

ROAD AND SUBURB NAMING POLICY

Reference number:	POL 047
Approval date:	XX XX 2023
Policy owner:	Manager Development Assessment & Building Certification
Next review:	September 2026

As a Roads Authority, Council has responsibility for managing and approving the naming and renaming of public/private roads within the Wagga Wagga City Council Local Government Area under its control. The processes to be followed are largely outlined in the *Roads Regulation 2018* and the Geographical Names Board of New South Wales (GNB) 'NSW Address Policy and User Manual'.

Council receives numerous road naming and renaming requests every year from members of the public. These requests range from formalising long used unofficial road names, the naming of unnamed roads (including roads identified only by an engineering road number), as well as requests to change existing road names. Road naming requests are also generated internally from within Council.

Council also has a role in suburb and locality naming. All parts of the Local Government Area have a suburb or locality name. From time to time, names of suburbs and localities need to change, such as to distinguish a new urban suburb from surrounding rural land, to remove duplicate locality names with other localities in New South Wales, and to rectify matters of confusion or impracticality. Whilst suburbs and localities are formally named by the GNB, the GNB will not generally proceed with a suburb or locality naming/renaming request without Council support.

Purpose

The purpose of this Policy is to outline a clear set of guidelines for road naming and renaming with appropriate reference to legislative requirements and Geographic Names Board Guidelines.

Scope

This Policy applies to all requests made to Council, or requirements of Council, to name/rename public, private roads, suburbs and localities.

Policy Provisions

This process will be implemented by staff within the Development Assessment & Building Certification Division of Council.

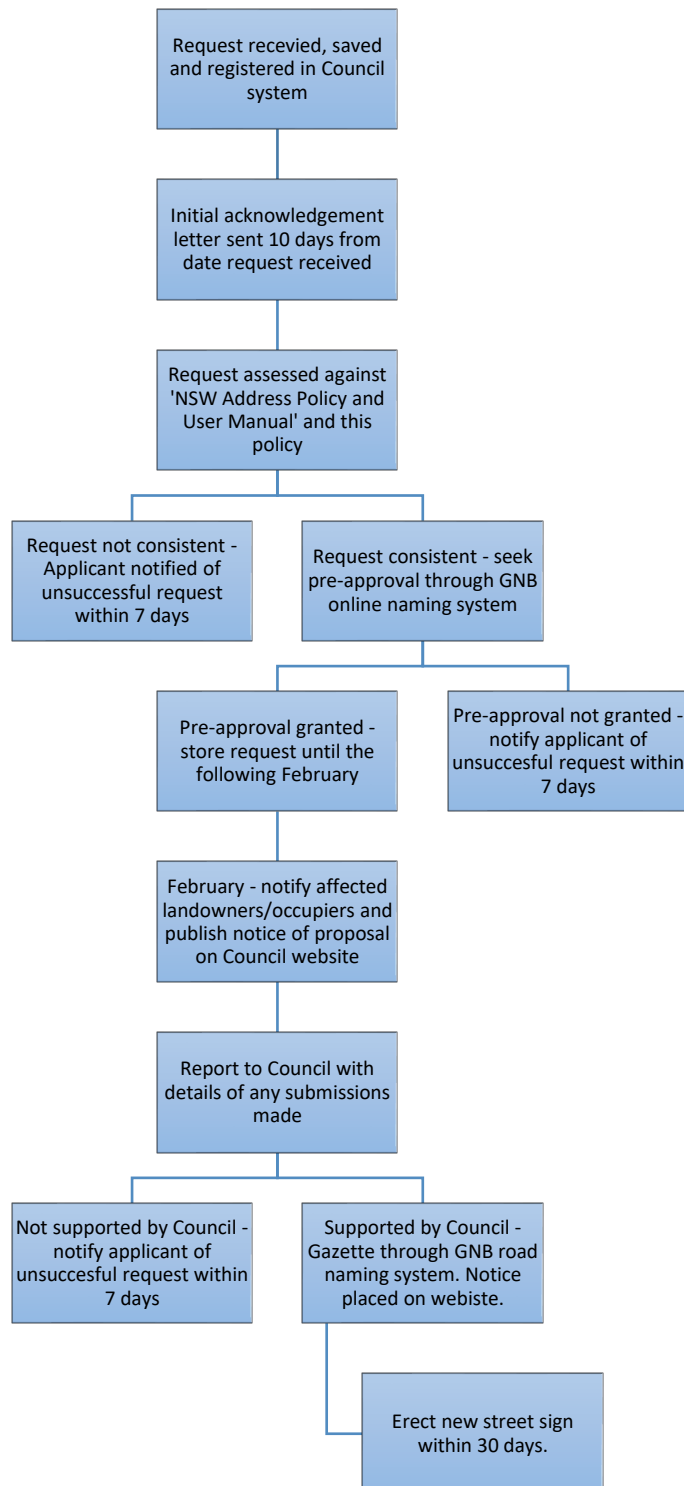
Due to the resourcing implications involved in processing road and suburb naming requests, such requests will be dealt with in bulk on a 12 monthly basis, commencing in February annually.

