action.

Where personal names are used, the person commemorated should preferably be recognised in memorium.



Naming should use the form, spelling and style of contemporary Australian English or a recognised Australian Aboriginal language local to the area of the feature. Where applicable and always in the first instance, naming guidelines as set out in the Policies and Standards for Geographical Naming in Western Australia will be adhered to.

For the naming of Shire Roads, the Shire must apply to Landgate for approval.

Renaming will only occur in an extraordinary case or where a name is no longer deemed appropriate.

The use of Aboriginal names and words for naming features are a way of recognising the different enduring cultural and language groups.

Names originating from an Australian Aboriginal language local to the area must be written in a standard recognised format and their use shall be endorsed by the recognised local community. Evidence of this endorsement must be included with the naming proposal.

A proposal to name a significant Shire Asset can be put forward to Council for consideration by:

- an elected member by way of a notice of motion,
- an employee via a report to Council,
- a member of the public via a submission to the CEO; or
- users of a facility via a submission to the CEO.

Any proposal to name a significant Shire Asset will include:

- details of the proposed Shire Asset to be named,
- proposed name; and
- justification for the proposal.

Through its consideration Council may endorse the name or determine that the proposal requires further community consultation, subject to the policy statement below:

Criteria for Assessment for Personal Recognition

A request to name a Shire Asset after a person shall be assessed against the following criteria:

- whether the person being honoured has been instrumental in the development of the Shire asset or activities to be undertaken or contributed in a significant way to the Shire asset,
- the views of the community with respect to honouring the person or event for which the Shire asset is proposed to be named after,
- the length of residency of the person proposed. For reference, residency of ten (10) years or more in a relevant location is likely to qualify a person for further consideration,
- the contribution made by the person to the local community through areas such as education, representation on Council or another level of government, volunteering, association with local sporting or service club or through business development.



A significant contribution could include:

- two (2) or more terms of office on the local government Council,
- twenty (20) or more years association with a local community, sporting, or service club,
- action by an individual to protect, restore, enhance, or maintain an area that produces substantial long-term improvements for the community ; or
- evidence of works undertaken being of a pioneering nature for the benefit of the community.