



LITHGOW CITY COUNCIL

Policy 10.4

NAMING OF COUNCIL FACILITIES

Version 1

10.4 NAMING OF COUNCIL FACILITIES

OBJECTIVE: To provide a consistent and standard procedure for naming Council facilities.

POLICY:

That Council adopt the following Guidelines when considering the naming of a Council facility.

GUIDELINES FOR THE NAMING OF COUNCIL FACILITIES

1 NAMING – General

When submitting a recommendation to Council for the naming of a facility the following information is required:

- (i) Proposed name;
- (ii) Pronunciation;
- (iii) Location;
- (iv) Description and extent of the feature; and
- (v) Reason for choice of name.

In considering the name submitted for the facility Council will use the following criteria:

- (i) Names will be appropriate to the physical, historical and cultural character of the facility;
- (ii) Duplication of names within the City area is not permitted;
- (iii) Names of an historical nature are preferred;
- (iv) Thematic names such as flora, fauna, etc are generally preferred; and
- (v) Names considered offensive or likely to give offence shall not be used.

As a rule, names of living persons will only be assigned to facilities where the person is of great eminence.

However, if considered appropriate, the names of eminent local persons, now deceased, may be perpetuated, particularly those of early explorers, settlers and naturalists.

2 NAMING – After People

If naming after a person, details are to be given including:

- (i) the person's name;
- (ii) date of birth;
- (iii) last residence;
- (iv) association with the feature to be named;
- (v) a brief biography including other facts that might add to the justification for commemorative naming.

The following could be relevant to the justification process:

The person will:

- (i) have made a significant contribution to the activity/sport/cultural/community pursuit for which the facility has been built/constructed/provided;
- (ii) have been nominated by the peer group/committee/administrative body of the relevant activity/sport/cultural/community pursuit which is the major user (historically and currently) of the facility;
- (iii) have made a considerable personal contribution to the eventual outcome of the building/construction/provision of the facility which is to be named. This contribution will relate to management/fundraising/organisational efforts of the individual in the development of the facility;
- (iv) be the most appropriate person to have the facility named after; and
- (v) be a resident of the Local Government Area or surrounding district, or, if deceased, have been a resident of the Local Government Area or surrounding district.

Other considerations:

- (i) the financial contribution of the individual to the development of the facility;
- (ii) broad community respect for the individual;
- (iii) community acceptance of the proposal generally; and
- (iv) possible alternative naming which may be more appropriate for the facility taking into account such things as geographic location, proximity to natural and man made features and aboriginal traditional names pertaining to the local area where the facility is situated.

The naming shall not be solely on the basis of the person's:

- (i) political persuasion;
- (ii) personal financial contribution;
- (iii) status/position within an organisation; or
- (iv) standing in the community.

3 IMPORTANT

No consideration should be given to criteria irrelevant to the issue at hand. Not gossip, rumour or hearsay as to the person's character. A decision should be based entirely on facts as presented and known.

When naming it is envisaged that the name will be applied for the life of the facility so it is important that the particular name is the most appropriate name and that community knowledge of the relevance of the name will not be quickly lost. Community, in this situation, means the particular section of the Lithgow and surrounding population which predominantly uses and is most likely to use the facility in the future.

THE PROCESS

In considering the naming the process needs to be open. Whilst this may cause some pain in the public evaluation of a person's worthiness, it ensures the process is transparent and can be scrutinised openly. Legitimacy of decisions will be ensured.

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