



Public Place Naming Policy

Policy Classification	Council Policy
First Issued:	9 July 2014
Review Date:	September 2025
Version Number:	4
Applicable Legislation:	<i>Local Government Act 1999</i> <i>Geographical Names Act (1996)</i>
Related Policies or Documents:	Principles for the Consistent Use of Place Names (2016) Public Consultation Policy
Responsible Manager:	Director Works & Infrastructure
Approved by Council:	14 September 2021
Minutes Reference:	C343:2021

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Public Place Naming Policy

1. Preamble

- 1.1. This Policy provides the principles and process for Kangaroo Island Council to follow when considering applications from individuals, families, groups or others, including Council for the assignment or change of name of a Public Place in accordance with the provisions of the *Local Government Act 1999*, in particular section 219 as it applies to a Public Place.

2. Purpose

- 2.1. It shall be Council's Policy that appropriate Public Places that are either without name or have a name under dispute, can be considered by Council to receive a name, or change of name, of cultural, familial, historical, geographical, eminent-personage, thematic [flora, fauna, ships, etc.] or commemorative significance.
- 2.2. The proposed name also need to be appropriate to the physical, historical, cultural or geographical character of the area concerned. The Public Places referred to in this Policy may be bound by a specific geographical area or situated within complexes such as towns, parklands, historic reserves, etc.

3. Scope

- 3.1. This Policy applies to those Public Places, including structures and buildings, existing or proposed, that are or will become part of the Kangaroo Island landscape for which Council has due responsibility and, as such, excludes private lands and structures that fall under the responsibility of private owners and other governmental custodians, whether state or federal.

4. Definitions

- 4.1. **CEO** means the Chief Executive Officer of the Kangaroo Island Council.
- 4.2. **Council** means the Elected Body.
- 4.3. **Kangaroo Island Council (KIC)** means the administration.
- 4.4. **Permanent Committee on Place Names (PCPN)** is the Committee established in 1984 for the coordination of place naming in Australia and New Zealand. PCPN is a permanent committee of ICSM, the Intergovernmental Committee on Surveying and Mapping. Its membership comprises the principal nomenclature authorities of those two countries, with a number of other members who have responsibilities for Public Place names.
- 4.5. **Public Place** means a place (including a place on private land) to which the public has access, but does not include any part of a community parcel divided by a plan of community division under the *Community Titles Act 1996*. The definition also includes a public structure or building.

5. Policy Statement

5.1. Initiating a Public Place name assignment or change of name request

5.1.1. A name assignment or change of name request may be initiated by:

- a. application to Council from an individual, family, group or other party requesting Council's consideration to name or change the name of a Public Place; or
- b. Council resolving that a naming or name change be investigated; and the investigation finds that there is substance to consider the assignment of a name or name change.

5.2. Public Places of little community or historical significance need not be named as a matter-of-course unless Council receives an application or petition to do so and considers that application or petition worthy of substance.

5.3. Process for considering a Public Place name assignment or change of name request

5.3.1. Provided that the proposed name meets the requirements and principles of this policy, Council will seek feedback on the application via Public Consultation for a period of not less than 21 days.

5.3.2. At the soonest available Council **Meeting thereafter**, Council will consider the Public Consultation feedback and determine whether there is:

- a. sufficient evidence to warrant the name assignment or name change; or
- b. insufficient evidence to warrant the name assignment or name change; or
- c. need to investigate the application further.

5.3.3. Council will give public notice of the assigning or changing of a Public Place name in accordance with the Local Government Act 1999. The origin of the assigned name will be clearly stated and recorded as part of the Council's records.

5.3.4. Council will provide written notice (by email or letter) of Council's decision on a new name or change to all relevant parties, including:

- Registrar-General
- Surveyor-General
- Valuer-General

5.4. Principles for the naming of Public Places

These principles are taken from the Principles of the Consistent Use of Place Names - October 2016 prepared by the Permanent Committee on Place Names.

https://www.icsm.gov.au/sites/default/files/consistent_place_names_principles.pdf

5.4.1. Official Language

5.4.2. In Australia, the national language is Australian English. In general, place naming practice must use the form, spelling and style of the official language.

