1. SCOPE

1.1 This policy applies to road and street naming and parcel addressing within the Waratah-Wynyard municipal area.

2. PURPOSE

2.1 This policy is to provide Council with a structured process on the naming/renaming of streets that form part of our Municipal street network.

2.2 It seeks to ensure uniqueness and historical significance in street naming along with the logical and clear assignment of parcel addressing. Working within the bounds of relevant guidelines and standards to provide a structured approach to both municipal street naming and parcel addressing.

3. POLICY STATEMENT

3.1 Who Can Propose a Name?

3.1.1 A Council maintained list containing historically significant names relative to the Waratah-Wynyard municipal area will be made available to developers as part of any planning permit involving the construction of new streets intending to become part of Council's maintained street network.

3.1.2 Developers may choose a suitable name from the abovementioned list or submit their own selection of two names to Council together with relevant supporting background documentation justifying their choice.

3.1.3 If no developer submissions are received, Council will assign a name that is either in theme with existing surrounding street names or select a name from the abovementioned list.

3.2 Approval of a Name

3.2.1 All proposed names are to be in accordance with the Tasmanian Place Naming Guidelines for naming of streets issued by Department of Primary Industries, Parks, Water and Environment.

3.2.2 Placenames Tasmania is the authoritative register of Tasmanian place names. All proposed changes by naming authorities (including local government) must be submitted to the Place Names Advisory Panel who will make a formal recommendation to the Minister for approval after having checked that the proposal complies with the Act and associated guidelines.

3.2.3 If a road name proposal does not conform it may be referred back to Council for further review.

3.3   Altering a Road or Street Names

3.3.1   Approval of Alterations
(a)   All proposals to alter a road or street name must be approved by Council prior to a proposal being put forward to the Place Names Advisory Panel for approval.

(b)   This includes alterations for informal (not registered) road names within the municipal area.

3.3.2   Reasons for Altering a Name
(a)   Place names are intended to be enduring and the changing of an established name merely to correct or re-establish historical usage is not to be considered in itself a reason to change a name, unless it is deemed to be in the public interest or for safety reasons. Consideration will be given to the effects upon the wider community, including emergency services, of the consequences of altering a name.

3.3.3   Community Consultation
(a)   Where Council is considering altering an existing road name, community consultation will be undertaken, including ensuring the community is made aware of the proposal. This may include public notices, advertising in local government publications or letters to residents.

(b)   The General Manager is to ensure that an intent to alter the name is published on at least two separate occasions in a daily newspaper circulating in the local area; and notify the public that submissions relating to the proposed change may be made to within 21 days of the date of first notification.

(c)   Council will notify all residents and property owners of the road or street subject to a proposed change via letter.

(d)   Any proposals to alter a name considered by Council must demonstrate a compelling reason for doing so, provide evidence of strong community consultation and support for such a change.

3.4   The Creation of Parcels

3.4.1   Parcels created as part of Greenfield development will be numbered in accordance with AS 4819:2011.

3.4.2   Parcels created as part of brownfield development of existing parcels which are adjacent to already addressed parcels will be renumbered in accordance with AS 4819:2011 while ensuring contiguity of and non-duplicated addressing.

3.4.3   Addressing of parcels created as part of a brownfield development will be addressed as to minimally disrupt existing addresses. However, if necessary, Council as the addressing authority will renumber adjacent parcels to retain contiguity and eliminate duplication.

3.4.4 Council will notify all property owners in writing when there is a change to parcel numbering.

3.5 Notifications

3.5.1 Council will notify the following agencies when new addresses are formally assigned:

1. N.R.E (State Government)
2. A.E.C (Australian Electoral Commission)
3. Australia Post
4. Telstra
5. Internal Council Departments

3.5.2 Council will not notify any other private third-party institutions (e.g. Insurance, Banks) of any change of addressing. This will be the sole responsibility of the parcel owner.

LEGISLATIVE REQUIREMENTS

The Place Names Act 2020 provides for contemporary governance arrangements for the place naming process and clarity in the responsibility for the naming of roads and streets.

Naming authorities for place names approved under the Place Names Act 2020 are:
• Geographical features – The Minister
• Roads and streets – The relevant council of the municipal area
• Locality names and boundaries – The Minister
• Other cultural features – The Minister

Naming authorities under the *Place Names Act 2020* are responsible for developing proposals that conform to Tasmanian Place Naming Guidelines and undertaking the appropriate community consultation to ensure that the name is acceptable to the community.

RELATED DOCUMENTS:

Naming
Tasmanian Place Naming Guidelines https://dpipwe.tas.gov.au/land-tasmania/place-naming-in-tasmania/guidelines-and-processes
Register of Names of Historical significance to Waratah-Wynyard municipal area.

Addressing
Australian/New Zealand Standard ᵀᴹ Rural and Urban addressing (AS/NZS 4819:2011)