

	<b>COUNCIL POLICY</b>	
	<b>Naming of Infrastructure Assets</b>	
	POLICY NO	090
	DEPARTMENT	Organisational Services
	PROGRAM	Governance & Safety
ADOPTED BY COUNCIL	28 February 2018 (Folio 48959)	

## 1.0 Scope

This Policy applies to the naming of infrastructure assets under Mackay Regional Council's (MRC's) control including but not limited to - roads, bridges, parks, open spaces, reserves, public facilities, footpaths, recreation paths, and car parks.

## 2.0 Purpose

To ensure a consistent and transparent approach to the naming of MRC's infrastructure assets.

## 3.0 Reference

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Place Names Act 1994*
- Australian/New Zealand Addressing Standards – *AS/NZS 4819:2011*

## 4.0 Definitions

To assist in interpretation the following definitions shall apply:

**Council** shall mean the Mayor and Councillors of Mackay Regional Council.

**Infrastructure Asset** shall mean an asset owned or under the control of Mackay Regional Council which includes but not limited to roads, bridges, parks, reserves, public facilities, footpaths, bicycle paths, and car parks.

**MRC** shall mean Mackay Regional Council.

**New Development** shall mean a development which has been approved by MRC through the development assessment process.

**Park** means an area primarily uses for recreational use and managed by Council.

**Public Facility** shall mean any facility/building owned by or entrusted to Mackay Regional Council for use by the community for recreation, sport, cultural or community purposes, on a non-commercial or non-profit making basis.

**Reserve** shall mean land dedicated as a reserve as per the *Land Act 1994*.

**Road** is described as per section 59(2) of the *Local Government Act 2009*:

- (a) An area of land that is dedicated to public use as a road; or
- (b) An area of land that:
  - (i) is developed for, or has as one of its main uses, the driving or riding of motor vehicles; and
  - (ii) is open to, or used by the public; or
- (c) A footpath or bicycle path; or
- (d) a bridge, culvert, ford, tunnel or viaduct.

However, a **road** does not include -

- (a) a state-controlled road; or
- (b) a public thoroughfare easement.
- (c) a private road - Section 60(2) of the *Local Government Act 2009* states that a private road is a road over land which is owned by a person who may lawfully exclude other persons from using the road.

**Road Name History** means a register of all road names currently in use or where they have been approved for proposed developments. Information is also recorded where a road name has significant historical events or persons relevant to the Mackay region.

## 5.0 Background

The naming of infrastructure assets provides an opportunity to honour individuals and groups in the community for past contributions and achievements that deserve recognition. It also presents an opportunity to emphasise important landmarks, geographical features or historical or cultural characters of the area concerned.

This policy will provide a consistent approach for the naming of infrastructure assets, to ensure that names:

- do not conflict with existing names presently recorded on MRC's relevant database;
- comply with relevant jurisdictional legislation, policies and guidelines;
- are not offensive, racist, derogatory or demeaning;

Preferred sources of names include (in no particular order):-

- Early local settlers, pioneers, explorers and other local eminent persons;
- War Service/Casualty armed forces personnel;
- Theme basis naming (e.g. ships, birds, fish etc.);
- Local landmarks or site specific related features;
- In memoriam of an individual/family with one or more of the following:

- Evidence that the person being honoured is to be of proven character;
- Evidence that shows a long history of the individual/family within the region;
- Evidence that demonstrates that the individual/family made significant contributions to the community.

## 6.0 Policy Statement

The naming of infrastructure assets may arise by either:

- At the instigation of MRC, or the community for an existing unnamed Infrastructure asset; or
- To rename a current named infrastructure asset; or
- As a result of new infrastructure assets being constructed as part of MRC works or development works.

MRC has no obligation to accept any name proposed by any group, entity, developer or individual. MRC reserves the right to allocate names in accordance with this policy

### 6.1 Request for Naming or Renaming of an Infrastructure Asset

All requests for naming or renaming of an infrastructure asset (except for new development which will be approved by delegated authority) are to be made by formal application.