5.4.3. Names Governed by State Authority

Council does not have responsibility for naming all Public Places or selected classes of geographical features, eg national parks, and as such will liaise with the State geographical/place names authority on the adoption of a name.

5.4.4. Feature Description and Identification

A geographical name proposal for a Public Place should specify the extent to which the name applies.

5.4.5. Personal and Commemorative Names

Commemorating an event, person or place provides the community with meaning behind the name and links the name to the place.

- a. If personal names are to be used for public 'open space' places the person commemorated should have contributed significantly to the area where the feature is located. Previous ownership of the land should not in itself be grounds for the application of the owner's name to a Public Place.
- b. Generally only the last or family name should be used. A first or given name will only be included where it is essential to identify an individual or where it is necessary to avoid ambiguity. The use of first or given names will generally be avoided.
- c. When a personal name is used for, it should be applied only posthumously.
- d. Names of living persons are by their nature subject to partisan perception and change in community judgment and acceptance. Alternatives to naming public 'open space' places are to use commemorative plaques or naming a particular structure or building after the living person to be commemorated.

5.4.6. Form and Character of Names

- a. Public Place names should be:
 - i. easy to pronounce, spell and write;
 - ii. simple, concise and preferably of 50 or fewer characters;
 - iii. recognisable words or combinations of words; andin all respects in accordance with community standards.
- b. Names from Aboriginal languages should be transcribed as accurately as possible to suggest a pronunciation as close to the Indigenous form as a speaker of Australian English can reasonably attain. Consideration should be given to the use of Public Place names in diverse cultural situations.

- c. Derogatory or discriminatory terms or terms in poor taste, likely to cause offence or names contrived to circumvent other parts of these principles will not be considered.

5.4.7. Established local usage

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.

5.4.8. Use of Titles, Honorifics and Postnominals

Titles are added to the beginning of a person's name to signify respect, a hereditary entitlement, an official position or a professional/academic qualification. Letters or abbreviations after a person's name signifying that the individual holds a position, office or honour are known as postnominals. Neither titles nor postnominals should form part of an official Public Place name.

5.4.9. Aboriginal Place Names

The use of Aboriginal place names will be governed by:

- a. the need for consultation with groups within the community for input into the place naming process;
- b. the acceptance of the Aboriginal peoples' right to have input into the process of adopting approved Public Place names;
- c. the recognition that traditional names exist;
- d. the recognition that multiple names of Aboriginal origin, together with a European name, may exist for the one feature;
- e. the recognition that Aboriginal Public Place names may predate the arrival of Europeans in Australia;
- f. the equal status of oral recording of Public Place names with that of documentation;
- g. the recognition that the use of some names will be subject to restrictions;
- h. consideration to be given to using Aboriginal names for those features with an unrecorded name, in accordance with Resolution 22 'Aboriginal/ native geographical names' of the Fifth United Nations Conference on the Standardization of Geographical Names, 1987;
- i. the need to comply with the written form of the indigenous language, where one exists, from which a name is drawn;
- j. the need for full consultation with bodies affected by place naming proposals.

5.4.10. Dual Naming

Dual or multiple naming of features, is a legitimate means of recording feature names drawn from Aboriginal, European and other cultures.

5.4.11. Possessive Apostrophe

Since the eighteenth century, the –'s and –s' endings have been used on English nouns to show when they were possessive or to express association or affiliation. In Public Place names and roads, these forms are to be written without apostrophes. Names will avoid the use of the possessive "s". This is to facilitate the consistent use of a single form in each case and to assist in the rapid retrieval of Public Place names from emergency service databases, in the light of variable community usage and uncertainty as to whether the name concerned is singular or plural. The Australian Government Style Manual (2002) notes that Public Place names involving possessives are written without apostrophes. Council supports this convention.

5.4.12. Diacritical Marks

English language Public Place names do not have diacritical marks (eg accent *café* , apostrophe *don't* or tilda *cañon*). In the case of Public Place names derived from languages other than English, any diacritical marks are not to be carried over to the English form.

5.4.13. Uniformity of Spelling

Associated names or names deriving from the same source (such as McLaren Flat and McLaren Vale), should generally have the same spelling (rather than for example McLaren Flat and Maclaren Vale).

