

Geographic Naming Policy

Policy – CP025

Prepared	Reviewed	Approved	Date	Council Minute No.
Customer Support Team Leader Ouyen	Executive Leadership Team	Council	April 2023	2023/0056
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1. The purpose of this policy is to:

Provide guidelines for the naming of geographic roads, features and localities within the Mildura Rural City Council municipality. The major emphasis of this policy is to maintain a standardised, consistent approach to geographic naming, to ensure public safety, manage the delivery of goods and services, preserve the municipality's identity and heritage and to recognise early pioneers, cultural diversity and gender equity.

2. Policy Statement

Council is a Naming Authority under the *Geographic Place Names Act 1998* and is required to resolve all geographic names in the municipality with the exception of geographic places of state or national significance.

As the Naming Authority, Council is committed to undertaking all naming processes in accordance with the *Naming rules for places in Victoria - Statutory requirements for naming roads, features and localities - 2022*.

The Geographic Naming Policy identifies the key factors to be considered when deliberating on geographic naming or renaming.

3. Principles

- Names selected will be in accordance with the Naming Principles within the Naming Rules.
- Compliance with the Naming Rules is mandatory.
- Any feature, locality or road (whether public or private) can be named, renamed or have its boundary changed.
- Preference will be given to unofficial names used by the local community providing it complies with the Naming Rules.
- Commemorative names are encouraged.
- Names should not be of a living person except in exceptional circumstances and then approval must be sought from Geographic Names Victoria (GNV).
- Thematic names are acceptable providing they have a link to place.

- Naming a geographic feature does not infer any obligation on Council to improve, upgrade or maintain the feature beyond the level of service that preceded the naming process.
- All naming must undergo a consultation process as per the Naming Rules with the exception of roads in new subdivisions.
- Road names within new subdivisions must be approved by relevant Council officers prior to certification.

4. Operational Processes

- Following the consultation process, a report recommending the naming is to be referred for formal consideration at a Council Meeting.
- Once approved by Council, the proposal will be lodged with GNV via the Vicmap (the state's authoritative spatial database) for review, final approval and gazettal
- Applicants and property owners affected will be kept informed of naming progress and final outcome.
- Public Authorities will be notified of the new or amended name.
- Appropriate signage will be installed.
- All relevant Council branches will be notified, and relevant systems updated.

5. Who is responsible for implementing this policy?

The Manager of Governance & Performance is responsible for implementing and monitoring relevant aspects of this policy.

Council reserves the right to form partnerships for specific naming projects where deemed appropriate.

6. Definitions

Extended community	The extended community includes members within the immediate community along with visitor groups and government and non-government organisations who have an interest or service the area.
Features	Including mountains, watercourses, buildings, structures, parks and reserves
Geographic Name	The name registered in the Register of Geographic Names - VICNAMES as the name for that place.
GNV	Geographic Names Victoria
Geographic Place	Defined by law to cover features, localities and roads
Immediate Community	The immediate community is defined as residents, ratepayers and businesses within the immediate area affected by the proposal.
Localities	Where there are officially recognised and registered boundaries including suburbs, towns, cities and regions

Naming Authorities	This is the entity responsible for naming. Councils, government departments or agencies, Traditional Owner groups and private organisations are considered to be Naming Authorities when they are responsible for a particular feature or road within their jurisdiction.
Naming Rules	The abbreviated name for <i>Naming rules for places in Victoria – Statutory requirements for naming roads, features and localities – 2022</i>
Policy	Geographic Naming Policy
Principles	Principles within the Naming Rules which naming proposals must meet
Public Authorities	Local emergency Services and other public service providers
Roads	Including alleyways, bridges, streets, highways, fire tracks, bike paths and walking tracks
Registrar	The Registrar of Geographic Names appointed under section 7 of the <i>Geographic Place Names Act 1998</i> .
VES	Vicmap Editing Service (VES) is a notification and change management service that enables registered public users to advise the Department of Environment, Land, Water and Planning (DELWP) of changes required to Vicmap core spatial data products.

7. Legislation and other references

7.1 Legislation, regulations and policies

For further information relevant to geographic naming:

- *Geographic Place Names Act 1998*
- *Local Government Act 1989*
- *Local Government Act 2020*
- *Road Management Act 2004*
- *Planning and Environment Act 1987*
- *Aboriginal Heritage Act 2006*
- Aboriginal Heritage Regulations 2018
- AS/NZS4819:2011 Rural and urban addressing
- *Survey Coordination Act 1958*
- Subdivision (Procedures) Regulations 2011
- Community and Council Plan 2021-2025

7.2 Risk Assessment Reference

Please tick the corporate risk(s) that this policy is addressing.

Risk Category	✓	Risk Category	✓
Asset Management	✓	Financial Sustainability	
Committees		Human Resource Management	
Compliance – Legal & Regulatory	✓	Leadership & Organisational Culture	✓
Contract Management		Occupational Health & Safety	
Contract Tendering & Procurement		Organisational Risk Management	✓
Corporate Governance	✓	Project Management	
Environmental Sustainability		Public Image and Reputation	✓