



## **COUNCIL POLICY**

### **Road Naming Policy**

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## 1 INTRODUCTION

The purpose of this Policy is to provide a framework for selecting and adopting new and replacement names for roads.

## 2 SCOPE

This policy applies to all existing and proposed roads in the City of Adelaide, inclusive of public and private roads.

## 3. DEFINITIONS

In accordance with recent legislation, the term “road” incorporates the common meaning of the term “street” so the term “street” is not used in this policy.

The Geographical Names Board’s guidelines for name extensions are provided in Appendix 1.

## 4 RELATED POLICIES

### ***Communication and Consultation Policy***

Communication and consultation with affected parties is required to a level that is appropriate for the business at hand. The appropriate level of consultation for the processes covered by this Road Naming Policy is defined herein.

Consultation is two-way communication where Council will consider all comments presented to them, but Council is not obliged to comply with the presented comments.

## 5 LEGISLATIVE REQUIREMENTS

### ***Geographical Names Act 1991***

The Geographical Names Act 1991 provides powers to the Minister and the Geographical Names Board to control the naming of “places”. A “place” is “any area, region, locality, city, suburb, town, township, or settlement, or any geographical or topographical feature, and includes any railway station, hospital, school and any other place or building that is, or is likely to be, of public or historical interest”.

However the Act specifically does not apply to the naming of roads (Section 4). The authority to name roads is given to councils via Section 219 of the Local Government Act 1999.

### ***Local Government Act 1999***

Section 219 of the Local Government Act 1999 provides Council with the option of:

- assigning names to public and private roads,
- assigning names to public places,
- changing the name of a public or private road, and
- changing the name of a public place.

Names must be adopted under resolution of Council, and notice of the adopted resolution given:

- to appropriate authorities in writing, and

- to the public in the form of public notice in the Government Gazette and in a newspaper circulating generally throughout the State.

In accordance with the spirit of Council's Communication and Consultation Policy, a public notice will also be placed in the City Messenger.

If Council proposes to change the name of a public road that runs into the area of an adjoining council, the adjoining council must be given two months notice of the proposal, and any representations made by the adjoining council must be considered by Council.

## 6. POLICY STATEMENTS

### ***Encouragement to property owners to adopt formal road names***

Property owners may apply names to any parts of their private land but generally service authorities refuse to acknowledge road names that have not been endorsed by Council.

To avoid confusion that can be caused by the use of unofficial names, property owners are encouraged to ask Council to endorse street names.

### ***Principles for choosing a name***

This Policy is consistent with the broad principles of the Geographical Names Board. Those broad principles are:

- Names selected should relate to the topography, physical attributes, or the European or Aboriginal history of localities or places.
- If employed, Aboriginal words should be representative of the vocabulary of the original tribal inhabitants of the region.
- Duplication of names, or similar sounding names, within the State and preferably within Australia should be avoided.
- Naming of places or features after living persons should be avoided.
- The Minister may assign to a place a dual geographical name that is comprised of: (1) an aboriginal name that is the aboriginal name used for that place; and (2) another name.

In addition this Policy includes the following principle:

- The names of the roads of the City of Adelaide should be associated with some significant aspects of the City's history.
- Where a minor road has no property fronting onto it, or it is considered to be only a minor access lane to a small number of properties, then Council will not allocate a street name to it.

### ***Practicalities for the selection of road names***

The practical application of road names to maps and plans should be considered.

Long street names should not be allocated to short roads as the inclusion of such names on street directories and other maps can result in name crowding difficulties for the mapmakers and confusion or uncertainty for the people using the maps.

### ***Processes for the selection of road names***

The naming process will be initiated if the request is:

- from an affected land owner or their agent,
- Council, or
- is deemed in the public interest.

Council may decide to adopt any name but names will normally be selected according to the following criteria.

Lists of names in the following categories may be created or maintained for consideration when naming major roads.

