



BOULIA SHIRE COUNCIL

Naming of Public Assets Policy

Category:	Policy
Policy Number:	159
Document Version:	1.0.3
Obsolete Version:	Version 1
Keyword Classification:	Naming of Public Assets Buildings
Summary:	Providing guidelines for the naming of newly constructed or existing public assets excluding roads under the control of Boulia Shire Council.
Adoption Date:	23rd August
Resolution:	2024/08.18
Due for Revision:	3 years
Revision date:	23 rd August 2027
Date revoked:	n/a
Related documents:	Asset Management Plan Strategy, Asset Management Plan
Responsible Section:	Corporate
Responsible Officer:	Director of Corporate & Financial Services
Legislation:	Local Government Act 2009, Planning Act 2016, Place Name Act 1994.

OBJECTIVE

To provide guidelines for the naming of public assets, excluding roads, under the control of Bouliá Shire Council.

SCOPE

This Policy applies to all of Council's owned public buildings and structures.

This policy is applicable to Council Officers making recommendations to the Council for the naming or renaming of Council public assets.

POLICY STATEMENT

The naming of infrastructure assets (buildings & structures) provides an opportunity to honour individuals and groups for contributions and achievements that deserve recognition. It also presents an opportunity to emphasise important landmarks, geographical features or history.

Naming of infrastructure (buildings and structures) assets may arise either:

- At the instigation of Council, or the community, for existing unnamed infrastructure assets; or
- As a result of new infrastructure, assets being constructed as part of Council works or residential development.

This policy provides a consistent approach to the naming of infrastructure (buildings & structures) assets, to ensure that:

- Public consultation is undertaken where necessary and nominations received from the public are assessed against pre-determined criteria to ensure transparency;
- Any new building or structure names do not conflict with existing names presently recorded in Council's Asset Register or elsewhere;
- Any new infrastructure asset name does not conflict with existing names presently in use; and are not offensive, racist, derogatory or demeaning.
- Council's buildings and structures has an easily recognisable system of naming signs that assist both the local community and visitors to the area.

Renaming

Renaming is discouraged however an infrastructure asset may be renamed upon request if:

- The person or body or entity after which the infrastructure asset was named, has been discredited or dishonoured;
- There is very strong community desire (for example over 100 submissions) for a name change;
- The name is duplicated elsewhere in the Council area;

- It has been found that the information submitted regarding the naming of the infrastructure asset is factually incorrect.

Nominations

If Council is instigating the naming of an infrastructure asset, a notice will be placed on Council's website, Facebook page, email blasted and advertised on local notice boards. Council may also seek specific input from community groups, property owners/residents or other representative bodies as deemed necessary to ensure that a representative community consultation has taken place.

Members of the public may submit at any time, naming ideas, for consideration.

Submissions should be in writing and should include the following information:

- Name/s selected;
- Exact location and/or locality of the building or structural asset; and
- Any other relevant information pertaining to the suggested name/s in order to make a decision.

Approving Nominations

Nominations received will be assessed against Council's records including but not limited to Asset Registers and plans.

Recommendations will be presented to the Council for adoption.

Unsuccessful recommended names and suitable unsolicited suggestions will be included in the list of names that may be used in future.

If no suitable nominations are received, an alternative infrastructure asset name will be presented to the Council.

Council may adopt, alter or reject any recommendation presented.

Name Signs

Name signs will be installed on or near each Public Building Structure when approved.