

## Naming of Significant Assets

Policy type	Council
Function	Infrastructure Services
Policy Owner	Asset Engineering
Effective date	8 February 2019

### 1. Purpose

The purpose of this policy is to establish the requirements and parameters that Council will consider when assigning names to its roads and significant parks, reserves, community buildings, bridges, sporting facilities, open spaces and marine facilities. This policy will provide a consistent approach to naming and renaming requests initiated by the Council or the community.

### 2. Scope

This Policy relates to all Council-owned infrastructure and reserves within the Cassowary Coast region. This Policy is to be applied when the naming or renaming of assets is initiated by the Council or the community.

This Policy does not apply to:


- State Government-Controlled roads and bridges (refer Department of Transport & Main Roads);
- National Parks, Conservation Parks or World Heritage Areas within the region (refer Department of Natural Resources & Mines);
- Roads not listed as maintained on Council's Road Register with the exception of unnamed roads within new subdivisions
- Vehicle Access Crossovers
- Naming of towns and localities; and
- Naming of Council's housing assets.

### 3. Definitions and principles

**Applicant** means any individuals, group or organisation making a request.

**Assets** means parks, reserves, sporting facilities, open spaces, marine facilities, bridges, other community infrastructure, and roads.

**Buildings/Community Facilities** means facilities including, but not limited to, administration buildings, libraries, halls, museums, theatres, community centres, refuges, clubhouse facilities, public amenity buildings and roofed parking facilities.



**Minor Asset and Minor Infrastructure** means, but is not limited to, play equipment, walking tracks, park benches, park shelters, park furniture, beach access points, culverts and small bridges.

**Park** means an area of Council-controlled open space primarily dedicated to public use for informal recreation purposes.

**Reserve** means an open space that contributes to community well-being principally through environmental qualities and provides opportunities for nature-based recreation.

**Maintained road** means any publicly accessible thoroughfare, maintained and controlled by Council. It does not include a State-controlled road or a public thoroughfare easement or a common private driveway.

**Significant asset** means assets, buildings/community facilities, parks, reserves, roads, sporting facilities, sports fields. It excludes minor assets.

**Sporting Facility** means an area of open space primarily dedicated to public use for sporting activities, both formal and informal, which may also provide passive recreation opportunities.

**Sports Field** means an area of land formally and permanently marked or set aside for the playing of organised sport and is managed by Council or a sports organisation.

**Stakeholders** means any individuals, group or organisation involved or associated with an asset, or any individual, group or organisation that has expressed an inherent interest in the asset.

## **4 Procedure**

### **4.1 Naming of New or Unnamed Assets**

At the request of the community or elected members, Council may, at its discretion, name a previously unnamed asset in accordance with one of the following categories:

- (a) In acknowledgement of the traditional owners of the land, an elder of the traditional owners, or another name that has a strong indigenous connection to the land. These requests must be referred to the relevant Aboriginal authority for comment and should also be provided to the RAP working group for comment.
- (b) Suggestive of the geographical/natural features located nearby or flora and fauna endemic or native to the area;
- (c) In recognition of local families who have provided long term, significant, beneficial associations to the area in which the asset is located;
- (d) An individual who meets the criteria per Annexure A – Naming Criteria (People);
- (e) A service club or community group that has provided significant financial or manual labour assistance towards the acquisition or construction of the asset or otherwise to the community in which the asset is located.
- (f) Early Explorers/Pioneers/local history;
- (g) Thematic names consistent with the locality; and
- (h) War Casualty/Honours Lists.

## 4.2 Renaming of Assets - other than Roads

Asset renaming is discouraged, however an asset renaming may be considered if the following applies:

- (a) There is a strong community desire for the name change (e.g. the number of 'have your say' online records, petitions, letters, representations);
- (b) The name is duplicated elsewhere within the region and is presenting as an issue;
- (c) The asset name does not align with Council's Reconciliation vision;
- (d) Any other reason determined by Council at its discretion.

Leased assets (e.g. sports fields and the like) are not to be renamed without Council approval.