1. Prominent and worthy citizens who have contributed to the betterment of the community. [A list used for the old policy is attached as Appendix 3]
2. Celebrated living persons with a likelihood of prolonged public acclaim.
3. Persons born and raised in Adelaide who through their own endeavours and achievements have made their names, and Adelaide, famous throughout the world.

Lists of names in the following categories may be created or maintained for consideration when naming minor and private roads.

4. A limited number of references will be searched for historical names associated with the land to be named. Obsolete company names that had a historical connection with the City or State may be considered.
5. Kurna place names that have prior approval of the Reconciliation Working Party for use as road names.
6. A derivative of a nearby or adjoining existing road name.
7. Living persons with strong local popular support.

For naming of major roads a report will be prepared for consideration by Council giving details of potential names whereby Council will be requested to select potential names as the basis for consideration and consultation prior to a formal report and resolution by Council.

Names for minor public roads and private roads will be nominated by the Administration according to Categories 4 and 5 above. Consulted land-owners may nominate other names in categories 6 and 7.

### ***Timing the changing of road names***

The time when the new name applies shall be the date of Council's resolution to adopt the name, or the date stated as part of Council's resolution.

The time from when a new name applies will be decided after consideration of the following issues:

- The impact on existing property owners and tenants, for example the need to change letterhead stationary and advertising references.
- Confusion for people using maps and street directories that become effectively out of date.
- The desire of some developers to sell "off the plan", and the desire of new owners to know their new address at an early stage.

## **7 RESPONSIBILITIES**

The Team Leader Asset Management Support is responsible for managing the road naming processes in compliance with this Policy.

Upon request from the Team Leader Asset Management Support, the City Archives staff shall research and provide any required historical information.

Upon request from the Team Leader Asset Management Support, the Manager Operations shall provide and install appropriate nameplates and signs to mark the road.

Manager Rates and Valuation is responsible for managing the processes related to allocating address numbers to properties. Those processes overlap with the processes for naming roads. Team Leader Asset Management Support and Manager Rates and Valuation are to coordinate processes to maximise efficiencies in cost and effort.

The procedures for naming roads and allocating address numbers are summarised in Appendix 2.

## **8 CHARGING FOR SERVICES**

The service of naming a *public road* shall be provided free of charge because:

- This service is a statutory obligation.
- This service is a benefit to the community in providing consistency and control over road naming.

Where a road name is required in respect to a *private road*:

- Private land owners are not obliged to seek Council's approval for naming their land, and
- notwithstanding, there is a benefit to the community in encouraging private land-owners/developers to select names that are acceptable to the community and to obtain Council endorsement for those names.
- In such cases where a private road (or Roads) is (are) created as part of a residential development and on request from the owner/developer to provide road names Council may seek to recover the costs of processing such request.

## **9 REVIEW**

This policy will be reviewed: July 2005.

## APPENDIX 1. NAME EXTENSIONS

Two lists are provided in this Appendix:

- Suffixes for Open Ended Roads,
- Suffixes for Cul-de-sacs.

### *Suffixes for Open Ended Roads.*

<b>Suffix (Abbreviation)</b>	<b>Comment</b>
Alley (Al)	A usually narrow roadway for people or vehicles in cities and towns. A minor roadway through the centre of city blocks or squares.
Arcade (Ar)	A passage having an arched roof, or any covered passageway, especially one with shops along the sides.
Avenue (Ave)	A broad roadway, usually planted on each side with trees.
Boulevard (Blvd)	A wide roadway, well paved, usually ornamented with trees and grass plots.
Break (Bk)	A vehicular access on a formed or unformed surface which was originally prepared as a firebreak.
Bypass (By)	An alternative roadway constructed to enable through traffic to avoid congested areas or other obstructions to movement.
Chase (Ch)	A roadway leading down to a valley.
Circle (Ci)	A roadway that forms a circle or part of a circle.
Circuit (Cc)	A roadway enclosing an area.
Circus (Cs)	A circular open place where many roads come together.
Crescent (Cr)	A crescent or half-moon shaped roadway.
Crest (Cst)	A roadway running along the top or summit of a hill.
Dip (Dip)	A short roadway through a steep valley or gully.
Drive (Dr)	A wide thoroughfare allowing a steady flow of traffic without many cross streets.
Edge (Ed)	A roadway constructed along the edge of a cliff or ridge.
Entrance (Ent)	A roadway connecting other roads.
Esplanade (Es)	A level roadway, often along the seaside or a river.
Fairway (Fry)	A short open roadway between other roadways.
Follow (Fo)	A roadway meandering through wooded or undulating country.
Formation (Fmn)	A formed surface, once a timber railway, which now provides vehicular access.
Freeway (Fwy)	An express highway with limited or controlled access.
Highway (Hwy)	A main road or thoroughfare. A main route.

