

**POLICY:** NAMING OF COUNCIL FACILITIES

**DATE ADOPTED:** Director Corporate Services & Finance’s Report #8.3.5.1  
Council 16 June 2021  
Resolution No. ORD2021-189  
Council 21 July 2021  
Resolution No. ORD2021-233

Director Corporate Services & Finance’s Report #1  
Policy 5 December 2018  
Council 6 February 2019  
Minute Book No. 12902

**ORIGINAL ADOPTION:** Director Engineering Services & Report #1  
Policy 1 September 2010.  
Council 15 September 2010  
Minute Book No. 10985

**FILE REFERENCE:** 04.00008

**OBJECTIVE:** To provide Council with a set of guidelines for the naming of Council owned and managed public open spaces, including reserves, parks, public gardens, sporting fields / facilities and recreational areas and to allow for the recognition of both the European and Indigenous cultural heritage of the Bathurst Region.

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The guidelines will ensure that the naming of all places is carried out in a consistent manner according to an established set of criteria.

This policy excludes the naming of geographical or topographical features which are covered by the Geographic Names Board and also excludes roads and streets which have their own set of guidelines.

Where existing Council owned public open space is not named, Council will apply this policy and associated guidelines. The policy will not be used to rename places already named, or names approved by Council, Committees or Community Boards by formal resolution.

It is intended that facilities would be named after individuals only in exceptional circumstances and that such naming would:

- Commemorate and recognize individuals, institutions or events that contributed significantly to the betterment of the Bathurst community.
- Demonstrated achievement at a high level.
- Portray the appropriate physical, historical or cultural character of the area/place concerned.

- Be consistent with the overall interest, values and expectation of the Bathurst community.
- Be consistent with the relevant legislation and Geographical Names Board Guidelines where applicable
- Be consistent with Council's guidelines for naming roads.
- Generally, the recommendation to name a Council facility after a person of good character will only be considered after the person is deceased. In exceptional circumstances a Council facility could be named after a person still living in recognition of past contributions, but generally only when the association or link has ceased or is completed.
- Where practicable, the deceased person's next of kin or appropriate relative will be consulted before a deceased person's name is recommended for naming.
- Facilities should not be named for members of Council staff, Councillors, appointees to Committees of the Council or those formally associated with Council, as long as that formal relationship exists.
- The names of existing facilities would only be changed if exceptional circumstances warrant the name to be changed.
- If a facility that has been named is removed or replaced for any reason, or the nature of the facility changes, Council is not obliged to retain the name.
- Council will require sufficient information regarding the request to name the specific area/facility and such information will need to be collaborated by an independent source.
- Council may forward any request to name a specific area/facility to any other party (e.g. Bathurst District Sport and Recreation Council, local sporting organization, Geographical Names board, Bathurst District Historical Society, Local Aboriginal Land Council etc) for comment.

## **Approval**

Approval will be based on the merits of each application and on the guidelines as set in this policy. Proposals for the naming of facilities may come from a variety of sources including individuals, groups, clubs, committees and societies etc.

An initial review of the proposal will be made by Council Officers and an assessment of the proposal for its conformance with the criteria and procedure herein.

If assessed as conforming, the proposal will be advertised in Council's column in the local newspaper for a minimum of 2 weeks to allow for the community an opportunity to comment. Following this, the proposal will be put to Council for final consideration and approval.

Council will ensure the origin of the name will be clearly stated and recorded.

Once approved, the installation and type of signage will be coordinated by Bathurst Regional Council with the cost being borne by the applicant of the request or in exceptional circumstances by Council.