POLICY 3.01

Transport

Road Names

Version: 2 | Next Review: Following Next Council Election

AIMS AND OBJECTIVES

A recent amendment to the Local Government Act 1999 (the LG Act), on 1 July 2010, requires Councils to prepare and adopt a policy relating to the assigning of road names under section 219 of the LG Act.

This policy has drawn on the Guidelines for the Selection of Names for Roads in SA, which were developed for the Rural Property Addressing Project, and the relevant Australian Standard[1]. The Guidelines should be followed for the purposes of the Rural Property Addressing Project [see - http://www.landservices.sa.gov.au/_CouncilSection].

The Rural Property Addressing Project is a joint State and Local Government initiative aimed to provide all occupied rural properties in South Australia – home and business – with a nationally consistent numbered address. Although this policy is based on the Guidelines, it has some additional requirements or differences in order to encompass metropolitan and regional road naming procedures.

The recent changes to the *Local Government Act 1999* enable the delegation by the Council on the authority to assign road names to the Council Administration, for example to the Chief Executive Officer. However the District Council of Tumby Bay will assign names to roads in the Council area by Council resolution.

POLICY DETAIL

A Council has the power under *section 219 of the LG Act* to assign a name to, or change the name of:

- a public road;
- a private road; and
- a public place.

Council must assign a name to each public road created by land division[2].

It is Council's policy that 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.

All formed private roads that are accessible to the public (with the exception below) will also be assigned a name. This includes roads within complexes such as hospitals, retirement villages, and roads in parks etc. Private roads with five or less property addresses do not need to be named. In these cases address numbers will be assigned off the road that the private road exits on to.

All roads that can be used as part of an address for an address site will be assigned a name.

[1] AS/NZS 4918:2003 Geographic Information – Rural and Urban Addressing
[2] This requirement applies from 1 July 2010 – the commencement date for section 219(1a) of the LG Act.

Note: The naming of State roads is the responsibility of Department Planning Transport Infrastructure (DPTI)

Road name signs that identify each public road will, as far as practicable, be placed at every road intersection and will clearly indicate the road to which it applies.

Note: While the Australian Standard stipulates that road name signs should be placed at every intersection, this may not always be practicable in rural areas.

1. Initiating the Road Naming Process

A road naming process may be initiated if:

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

2. Road Names

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

2.1 Uniqueness

A road will have only one name.

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).

Roads that are maintained by the Department for Transport, Energy and Infrastructure (DPTI) will be named by DPTI. Council will consult with DPTI in relation to naming these roads.

Duplicate names and similar sounding names (e.g. Paice, Payce or Pace 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 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.

2.2 Name Sources

Sources for road names may include:

- Aboriginal names taken from the local Aboriginal language;
- early explorers, pioneers, and settlers;
- eminent persons;
- local history;
- thematic names such as flora, fauna, ships etc;
- war/casualty lists; and
- 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.

2.3 Propriety

Names of living persons will be avoided.

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

- Offensive or likely to give offence;
- Incongruous - out of place; or
- Commercial or company.

2.4 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 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;
- 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 in the future.

For example Brooker – Butler or Coomaba – Mt Hill

2.5 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 State Gazetteer.

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".

2.6 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.

2.7 Road Type

Road names will include an appropriate road type suffix conforming with 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 reflects the form of the road, e.g.,
- Crescent - a crescent or half moon, rejoining the road from which it starts;
- 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 constructed to a high standard.

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

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	

2.8 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.

3. Naming of Private Roads

This policy covers all formed roads that are regularly accessed and therefore includes private roads. Private land owners are not obliged to seek Council approval for naming their roads. However, there is a public interest in encouraging private land owners 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.

4. Consultation with Adjoining Councils

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. *[see s.219(2) of the LG Act]*

5. Public Notice of Name Assignment or Change

Council will give public notice of the assigning or changing of a road name. This will be by publication in the Government Gazette and by notice in a newspaper circulating generally throughout the State, as required under the LG Act. Public notice will include the date that the new name takes effect (see below) and notice will also be published on the Council's website <insert website address>.

Councils should also identify other forms of public notice they will use for name changes e.g. notice in local newspapers, an article the next community newsletter etc.

6. Advise Relevant 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; and
- Valuer-General [see s.219(3)(a) of the LG 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.

7. 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:

- 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 stationary and advertising references;
- Potential confusion for people using maps and street directories that effectively become out of date; and
- 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 *s.231 of the LG Act.*

8. Road Name Signage

Council will ensure road naming signage in accordance with the relevant Australian Standard (AS 1742.5 – 1997) is erected. (Signage may be erected during construction of a sub-division).

NOTE: Signage for State road names is the responsibility of DPTI .

POLICY REVIEW

This policy will be reviewed following Council Election (4 yearly). Public notice will be given of adopting or altering this policy. *[see s.219(7) of the LG Act]*

Strategic Link: Quality Services and Infrastructure

Delegation: Nil.

Documentation: Nil

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	Reviewed by Council:	10/11/2015	{Motion 7c/112015}
	Reviewed by Council:	12/05/2020	{Motion 3c/52020}

SIGNED: ……

Responsible Officer

Date: 13 / 05 / 2020