POL 047 – Road and Suburb Naming Policy

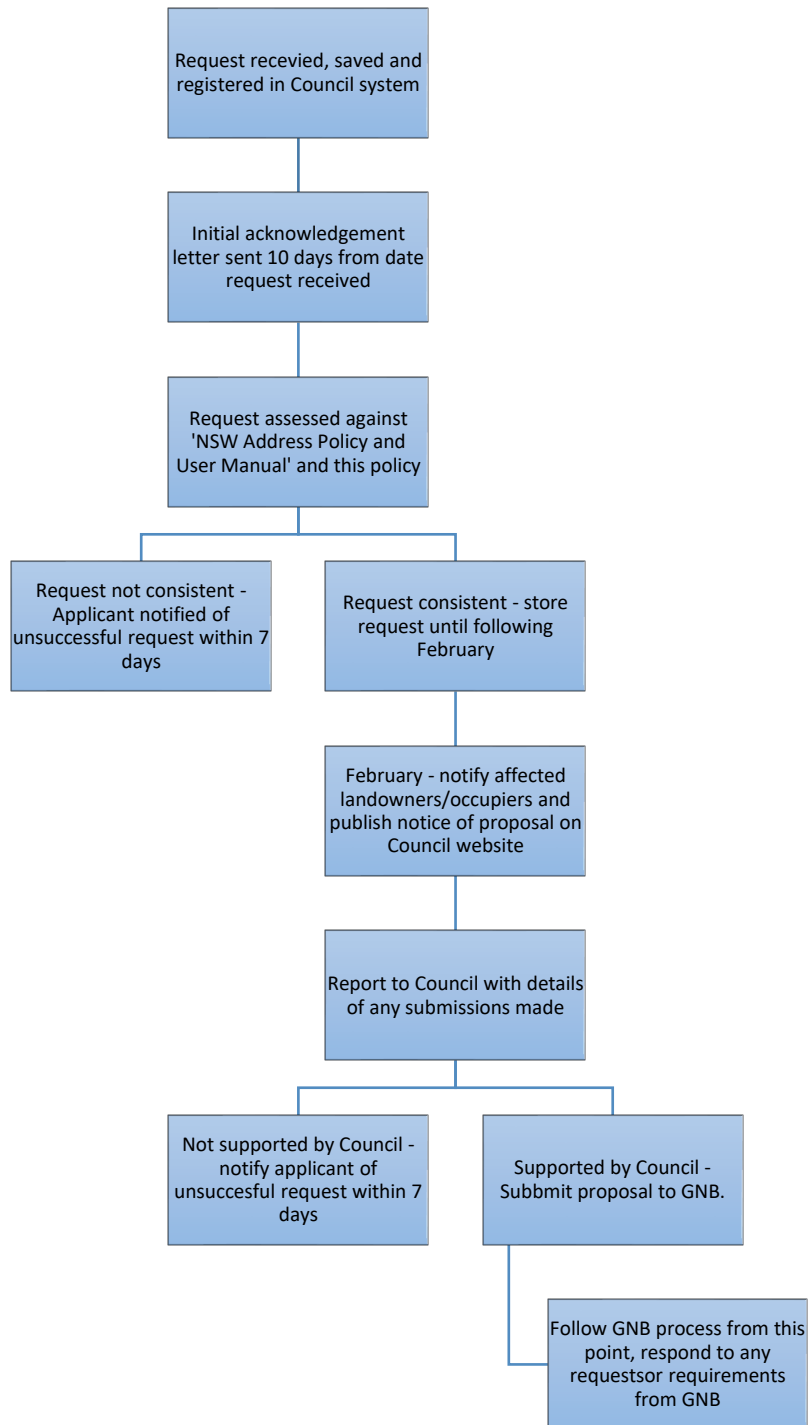
NOTE: If a request is lodged by Emergency Services the request must be attended to in the following time frames:

- 10 days to send initial response letter
- 30 days to develop an action plan
- 20 days to resolve the issue.

Assessment and report process flow diagram for road naming and renaming proposals



Assessment and report process flow diagram for suburb naming and renaming proposals



Application Requirements

For Council to consider a road naming/renaming request an application form must be submitted and the required fees paid in accordance with Council's current Revenue and Pricing Policy. A copy of the application form is available on Council's website. The fee is not payable for requests for inclusion on the names list for future use.

As stated under “Policy Provisions” above road renaming requests will only be considered on a 12 monthly basis.

Approval Arrangements

A report will be prepared by Planning Officers in conjunction with the Manager Development Assessment & Building Certification and a recommendation will be presented to the Council meeting for consideration.

Review procedures

This policy will be reviewed on a 4-year basis.

General Provisions

The following road naming/re-naming and suburb/locality naming/re-naming scenarios are dealt with under this policy:

- Public request for naming/re-naming of a public or private road or suburb/locality
- Internal request/requirement for naming/re-naming of a public or private road or suburb/locality
- Emergency Services request for naming/re-naming of a public or private road or suburb/locality
- Public request for name to be used in the future (no specific road)
- Suburb theme naming

Specific Provisions

Public, Internal and emergency services request for naming/renaming of a public or private road

Requests and proposals will be assessed against the general principles contained in the GNB’s ‘NSW Address Policy and User Manual’. These are as follows:

- Ensuring Public Safety and Service Delivery
- Language
- Roads to be named
- Uniqueness, Duplication
- Acceptable Road Names
- Commemorative Road Names
- Road Extents
- Suffixes, Prefixes and Directional Indicators
- Amending Road Names
- Road Types
- Cross-Jurisdictional Naming or Renaming

Where the initial request is generated internally from Council, Council Officers will select an appropriate road name, to be endorsed by Council.

This can occur in the following ways:

- If the road to be named is within an area identified as having a locality/suburb theme (Appendix 2) then a name from this theme is selected.
- If the road is not covered by a theme, then a name from the list of adopted road names covered in Appendix 3 shall be selected. This is based firstly on most relevant and secondly on date the submission was made, with oldest having preference.
- In some circumstances it may be appropriate for Council Officers to use a name outside of both Appendix 2 and 3.

All naming proposal will follow the process set out in the flow diagram in “Policy Provisions”

Public request for name to be used in the future

Council commonly receives requests for names to be used for the naming of ‘future’ roads. These requests will be assessed against the general principles contained in the GNB’s ‘NSW Address Policy and User Manual’ listed above.

Once Council Officers have established that the proposed name meets the above principles a report will be prepared for Council recommending that the name be added to the list of adopted road names for Wagga Wagga (Appendix 3). Placement of a name on this list does not guarantee its suitability for future use, as any name will need to be reassessed at the time of its proposed use, and pass the GNB pre-approval processes at that time.

Should the proposed name not meet the above mentioned principles Council Officers will not support the proposal and applicants will be advised accordingly.

Requests that are received will be collated and added to the list in Appendix 3 only when the policy is reviewed every 4 years.

In the event that it is determined by Council Officers that additional names are required for the list, Council will seek expressions of interest from the community seeking names to include on the list. Assessment of names received during such an EOI process will be assessed consistent with the process discussed above.