## 4.3 Renaming of Assets - Roads

Road names should, wherever possible be:

- (a) Simple, concise and preferably of 20 or fewer characters;
- (b) Single destination, e.g. Mission Beach Road as opposed to Mission Beach-El Arish Road (hyphenated names are generally not acceptable); and
- (c) Surname only (when a road is named after an individual).

### 4.3.1 Registered names for roads [new]

A road will have only one registered name.

### 4.3.2 Duplicated road names

Duplicate and similar sounding road names within the region should be avoided, for example:

- Dore Road, Tully is considered a duplication of Dore Street, Tully; and
- Macdonald Road, Euramo is considered a duplication of McDonald Road, Mena Creek.

### 4.3.3 New road names – themes to be used in certain locations

In the first instance, the following themes should be explored for new road names:

#### (a) Innisfail Estate

All new road names should relate to sugar lighters (shallow draft steam ships used to carry bags of sugar down the Johnstone River and out to meet larger ships standing off the coast);

#### (b) Kurrimine Beach

All new road names should relate to the shipwreck of the brig "Maria", e.g. sailors, passengers on board the ship at the time of its demise;

#### (c) El Arish

All new road names should relate to First World War campaigns, features, personnel, and related matters (consultation with the RSL may be required to confirm historical detail);

#### (d) Cardwell

All new road names should relate to former Australian Defence Force personnel (consultation with the RSL may be required to confirm historical detail);



(e) Silkwood

All new road names should relate to individuals/families who have a long association with the area;

(f) Goondi

All new road names should relate to a tree species;

(g) Tully [new]

All new road names will be selected from the honour roll from the Tully State School Gates, of past scholars and teachers of the school who served during World War II.

Council may consider community suggestions for themes to be used in other locations.

#### **4.4 Naming of Subdivisional Roads**

Council approval of road names within a new subdivision is required prior to a Plan for Subdivision being lodged by the developer.

In the absence of input from the developer, a Planning Officer will propose appropriate names for consideration by the Council.

#### **4.5 Address numbers and renumbering**

Urban and rural address numbering and renumbering will be consistent with ASNZS 4819:2011 Rural and Urban addressing.

#### **4.6 Small plaques, minor infrastructure and signage**

Applications received to install small plaques or the like on minor donated infrastructure in recognition of a person or event will be assessed in accordance with the Park and Street Furniture Donation and Plaque Policy. All costs associated with the installation need to be borne by the applicant.

The erection of signage with the name of a non-road asset will be at Council's discretion.


Minor infrastructure such as culverts, beach access tracks and similar, will not usually be named or signposted.

#### **4.7 Application Process**

Applications for the naming or renaming of an asset will be directed to the Director of Infrastructure Services, for allocation to appropriate staff for handling.

The Council will consider the naming or renaming of an asset subject to receipt of the following:

- (a) Applicant details;
- (b) Details of the proposed asset to be considered, including photographs and/or satellite images and other supporting documentation;
- (c) The category in which the suggestion applies as per this policy;
- (d) In the case of a request to rename, compelling evidence and reasoning to support the application;
- (e) A short-list of potential names in order of preference; and
- (f) Letters of support or evidence of consultation from affected members of the community (not essential but desired).



Where an application meets the requirements of this policy, the relevant Council officer will prepare a report for inclusion as an agenda item for consideration by Council at the relevant Committee or Local Government meeting.

If the Council determines that community consultation should be undertaken prior to any decision being made, the naming proposal may be deferred .

#### **4.8 Periodic bulk consideration – administrative reasons [new]**

From time to time Council staff may raise and present to Council a bundle of requests for new names, name changes and numbering changes.

- (a) Responding to community or administrative concerns;
- (b) Addressing emergency management issues such as duplicated or similar sounding road names, or confusing numbering; or
- (c) Following, or arising from, public and/or targeted consultation.

#### **4.9 Date of effect for changes [new]**

Council will nominate a date of effect for changes. This will allow coordination of Council administration, utilities, Australia Post, the Department of Environment and Land Management (Queensland), and erection of signage (where required).

