

Governance 19: Naming of Parks, Reserves, Streets and Infrastructure

1. Purpose

To provide a consistent approach for the City of Kalamunda's (City) requirements for the naming of parks, reserves, streets and infrastructure as set out by the Geographic Names Committee Policies and Standards for Geographical Naming in Western Australia.

2. Planning

Priority 4: Kalamunda Leads

Objective 4.2 - To proactively engage and partner for the benefit of community.

3. Policy Statement

The City supports a consistent approach being aligned to the State Government requirements for naming of City facilities, Streets, Parks, Reserves and Buildings under the Council's jurisdiction. The naming of all City facilities, streets, parks, reserves and buildings shall be in accordance with the Geographic Names Committee Policies and Standards for Geographical Naming in Western Australia.

Where appropriate, the Council will consider naming parks, reserves or buildings in honour of persons considered to have made an outstanding contribution to the City, or who, in the opinion of the Council, are worthy of such an honour.

Council supports the naming parks, reserves or buildings with dual naming to recognise our Noongar heritage as well as Noongar only naming.

This policy will also apply to proposals for the naming of defined portions of reserves specifically developed for sports, hereinafter referred to as "fields".

Whenever it is proposed to name a street, building, reserve, field, or other facility located on Crown or City-owned land (vested or not) the Crown or City ownership will be respected by adhering to the naming guidelines set down by the State's Geographic Names Committee.

If the City becomes aware that a person who has had a building, park, reserve or field named after themselves has been found guilty of a crime where the indictable penalty was or included a term of imprisonment exceeding 5 years or for life or has been found guilty of a serious local government offence as defined in s2.22(3) of the *Local Government Act 1995*, Council will initiate actions to have the naming honour removed and new naming undertaken.

The decision to approve the naming of a park, reserve, field or building shall remain with Council and not delegated without Council approval.

Road names, that form a part of subdivision, are to be reviewed and approved by the Chief Executive Officer.

Names chosen for City facilities, streets, Parks, Reserves and Buildings are expected to be permanent, and re-naming is discouraged and will only be undertaken in exceptional circumstance. If renaming is proposed because of some exceptional circumstance, the Geographic Names Committee Policies and Standards for Geographical Naming in Western Australia will apply.

Evidence of substantial community support for a change of name must be provided and this will be ascertained via consultation with the community, in accordance with the Council's Policy – Communication and Engagement.

This Policy is to be read in conjunction with the following "Policies and Standards for Geographical Naming in Western Australia" and Policy Procedures.

4. Detail

4.1 Criteria for Assessment

In accordance with Geographic Names Committee Policies and Standards for Geographical Naming in Western Australia:

- a) The naming of a park, reserve, street, field and infrastructure shall be determined by Council.
- b) A list of all names and their origins will be kept within a Geographic Names Register.
- c) Priority will be given to the naming of parks and reserves after an adjacent street or feature to maximise the identification of that park or reserve with an area.
- d) Components of recreational reserves (e.g. pavilions, ovals, gardens etc.) may:
 - i. be named in honour of community members who have contributed towards the establishment of the facility or towards the community or the district in general. Such proposals may include forename/surname combinations; or
 - ii. have commercial short-term names for the purposes of event promotion or sponsorship.
- e) All requests for the naming of a park, street, reserve, field or infrastructure must be identified within one of the following categories:
 - i. A figure of local historical note;
 - ii. Geographic feature(s); or
 - iii. Other acceptable theme(s).
- f) Requests for the naming of a park, street, reserve, field or infrastructure after a person must be made in writing and contain the following details of the person intended to be recognised:
 - i. Name;
 - ii. Date of birth and year of death, if applicable;

- iii. (If applicable) Detailed information and supporting documentation (e.g. letters, newspaper articles, oral histories, photographs etc.) to demonstrate the person's significant contribution(s)/relevance to the local community/district:
- g) A significant contribution could include:
 - i. A minimum of twenty (20) years as an elected member of a local government council.
 - ii. Twenty (20) or more years association with a local sporting or community group, such as Scouts, Apex, Rotary, School P & C etc.
 - iii. Action by an individual to protect, restore, enhance, or maintain an area that produces substantial long-term improvements for the community or area.
 - iv. Evidence of works undertaken for the benefit of the community;
 - v. (If applicable) Evidence of all efforts to gain consent from family members of the person who is being recognised in the name; and
 - vi. (If applicable) supporting commentary to explain the meaning of a proposed name.
- h) Names chosen for City parks, reserves, fields and infrastructure are expected to be permanent, and re-naming is discouraged. Renaming will only be considered in exceptional circumstances and where significant community support has been demonstrated.
- i) Nothing in this policy prevents Council from approving short term names for the purposes of event promotion or sponsorship.
- j) The Council shall in determining the application, to name a City facility, Street, Park, Reserve, Building or significant infrastructure:
 - i. Give due consideration to any submissions received.
 - ii. Receive a confidential report from the Chief Executive Officer detailing all requests to apply a name; and
 - iii. approve of any application only by an Absolute Majority Decision.

5. Community Consultation

Evidence of substantial community support for a change of name must be provided and this will be ascertained via consultation with the community, in accordance with the Council's Policy – Communication and Engagement.

6. Governance

This Policy is governed by the Council in accordance with the Geographic Names Committee Policies and Standards for Geographical Naming in Western Australia.

7. Measures of Success

The success of this policy will be measured through the compliance with this policy.

8. Definitions

Nil

Status			
Related Local Law			
Related Council Policies			
Relevant Delegation			
Related Internal Procedures	CEO Direction: Process for naming parks, reserves, fields and buildings		
Related Budget Schedule			
Legislation	<i>Local Government Act 1995</i> <i>Local Government (Administration) Regulations 1996</i>		
Notes and Conditions			
Authority			
Adopted	12 October 2021	Next Review Date	12 October 2023