Suburb Theme naming

Council has traditionally adopted suburb based themes for naming streets within the city. The themes previously adopted by Council for existing suburbs are listed in Appendix 2:

Road naming themes for suburbs will be allocated by Council Officers from the Future Themes listed in Appendix 2, taking into account the size of the suburb (ensuring any theme has sufficient scope to account for the number of likely roads in a suburb), themes in nearby suburbs, local features and history, and any request from the community/developers.

Any public requests for future suburb themes will be assessed, and where appropriate, added to the list in Appendix 2 when the policy is reviewed every 4 years.

Public, internal and emergency service requests for naming or renaming a suburb or locality

Requests and proposals will be assessed against the general principles contained in the GNB's 'NSW Address Policy and User Manual'. These are as follows:

- Uniqueness, Duplication
- Official Use
- Acceptable Address Locality Names
- Boundary Definition
- Boundary Determination

The Wagga Wagga City Council Innovate Reconciliation Action Plan, has as an action, to identify appropriate sites for renaming and naming of places in Wiradjuri/Wiradyuri language. In all circumstances, when naming or renaming a suburb or locality (other than a boundary adjustment between suburbs/localities), any new name shall be in Wiradjuri/Wiradyuri language, developed in consultation with the Wiradjuri/Wiradyuri community. Only in circumstances where there is a overwhelming public interest in using an alternative name, should an alternative name be used.

All naming proposal will follow the process set out in the flow diagram in "Policy Provisions"

Suburb entry and estate signage

The GNB's 'NSW Address Policy and User Manual' identifies that:

Each address locality has one officially gazetted name. Alternative, promotional or dual names are not accepted for addressing purposes. Urban and rural place names shall not be used in place of an official name. Promotion or use of an unofficial, urban place or name other than the officially gazetted address locality name in an address (particularly in real estate marketing), is considered to be misleading or deceptive practice as defined under the Australian Competition and Consumer Act 2010.

Consistent with the 'NSW Address Policy and User Manual', no new signage shall be erected identifying alternative names for any suburb/locality. Where existing signage is in place on Council owned land, Council shall remove the inconsistent signage as it becomes aware of its existence. Whilst it is acknowledged that historically consent may have been granted for signage with non-official names, where signage is identified that is located on private land, and no Development Consent can be identified for the signage, compliance action will be carried out to secure the removal of the signage.

Appendix 1 – Advert (request for submissions)

ROADS ACT 1993, ROADS REGULATION 2008

REQUEST FOR FUTURE ROAD NAMES

Wagga Wagga City Council, as the relevant Roads Authority seeks public interest to submit future road names to Council for consideration.

Any request will be assessed by Council to ensure it complies with the general principles contained in the Geographical Names Board's NSW Road Naming Policy. This document can be found on Council's website by following the attached link www.wagga.nsw.gov.au should you wish to ensure compliance before lodging a request. Failure to comply will result in the name being rejected.

There is no cost involved in this process.

Written submissions may be made to Council in relation to this proposal. Submissions must be made to Council by **(Insert Date)** and should be marked to the attention of the Manager City Development and be addressed to:

Wagga Wagga City Council
PO Box 20
WAGGA WAGGA NSW 2650

Enquiries: Further details relating to the matter can be obtained by contacting the Council's City Development Team. If you have any enquiries regarding the proposal, or about making a submission, please telephone City development on 1300292442.

