

E5 NAMING OF COUNCIL FACILITIES**PURPOSE**

To establish a framework for the naming of council buildings and parks and to determine the process for considering a name change of council property.

POLICY

Council recognises that the names of buildings, parks and reserves owned by the Shire can influence the future development and sense of community within an area. With this in mind, it has determined that the naming of facilities, buildings and amenities under the control of the Shire will be undertaken in a planned and coordinated way which respects and acknowledges the area's history, heritage and environment.

1. Naming of Parks, Reserves, Buildings and Facilities – General

Parks and Reserves shall be named after an adjacent boundary road or such other name that clearly defines the location.

Buildings and facilities shall be named after the locality in which they reside or after an adjacent road and/or their prime function, where possible, to facilitate ease of identification, alternatives may be developed using the following principles.

2. Principles of Naming Facilities

When proposing names for facilities developed and owned by the Shire, the following will be taken into consideration:

- The locality within which the development is situated;
- Any historical events associated with or near the site;
- Indigenous and cultural heritage relevant to the site;
- Community or corporate sponsorship;
- Marketing opportunities;
- Pioneering families associated with the immediate area;
- Social or calendar events; and
- Significant individuals who have contributed substantially to the community.

3. Procedures for Naming New Facilities

The naming of new facilities will be undertaken in a timely and coordinated fashion. Due process will be given to the consideration of any proposed name for any new facility. Where a new facility is being developed/constructed, elected members and the community may suggest, in writing, names for the facility and the reasons for the suggestion. Where it is proposed to name the facility after a person who is no longer living and who made a significant contribution to the community, it is a requirement that background information on that person be provided as part of the written material.

In the event that a name or names are suggested other than a name relating to the locality or prime function of the facility, using the criteria listed above, the Chief Executive Officer will prepare a confidential report on the proposed names.

4. Proposals to Rename Existing Council Facilities

4.1 Criteria for renaming an existing facility

The Shire recognises that from time to time it may be appropriate to rename a Shire owned facility. When considering options for re-naming Shire facilities, in addition to the criteria listed in Section 2 (above), the following will also be considered:

- The historical reasons for the original name;
- The public profile/familiarity of the facility's original name;
- The costs associated with changing the facility's name; and
- The relevance to the facility's main user group of the proposed new name.

4.2 Proposing the Renaming of a facility

Any resident of the Shire may propose the renaming of a Council facility, however the proposal must be supported in writing by an elected member. Nominations must be made in writing to the Chief Executive Officer.

On receipt of a nomination the Chief Executive Officer will cause a report to be prepared based on the naming criteria identified in this policy. The report shall be circulated to all elected members as a confidential item. If two or more elected members express an objection to the nomination, the nomination is deemed to be refused. If only one or no elected member objects to the report's recommendation, it shall be included in the Agenda for the next ordinary Council meeting as a confidential item.

4.3 Recognition of Community Members

In instances where the renaming proposal relates to recognising a member of the community who, in their lifetime, demonstrated outstanding contributions to the Shire, the following criteria will be required to be met:

- Persons nominated should have made substantial contribution directly to the Shire of Irwin, largely in a voluntary capacity;
- The nominee must have given extensive and distinguished service to the community that goes beyond the particular Local Government Authority concerned (e.g. service to other organisations, voluntary and community groups, school P&C etc.) in a largely voluntary capacity;
- The service should be easily recognisable as having a direct benefit to the Shire and have produced substantial long term improvement for the Shire;
- Nominees should have lived within the Shire for a significant number of years (significant would usually mean at least 20 years) and had a long and close association and identification with the Shire.

The person making a nomination to re-name a facility after an individual will provide sufficiently detailed background information to enable the Chief Executive Officer to prepare a report on the proposal which considers the criteria listed in this policy.

Date of Original Adoption – 28 April 2009

(reviewed 27 June 2017 Minute 140617)