<b>Suffix (Abbreviation)</b>	<b>Comment</b>
Interchange (Int)	A highway or freeway junction designed so that traffic streams do not intersect.
Lane (La)	A narrow way between walls, building, etcetera. A narrow country or city roadway.
Loop (Lp)	A roadway that diverges from and rejoins the main thoroughfare.
Mall (MI)	A sheltered walk, promenade or shopping precinct.
Meander (Mr)	A sinuous winding roadway, wandering at random through an area or subdivision.
Parade (Pde)	A public promenade or roadway which has good pedestrian facilities along the side.
Parkway (Pwy)	A roadway through parklands or an open grassland area.
Pass (Ps)	A roadway connecting major thoroughfares or passing through hills.
Path (Pt)	A roadway usually used for pedestrian traffic.
Promenade (Pro)	A roadway-like avenue with plenty of facilities for the public to take a leisurely walk. A public place for walking.
Quays (Qs)	A roadway leading to a landing place alongside or projecting into water.
Ramble (Ra)	A roadway that meanders from place to place.
Ridge (Rge)	A roadway along the top of a hill.
Road (Rd)	A place where one may ride. An open way or public passage for vehicles, persons and animals. A roadway forming a means of communication between one place and another.
Rotary (Rty)	An intersection of two or more carriageways at a common level where all traffic travels around a central island.
Row (Rw)	A roadway with a line of professional buildings on either side.
Spur (Sp)	A minor roadway off at less than 45 degrees.
Street (St)	A public roadway in a town, city or urban area, especially a paved thoroughfare with footpaths and buildings along one or both sides.
Terrace (Tce)	A roadway usually with houses on either side raised above the road level.
Track (Tk)	A roadway with a single carriageway.
Trail (Trl)	A roadway through a natural bushland region.
Turn (Tn)	A roadway containing a sharp bend or turn.
Vista (Vs)	A road with a view or outlook.
Walk (Wk)	A thoroughfare with restricted vehicle access used mainly by pedestrians.
Way (Wy)	An accessway between two streets.

### ***Suffixes for Cul-de-sacs***

<b>Suffix (Abbreviation)</b>	<b>Comment</b>
Close (Cl)	A short enclosed roadway.
Court (Ct)	A short enclosed roadway.
Courtyard (Cy)	An enclosed area.
Cove (Ce)	A short enclosed roadway.
Cross (Cro)	A roadway forming a "T" or cross.
Dale (DI)	A roadway situated between hills.
Elbow (El)	A roadway containing a sharp bend or turn.
Gap (Gp)	A roadway that traverses a passage or pass through a ridge or hill.
Gardens (Gns)	A roadway with special plantings of trees, flowers, etcetera, and often leading to a place for public enjoyment.
Glade (Gl)	A roadway usually in a valley of trees.
Glen (Glen)	A roadway usually in a valley of trees.
Green (Grn)	A roadway often leading to a grasses public recreation area.
Grove (Gr)	A roadway which often features a group of trees standing together.
Heights (Hts)	A roadway traversing high ground.
Lookout (Lkt)	A roadway leading to or having a view of fine natural scenery.
Mews (Me)	A roadway having houses grouped around the end.
Place (Pl)	A short sometimes narrow enclosed roadway.
Plaza (Pa)	A roadway enclosing the four sides of an area forming a market place or open space.
Retreat (Rt)	A roadway forming a place of seclusion.
Rise (Ri)	A roadway going to a higher place or position.
Shunt (Sh)	A short, dead end track used in State Forests only.
Square (Sq)	A roadway bounding the four side of an area to be used as open space or a group of buildings.
Top (Tp)	A roadway constructed at the highest part of an area.
Tor (Tr)	A roadway along a rocky height or hillside.
Vale (VI)	A roadway along low ground between hills.
View (Vw)	A roadway commanding a wide panoramic view across the surrounding areas.