5.4.14. Qualifying Terminology

Qualifying terms such as 'Upper', 'New' or their opposites, in addition to cardinal indicators (North, South, East and West), may be used in Australian place naming; however, more distinctive names are preferred.

5.4.15. Duplication

- a. The purpose of Public Place names is primarily to provide unambiguous direction and reference in order to identify geographical entities and Public Places. Therefore duplication of Public Place names is to be avoided because of the confusion this will cause, particularly in the dispatch of emergency services, now often coordinated from national call centres.
- b. A Public Place name is a duplicate if it is identical with, or similar to, another. The duplication may be present in the spelling of Public Place names, or in their pronunciation, or in both. The similarity of multi-word Public Place names should be assessed on the basis of the whole name rather than on one of the elements alone.
- c. This principle applies to locality names, geographical feature names and road names:

- i. A proposed locality name should not duplicate any other locality name in Australia. If a significant period of time is likely to elapse between initial consulting and the final registering of a locality name, the relevant naming jurisdiction should be advised so that the proposal may be recorded to avoid duplication by other States or Territories.
- ii. Proposed names for geographic features should not duplicate existing names.
- iii. Road names must not be duplicated within a locality; a road name with the same name element but different in type is not considered to be unique (AS/NZS 4819, 4.4.7).

5.4.16. Abbreviations

Standard international and national abbreviations are used in mapping and charting products. Abbreviations, however, are not to be included in the recording of place name generics: Mount McDonnell, not Mt McDonnell. Because Mt is a generally-accepted abbreviation of 'Mount', it may be used for addressing, mapping and general identification purposes. There is, however, one exception, "St" may be used in place of "Saint".

5.4.17. Use of Numbers in Place Names

Numbers or roman numerals included as all or part of a Public Place name should be written in full (e.g. Three Chain Road).

5.4.18. National Gazetteer

The Australian National Gazetteer is a digital file containing a subset of the Public Place name data bases maintained by Australian place name authorities. The Australian National Gazetteer is updated periodically. Additional information will be available from the respective Public Place name authority.

<https://www.icsm.gov.au/education/gazetteer-australia-0>

5.4.19. Use of the Definite Article 'The'

Place names which begin with 'The...' (such as 'The Brothers') are potentially confusing, since it will not be clear in general use whether 'The' is truly part of the Public Place name or merely a normal element in the grammar of the sentence. Place names with a leading 'The' should therefore not be used, unless there are strong historical reasons for doing so.

5.4.20. Use of Hyphens

Hyphens may be used within Public Place names which incorporate a hyphenated surname. They may also be used in Public Place names of Aboriginal origin, where that language has a recognised writing system which uses hyphens. Hyphens should not otherwise be used.

5.4.21. Commercial Names

Terms that may be construed as advertising a commercial or industrial enterprise are to be avoided.

5.4.22. Use of Protected and Restricted Words

- a. Anzac: Legislation in Australia, New Zealand and the United Kingdom has been enacted to protect the word 'Anzac'. The Protection of Word 'Anzac' Regulations, 1921 (Australian Commonwealth) safeguards the word "Anzac" and any word which resembles it, from inappropriate use. These regulations describe when use of the word 'Anzac' requires the authority of the Minister for Veterans Affairs, the uses that may be excluded from regulated requirements and its proper depiction of 'Anzac' and 'ANZAC'.
- b. Defence words and letters: The Defence (prohibited words and letters) Regulations 1957 (Commonwealth) regulate the use of any word, words or groups of letters relating to Australian military forces or any service or body of persons associated with the defence of the Commonwealth. Applications seeking the consent to use any word, words or groups of letters restricted by these regulations must be made in writing to the Minister of Defence.

5.5. Official or Approved Names.

The written form of a Public Place name approved by Council is deemed to be an 'official' or 'approved' name. Full documentation of the approval process should include alternative names, covering Aboriginal, historic English, or French and other variant forms. The final decision will to be documented for future references and reviews.

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: 14 September 2021

History:		
Date Reviewed:	Version:	Reason for Amendment:
June / July 2014	Version 1	New Policy
12 August 2015	Version 2	Mandatory review post Local Government Election and introduction of the new logo.
11 July 2017	Version 3	Periodic Review
14 September 2021	Version 4	Full review of Policy and template update