



Policy

89 STREET NAMING AND ADDRESSING POLICY

File Reference No:

Strategic Outcome: Good government

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Responsible Officer: Director Corporate Services

1. POLICY STATEMENT

As the Roads Authority, the Council has responsibility for managing and approving the naming and renaming of public and private roads, and allocating street addresses, within the Berrigan Shire Local Government Area.

In fulfilling this function, the Council is obliged to follow the processes and principles set down in relevant legislation and other guidelines issued by the NSW government and its agencies.

The Council receives numerous street naming, renaming and addressing requests every year from members of the public. These requests range from formalising long used unofficial street names, the naming of unnamed roads and streets (including roads identified only by an engineering road number), as well as requests to change existing road and street names. Subdivisions and other developments often lead to requests for street addresses from the public

Street naming or renaming requests are also generated internally either as a result of Council's own road construction activity or as anomalies in road naming or addressing are identified.

2. PURPOSE

The purpose of this policy is to ensure that:

1. The Council meets its statutory and regulatory obligations when naming and renaming roads and providing road addresses
2. Emergency services are able to identify and access all properties in a timely manner
3. Utility services, including electricity, gas, water, telecommunications and postal services, are able to uniquely and accurately identify the properties that they serve.
4. Inconvenience to residents and ratepayers is minimised, as far as possible
5. The names of roads and streets, and the rationales behind their naming, are recorded and stored for future reference.



Policy

3. SCOPE

This policy applies to all requests made to Council, or requirements of Council, to name or rename public and private roads and streets, and allocate or amend street addresses

4. OBJECTIVE

This policy is developed to assist the Council with Operational Plan Objective 1.3.1.5
Exercise delegated functions under the Roads Act 1983

5. DEFINITIONS

GNB: Geographical Names Board of New South Wales

Non-continuous road: A road or street with a barrier that does not allow vehicular access from at least one direction. This may be a natural barrier, such as a creek, or a constructed barrier.

RMS: Roads and Maritime Services

Road naming: The naming of an unnamed road or street, and includes roads only referenced by an engineering road number

Road renaming: The naming of a road or street that already has a name

6. POLICY IMPLEMENTATION

6.1 General principles

When naming or renaming roads and streets, the Council will take into account the following principles:

- Portray the appropriate physical, historical or cultural character of the area/place concerned
- Roads and streets should not be named after living people
- Roads and streets with the same name should be continuous
- Consistency with the overall interest, values and expectation of the Berrigan Shire community
- Consistency with the relevant legislation and GNB principles

Note that the above principles do not oblige the Council to rename or re-address any existing streets or streets addresses until such time as a request – internal or external – is made. (See section 6.4 below)



Policy

6.2 GNB principles

Road name requests will be assessed against the Principles of Road Naming contained in the GNB's NSW Addressing User Manual. These principles are as follows:

- Principle 1 – Ensuring Public Safety and Service Delivery
- Principle 2 – Language
- Principle 3 – Roads to be named
- Principle 4 – Uniqueness, Duplication
- Principle 5 – Acceptable Road Names
- Principle 6 – Commemorative Road Names
- Principle 7 – Road Extents
- Principle 8 – Suffixes, Prefixes and Directional Indicators
- Principle 9 – Amending Road Names
- Principle 10 – Road Types
- Principle 11 – Cross-Jurisdictional Naming or Renaming

6.3 Process

When naming, renaming or addressing, the Council will follow all legislation, regulation, policy and guidelines set down by GMB and other appropriate authorities.

The Council will follow up GMB and other agencies to ensure that the new street names and addresses are being accurately and timely disseminated to the relevant authorities.

6.4 Retrospective naming and addressing

6.4.1 When the Council will rename roads and streets

The Council acknowledges that many of its existing road and street names and addresses do not meet current GNB naming policies and guidelines. This may be the result of:

- Non-continuous roads and streets sharing a name
- Duplicate street names with the local government area
- The use of suffixes, prefixes and directional indicators (i.e. Old Cobram Road, Barooga St Nth)
- The use of "ranged" street numbers (i.e. 223-229 Murray St Finley)

Despite this non-compliance, the Council is not obliged to correct these existing naming issues until such time as it feels it is appropriate.



Policy

When considering whether to rename and/or re-address existing streets and properties, the Council will consider:

- The potential risk to life and property resulting from delayed response from emergency services caused by inconsistent or ambiguous street names and address
- The temporary inconvenience to residents and business owners resulting from a change in address.

The Council will not move to rename and re-address these roads and streets without consulting with affected residents and businesses, emergency services, utility providers and the general public.

6.4.2 How the Council will rename and re-address roads and streets

When renaming an existing non-continuous road or street the Council will, where possible and feasible, work to minimise the number of properties that will require a change of street address.

This will usually mean the section of the non-continuous road or street where the street numbering begins will retain the existing name and the section of the road or street where the street numbering finishes will be given the new name.

This prevents all residents and businesses on the affected road or street having to change their address.

Example:

Renaming Smith Street, which is not continuous from 21 Smith Street onwards.

- 1-20 Smith Street – addresses are unchanged
- 21-60 Smith Street – readdressed as 1-40 Jones St

6.4.3 What assistance the Council will provide when renaming roads and streets

Where the Council is renaming and/or readdressing to bring its names and addresses into compliance with GNB addressing policies and guidelines, the Council will provide assistance to affected residents including:

- Direct notification of utility providers (electricity, telephone, post, gas) and other services
- Templates to use to advise other organisations of the new address
- Notification of the local Chamber of Commerce or equivalent



Policy

- Supply of other material such as fridge magnets and address conversion tables to assist in reducing the risk of a delay in an emergency during the changeover period.

Where a street has been renamed, a temporary street sign showing the former name (i.e. "Formerly "X" Street) will be in place for at least a two year period.

6.5 Miscellaneous

The Council will ensure the origin of the name will be clearly stated and recorded.

Clearly visible street signs are to be erected at a standard incorporating Berrigan Shire Council logo with black on white luminous background.

7. RELATED LEGISLATION, POLICIES AND STRATEGIES

7.1 Legislation

- *Local Government Act 1993*
- *Local Government (General) Regulation 2005*
- *Roads Act 1983*
- *Roads Regulation 2008*

7.2 Other guidelines

- GNB Address Policy
- GNB Retrospective Address Policy
- GNB Addressing User Manual
- GNB Guidelines for the Determination of Place Names

7.3 Council policies

- Berrigan Shire Council Code of Conduct
- *Berrigan Shire 2023 (Community Strategic Plan)*