#### **4.10 Disposal/Removal of Asset**

In the event a 'named' significant asset is damaged, removed or disposed of for any reason, the Council is under no obligation to replace the asset or name another asset in its place.

## ANNEXURE A – NAMING CRITERIA (PEOPLE)

Requests from community members or elected members to name assets after individuals or families are received by Council on a regular basis. In order for a request to be assessed, the applicant must demonstrate that the individual or family to be recognised and the name chosen meets the following criteria:

- The individual or family must be respectable and held in high regard within the community;
- General preference for using names of people who are no longer living to minimise potential controversy, but accepting this will not always be possible; and
- Where applicable, the individual or family must be aware of and supportive of the application.

AND must satisfy one or more of the following requirements:

1. Have significant **cultural links to the land** (i.e. A traditional owner, or elder within the traditional peoples' group);

*Example:*

**Paddy Illich Walking Track:** Named after Paddy Illich, a Ma:Mu Elder and traditional owner of the land the track is situated on at the request of the Ma:Mu Aboriginal Corporation, following construction of the track by its youth. Paddy received a bravery award in 1959 for rescuing an elderly man from drowning at sea off Kurrimine Beach.

2. Be an **athlete or sporting professional** who was either born in the region or lived ten or more years of their life in the region prior to competing in their sport at a national/international level;

*Examples:*

**Kim Carroll Sporting Fields:** Named after local Tully sportsperson, Kim Carroll, who has played for Brisbane Roar in the W-League, the UEFA Women's Champions League and Perth Glory. Kim also played 54 games of soccer for the Australian National team, the Matildas.

**Billy Slater Oval:** Named after NRL player, Billy Slater in 2008. Billy's parents moved to Innisfail when he was young and he first played football for Innisfail Brothers. He moved to Sydney as a track work rider for leading horse trainer Gai Waterhouse before a growth spurt led him to pursue his first sporting vocation – football. He has played for the Melbourne Storm from 2003 and played State of Origin for Queensland and the Australian Rugby League team (the Kangaroos) on many occasions.

*Career Highlights:* 299 NRL games, 29 games for Queensland, 25 games for Australia, Dally M Medal 'Fullback of the Year' in 2008, 2011 and 2017, awarded the State of Origin Wally Lewis Medal in 2010, the Clive Churchill Medal in 2009 and 2017, Daly M 'Player of the Year' in 2011 and Golden Boot Award (International Player of the Year) in 2008.



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3. Be an individual who has **excelled in their field of expertise** and who has been recognised at a national level or higher;

*Example:*

**Allan Maruff House:** Named after the late Dr Allan Maruff who moved to Innisfail in 1954, purchasing the house and surgery at the corner of Rankin and Alice Streets Innisfail (where Allan Maruff House is located). Dr Maruff was known for various achievements; he served as a surgical medical officer in World War II, whilst working in Papua New Guinea in the late 1940's he developed the first effective treatment for Tuberculosis and established Australia's first tea garden, Nerada Tea, in 1959. Dr Maruff was highly respected throughout the community and also a strong advocate for the education of Indigenous youth, assisting the elderly and returned servicemen, and was a long-term President of the Crippled Children's Society. He was also highly regarded in the medical industry, as the recipient of an unprecedented nine prizes and gold medals whilst studying at Calcutta Medical College, and remains the youngest recipient of a gold medal in the University's history.

4. Had **previously owned or had a long association with the land** on where the asset is situated prior to Council acquiring the land;

*Example:*

**Penning Park:** The park, named after Hank and Anne Penning, covers an extensive area near the foreshore, overlooking the islands at Hull Heads. In the early 1960's Hank and Anne Penning were instrumental in establishing the area as a holiday destination when they opened the first caravan park. At the time, the only access to Hull Heads was by dirt road or boat and there was no power, telephone or water.

5. Provided **significant financial assistance, support and/or contributed towards the construction or acquisition of the asset;**


*Example:*

**David Dodds Pavilion:** Named after David Dodds OAM, an Innisfail local who in 1999 was awarded a Meritorious Award for his long and outstanding contribution to the Innisfail community through his voluntary service and involvement with the Innisfail and District Show Society over many years. Mr Dodds was also heavily involved in the construction of the pavilion.

