POLICY 3.01
Transport
Road Names

Version: 4 **| Next Review:** August 2030

DISTRICT COUNCIL of TUMBY BAY

1. INTRODUCTION

Section 219(5) of the *Local Government Act 1999* (the Act) requires a council to prepare and adopt a policy relating to the assigning of names to public roads, private roads and public places.

This Road Names Policy (the Policy) establishes the principles, standards and processes that the District Council of Tumby Bay (the Council) will apply when assigning, changing or managing road names within its area.

Council recognises that clear, consistent and logical road naming is essential for:

- public safety, particularly for emergency service response,
- effective service delivery,
- accurate addressing and navigation, and
- preservation of local identity, heritage and culture.

Council will assign names to:

- all sealed public roads,
- formed public roads that are regularly accessed, and
- formed private roads that are publicly accessible (subject to defined exceptions).

Unmade road reserves are excluded from naming.

Private roads servicing five (5) or fewer properties are not required to be named. In such cases, property addressing will be derived from the road to which the private access connects.

Road name signage will be installed, where practicable, at intersections to clearly identify roads in accordance with applicable standards. Council acknowledges that full compliance with signage standards may not always be achievable in rural areas.

2. POLICY OBJECTIVE

The purpose of this Policy is to meet Council's legislative requirements in relation to public roads and private roads and to ensure that the agreed approach to the naming of roads is clearly documented.

The objective of this Policy is to ensure that road names within the Council area are assigned and managed in a manner that is informed by:

- the Guidelines for the Selection of Names for Roads and Features in South Australia
- Australian/New Zealand Standard AS/NZS 4819:2011 Rural and Urban Addressing (or its successor), and
- other relevant standards and government requirements.

While the Act allows Council to delegate the power to assign road names, the Council will retain this responsibility at the Elected Body level. All road names and name changes will be determined by formal Council resolution.

3. LEGISLATIVE REQUIREMENTS

Council's authority to assign or change road names is established under section 219 of the Act.

Key legislative requirements include:

3.1 Power to name roads and places

Council may assign or change the name of a public road, private road or public place within its area in accordance with section 219 of the Act and relevant state naming standards.

3.2 Mandatory naming of new roads

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

3.3 Notification requirements

Council must:

a) give public notice of any new road name or name change in accordance with the Act, and

b) notify prescribed authorities, including the Valuer-General.

3.4 Consultation with adjoining councils

Where a road extends into the area of another council, Council must provide notice of a proposed name change and consider any submissions received.

3.5 *State-controlled roads*

Roads under the care, control and management of the Department for Infrastructure and Transport (DIT) are named in consultation with that authority.

Council will also have regard to the *Geographical Names Act 1991*, relevant state standards, addressing frameworks, and gazettal requirements when assigning or amending road names.

4. INITIATING THE ROAD NAMING PROCESS

A road naming process may be initiated if:

4.1 a request is received by the Council from an affected landowner or their agent,

4.2 Council resolves that a name change be investigated,

4.3 Council staff determine it is in the public interest to investigate a change in road name,

4.4 Council opens or forms a road, or

4.5 Council receives an application for a land division.

5. ROAD NAMES

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

5.1 Uniqueness

a) A road will have only one name.

b) A road name will be unique within an official suburb or rural locality. Duplicate road names within a suburb/locality will be resolved in order to avoid confusion (e.g. emergency services response).

c) Roads that are maintained by the Department for Infrastructure & Transport (DIT) will be named by DIT. Council will consult with DIT in relation to naming these roads.

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

e) If possible, duplication of names in proximity to adjacent suburb or locality will also be avoided. However, roads crossing Council boundaries should have a single and unique name.

f) 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.

5.2 Name Sources

Sources for road names may include:

a) Aboriginal names taken from the local Aboriginal language,

b) early explorers, pioneers, and settlers,

c) eminent persons,

d) local history,

e) thematic names such as flora, fauna, ships etc,

f) war/casualty lists, and

g) commemorative names.

Names will be selected so as to be appropriate to the physical, historical or cultural character of the area concerned. The origin of each name will be clearly stated and recorded as part of the Council's historical records.

The local Aboriginal community will be consulted when choosing Aboriginal names or using words from relevant Aboriginal languages.

5.3 Propriety

Names of living persons will be avoided.

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

a) Offensive or likely to give offence,

b) Incongruous - out of place, or

c) Commercial or company.

5.4 Communication

Names will 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) 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 will generally be avoided,

b) 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,

c) roads with double destination names will be avoided in the future.

5.5 Spelling

Where it is intended that a road have 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 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 will be adopted.

Generally, road names proposed or approved will not contain abbreviations e.g. the 'Creek' in 'Wallaby Creek Road' must not be abbreviated. There are, however, two exceptions, 'St' will always be used in place of 'Saint' and it is acceptable to use 'Mt' for 'Mount'.

5.6 Form

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

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 road after a person with a hyphenated name.