## **APPENDIX 2. PROCEDURES**

The process of selecting and applying a name to a street is summarised in the following table.

1. Receive a request for a road to be named or renamed.
2. If the road is a major public road, seek Council's direction on the priorities for selecting a new name.
3. Assemble a short list of possible names.
4. Assemble a short list of appropriate name suffixes by extracted them from Appendix 1.
5. Provide to the road owners and abutting property owners a short list of proposed names, including background information on each name, together with a request for them to choose one of the names or suggest an alternative name in accordance with Council policy.
6. Report to Council with recommendations and a summary of the feedback from affected land owners.
7. Provide written notice of Council's decision to the streets owners, abutting property owners, appropriate service authorities, the Surveyor-General, the Valuer-General and the Registrar-General.
8. Advertise the new name in the Government Gazette, the Public Notices column of the Advertiser, and the Public Notices column of the City Messenger.
9. Update the Register of Public Roads.
10. Erect appropriate nameplates and signs to mark the road.

### APPENDIX 3. SUGGESTED ROAD NAMES

The following is a list of the City's early Lord Mayors and Town Clerks.

Suggestion	Used already?	Significance
Spence	No	1st Town Clerk 1840-1843
Webber	No	Clerk to the Board of Commissioners 1849 to 1852
Sabben	No	2nd Town Clerk 1852-1856, 6th Mayor 1858-1859
Hughes	No	3rd Town Clerk 1856-1869
Worsnop	Yes	4th Town Clerk 1869-1898
Wright (Adam)	Yes, but not this Wright	5th Town Clerk 1898-1899
Ellery	No	6th Town Clerk 1899-1915
Beaver	No	7th "Town Clerk 1915-1937
Morison	No	8th Town Clerk 1937-1946
Veale	Yes - Veale Gardens	9th Town Clerk 1947-1965
Fisher	Yes	1st & 3 <sup>rd</sup> Mayor 1840-1842 & 1852-1854.
Wilson	Yes	2nd Mayor 1842-1843
Hall	Yes	4th Mayor 1854-1855
Lazar	No	5th Mayor 1855-1858
Wright (Edmund William)	Yes	7th Mayor 1859
Glandfield	No	8th Mayor 1859-1862
English	No	9th Mayor 1862-1863
Goode	No	10th Mayor 1863-1864
Townsend	No	11th Mayor 1864-1866
Fuller	Yes	12th & 21st Mayor 1866-1869 & 1882-1883
Solomon	Yes	13th Mayor 1869-1871
Bartels	Yes - Bartels Rd, Bartels St.	14th Mayor 1871-1873
Allot	No	15th Mayor 1873-1874
Colton	No	16th Mayor 1874-1875
Peacock	Yes	17th Mayor 1875-1877
Scott	No	18th Mayor 1877-1878
Buik	Yes	19th Mayor 1878-1879
Smith (Edwin Thomas)	Yes - Sir Edwin Smith Ave	20th & 23rd Mayor 1879-1882 & 1886-1888
Bunday	Yes	22nd Mayor 1883-1886

<b>Suggestion</b>	<b>Used already?</b>	<b>Significance</b>
Shaw	No	24th Mayor 1888-1889
Cohen	Yes - Sir Lewis Cohen Ave.	25th Mayor 1889-1891
Bullock	No	26th Mayor 1891-1892
Willcox	Yes	27th Mayor 1892-1894
Tucker	Yes	28th Mayor 1894-1898
Ware	No	29th Mayor 1898-1901