

Road Naming Policy



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Purpose

The purpose of this policy is to ensure that:

- Clear guidance of the criteria and process for road naming is provided to South Waikato District Council (SWDC) employees, subdivision developers, iwi and the general public.
- Council meets the requirements of the Local Government Act 2002.
- Iwi have input into the road naming process.
- Adequate consultation (if required) is undertaken with the community for any public request.

Background

Section 319 of the Local Government Act 1974 assigns Council general powers in respect of roads. Specifically, section 319(1) (j) empowers the Council “to name and to alter the name of any road and to place on any building or erection on or abutting on any road a plate bearing the name of the road”. Names are generally required for new roads in subdivisions, or when previously unformed roads are constructed. In addition, existing roads may be renamed.

Scope

This policy applies to all roads in the South Waikato District. It does not apply to private, unformed or paper roads, unless SWDC deems it necessary.

Policy Statement

Roads that Require a Name – Approval

All road naming requires approval by Council. This includes Council roads and roads vested to Council.

Roads vested to Council from Development

- a) Notice by a Developer must allow sufficient time for Council to manage the process appropriately. This will be addressed through an advice note in response to them submitting their 223 certificate for the subdivision, within two months of the 223 being submitted.
- b) Developers are encouraged to engage with Iwi (having regards to their statutory acknowledgements in their area) and are given the opportunity to suggest road names.
- c) Should there be no engagement with Iwi (having regards to their statutory acknowledgements in their area) through the Developer, then Council will ensure that Iwi (having regards to their statutory

acknowledgements in their area) are invited to consult on road names. Such names must be appropriate, spelt correctly, interpreted correctly and non-offensive.

- d) Where consultation has occurred, evidence of consultation must be submitted with the application to Council.
- e) The name will be adopted by Council as part of the Road Naming Policy process. The outcome will be communicated to the relevant parties.

Naming Private Roads

Not included in this policy but guidance will be provided if required

Changing Existing Road Names

Requests to change an existing road name must:

- a) Be in writing.
- b) Include a clear and evidenced justification for the change.
- c) Be consulted on with Iwi (having regards to their statutory acknowledgements in their area) - Upon receiving a request from either a member of the public, subdivision developer, or as required by Council (if there is a road name change required), Council's Assets Team will undertake consultation with Iwi (having regards to their statutory acknowledgements in their area) and general public if required. Consultations shall continue until support is given. Following consultation, a report will be prepared, recommending approval from Council.

A name change will only be made if Council considers that the change will result in a clear benefit to the community.

Reasons for changing road names may include:

- a) To correct the spelling.
- b) To ensure appropriate Te Reo Māori spelling is accurate.
- c) To eliminate duplication in spelling or sound.
- d) To prevent confusion arising from major changes to road layout.
- e) To make geographical corrections.
- f) To assign different names to separate ends of a road with a permanently impassable section somewhere along the length.
- g) Where names have been changed or corrupted by long established usage, it is not usually advisable to attempt to restore the original form. That spelling which is sanctioned by general usage should be adopted.

Cost Allocation

- a) For new roads in subdivisions, the Developer shall pay Council for the required sign(s) and installation.
- b) Where new roads are being built or renamed by Council, Council shall meet the cost of sign(s) and installation.
- c) Where a development company has erected its own ornamental nameplate in addition to the Council street sign and that ornamental nameplate is damaged or stolen, Council shall not be responsible for the repair or replacement of that nameplate. Council will maintain the standard street signage only.

Style Guide and Themes

- a) All road names are entirely at the discretion of Council whether for policy reasons or other considerations.
- b) The possessive 's' is discouraged in road names unless the phonetic change is necessary for ease of pronunciation.
- c) A road name is not to be offensive, racist, insulting, derogatory, blasphemous or demeaning, in that the use of such name is calculated or likely to wound the feelings, arouse anger, resentment or disgust in the mind of a reasonable person.
- d) Names should be 15 characters or less including spaces but excluding suffix. However, in exceptional circumstances longer road names may be allowed.
- e) Short names should be chosen for short streets for mapping purposes.
- f) Cardinal points of the compass as a prefix or suffix to a road name should not be used.
- g) Te Reo Māori names may require punctuation marks such as macrons and/or hyphens to preserve the correct meaning but generally, apostrophe marks and other punctuation marks should be avoided.
- h) Reasons for a road name may include, but is not limited to political, historical, memorial, social, economic, natural features and outstanding events or persons relevant to the South Waikato District.

Requirements

Council must ensure that road names are not duplicated in the South Waikato District (both spelling and pronunciation to be considered); this includes same road names with different suffix.

Council must ensure that road type appropriately matches the definition of the suffix, such as 'road', 'place etc. Road names without a suffix are now strongly discouraged. The following definitions provide a guide, but please note that other appropriate suffixes that are not in this list may be used.

Suffix	Definition
Avenue	A generally broad straight roadway with trees or other objects at regular intervals
Crescent/Drive	Generally, a circular or crescent-shaped street that forms a small loop to assist traffic movement.
Lane	A narrow way, path, country road or street. A narrow passage between hedges or buildings, an alley
Place	Cul-de-sac (short dead-end street with turnaround at the end)
Road	Route or way between places. General usage.
Street	A township carriageway that has buildings usually on both sides. General usage
Terrace	A roadway usually with houses on either side raised above the road level
Way	A winding or curved track or path for passing along

In accordance with section 319A of the Local Government Act 1974, if the Council names any road for the first time, or alters the name of a road, the Council will as soon as practicable send a copy of the relevant resolution to the Registrar-General of Land and the Surveyor General.

Definitions

223 – A Section 223 certificate approval is for the Title Plan and any easement shown on a subdivision plan approved by Council as part of the subdivision consent.

Developer – A person, consultant or agent who is in the process of undertaking a subdivision development whereby subdivision resource consent is applicable.

Private Road – Has the same meaning as private road in the Local Government Act 2002 s315. Council does not maintain private roads.

Public Road – Has the same meaning as road in the Local Government Act 2002 s315 Public. Public Roads are maintained by Council.

Relevant Delegations

References and Relevant Legislation

- Manual of Traffic Signs and Markings
- Local Government Act 2002
- Australia/New Zealand – Rural & Urban Addressing (AS/NZS 4819:2011)
- LINZ OP G 01245 (1 November 2019) – Guidelines for addressing in-fill developments.

Annotations

Res No	Date	Subject/Description
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