Appendix 2 – Adopted Locality/Suburb Road Naming Themes

- *Alan Staunton Oval and Eric Weissel Oval* – Wagga Wagga Rugby League Clubs and Identities
- *Bomen (land developed by NSW Government or Wagga City Council within the Special Activation Precinct)* – Persons killed or wounded in the Kapooka Tragedy
- *Bomen (other than above)* – Sheep and cattle breeds
- *Boorooma* – Notable Australian sporting identities
- *Bourkelands* – Important pastoral homesteads of the region
- *Central Wagga Laneways (south of lagoon)* – Wiradjuri words
- *Estella* – Crop varieties and individuals associated with the Agricultural Research Institute
- *Forest Hill* – Australian trees
- *Glenfield* – Aboriginal words
- *Gobbagombalin Urban Release Area* – Riverina Parish names
- *Bakers Lane Rural Residential Development* – Ships of the First, Second and Third fleet
- *Hammond Avenue Industrial Area* – Australian explorers
- *Lake Albert* – Tree species
- *Lloyd* – Prominent Australians (Other than sportspersons)
- *Simkim Crescent Area* – Former prominent Wagga identities
- *Tatton* – Prominent Australian / local landmarks
- *Tolland* – American Presidents
- *Airport* – significant Wagga region aviation identities or aviators from the Australian Aviation Hall of Fame (AAHOF) inductees roll (current and future)
- Future Theme Names
 - Australian Fauna (broken into subcategories for different suburbs, including birds, moths, frogs, macropods, and gastropods)
 - Australian towns and cities
 - Australian geographic features (broken into subcategories for different suburbs, including lakes and dams, rivers, beaches, and mountains)
 - Former pubs and breweries of Wagga Wagga
 - Persons listed on the walk of honour and Citizens of the year
 - Thematic Wiradjuri/Wiradyuri name themes (i.e. constellations, fauna names, flora names, geographic features etc)
 - Names of stars
 - Australian mineral resources

- *residents of the City of Wagga Wagga who have been recognised by the Honours Secretariat and feature on the honour board at the Council Chambers (note names can be progressively added as individuals meet criteria set out in the 'NSW Address Policy and User Manual'*
 - *Asimus, David*
 - *Daley, Clarence James*
 - *Scholfield, James Fulton Arthur*
 - *Hawkins, Joseph Wesley*
 - *Rhodes, John Colin*
 - *Brassil, Patrick*
 - *Sadlier, Stanley Clifford*
 - *Pearse, Astley George*
 - *Nicholls, Alan George*
 - *Wealand, Janet*
 - *Burgman, Albert*

Appendix 3 – Adopted Road Names

Any other – list of names to be used for naming individual roads outside of the above suburb areas.

Names previously approved by Council to be considered for future road names

- *Miles – After the Miles family of Ladysmith (Ladysmith)(1990)*
- *Kunming – After Wagga's Chinese Sister City (should be used for major road)(1996)*
- *Clout – After Thomas Clout (anywhere)(1996)*
- *Halbisch – After Halbisch family who owned property in the area (Central, near showgrounds)(1993)*
- *Owen – Suggestion from RAAF for street names in Ashmont subdivision (Ashmont)(1993)*
- *Winnel – After Winnel family who were early settlers within Wagga (Glenfield)(1986)*
- *Pulver – After the Pulver family (northern suburbs)(1984)*
- *Lowing – After John Lowing, instrumental in development within Bomen (Bomen, North Wagga)(2015)*
- *Stevens – After Steven Edward Stevens, one of earliest settlers in Wagga (Central Wagga)(2015)*

Additional names to be considered for future road names

- *Noack – After the Noack family of Uranquinty (Uranquinty)*
- *Scollo – After Sam Scollo, proprietor of Sam Scollo's Take Away in Gurwood Street (Gurwood Street area)*
- *Feutrill – After Neil Feutrill, instrumental in the establishment of the Wagga Livestock Marketing Centre*

Legislative Context

This policy has been created having regards to the applicable provisions of the following legislative documents:

- *Roads Act 1993* - Sections 162-163
- *Roads Regulation 2018* - Section 7

Related Documents

- GNB NSW Address Policy and User Manual

Definitions

Term	Definition
GNB	Geographical Names Board of New South Wales
Road Naming	The naming of an unnamed road, and includes roads only referenced by an engineering road number
Road Renaming	The naming of a road that already has a name
Suburb / Locality Naming	The naming of a new suburb or locality from within an existing suburb or suburbs, leaving some elements of the former suburb or locality unchanged.
Suburb / Locality Renaming	The renaming of the entirety of an existing suburb.

Revision History

Revision number	Council resolution	Council meeting date
1	Res No: 15/271.4	28 September 2015
2	Revision approval under General Manager delegated authority	8 August 2017
3	Res No: 17/279	28 August 2017
4	Res No: 22/354	17 October 2022
5	XXX	XXX