

## **Naming of Streets and Parks Policy**

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|------------------------|-----------------------------|
| <b>MINUTE NUMBER</b>   | ESP/003                     |
| <b>DATE APPROVED</b>   | 17 July 20018               |
| <b>EFFECTIVE</b>       | 17 July 20018               |
| <b>AUTHORITY</b>       | General Manager             |
| <b>CONTACT OFFICER</b> | Director Corporate Services |

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## 1 PURPOSE

- 1.1 Provide a process to allow roads, parks and other infrastructure to be named after residents of Forbes;
- 1.2 Provide criteria for nomination and adoption of names for roads, parks and other Council infrastructure;
- 1.3 To enable the schedule of names to be amended by Council without the need to review the entire policy.

## 2 SCOPE

- 2.1 This policy applies to the naming of roads, parks and other infrastructure within the Forbes Local Government Area (LGA).

## 3 DEFINITIONS

- 3.1 For the purposes of this policy, the following definitions apply:

| <b>Term</b> | <b>Definition</b> |
|-------------|-------------------|
|-------------|-------------------|

|            |  |
|------------|--|
| <b>Act</b> | <i>Local Government Act 1993 (NSW)</i> |
|------------|--|

## 4 POLICY STATEMENT

### 4.1 Requirements

- 4.1.1 Where Council undertakes a subdivision resulting in the construction of a road the naming of that road shall be from the list provided in Appendix 1, Schedule 1;
- 4.1.2 Where Council creates a new park the naming of that park shall be from the list provided in Appendix 1, Schedule 2;
- 4.1.3 Where Council resolves to name a piece of infrastructure, the infrastructure shall be from either Appendix 1, Schedule 1, 2 or 3;
- 4.1.4 Where a road, park or infrastructure is constructed as part of a private subdivision or other works application may be made to Council by the developer for the naming of the road, park or infrastructure;
- 4.1.5 The process for public notification for the naming of a road, street or infrastructure will be in accordance with Appendix 2.

### 4.2 Criteria

- 4.2.1 The following criteria applies for the placement of names on the schedule for the naming of roads, parks and other infrastructure:
  - i. The nominee must be a citizen of Forbes or an historic property or landmark;
  - ii. Where the nomination is a citizen of Forbes that person must be deceased;

- iii. The nomination must be submitted by a third part, i.e sporting club, service club etc, and not the immediate family of a deceased citizen unless the deceased citizen has a direct link with the property or infrastructure subject to the naming, in which case Council may consider using this name above those already on the schedule.

4.2.2 Any application for nomination for inclusion in any schedule will be referred to Council for consideration and added to the schedule upon resolution of Council;

4.2.3 Where Council resolves to place a nomination on any schedule the nomination will be placed on the schedule in chronological order unless exceptional circumstances exist;

4.2.4 Names currently recorded on Council files will form part of the initial schedule.

## 5 VARIATION

5.1 Council reserves the right to vary the terms and conditions of this policy subject to a report Council.

## 6 APPENDICES

6.1 This policy is supported by the following appendices:

| <b>Appendix No.</b> | <b>Description</b>                                      |
|---------------------|---|
| 1                   | Schedule of Naming Roads, Parks and Infrastructure      |
| 2                   | Flow Chart for naming of Roads, Parks or Infrastructure |



# Naming of Streets and Parks Policy

## APPENDIX 1

### SCHEDULE OF NAMING ROADS, PARKS AND INFRASTRUCTURE

#### Schedule 1 – Roads

Yasmine

White

Ephrain Dunstan

Keith Baxter

Ernst Andrews Wilson

Alan Perry

Frederick John Peters

#### Schedule 2 – Parks

Clara Jones

Flo Napier

Mary Jane Maxwell

Eva Bowman

#### Schedule 3 – Infrastructure

Yamma Property

## APPENDIX 2

### FLOW CHART FOR NAMING ROADS, PARKS AND INFRASTRUCTURE

**Council resolves to name a road, park or infrastructure in accordance with its policy of the purpose of public comment**



**Public exhibition for initial comment**



**Council considers submissions**



**Approval of Geographic Names Board sought**



**Public exhibition in accordance with requirements of Geographic Names Board**



**Council considers submissions**



**Council resolves name**

## Revision History

| Version | Adoption Date | Authorised by                                | Approved by     | Revision Date |
|---------|---------------|--|-----------------|---------------|
| V1.0    | 20/09/2007    | Director Environmental Services and Planning | General Manager | 20/09/2009    |
| V1.1    | 15/05/2008    | Director Environmental Services and Planning | General Manager | 15/05/2010    |
| V1.2    | 17/07/2008    | Director Environmental Services and Planning | General Manager | 17/07/2010    |

## Change History

| Version | Change Details     |
|---------|--------------------|
| V1.0    | Initial Policy     |
| V1.1    | Table 1 Added      |
| V1.2    | Schedule 2 Amended |

## Related Documents

### Title

*Local Government Act 1993 (NSW)*