



Policy 283 – Road Naming Policy

Contents

1. Scope
2. Purpose
3. Policy
4. Procedure
5. Definitions

1. Scope

Council's naming authority refers to any road under the control of Council including public roads or a road that is to be dedicated to Council by way of a subdivision of land and excludes Crown public roads, private roads and roads under the control of any State Government Authority.

Some existing road names within the City of Parramatta Council Local Government Area do not comply with this policy. Generally, these will only be changed if there are compelling reasons (e.g. confusion with a similar name). The names of existing roads are recorded in Council's Road Register as at the date of this policy.

The naming property of a private road and roads within community subdivision is the responsibility of the owner. Information for selection of names and the relevant process should be obtained from the Geographical Names Board (GNB) of NSW.

2. Purpose

The objective of this policy is to detail Council's criteria in relation to the naming of public roads within the City of Parramatta Local Government Area in accordance with the Australian/New Zealand Standard (AS NZS 4819:2011- Rural and Urban addressing) and the New South Wales Addressing Manual.

3. Policy

3.1 Uniqueness

Uniqueness is the most essential quality to be sought in proposing a new road name. Road names should not be duplicated, even if the road type is different. A road name will be regarded as a duplicate if it is the same or similar in spelling or sound to an existing

Name of Policy		
Owner: Team Leader, LIS & GIS	Area: Civil Infrastructure & Assets	POL No: 283
Date of Commencement: 05/05/2017	Approval Authority: Council	Date Approved: 10 July 2017
Amendment 1	Date of Next Review: 05/05/18	Review period: annually



name, regardless of the road type (eg: there should be no other road named Arthur, even if called Arthur Court or Arthur Place).

Road names shall not be duplicated:

- Within the same address locality
- Within an adjoining address locality
- Within a local government area, and
- Within 10 kilometres in a metropolitan urban area
- Within 20 kilometres in a regional urban area

3.2 Source

Preferred sources for road names include:

- Aboriginal names
- Local history, including early explorers, settlers, and other eminent persons,
- Thematic names such as flora and fauna,
- Landmarks,

Names should be appropriate to the physical, historical or cultural character of the area.

Large subdivisions with multiple roads should use an overall theme for naming of roads.

The origin of each name should be clearly stated and subsequently recorded.

Proposed use of Aboriginal names must demonstrate consultation with local Aboriginal communities including relevant organisations such as Local Aboriginal Land Councils and/or Council's Darug Reference Panel. (LALC).

Proposed use of historic names must demonstrate consultation with the Local Historical Society.

3.3 Communication and Propriety

Names should not be offensive, racist, derogatory or demeaning (refer to NSW Anti-Discrimination legislation).

Names should be easily pronounced.

Road names shall not be misspelt and not contain abbreviations. In particular, the spelling of personal names shall be able to be validated by reference to primary sources.

Name of Policy		
Owner: Team Leader, LIS & GIS	Area: Civil Infrastructure & Assets	POL No: 283
Date of Commencement: 05/05/2017	Approval Authority: Council	Date Approved: 10 July 2017
Amendment 1	Date of Next Review: 05/05/18	Review period: annually



CITY OF PARRAMATTA

Commercial and business names shall not be used, particularly where the name can be construed to be promoting a business. However, business names no longer in use and which promote the heritage of an area are acceptable.

Road types shall not be used in the formation of a road name, for example Promenade Road, Court Street etc. even if the road type is also a surname.

The use of given or first names in conjunction with a surname is not normally acceptable, but may be considered if required to provide uniqueness for a significant name e.g. Robert Askin Drive might be acceptable if there is already an Askin Road. Names should be as short and simple as possible and preferably consisting of only one word plus the road type. It is recognised that some roads will require two words due to geographic relationship e.g. Pennant Hills Road.

Road names will not contain hyphens.

Road names will not use compass directions as prefix or suffix e.g. North or South.

Origin to Destination names, such as Bathurst-Oberon Road shall not be used.

3.4 Road Extents

The extent of a named road shall be defined by the formed road and shall include only a single section accessible by vehicles or pedestrians. Unconnected sections, such as where separated by an unbridged stream or physical barrier, shall be assigned separate names.

When a road extent is broken into separate sections by acquisition, redevelopment or redesign, the name shall only be retained on one section and the other section(s) renamed as part of the development process.

4. Procedure

4.1 Define Road Extent and Select Road Name

All proposed road naming or renaming must be submitted in writing to Council including the contact name and address details of the requestor.

The request must provide supporting documents defining the extent and any proposed road names.

Name of Policy		
Owner: Team Leader, LIS & GIS	Area: Civil Infrastructure & Assets	POL No: 283
Date of Commencement: 05/05/2017	Approval Authority: Council	Date Approved: 10 July 2017
Amendment 1	Date of Next Review: 05/05/18	Review period: annually



CITY OF PARRAMATTA

Proponents are advised to submit more than one name to Council to include in the proposal. This allows for alternative options if the preferred name is rejected.

Council will submit names to the Geographic Names Board (GNB) on the online road naming portal for approval.

4.2 Consultation and notification

Council must consult with the immediate community which will be affected by a change to the road name or road type. The immediate community includes, but is not limited to, residents, ratepayers and businesses.

Council will need to consider all public submissions made during the consultation period, and if this occurred at the same time as notification to prescribed authorities, feedback from these groups must also be considered at this time.

Council will advertise the name in the local newspaper for a minimum period of 15 working days.

4.3 Council Resolution and Gazettal notice

The naming proposal will be considered at a Council Meeting

If there are no objections, Council can prepare a gazettal notice on road naming portal, checked by the GNB. If gazettal document is correct, the GNB forwards to the NSW government gazette.

4.4 Signage

Council arranges for the manufacture and installation for road signs other than those in new subdivision areas and private roads.

The subdivision developer is required to supply the road sign and maintain the street sign until Council accepts maintenance of the road as a public road. Proposed road names in new subdivisions must be submitted to Council as part of the subdivision approval process.

5. Associated documents

Roads Act 1993

Geographical Names Act 1966

Local Government Act 1993

Roads (General) Regulation 2008

Name of Policy		
Owner: Team Leader, LIS & GIS	Area: Civil Infrastructure & Assets	POL No: 283
Date of Commencement: 05/05/2017	Approval Authority: Council	Date Approved: 10 July 2017
Amendment 1	Date of Next Review: 05/05/18	Review period: annually



CITY OF PARRAMATTA

AS/NSZ 4819:2011 – Australian/New Zealand Geographic Information – Rural and Urban Addressing Standard

AS1742.5-1997 Manual of uniform traffic control devices Part 5 Street name and community facility name signs

New South Wales Addressing Policy – 31st March 2015

New South Wales Addressing Manual – September 2016

New South Wales Retrospective Address Policy – 31st March 2015

History

Policy 283- Street Naming Policy – Adopted on 27th August 2007

REFERENCES	D4755820
POLICIES	283
ATTACHMENTS	D04755735 – NSW Address Policy D0475540 – NSW Addressing User Manual D04755743 – NSW Retrospective Address Policy

Name of Policy		
Owner: Team Leader, LIS & GIS	Area: Civil Infrastructure & Assets	POL No: 283
Date of Commencement: 05/05/2017	Approval Authority: Council	Date Approved: 10 July 2017
Amendment 1	Date of Next Review: 05/05/18	Review period: annually