



Selection of Road Names Policy

Policy Classification	Council Policy
First Issued:	21 September 2011
Next Review Date:	September 2025
Version Number:	5
Applicable Legislation:	<i>Local Government Act (1999)</i> <i>Geographical Names Act (1996)</i>
Related Policies or Documents:	Rural and Urban Addressing Standard - AS/NZS 4819 Australian Standard 1742: Manual of Uniform Traffic Control Devices Part- 5; Street Name and Community Facility Name Signs
Associated Forms:	NA
Responsible Manager:	Director Works & Infrastructure
Approved by Council:	8 June 2021
Minutes Reference:	C230:2021

Table of Contents

1. Preamble	3
2. Purpose	3
3. Scope	3
4. Definitions	4
5. Policy Statement	4
6. Availability of the Policy	9

Selection of Road Names Policy

1. Preamble

- 1.1. A Council has the power under section 219 of the *Local Government Act 1999* to assign a name to, or change the name of:

- 1.1.1. a public road;
- 1.1.2. a private road; and
- 1.1.3. a public place.

- 1.2. Council must assign a name to each public road created by land division.

2. Purpose

- 2.1. This Policy provides a basis for Kangaroo Island Council [Council] to determine the names for existing unnamed, new sealed and new formed public or private roads within the Council area. This Policy applies to those sealed and formed public or private roads, existing or proposed, that are or will become part of the Kangaroo Island road network or which may reasonably be required to be identified either as a public road or place.

- 2.2. This Policy is directed by the *Local Government Act 1999* s219 (1), which states that a Council has the power to:

*assign a name to **a public or private road, or to a public place, or change the name of a public or private road, or of a public place.***

- 2.3. This Policy is also directed by the *Local Government Act 1999* s219 (5), which states that:

A Council must prepare and adopt a policy relating to the assignment of names under this section.

3. Scope

- 3.1. The Department of Infrastructure & Transport (DIT) have directed that any access that is sealed, formed or otherwise, that supports access to an occupied property, shall have a name assigned, in order to generate a rural property address.
- 3.2. It is Kangaroo Island Council's policy that all sealed public roads and all formed public roads within the Council area that are regularly accessed will be assigned a name. This does not include 'unmade' road reserves.
- 3.3. All formed private roads that are accessible to the public will also be assigned a name. This includes roads within complexes such as hospitals, retirement villages and roads in forests or parks, etc. Private roads with five or less property addresses do not need to be named. In these cases address numbers can be assigned to the road that the private road exits on to.
- 3.4. Road name signs that identify each public road will, as far as practicable, be placed at every road intersection and will clearly indicate the road to which it applies.

4. Definitions

- 4.1. **CEO** means the Chief Executive Officer of the Kangaroo Island Council.
- 4.2. **Council** means the Kangaroo Island Council and covers both the Elected Body and Administration.
- 4.3. **Council Administration** means the staff of Kangaroo Island Council.
- 4.4. **DIT** means the Department for Infrastructure and Transport.
- 4.5. **Elected Body** means the Elected Members of Kangaroo Island Council.

5. Policy Statement

5.1. Initiating the Road Naming Process

5.1.1. A road naming process may be initiated if:

- a. A request is received by the Council Administration from an affected land owner or their agent;
- b. Council resolves that a name change be investigated;
- c. Council Administration identify it is in the public interest to investigate a change in road name;
- d. Council opens or forms a road; or
- e. Council Administration receives an application for a land division (the developer is required to nominate street names for adoption by Council).

5.2. Information to Elected Body

5.2.1. As per Section 5.1, the Elected Body will be notified of a request for Road Name and follow the road naming process. The Elected Body may resolve that the Community Consultation procedure must be undertaken in determining the name of the road.

