



Road Naming Policy

Responsible Officer	Chief Executive Officer
Relevant Delegations	Manager Works & Infrastructure
Legislation and References	Local Government Act 1999.

1. Purpose

To ensure a uniform and coordinated process with regard to the naming of street, roads and public places within the Council area.

2. Scope

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.

3. Principles

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 by the public will be assigned a name.

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 forests or 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.

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.

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;

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- 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.

4. Names of Roads and Public Places

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

4.1 Uniqueness

- 4.1.1 A road will have only one name.
- 4.1.2 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 (eg emergency services response).
- 4.1.3 Roads that are maintained by the Department for Planning Transport, and Infrastructure (DPTI) will be named by DPTI. Council will consult with DPTI in relation to naming these roads.
- 4.1.4 Duplicate names and similar sounding names (e.g. Paice, Payce or Pace Roads) within a suburb or locality will be avoided where possible.
- 4.1.5 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.
- 4.1.6 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.

4.2 Selection of Names

- 4.2.1 In proposing a name of a road, a recommendation must be submitted to Council with two suitable options.
- 4.2.2 The names put forward, if practical, should have some connection with the history of the immediate locality.
- 4.2.3 Approval for street names in a new subdivision will be issued either with the development consent, or as soon possible thereafter to enable the names to be shown on the plan of subdivision.

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- 4.2.4 Names may be chosen, where appropriate, that reflect the area of development, a physical or manmade feature, or where there is a clear long standing family connection with that area. Naming places after living people is not generally acceptable.

4.3 Communication

- 4.3.1 Names will be reasonably easy to read, spell and pronounce in order to assist service providers, emergency services and the travelling public.
- 4.3.2 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 road or where it is necessary to avoid ambiguity. The use of given names will generally be avoided;
 - 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.

4.4 Spelling

- 4.4.1 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.
- 4.4.2 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.
- 4.4.3 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".

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4.5 Form

- 4.5.1 The apostrophe mark (') will be omitted in the possessive case e.g. "Smith's Road" will be "Smiths Road".
- 4.5.2 Names will avoid the use of the possessive "s" unless the pronunciation is difficult or sounds problematic, such as with "Devil Elbow".
- 4.5.3 The use of hyphens will be avoided. However, hyphens may be used when naming a road after a person with a hyphenated name.

5. Road Type

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

- 5.1 The suffix chosen will be compatible with the class and type of road. Assistance to both motorists and pedestrians is a major consideration in choosing the suffix.
- 5.2 When a suffix with a geometric or geographic connotation is chosen it will generally reflect the form of the road, eg,
 - o Crescent - a crescent or half moon, rejoining the road from which it starts;
 - o Esplanade - open, level and often along the seaside or a river;
 - o For a cul-de-sac use Place, Close, Court or a suffix of similar connotation.
- 5.3 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.
- 5.4 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

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Road	Row	Square	Street	Terrace
Walk	Way	Esplanade		

6. 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.

7. 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 land. However, there is public interest in encouraging land owners and developers to select suitable names, and consult with Council.

8. Consultation

Council will seek the guidance of appropriate historical societies, developers and others in the selection of appropriate names. Council may where appropriate choose to consult with further relevant groups eg: local town peak bodies.

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.

In addition, Council will consult with neighbouring property owners.

9. 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 www.claregilbertvalleys.sa.gov.au.

10. 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;

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- Valuer-General
- the owner of the road (if a private road);
- owners of abutting properties.

11. 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 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.

12. Road Name Signage

Where appropriate, 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).

A road name sign may also include a guide to the street numbers that are located within a street or any portion of a street.

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

13. Review & Availability

This policy will be reviewed every four years, or as required. The public may inspect a copy of this policy without charge at the Council offices during office hours and may obtain a copy for a fee fixed by Council

The policy is also available on Council's website

14. References

Local Government Act 1999

15. Document History

Approved by	Issue Date	Minute Reference – Details of Review
CGVC	01/04/2007	Adopted by Council 422/06-07

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CGVC

16/11/2015

Reviewed by Council

CGVC

17/06/2019

Major Review by Council 170-19

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