



**Policy Subject/Title:** Place (and Infrastructure) Naming Process Policy

**Policy Number:** OP/001

---

**Responsible Officer:** Director Operations

**Related Policies / Procedures:** Nil

**Authorised by:** Somerset Regional Council

**Authorised on:** 28 May 2008

**Amendments:**

- 12 June 2013 (Doc Id 707651)
- 11 July 2013 (Doc Id 711676)
- 23 September 2020 (Doc Id 1230130)

## 1. OBJECTIVE

The objective of this policy is to formalise the principles for the naming of various features including roads, bridges, parks and community infrastructure within Somerset region.

## 2. PURPOSE

To standardise the principles used by Council for naming features, facilities or locations in Somerset region (including roads, bridges, watercourses, parks, reserves or other places, structures or features) in accordance with its duties under the Local Government Act 2009.

## 3. SCOPE

This policy applies to naming and renaming of infrastructure, features, facilities or locations in Somerset region owned or in trust of Somerset Regional Council.

## 4. DEFINITIONS

The terms used for various road types are as defined in the relevant section of the Department of Transport and Main Roads' "Manual of Uniform Traffic Control Devices".

**Duplication of names** – refers to the street name and the street type e.g. School Street is considered a duplication of School Road if both are within the same or neighbouring suburbs.

## 5. POLICY

This policy and procedure is to apply to all requests relating to the naming or renaming of a facility, site or feature ("place") within the Somerset region.

A request for the allocation of a new place name within the region may be lodged by members of the public, developers, Councillors or Council staff for consideration by Council. All requests relating to the allocation of a place shall be submitted to Council in writing. Requests shall contain all available relevant detail, any documentation supporting the request, and the suggested text to be included in the proposed sign.

### **Principles common to all namings:**

1. Names will be:
  - a) Relevant to flora and fauna native to, or of significance in the Somerset region
  - b) Relevant to geographical features or landscapes of the Somerset region
  - c) Relevant to the heritage of the Somerset region, including such elements as pioneer families and long-term land holders
  - d) Culturally sensitive Indigenous names. The use of Indigenous and Torres Strait Islander names will be in accordance with the Intergovernmental Committee on Surveying and Mapping's "Principles for the Consistent Use of Place Names"
  - e) Former residents of Somerset region, who have paid the supreme sacrifice while serving with armed forces of Australia
2. Names should be a single word only.
3. Names should not cause offence.
4. Names that could be considered as advertising a commercial or industrial venture are not to be used.

### **Naming and renaming features, facilities or locations:**

1. Duplication of names for new names will not be considered.
2. Renaming existing features, facilities or locations will only occur in extraordinary circumstances such as request to do so by a Queensland State Development Director (e.g. Emergency Services) or as a result of a Council initiated project.

### **Approval Authority**

<b>Category</b>	<b>Assessor</b>	<b>Approvers</b>
Naming a new road	QA Officer, Development and Design Manager	Director Operations
Naming an unnamed or paper road	QA Officer, Manager Works	Director Operations
Renaming an existing road	Director Operations and Director Planning	Council
Naming a new feature, facility of location (other than a road)	QA Officer, Development and Design Manager	Council
Renaming an existing feature, facility of location (other than a road)	Director Operations and Director Planning	Council

### **6. DATE OF RESOLUTION**

This policy was approved by the Chief Executive Office and adopted by the Somerset Regional Council at the Ordinary Meeting of Wednesday, 23 September 2020.

Signed: 

Date: 23 September 2020