

Place Naming Policy

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Resolution number:	
Next policy review date:	
Reference number:	
Directorate:	Office of the General Manager
Responsible Branch:	

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1 OUTCOMES

- 1.1 This policy establishes clear and consistent principles for the naming and renaming of places within the Queanbeyan-Palerang Regional Council area. It aligns with the Geographical Names Board of NSW's (GNB) Place Naming Policy and relevant legislative standards.
- 1.2 The primary objective is to ensure that all place names reinforce community identity, respect heritage and Aboriginal culture, avoid duplication, and uphold operational clarity.

2 POLICY

- 2.1 This policy provides guidance on the naming and renaming of parks, gardens, natural features, buildings, community spaces, bridges, and other geographical features.
- 2.2 It requires adherence to best practices, consultation with stakeholders, and compliance with the Geographical Names Act 1966 and related NSW laws.

3 SCOPE OF THE POLICY

- 3.1 This policy applies to all naming proposals for:
- Geographical and topographical features
 - Parks, gardens, reserves, and natural landscapes
 - Buildings and community spaces, and
 - Bridges and other infrastructure managed by Queanbeyan-Palerang Regional Council.

4 DEFINITIONS

- 4.1 Place - Defined as any geographical or topographical feature, area, locality or structure within QPRC jurisdiction, as per the *Geographical Names Act (1966)*. Examples include parks, landmarks, bridges, community buildings, and natural features.
- 4.2 GNB - The Geographical Names Board of NSW, constituted under the *Geographical Names Act (1966)*, with authority for naming and recording details of places and geographical names in NSW.

5 LEGISLATIVE OBLIGATIONS AND/OR RELEVANT STANDARDS

- *Geographical Names Act (1966) (NSW)* - Governs place naming in NSW.
- *Aboriginal Languages Act (2017) (NSW)* - Recognises Aboriginal heritage and language in official place names.
- AS/NZS 4819:2011 Urban and Rural Addressing - Provides standards for clarity in naming and addressing.
- GNB NSW Place Naming Policy - Outlines naming procedures, principles, and requirements to ensure consistency across NSW.

6 GENERAL

- 6.1 The naming of places within the Queanbeyan-Palerang Regional Council's local government area is undertaken in accordance with the GNB's Place Naming policy.
- 6.2 Community members with connections to the local government area are encouraged to submit proposed place names to Council in accordance with guidelines as set out by the GNB. Criteria for proposed place names can include (but is not limited to) the following:
 - Promotion and recognition of local First Nations Peoples' languages
 - Recognition of local First Nations People
 - Recognition of eminent persons connected to the area
 - Recognition of local history and events
 - Recognition of the natural environment
 - Recognition of Australian heritage.
- 6.3 The use of First Nations Peoples' words and names is encouraged. Proposed place names in this theme shall be in the local language of the area in which the place is located. Council's Aboriginal Community Liaison Officer will work with Council's First Nations' Network to identify suitable place names.
- 6.4 For facilities or locations that are likely to host public events, activations, or are centrally located within key commercial precincts, preference should be given to names that offer high recognition value, distinctiveness, and ease of pronunciation. This ensures straightforward identification for emergency services, establishes the site as a navigational landmark, and supports place branding, destination marketing, cultural and heritage interpretation, commercial activation, and an enhanced visitor experience.
- 6.5 Proposed place names must include a description of the meaning of the words or in the case of a commemorative name, the person's historical link to the area.
- 6.6 The suitability of commemorative names will be assessed on the criteria set down by the GNB in respect of sources of information and its place name policy and guidelines.
- 6.7 Names commemorating individuals may only be applied posthumously, no less than 12 months after date of death. Personal names, including those of persons still living, may be used for built features (e.g. pavilions and grandstands etc.), however these features are not formally assigned by the GNB and are not covered by the *Geographical Names Act (1966) (NSW)*. Commemorative names must be accompanied by a plaque to document the significant community contribution/s made by the person being commemorated.
- 6.8 Place names that already exist within the local government area will not be considered and shall not be duplicated.

7 PARKS, GARDENS AND NATURAL FEATURES

- 7.1 Names shall reflect the cultural heritage of the area, honour significant historical events, or celebrate local fauna, flora, geographical characteristics, or other elements fostering a strong sense of place and community.
- 7.2 Separate names for different sections of the same park or natural feature are discouraged unless distinct boundaries exist that clearly represent separate defined areas or functions.
- 7.3 Dual naming, which allows both the Aboriginal name and the introduced name to be officially recognised and featured on maps and signage, is encouraged for natural features. Consultation with relevant stakeholders is mandatory.
- 7.4 Proposed names must not affect or diminish the ecological or environmental significance of the place, and they must consider and respect the natural landscape.

8 BUILDINGS AND COMMUNITY SPACES

- 8.1 Names should reflect the function, history, cultural heritage, relevance to the surrounding geography, or the building's significance within the community.
- 8.2 Commercial, business names, or promotional names are prohibited, unless they are no longer in use and the name is of significant relevance to the heritage, history or cultural identity of the area.
- 8.3 Preference will be given to names that:
- Represent cultural diversity and reflect the diverse community of the region
 - Celebrate inclusiveness, cultural and social harmony
 - Acknowledge contributions from philanthropic or community organisations, such as Lions or Rotary Clubs, where these contributions are significant and align with Council objectives.

9 BRIDGES

- 9.1 The naming of bridges and other structures on roads does not have a formal legislative basis, however, the same procedures for road naming apply to bridges and other road infrastructure.
- 9.2 Bridge naming shall follow the guidelines as set out in the GNB Place Naming policy.
- 9.3 Naming of bridges requires specific care to ensure simplicity in navigation and operational clarity. Key considerations include:
- Names must align with geographical location or proximity to landmarks to ensure practical use
 - Commemorative names may apply, reflecting acts of bravery, unique engineering contributions, or community significance
 - Names must not include commercial or promotional references
 - Names must avoid duplication within the region or conflicting designations.

9.4 Proposals for naming bridges must:

- Include clear mapping and geographical context
- Demonstrate community consultation
- Align with emergency and transport services for operational functionality.

10 GOVERNANCE AND REVIEW

10.1 This policy will be reviewed every four years or earlier as necessary if:

- legislation requires it, or
- Council's functions, structure or activities change.