5.3. Selection of Name - In the naming and renaming of public roads, the following principles will be observed:

5.3.1. Uniqueness:

- a. Wherever practicable, road names will be continuous from the logical start of the road to the logical end of the road, irrespective of Council boundaries, landforms and intersecting roads.
- b. A road name will be unique within an official suburb or rural locality. Duplicate road names within a suburb locality will be resolved in order to avoid confusion (e.g. emergency services response).
- c. Roads that are maintained by another Government Department will be named by that Department.

- d. Duplicate names and similar sounding names (e.g. Paice, Payce or Pace Roads) within a locality will be avoided where possible.
- e. If possible, duplication of names in proximity to adjacent locality will also be avoided.

5.3.2. Name Sources

- a. Sources for road names may include:
 - i. Aboriginal names taken from the local Aboriginal language;
 - ii. Early explorers, pioneers, and settlers;
 - iii. Eminent persons;
 - iv. Local history;
 - v. Thematic names such as flora, fauna, ships etc.;
 - vi. War/casualty lists; and
 - vii. Commemorative names.
- b. Names will be selected so as to be appropriate to the physical, historical or cultural character of the area concerned.
- c. The origin of each name will be clearly stated and recorded as part of the Council's historical records.
- d. The local Aboriginal community will be consulted when choosing Aboriginal names or using words.

5.3.3. Propriety

- a. Names of living persons will be avoided.
- b. Names, which are characterised as follows, will not be used:
 - i. Offensive or likely to give offence;
 - ii. Incongruous - out of place;
 - iii. Commercial or company; or
 - iv. Pronunciation is difficult or unclear.

5.3.4. Communication

- a. Selected names will be reasonably easy to read, spell and pronounce in order to assist service providers, emergency services and the travelling public. Unduly long names and names composed of two or more words should be avoided:

- i. A given name will only be included with a family name where it is essential to identify an individual or where it is necessary to avoid ambiguity. The use of given names will generally be avoided;
- ii. Whilst street and cul-de-sac names should have only one word, it is recognised that some roads require a two word name because of their geographic relationship e.g. Emu Bay Road;
- iii. Roads with double destination names will be avoided.

5.3.5. Spelling

- a. Where it is intended that a road have the same name as a place or feature with an approved geographical name, particular care will be taken to ensure that the correct spelling of the official place name is adopted as shown in the State Gazette.
- b. Where the spelling of names has been changed by long established local usage, unless there is a particular request by the local community to retain the original name, the spelling that is sanctioned by general usage will be adopted.
- c. Generally road names proposed or approved will not contain abbreviations e.g. the "Creek" in "Wallaby Creek Road" must not be abbreviated. There are, however, two exceptions, "St" will always be used in place of "Saint" and it is acceptable to use "Mt" for "Mount".

5.3.6. Form

- a. The apostrophe mark – ‘ - will be omitted in the possessive case e.g. "Smith's Road" will be "Smiths Road".
- b. Names will avoid the use of the possessive "s" unless the euphony becomes harsh e.g. "Devil Elbow". By decision of Kangaroo Island Council no new road names shall display a possessive 's'. Only roads previously named with a possessive 's' shall retain that form.
- c. The use of hyphens will be avoided; however, hyphens may be used when naming a road after a person with a hyphenated name e.g., Smith-Jones.

5.3.7. Road Type

- a. Road names will include an appropriate road type suffix conforming to the following guidelines:
- b. The suffix chosen will be compatible with the class and type of road. Assistance to both the motorists and pedestrians is a major consideration in choosing the suffix.
- c. When a suffix with a geometric or geographic connotation is chosen it will generally reflect the form of the road, e.g.
 - i. Crescent - a crescent or half-moon re-joining the road from which it starts;

- ii. Esplanade - open, level and often along the seaside or a river.
 - iii. For a cul-de-sac use Place, Close, Court or a suffix of similar connotation.
 - iv. Highway (HWY) will be specifically reserved for roads associated with the state arterial road network. Its use will be restricted to roads of strategic importance constructed to a high standard.
- d. The following list of suitable road type suffixes is included as examples. Only road types shown in the Australian Standards documents included in the References section of this procedure shall be used.

