



NAMING OF PARKS, RESERVES AND BUILDINGS

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1. OBJECTIVE

To provide Council with a consistent set of guidelines when assessing applications for the naming of parks, reserves and buildings in honour of persons identified as having significantly contributed to the community.

2. PRINCIPLES

The naming of parks, reserves and buildings are usually selected by Council, however, members of the community may apply to Council to consider a proposal to name a park, reserve or building in honour of deceased persons who are considered pioneers, persons who made an outstanding humanitarian contribution or who, in the opinion of the City, are worthy of such an honour.

2.1 Criteria for Assessment

All requests to re-name existing parks, reserves and buildings shall be assessed by the Chief Executive Officer against the following criteria, which are to be addressed by the applicant:

The person is to be considered worthy of an honour. Applications to honour living persons will not be considered.

The person being honoured may have made a significant contribution to the local community through education, representation on local/state government, voluntary input, association with local sporting clubs or through business.

A significant contribution could include:

- Two or more full terms of office on the City of Karratha Council or as a State or Federal Member representing the City.
- Twenty or more years association with a local community group, such as Scouts, Apex, Rotary, School P&C etc.
- With regards to the naming of buildings the person being honoured must have been instrumental in the development of the building.

The person is to have resided within the township of that park, reserve or building.

Proposals to name parks, reserves or buildings must include evidence of community support, where applicable, including facility users and the family of the person being honoured.

In relation to new facilities the previously mentioned criteria may not be relevant; hence Council may accept options based on the following criteria:

- Logical description of location,
- Logical description of purpose or function;
- A name which lends itself to increase marketability and promotion; or
- A combination of all or part of criteria.

All requests to name new parks, reserves and buildings shall be assessed by the Manager Community Services against the following criteria, which are to be addressed by the applicant:

2.2 Process

Council's Chief Executive Officer will assess all applications and make a recommendation to Council for their consideration, with due consideration being given to assessment against criteria, community support, costs and marketability of the proposal.

2.3 Geographic Names Committee

In certain circumstances the Geographic Names Committee provides final approval of applications where:

- It is a feature name for a reserve or park, exceeding 1ha.
- A building on a unnamed reserve

The following do not require approval from the Geographic Names Committee but are forwarded as information only:

- Buildings on a named reserve
- A feature name for a reserve or park, under 1ha.
- General buildings in the community

2.4 Renaming of Parks and Reserves

Names chosen for parks and reserves are expected to be permanent, and renaming is discouraged. If renaming is proposed because of some exceptional circumstance, a rationale for the change is to be provided. Evidence of community support for a change of name must be provided and tabled in a report to Council.

3. CONSEQUENCES

This policy represents the formal policy and expected standards of the Council. Appropriate approvals need to be obtained prior to any deviation from the policy. Elected Members and Employees are reminded of their obligations under the Council's Code of Conduct to give full effect to the lawful policies, decisions and practices of the Council.

4. REFERENCES TO RELATED DOCUMENTS

- Procedure – Naming Parks, Reserves and Buildings
- General Guidelines 'Naming of Parks and Reserves' – Geographic Names Committee DLI

Policy Number:	CS-09
Previous Policy Number:	N/A
Resolution Numbers:	13908-Jun 2006;14223-Oct 2007;151554-Mar 2011
Last Review:	March 2011
Next Review:	March 2013
Responsible Officer:	Manager Partnerships and Engagement

This Policy takes effect from the date of adoption by Council and shall remain valid until it is amended or deleted.