

# Policy

## **Naming of Council Public Parks and Sportsfields**

Version 3.0

Adopted by Council at its meeting on 15 September 2022

Division:  
Section:  
File Reference:  
Historical Reference:

Sustainable Communities and Environment  
Parks and Active Communities  
Council Policies/Protocols/Procedures  
See Version Control

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# Naming of Council Public Parks and Sportsfields

## 1. Policy objective

To provide a consistent, transparent and standard procedure for the naming of Public Parks and Sportsfields under the control of Council.

### 1.1. Definitions

Not Applicable.

### 1.2. Policy background

**Public Park Naming:** That Council adopts the following guidelines when considering and approving the naming of Public Parks (excluding sportsfields) under the control of Council, where each application is to be assessed on its own merit.

**Public Sportsfields Naming:** That Council utilise the following guidelines when considering and approving the naming of Public Sportsfields under the control of Council.

## 2. Policy

### 2.1 Public Park Naming

That Council adopts the following guidelines when considering and approving the naming of Public Parks (excluding sportsfields) under the control of Council, where each application is to be assessed on its own merit.

#### Application

Council requires an application for the naming of Public Parks under the control of Council to be in writing providing the following information:

- (i) a clear description of the public park to be named, including street address, locality and/or property particulars;
- (ii) the proposed name and the reason for the choice of that proposed name, particularly if the proposed name relates to flora, fauna, or contains any descriptive element relating to the Tweed Shire area;
- (iii) any history of the land set aside for public park relative to the name proposed;
- (iv) any history or historical involvement with the Tweed Shire area of the person or organisation after whom the naming is sought;
- (v) contributions by the person or organisation to the Tweed Shire community which may warrant consideration for the proposed name;
- (vi) any history of service to the Tweed Shire community that was on a voluntary basis;
- (vii) any detailed information in relation to the service and its contribution to the betterment of the Tweed Shire community.

#### Assessment Criteria

- (a) Council will not consider the names of living persons in accordance with the guidelines of the Geographical Names Board;
- (b) No duplication of names within the Tweed Shire local government area;
- (c) The person after whom the naming is sought should have made a significant and long term contribution to the Tweed Shire community;

- (d) The person after whom the naming is sought must be widely known and respected within the community;
- (e) The person after whom the naming is sought must have a recognised historical link with the locality or is generally acknowledged as having made a significant contribution to the social, economic, sporting or cultural development of the community;
- (f) The person after whom the naming is sought must have been a resident of the Tweed Shire;
- (g) Names of Aboriginal origin associated with the locality or associated with the historical background of the locality will be highly regarded, but must be accompanied by written approval of the name from the Local Aboriginal Land Council existing in the locality of public park to be named;
- (h) Prior ownership of the land is not sufficient reason to apply the owner's name, personal or corporate, to the public park;
- (i) The proposed descriptive name refers to flora, fauna or other descriptive elements refers to local indigenous species and relates directly to the Tweed Shire area.

### **Approval Process**

- (1) If Council approves the application against the criteria listed above, then a report will be presented to Council for consideration of a resolution to advertise the name in the Tweed Link or any other local newspaper inviting submissions from the public for a twenty eight (28) day submission period. Any submissions received will be considered in a further report to Council.
- (2) Proposal to be assessed against any submissions received and a recommendation for approval or otherwise to be made in report to Council.

### **2.2 Public Sportsfield Naming**

That Council utilises the following guidelines when considering and approving the naming of Public Sportsfields under the control of Council:

- (i) Sportsfields will be assigned a name indicating the sportsfield geographical location for ease of identification and location;
- (ii) Where there are more than one sportsfield within a locality or suburb, then the use of street names and/or cardinal direction reference (i.e. Casuarina North Sportsfield, Casuarina South Sportsfield) to provide clear differentiation between them;
- (iii) There will be no requirement for the naming of a sportsfield in accordance with this section to be advertised or adopted in accordance with the approval process defined in this policy;
- (iv) New names for sportsfields are to be adopted by resolution of Council.

### **3. Related legislation**

Not Applicable.

### **4. Compliance**

Not Applicable.

### **5. Forms**

Not Applicable.

### **6. Review period**

This policy will be reviewed within 12 months of the election of each new Council or more frequently in the event of any legislative changes or change in circumstances.

## 7. Useful links

[Tweed Shire Council website](#)

## 8. Version control

<b>Version #</b>	<b>Summary of changes made</b>	<b>Date changes made</b>
1.0	Incorporated into new policy template	20/06/2013
2.0	Reviewed in accordance with Council resolution dated 16 May 2013 "that the Naming of Public Parks Policy be reviewed with the view of naming sportsfields after their geographical location. In order to help the public identify and locate sportsfields easier, the geographical name or the currently used name be the preferred name."	16/05/2013 Adopted by Council 21/11/2013 M/N 778.
3.0	Minor updates to Divisional and Unit names as per current Council Structure	04/08/2022
3.0	Adopted by Council – Minute Number 19.1	15/09/2022