Alley	Avenue	Boulevard	Bypass
Circle	Circuit	Circus	Close
Court	Crescent	Drive	Arcade
Grove	Lane	Mews	Parade
Parkway	Place	Plaza	Promenade
Road	Row	Square	Street
Terrace	Walk	Way	Track

5.3.8. No Prefix or Additional Suffix

- a. The use of a compass point prefix/suffix or an additional suffix such as "north" or "extension" will be avoided, particularly where new roads are to be named. Where an existing road is subsequently bisected as a result of traffic management planning or some other reason, it may be appropriate to delineate each half of the road by the addition of a compass point suffix for the purposes of assisting the community and the emergency services to locate the appropriate part of the road.

5.4. Naming of Private Roads

- 5.4.1. Council policy covers all formed roads that are regularly accessed and therefore includes private roads. Private land owners are not obliged to seek Council approval for naming their roads. However, there is a public interest in encouraging private land owners and developers to select suitable names, preferably in accordance with this policy, and to obtain Council endorsement for the name. Any developer that will be handing the roads over to Council must adhere to the policy.
- 5.4.2. Where Council proposes to assign a name to a private road it will consult with the owner of the land over the proposed name and the signage requirements for the road.

5.5. Public Notification of Name Assignment or Change

- 5.5.1. Council Administration will give public notice of the assigning or changing of a road name. This will be by publication in the Government Gazette and by notice in local publication, as required under the Local Government Act 1999.

Public notice will include the date that the new name takes effect (see section titled Date of Effect for New Names or Name Changes below) and notice will also be published on the Council's website www.kangarooisland.sa.gov.au.

5.6. Advise Relevant Parties of New Name or Name Change

- 5.6.1. Council Administration may provide written notice (e.g. by Australia Post or email) of Council's decision on a new road name or name change to relevant parties, including:

Registrar-General	Telstra
Surveyor-General	Water providers
Valuer-General [LG Act s.219(3)(a)]	Electricity providers
The road owner (if a private road)	SA Police
Owners of abutting properties	SA Ambulance Service
Australia Post	Others as required.

5.7. Date of Effect for New Names or Name Changes

- 5.7.1. The date of effect of the new or changed road name will be determined at the time the decision is made to assign the name, so as to allow sufficient time for all stakeholders to make arrangements to ensure a smooth transition.

- 5.7.2. The date of effect will be determined after considering:

- In respect of renaming an existing road, the impact on existing property owners, residents, tenants and occupiers. For example the time required to advise relevant parties to change letterhead stationary and advertising references;
- Potential confusion for people using maps and street directories that effectively become out of date; and
- The desire of some developers to sell property 'off the plan' and the opportunity for new owners to know their future address at an early stage.

- 5.7.3. Council Administration will update the Register of Public Roads as required by s.231 of the *Local Government Act 1999*.

5.8. Road Name Signage

- 5.8.1. Council Administration will ensure road naming signage is in accordance with the relevant Australian Standard (AS 1742.5 - 1997; Manual of Uniform Traffic Control Devices Part- 5; Street Name and Community facility name signs) is erected. (Signage may be erected during construction of a sub-division).

- 5.8.2. NOTE: Signage for State road names is the responsibility of the State.

6. Availability of the Policy

- 6.1. This Policy will be available for inspection at the Council's Offices 43 Dauncey Street, Kingscote during ordinary business hours and via the Council's website:
www.kangarooisland.sa.gov.au
- 6.2. Copies will also be provided to the public upon request, and upon payment of a fee in accordance with the Council's Schedule of Fees and Charges.

SIGNED:



.....
Chief Executive Officer

Date: 8 June 2021

History:		
Date Reviewed:	Version:	Reason for Amendment:
21 September 2011	Version 1	Adopted
10 September 2014	Version 2	Periodic review.
14 July 2015	Version 3	Mandatory post Local Government Election
14 August 2018	Version 4	Periodic Review. Ref# C266:2018
8 June 2021	Version 5	Combination of Policy & Procedure