	<h1>Selection of Road Names Policy</h1>	Version No:	1.4
		Issued:	18 May 2010
		Last Review:	May 2021
		Next Review:	May 2024

Name of Council	Wudinna District Council
File reference	9.63
Responsibility:	Governance
Policy Level:	Mandatory (S219(5) Local Government Act)
Minutes reference:	10.2.1, 15 June 2021
Next review date:	Council will endeavour to review this policy every 3 years, including within 6 months following Council General election
Applicable Legislation:	Local Government Act 1999 Planning, Development and Infrastructure Act 2016 Roads (Opening and Closing) Act 1991 Roads (Opening and Closing) Regulations 2006 Highways Act 1926
Relevant Standards:	AS1742.5:2017 – Manual of Uniform Traffic Control Devices – <i>Part 5: Street Name and Community Facility Name Signs</i> AS4590.1:2017 – Interchange of Client Information – <i>Part 1: Data Elements and Interchange Formats</i> AS/NZS 4819:2011 – Rural and Urban Addressing Guidelines for the Selection of Names for Roads in SA

INDEX

Clause	Title	Page
1	Policy Objective	1
2	Initiating the Road Naming Process	2
3	Road Names	2
4	Naming of Private Roads	4
5	Consultation with Adjoining Councils	4
6	Public Notice of Name Assignment or Name Change	4
7	Advice to Relevant Parties of New or Changed Name	4
8	Date of Effect for New or Changed Names	5
9	Road Name Signage	5
10	Availability of Policy	5

1. POLICY OBJECTIVE


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

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

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.

	<h1>Selection of Road Names Policy</h1>	Version No:	1.4
		Issued:	18 May 2010
		Last Review:	May 2021
		Next Review:	May 2024

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.

Note: The naming of State roads is the responsibility of Department of Infrastructure and Transport (DIT).

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.

2. 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.

3. ROAD NAMES

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

3.1. Uniqueness

A road will have only one name.

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

Roads under the care, control and management of the Commissioner of Highways and maintained by DIT will be named in accordance with Section 211 of the *Local Government Act 1999 and the Highways Act 1926*. Council will consult with DIT in relation to naming these roads.

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

If possible, duplication of names in proximity to adjacent localities 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.


3.2. 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.

	<h1>Selection of Road Names Policy</h1>	Version No:	1.4
		Issued:	18 May 2010
		Last Review:	May 2021
		Next Review:	May 2024

3.3. 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.

3.4. 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. Hisseys Hill Road, Murtyle Rocks Rd;
- roads with double destination names will be avoided e.g. Pygery – Port Kenny Road.

3.5. 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 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”.

3.6. 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.

3.7. Road Type

Road names will include an appropriate road type suffix conforming with AS/NZS 4819:2011, Appendix A. For example:

- 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 reflect the form of the road, e.g:
 - Crescent - a crescent-shaped thoroughfare, especially where both ends join the same thoroughfare;
 - Esplanade - level roadway, often along the seaside, lake 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.

	<h1>Selection of Road Names Policy</h1>	Version No:	1.4
		Issued:	18 May 2010
		Last Review:	May 2021
		Next Review:	May 2024

The following list of suitable road types is included as examples. The list has been sourced from Australian Standards AS/NZS 4819:2011. An expanded road type list, with acceptable abbreviations and description is contained in Appendix A of AS/NZS 4819:2011. Only road types shown in the Australian Standards will be used.

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

3.8. 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.

4. 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.

5. 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 S219(2) of the LG Act].


6. 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). Notice will also be published in a newspaper circulating in the local area, The Granite newsletter and on the Council’s website www.wudinna.sa.gov.au.

7. ADVICE TO RELEVANT PARTIES OF NEW OR CHANGED NAME

Council will provide written notice of Council’s decision on a new road name or name change via the Road Name Notification template available at www.sa.gov.au – Road Name Address Notifications to all relevant parties, including:

- Registrar-General;
- Surveyor-General; and
- Valuer-General [see s.219(3)(a) of the LG Act]

	<h2 style="margin: 0;">Selection of Road Names Policy</h2>	Version No:	1.4
		Issued:	18 May 2010
		Last Review:	May 2021
		Next Review:	May 2024

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

- The owner of the road (if a private road);
- Owners of abutting properties;
- Australia Post;
- Telstra;
- SA Water;
- SA Power Networks;
- SA Police;
- SA Ambulance Service; and
- SA Country Fire Service.

8. DATE OF EFFECT FOR NEW OR CHANGED NAMES

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 stationery 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 S231 of the LG Act.

9. ROAD NAME SIGNAGE

Council will ensure road naming signage is erected in accordance with the relevant Australian Standard (AS 1742.5:2017). Signage may be erected during construction of a sub-division.

Note: Signage for State road names is the responsibility of DIT.

10. AVAILABILITY OF POLICY

This Policy will be available for inspection at Council's principal office during ordinary business hours and on the Council's website www.wudinna.sa.gov.au. Copies will also be provided to interested members of the community upon request, and upon payment of a fee in accordance with Council's Schedule of Fees and Charges.