5.7 Road Type

Road names will include an appropriate road type suffix conforming with the following guidelines:

a) 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.

b) When a suffix with a geometric or geographic connotation is chosen it will generally reflect the form of the road, for example:

- Crescent - a crescent or half moon, rejoining the road from which it starts,
- Esplanade - open, level and often along the seaside or a river.

c) For a cul-de-sac use Place, Close, Court or a suffix of similar connotation.

d) 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 constructed to a high standard.

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

Alley	Avenue	Boulevard	Bypass
Circle	Circuit	Circus	Close
Court	Crescent	Drive	Arcade

Grove	Lane	Mews	Parade
Parkway	Place	Plaza	Promenade
Road	Row	Square	Street
Terrace	Walk	Way	

Note: The above 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.

5.8 No Prefix or Additional Suffix

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.

6. NAMING OF PRIVATE ROADS

This Policy covers all formed roads that are regularly accessed and therefore includes private roads. Private landowners are not obliged to seek Council approval for naming their roads. However, there is a public interest in encouraging private landowners and developers to select suitable names, preferably in accordance with this policy, and to obtain Council endorsement for the name.

Where Council proposes to assign a name to a private road it will consult with the owner of the land over the proposed name and the signage requirements for the road. The signs will be erected at the owner's request and cost. Owners of private roads are responsible for erecting the signage in consultation with the Council's Works Department.

7. CONSULTATION WITH ADJOINING COUNCILS

As per section 219(2) of the Act, if a Council decides to change the name of a public road that runs into the area of an adjoining Council, the Council will give the adjoining Council at least two months' notice of the proposed change and consider any representations made by the adjoining Council in response to the notice.

8. PUBLIC NOTICE OF NAME ASSIGNMENT OR CHANGE

Council must give public notice of the assigning or changing of a road name according to section 219(4) of the Act. This will be by publication in the Government Gazette and by notice in a newspaper circulating generally throughout the State, in accordance with section 219(4) of the Act and prescribed requirements. Public notice will include the date that the new name takes effect, and notice will also be published on the Council's website.

9. PARTIES OF NEW NAME OR NAME CHANGE

Council will provide written notice (e.g. by email) of Council's decision on a new road name or name change to all relevant parties, including:

- Registrar-General,
- Surveyor-General,
- Valuer-General (as per section 219(3)(a) of the Act),
- the owner of the road (if a private road),
- owners of abutting properties,
- Australia Post,
- Telstra,
- SA Water,
- ETSA Utilities,
- SA Police,
- SA Ambulance Service, and
- SA Metropolitan Fire Service and/or Country Fire Service.

10. DATE OF EFFECT FOR NEW NAMES OR NAME CHANGES

The date of effect of the new or changed road name will be determined at the time the decision to assign the name so as to allow sufficient time for all stakeholders to make arrangements to ensure a smooth transition.

The date of effect will be determined after considering:

a) In respect of renaming an existing road, the impact on existing property owners, residents, tenants and occupiers. For example, the time required to advise relevant parties to change letterhead stationery and advertising references,

b) Potential confusion for people using maps and street directories that effectively become out of date, and

c) The desire of some developers to sell property 'off the plan' and the opportunity for new owners to know their future address at an early stage.

Council will update the Register of Public Roads as required by section 231 of the Act.

11. ROAD NAME SIGNAGE

Council will ensure road naming signage is erected in accordance with the relevant Australian Standard *AS 1742.5 – 2019 Manual of Uniform Traffic Control Devices* (or as amended). Signage may be erected during construction of a sub-division.

Signage for State road names is the responsibility of DIT.

12. POLICY REVIEW

This Policy will be reviewed every four (4) years. The Council has the right to review this policy at any time, if considered desirable.

Public notice must be given of adopting or altering this policy according to section 219(7) of the Act.

13. AVAILABILITY OF THIS POLICY

This Policy will be available for inspection at the Council's Office during ordinary business hours and via the Council's website, www.tumbybay.sa.gov.au. Copies will also be provided to the public upon request and upon payment of a fee in accordance with the Council's Schedule of Fees and Charges.

14. FURTHER INFORMATION

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Applicable Legislation	*Local Government Act 1999* *Geographical Names Act 1991* *Planning, Development & Infrastructure Act 2016* *Roads (Opening and Closing) Act 1991* *Australian/New Zealand Standard AS/NZS 4819:2011 Rural and Urban Addressing* *AS 1742.5 – 2019 Manual of Uniform Traffic Control Devices* (as amended)
Related Policies	
Related Procedures	

AUTHORITY:

Adopted by Council:	10/10/2011	{ Motion 19c/102011}
Reviewed by Council:	10/11/2015	{Motion 7c/112015}
Reviewed by Council:	12/05/2020	{Motion 3c/52020}
Adopted by Council:	11/08/2026	{Motion *8c/82026*}

SIGNED: .....

Responsible Officer