6. A **current or previous employee of either the Cardwell, Johnstone or Cassowary Coast Regional Council** whose dedication and service to local government is worthy of note;

*Example:*

**Harry Gourley Memorial Hall:** Named after former Cardwell Shire Council foreman, Harry Gourley, who faithfully served the Council from 1951 – 1982. Harry was a keen, hard-working employee who supervised a number of significant infrastructure projects in the area; one of the most notable being the construction of the Banyan Bridge, Tully.

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7. A **member of the community whose community service**, dedication to community organisations or achievements have been significant;

*Example:*

**Myra Jones Place:** Myra Jones BEM was born towards the end of the First World War and served with distinction during the Second World War with the Australian Army Medical Women's Service. After the war Myra settled in the Innisfail district where she served as a member of the Flying Fish Point Girl Guides for more than 55 years. Mrs Jones received many accolades and honours for her outstanding community service, including the British Empire Medal and the Johnstone Shire's Citizen of the Year Award.

8. A **current or previous elected member of either the Cardwell, Johnstone or Cassowary Coast** Regional Council whose contribution towards local government and the community it serves was considered significant and/or their achievements during their term benefited the community greatly.

*Example:*

**Tip Byrne Bridge:** Named after the former Cardwell Shire Council Chairman/Mayor of 32 years, Patrick James (Tip) Byrne. Tip, who farmed sugar cane in Tully all his life, was a towering, flamboyant character, noted raconteur and statesman. Tip was a driving force in decision-making and leadership in both Tully and the wider Far North Queensland community for many years and was held in high regard by a succession of state government premiers and ministers during his career in local government. He was a great advocate for the north and amongst his many talents and achievements, starred in the cult movie classic Cane Toads: The Conquest.



## ANNEXURE B – NAMING CRITERIA (GENERAL)

### **Naming criteria [new]**

Names will generally:

- Consist of less than 20 characters for the naming of roads (including spaces and excluding road type suffix)
- Consist of less than 35 characters for all other infrastructure asset types (including spaces and excluding infrastructure asset type);
- Roads - consist of one word (excluding the use of a given and surname in recognition of a person), be easily read, spelt and pronounced in order to assist Emergency Services, service providers and the public.

Council will have regard to AS/NZS 4819:2011 Urban and Rural Addressing as varied from time to time.

Council may, in its absolute discretion: reject a proposed name; or suggest a variation; or propose an alternative name.

Applications will not be considered where the name is:

- Offensive or likely to give offence
- Inappropriate sounding when pronounced;
- Considered as a commercial or company name, except in the case of an approved sponsorship;
- Deemed to be incongruous – out of place;
- For the naming of roads, unduly long and composed of more than one word (excluding the use of a given name and surname in recognition of a person)
- Where possible continue road names across Council boundaries; and
- Avoid using the same or similar-sounding names in CCRC and in nearby/neighbouring LGAs.

### **Road types – new roads or renaming [new]**

Road types used must be consistent with AS/NZS 4819:2011 Urban and Rural Addressing, Appendix A “Road Types – Australia” as varied from time to time.

### **Leased assets – change of name**

Change of name of leased assets will not be permitted without Council agreement.

Where sponsorship of a leased Council asset for commercial reasons is possible, Council may consider

- Financial and asset maintenance implications
- Social implications
- Community benefit
- Any other matter.

<b>Related forms, policies and procedures</b>	Naming Suggestion for Council Asset – Excluding Roads Naming Suggestion for Council Roads Naming Criteria (People) Application for Park and Street Furniture Donations and Memorial Plaque
<b>Relevant legislation</b>	<i>Local Government Act 2009</i> <i>Place Names Act 1994</i> <i>Local Law No. 4 (Local Government-Controlled Areas, Facilities and Roads) 2022</i> <i>Subordinate Local Law No. 4 (Local Government-Controlled Areas, Facilities and Roads) 2022</i>

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