

Road and Water Crossing Naming Policy

Policy Type	Governance Policy	Version:	3.0
Responsible Officer	Manager Development and Governance	Date Approved:	19/06/2019
Review Officer:	Manager Development and Governance	Review Due:	19/06/2023
Author:	Senior Compliance Officer	Commencement:	19/06/2019

1. PURPOSE

The intent of this Policy is to:

Provide for the controlled management of Road and Water Crossing Naming activities required for Council discharge of obligations under the *Local Government Act 2009* (LGA).¹ This includes:

- (a) maintaining a list of approved names for defined districts throughout the Mareeba Shire Local Government area;
- (b) provide for an overarching process for the naming of unnamed roads and water crossings;
- (c) Provide for an overarching process for the renaming of existing, named roads and water crossings.

2. SCOPE

This policy applies in all circumstances where there is a requirement for the allocation of a name to any road or water crossing under the control of the Mareeba Shire Council. The policy further applies to any submission of names for consideration by Council for inclusion in Council's approved listings of road and water crossing names.

3. POLICY STATEMENT

The Australian Standards² have been used to develop this Policy and the following principles have been adopted:

- Names will not be duplicated with an existing name within a defined district.
- Names should be appropriate to the physical, cultural or historical character of the area.
- Names should be reasonably easy to read, spell and pronounce, and should not be comprised of more than two words.
- A name which has historical or cultural significance is preferred.

Council will maintain a series of approved listings of relevant names for each of six (6) defined districts from which names will be selected.³ Names will be added periodically to the lists with the approval of Council.

¹ See *Local Government Act 2009* s 60.

² AS/NZS 4819:2011 *Australian/New Zealand Standard Rural and Urban Addressing* s 4.

³ See *Road and Water Crossing Naming Procedure* Appendix for map representations of defined districts.

Approved lists hold a local history theme and are developed with consideration to Traditional Owners, local historians and Councillors and are derived from the following source themes:

- The names of fallen soldiers from a relevant district;
- Indigenous place names and language words within a relevant defined district;
- The names of historical or significant places, themes, families and individuals within the relevant district.

Council will consider input from community members who are able to provide sufficient background to warrant the inclusion of additional names consistent with these source themes. Developers and community residents are encouraged to contact Traditional Owners of a certain area and request a name or word from the Indigenous language which relates specifically to the location of the subject road. Council can assist in providing the relevant Traditional Owner contacts which may be used for this purpose

Where a new road or water crossing or unnamed road or water crossing falls outside of one of the six (6) defined districts, that road or water crossing should be named after the main property that it runs through or is adjacent to.

Any submission involving a request for a name which is not on an approved list for the relevant district will be referred to Council for approval. Such submissions must describe the origin of the name and demonstrate that it is consistent with the source themes outlined above.

Name listings relevant to each defined area contained within the Road and Water Crossing Naming Procedure will be reviewed and updated every two (2) years to ensure currency.

The designation of new road types, naming of newly created roads, streets and water crossings, the naming of existing unnamed roads and water crossings, and renaming of roads and water crossings is to be conducted in accordance with Council's Road and Water Crossing Naming Procedure⁴

4. REPORTING

No additional reporting is required

5. DEFINITIONS

Defined district - one of six (6) defined geographic areas within the shire used for the management of names
LG Area - Local Government Area; the entire Mareeba Shire local government jurisdiction

6. RELATED DOCUMENTS AND REFERENCES

Road and Water Crossing Naming Procedure (MSC)
Local Government Act 2009
Local Government Regulation 2012
AS/NZS 4819:2011 Australian/New Zealand Standard Rural and Urban Addressing s 4

⁴ See *Road and Water Crossing Naming Procedure (MSC)* s 3.

7. REVIEW

It is the responsibility of the Manager Development and Governance to monitor the adequacy of this policy and implement and approve appropriate changes. This policy will be formally reviewed every four (4) years or as required by Council.