

## Policy

### Naming our Reserves, Facilities and Roads

#### Policy Statement

Northern Beaches Council aims to provide a consistent and transparent process for naming Council owned and managed reserves, facilities and roads.

This policy endorses Council's adherence to the Geographical Names Board (GNB) Place Naming Policy and process for the naming of reserves, facilities and roads.

It aims to provide further guidance and criteria to apply the GNB Place Naming Policy when for assessing and approving naming requests from the community.

#### Principles

1. Council will adhere to all relevant legislative and statutory requirements relating to the naming of reserves, roads and facilities.
2. Council will consider honouring individuals in the naming of reserves and roads if they have:
  - Been deceased for at least a year.
  - Made a highly significant contribution to the specific area or community. This will be measured against the GNB policy and includes the following:
    - a. *"Two or more terms of office on local government council."*
    - b. *Twenty or more years association with a local community group or service club."*
    - c. *Twenty or more years of association and service with a local or state government or organisation."*
    - d. *Action by an individual to protect, restore, enhance or maintain an area that produces substantial long-term improvements for the community."*
3. The management and assessment of requests for the naming of facilities on Council owned and managed land including, but not limited to buildings, gardens, pools and grandstands will also be initially assessed according to the GNB Place Naming Policy and process (excluding the requirement for the individual to be deceased).
4. Those requests to name or rename reserves, facilities or roads that meet the GNB criteria or align to this Policy will be presented to Council for endorsement.
5. Council will invite community comment on requests (subject to initial Council endorsement) for naming or renaming of Council owned and managed reserves and roads. Public exhibition will comply with Council's Community Engagement Framework.
6. When naming sportsgrounds and major venues visited by many people from beyond Council's boundaries, preference will be given to locality or geographical names to assist in travelling to, addressing and locating the area e.g. Seaforth Oval or Careel Bay Playing Fields. Facilities including buildings and sporting infrastructure on these land areas will also be named according to the location and the purpose or function of the facility e.g. Cromer Community Centre.
7. When naming parks and natural areas, preference will be given to the use of historical names, Aboriginal words (e.g. Goombooya Reserve) and the names of indigenous species of plants, birds and animals (e.g. Angophora Reserve, Cabbage Tree Bay).

8. Aligned with the GNB Place Naming Policy, Council discourages the changing of long-term names as it can lead to address and location confusion, especially for electronic navigation (critical for emergency services). Council will only consider changes in well-established names in exceptional circumstances.
9. Council will provide the relevant signage (as per Council design guidelines) for any locations where a new name or name change has been approved.
10. Council is committed to communicating and informing the community of all approved changes to names. This may include additional signage and community notifications.
11. If a 'named' facility is disposed of and is not being replaced the 'name' of that facility will be retired.

## Scope and Application

This Policy covers the naming of reserves, facilities and roads on land owned and managed by Council. The facilities on such land that can be named include, but are not limited to the buildings, gardens, pools, grandstands, pavilions and sporting infrastructure.

The naming of reserves and roads is governed by State legislation and Council must adhere to the process as defined under the GNB Policy, however the naming of facilities does not require formal GNB approval. Council may approve a name for a Council owned facility that does not meet the GNB criteria by resolution.

This Policy does not cover the naming of land or facilities for purposes of sponsorship, advertising or revenue raising.

All requests by the community to name or rename a reserve, facility or road will require the completion of an application form.

## References and related documents

- *Local Government Act 1993*
- *Geographical Names Act 1966*
- *Geographical Names Board of NSW Policy, Place Naming (2018)*
- *Roads Act 1993 - Sect 162 Naming of public roads*

## Definitions

**Reserves:** *In this Policy reserves include parks, sportsgrounds, road verges and other open spaces that are reserved for public use and managed by Council.*

**Facilities:** *In this Policy the facilities include any Council owned infrastructure on Council managed land that has been reserved for use by the public. This may include but is not limited to buildings, gardens, pools, grandstands, pavilions, sporting fields and sporting infrastructure such as cricket nets.*

## Responsible Officer

Executive Manager – Parks and Recreation

## Review Date

Four years from date of adoption.

**Revision History**

Revision	Date	Change	HPE CM Ref
1			
2			
3			

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