



NAMING COMMUNITY INFRASTRUCTURE & PLACES POLICY



YASC POL 33 - V02

2024

YARRABAH ABORIGINAL SHIRE COUNCIL
56 Sawmill Road, Yarrabah, Qld, 4871

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1. LEGISLATION AND AUTHORITY

Local Government Act 2009 (Qld) Ch 3 part 3 Div1 S60 2(C) Control of Roads
Local Government Regulation 2012 (Qld)

2. COUNCIL'S STATEMENT

Yarrabah Aboriginal Shire Council ('Council') conducts its business with integrity, honesty and fairness. All employees are expected to work within the rules and actions of Council and will comply with all relevant laws, regulations, codes and corporate standards.

Everyone representing Council must reflect the highest standards of behaviour. Our relationships are critical to the ongoing success of our organisation. Our leaders have responsibility for fostering a culture where ethical conduct is recognised, valued and allied at all levels.

This policy should be read in conjunction with relevant legislation and the code of conduct, which outlines our standards of behaviour and workplace culture are in accordance with Council's principles.

3. PURPOSE

The purpose of Council's NAMING OF COMMUNITY INFRASTRUCTURE AND PLACES POLICY is to outline how Council will manage any request submitted whilst maintaining its obligations to the community.

4. DEFINITION

For the purposes of this policy, the following definition applies:

Community Infrastructure: *is Council owned and/or managed venues and infrastructure, including but not limited to parks, reserves, bridges, paths, trails, sporting fields, grandstands, pools, libraries, roads, streets, suburbs, community buildings and structures or part thereof.*

5. COMMENCEMENT OF POLICY

This Policy will commence from 15 November 2023. It replaces all other Naming of Community Infrastructure and Places Policies of Council whether written or not).

6. APPLICATION OF POLICY

6.1 Naming or Renaming of Council Community Infrastructure

- Council will only consider the naming or renaming of community infrastructure upon receipt of a formal application in writing.
- A request to name or rename community infrastructure (as defined) or a place after a person or group, must meet the community infrastructure naming criteria and other requirements outlined in this policy.
- The proposed name must not identify a corporate, commercial or business entity.

- Charitable organisations may be permitted at Council's discretion.
- Prior to submitting the proposed name to a Council meeting for determination, officers must undertake public consultation to ensure all residents, elected members and interested parties have had opportunity to comment on the proposed name.

6.2 Criteria for Naming Community Infrastructure & Places

Where a request is made to name or rename a place or community infrastructure after a person, a prominent group, event, moments or people of historic significance with a strong connection to the subject land, geographic/natural features located nearby, flora and fauna endemic or native to the area, the proposal must demonstrate that the proposed name is appropriate and must meet the following requirements:

- The person(s) must have lived within the community for more than 20 years or once owned or had a connection with the land that the community infrastructure is located on for more than 20 years; *and*
- The person is considered to have made an important contribution to the community; *and*
- The person is of good repute and is not likely to be the subject of controversy.

AND must satisfy one or more of the following criteria:

- The person was directly involved in a community, environmental, cultural or sporting group(s) associated with the land and made a significant contribution to that group for a minimum of 20 years.
- The person demonstrated outstanding levels of community service for more than 20 years.
- The person donated significant funds for community benefit.
- The person achieved role-model status in the wider community or achieved national or international recognition (including sporting and cultural activities).
- Any other reason deemed significant or worthy by Council.

To ensure that a variety of names are provided for, the names of other community infrastructure in the area must be taken into consideration, including the same or similar names that could cause confusion for users and emergency services.

For pathway and trail naming, names are to apply end to end only. Council will not consider applications for sections be named.

6.3 Dual Naming & Renaming

Council recognises the value of the cultural heritage and the diverse and inclusive community environment within the Yarrabah Aboriginal Shire Council area. Indigenization recognises the validity of local indigenous views, knowledge and perspectives, identifies opportunities for indigeneity to be expressed and incorporates Indigenous ways of knowing and doing.

To acknowledge this heritage, applications can be made to either rename existing community infrastructure and places with a culturally appropriate and significant name or provide for a dual naming of the community infrastructure or place.

6.4 Removal of Naming

Council has the ability refuse an application or remove an existing name from community infrastructure or place if:

- there is very strong community desire (identified through public consultation) for a name change or removal of a name.
- the name is duplicated elsewhere in the local government area.
- it has been found that the information submitted regarding the naming of the infrastructure is factually incorrect.
- the name is no longer appropriate in historical or geographical terms.
- the name is no longer appropriate because it is likely to cause distress to members of the community.
- any other reason deemed appropriate at Council's discretion.

Information regarding any changes to the naming of a place through this provision of the policy will be made available through public notification.

6.5 Associated fees

Signage associated with the naming or renaming of community infrastructure or places must only be undertaken by Council as the landowner subject to available funding and operational priorities. However, applicants may make a significant donation towards or pay for the cost of establishing the new signage.

6.6 Timing of Effect

The new name or renaming of community infrastructure or place once approved will come into effect immediately after the resolution by Council. This name will stay in place for a period of 20 years and may be considered for renaming upon application after this time has expired.

7. POLICY STATEMENT

Council is committed to ensuring all applications submitted under the **Naming of Community Infrastructure and Places Policy** are considered in a fair and unbiased manner and that the outcome is in the best interest of the community.

8. PROCEDURES: OVERVIEW

To apply for consideration by Council for the allocation of a name to new community infrastructure or place or the renaming of an existing piece of community infrastructure or place, applicants must:

- Complete all sections of the Naming of Community Infrastructure & Places form; and
- Provide photos / maps / aerial photographs of the proposed area or structure; and
- Gain letters of consent from family members; and
- Provide any other relevant supporting documentation.

9. MANAGEMENT PROCESS

All completed applications received by YASC for the naming or renaming of community infrastructure as defined above will be assessed against the criteria outlined in this Policy. The application will undertake a public consultation period for 20 days to ensure that the community is aware of the proposed change and any feedback received will form part of the consideration for this application.

This will result in a report being prepared and presented to Council and a decision regarding the outcome of the request will be sent to the nominating applicant.

10. DOCUMENT CONTROL

Adoption Date:	15 November 2023	Resolution No: 09:15/11/2023	Version No: 1
Amended Date:	26 July 2024	Resolution No: 12:26/07/2024	Version No: 2
Next Review Date:	2025		
Responsible Officer:	Chief Executive Officer (CEO)		



Richard Wright
Chief Executive Officer