### 6.2 Approved Names Register

To assist MRC meet the objectives of this Policy, MRC will maintain an "Approved Names Register" to use at its discretion. This Register will be maintained by MRC's Geographic Information Program (GIS) in Shared Services.

### 6.3 Naming of New Parks, Reserves, Open Spaces

In the first instance, parks should be named after the major street or road in which they are situated. Should the street name be inappropriate through reason of duplication or lack of a major street frontage to the park or similarity with another existing named park, then a locality name should be adopted.

The locality name should be that of the suburb, locality, township, etc. in which the park is situated. Should the locality name be unsuitable through the existence of similarly named parks, then the park should be named from a list of significant historical events or historical personages.

The criteria for selection of a park name should include:

- (a) That the name identifies the area in which the park is situated; or
- (b) That the name relates to a significant person or historical event for which recognition in perpetuity should occur.

A register of significant historical events or persons will be maintained.

Members of the public will be able to suggest additions to the Register of Significant Historical Persons or Events and the register shall be maintained by Parks, Environment and Sustainability Program.

#### 6.4 Naming of Roads (includes bridges, footpaths, recreation paths, carparks etc.)

MRC has a responsibility, under the *Local Government Act 2009* for the naming of public roads within MRC's boundaries.

Road names must be unique and clearly identify the asset as well as the related address. The name needs to be clear and unambiguous.

Any new names must not conflict with existing names presently recorded in MRC's Road Name History Register or elsewhere and meet the Australian/New Zealand Addressing Standards – *AS/NZS 4819:2011* for Rural and Urban Addressing.

#### 6.5 Naming within New Development

The naming of new assets created as part of a Development Application (i.e. road networks) are to be included in the lodgement of the associated Operational Works Application.

Infrastructure asset names will be approved as part of the application process and the sealing of the Survey Plan.

Approval of Infrastructure asset names will be as per planning delegations for the approval of operational work applications.

#### 6.6 Naming of Public Facilities

The naming of public facilities will be at the discretion of the Council. Nominations will be considered by MRC and after public consultation put to Council for resolution.

#### 6.7 Renaming of Infrastructure Assets

Renaming of infrastructure assets is discouraged however an infrastructure asset may be renamed upon request if:

- The person or body or entity after which the infrastructure asset was named has been discredited or dishonoured;
- There is a very strong community desire for a name change;
- The name is duplicated elsewhere in the MRC area;
- It has been discovered that the information submitted regarding the naming of the infrastructure asset has been found to be factually incorrect;
- The name does not comply with the *AS/NZS 4819:2011* for Rural and Urban Addressing.

#### 6.8 Naming Rights of Council Facilities for Sponsorship Purposes

While naming rights (for sponsorship purposes) are not considered permanent, there is a perception from the community that MRC could benefit from such as connection.

Any sponsor messages displayed at or on an MRC owned asset must be in accordance with MRC's requirements. MRC reserves the right to prohibit any requests if it deems the message to be offensive or discriminatory.

All requests for naming rights will be put to Council for resolution.

#### 6.9 Community Consultation

Where appropriate, community consultation will be conducted with relevant stakeholders when MRC proposes to name or rename an infrastructure asset.

The purpose of the consultation is to seek stakeholder feedback on the naming request in order for MRC and/or staff to make an informed decision on a naming proposal.

Public consultation is not required where a name is being assigned to a new infrastructure created by way of new development.

#### 6.10 Process After Approval

1. Following approval by Council, MRC shall as soon as practicable: Erect appropriate signage;
2. Correspond with affected external organisations or individuals advising of the new or renamed asset.

### **7.0 Review of Policy**

This policy will be reviewed when any of the following occur:

1. The related documents are amended or replaced.
2. Other circumstances as determined from time to time by a resolution of Council

Notwithstanding the above, this policy is to be reviewed at intervals of no more than three (3) years.

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date
1	New Policy		Council	28.02.18