Agenda – Geographic names

General Principles and Statutory Requirements
- Review of Principle C Linking name to place
- Review of Principle D Duplication
- Review of Principle H Commemorative Naming

Statutory Requirements for roads, features and localities

Consultation, Objections and Appeals
- Appropriate consultation
- Forms of consultation
- How to deal with Objections
- Process around Appeals

In-Principle Support
- How it works

VES
- New Naming work flows overview
- Error in VICNAMES

VICNAMES

Aboriginal Naming
- road shows
- key points

Naming via plans of Subdivision
- Process
- Naming of R1s and Easements

Complex addressing

Naming features

Waterways
Name

Where are you from & role

What are you working on now, naming wise.
General Principles and Statutory Requirements

- Review of Principle C Linking name to place
- Review of Principle D Duplication
- Review of Principle H Commemorative Naming
General Principles and Statutory Requirements

- Review of Principle C Linking name to place
General Principles and Statutory Requirements

- Review of Principle D Duplication

  • **metropolitan urban areas**, within a 5 kilometre radius (metropolitan Melbourne and Geelong, city centres and surrounding suburbs)

  • **regional urban areas**, within a 15 kilometre radius (a regional urban area consists of a town centre and its surrounding suburbs)

  • **rural or remote areas**, within a 30 kilometre radius (a rural or remote area is an area located outside of towns).
Examples of duplicate name scenarios and solutions are available in Section 2.1.

- Grocery Lane
- Produce Lane
- Pineapple Lane.
- Review of Principle D Duplication - continued

- Examples and scenarios of names not considered duplicates are available in Section 2.2.
Duplicate road example
General Principles and Statutory Requirements

- Review of Principle H Commemorative Naming

ANZAC Commemorative Naming Project
Recognising Victorian people's wartime service

ANZAC -2014-2018-
CENTENARY
Sharing Victoria's Stories & Making Connections

DAWES RD
Richard & George Dawes - WW1

CROMBIE LANE
No Through Road

TOMPKINS RD
Gavin Tompkins - WW1

PERCY ALBERT TIPPET
Percy, aged 19, was one of the first young men from Wangaratta to enlist in the First AIF, Service No. 463. He was posted to the 6th Infantry Battalion on 19th October 1914 and sailed from Melbourne on HMAS Hororata. On 25th April 1915, Percy was in the initial landings at Gallipoli when he was seriously wounded. He was retrieved and taken to a transport ship for medical attention but unfortunately he did not respond to treatment and died from his wounds on 28th April 1915.

The Tippet family has a long and direct association with the land where the memory of Percy is to be commemorated by naming this land the "Percy Tippet Reserve".

Made possible through the Victorian Government and Rural City of Wangaratta


Statutory Requirements for roads, features and localities
Statutory Requirements for roads, features and localities

3.2.1 Rural and urban addressing
3.2.2 Extent: road course, start and end points
3.2.3 Road types
3.2.4 Unacceptable road names
3.2.5 Obstructed or altered roads

4.2.1 Feature type
4.2.2 Waterways
4.2.3 Locational names
4.2.4 Base names

5.2.1 Boundaries
5.2.2 Estate and subdivision names
5.2.3 Promoting a new estate
5.2.4 Size
5.2.5 Hyphens
5.2.6 Local government area boundary review
5.2.7 Locality names unique within Australia

Naming authorities must ensure that a naming proposal conforms to all relevant principles outlined in Section 2, as well as the relevant requirements outlined in Sections 3, 4 and 5.
Statutory requirements for roads

3.2.2 Extent
Unacceptable road names
Statutory Requirements for roads, features and localities

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Naming authorities must ensure that a naming proposal conforms to all relevant principles outlined in Section 2, as well as the relevant requirements outlined in Sections 3, 4 and 5.
Statutory requirements for localities

5.2.1 Boundaries

Locality boundaries must align with the cadastral fabric, road centre lines or easily distinguishable topographical features such as waterways or ridgelines.
Minimum requirements

[geo graphic naming proposal]

[insert naming authority name here] is proposing to name/rename a road, feature or locality, or amend its boundary.

This naming/boundary realignment is needed because [enter the reason for the change and any background to the name with a link to where further information can be found].

The road, feature or locality is located at [enter address and/or map].

Members of the public can provide feedback on the name or submit a name nomination(s) by one of the following methods:
- public meeting [date, time and venue]
- phone [number]
- mail [address]
- email [address]
- website [URL].

Further information about the name is available at [must provide the proposal on naming authority’s website, include URL].

All name submissions must comply with naming rules for places in Victoria – statutory requirements for naming roads, features and localities – 2016.

All submissions must be received by [add date] within 30 days of this notice. [Or time frame determined by naming authority, not less than 30 days].

[Only include if using a commemorative name and unable to locate family members.] [insert naming authority name here] has been unable to locate existing family members to seek permission to use the proposed name and calls for consent from the family or requests family contact details from the community.
Consultation process

7.2.1 Prepare a proposal for naming or renaming a road, feature or locality.

7.2.2 Develop a consultation strategy, including timelines.

7.2.3 Determine who will be consulted.

7.2.4 Build awareness of the proposal in the community and invite feedback.

7.2.5 Compile and analyse feedback from the community.

7.2.6 Inform the community of the naming authority's decision.

Forms of consultation

- Notices in newspapers
- Letters to immediate and or extended community
- Surveys
- Voting Poll
- Internet sites and social media
- Public meetings
Objections

How to deal with Objections
Process around Appeals

1. Proposal received by OGN.

2. If objections received OGN waits 30 days for any appeals
   - OGN audits proposal.

3. Registrar deems the proposal does not conform to the naming rules and is sent back to the naming authority.
   - Registrar deems proposal is of greater than local significance and sends to GPNAP Committee for advice.

4. Registrar deems proposal conforms to naming rules.

5. OGN gazettes the name in the *Victoria Government Gazette* and adds to VICNAMES.

6. OGN notifies relevant stakeholders including the naming authority.
In-Principle Support
In-Principle Support

How it works

- Naming authority request for ‘in principle’ support for a place name from the Registrar of Geographic Names

Please answer questions 1 to 8

1. Proposed name:

2. Circle the type of place name applicable: Road / Geographic feature / Locality

3. Is this a renaming proposal? YES / NO  If yes, what is the current name?

4. Attach a map that shows the extent of the road, feature or locality to be named. If it is a feature, does the feature have a property address? If so, what is the address?

5. Why has the name been selected, who selected the name and what is the origin or meaning/background of the name? Please attach any supporting documentation.

6. Why does the naming authority require ‘in principle’ support?

7. Have you checked for duplication or phonetically similar names using VICNAMES? Were any identified?

8. Does the name comply with the key principles and specific statutory requirements in the Naming rules for places in Victoria 2016 (for a road, feature or locality)?

Complete the checklist below:

- Ensuring public safety
- Recognising the public interest
- Linking the name to the place
- Ensuring names are not duplicated

Registrar’s support:
I support the above-mentioned proposed name ‘in principle’, subject to a compliant naming proposal being submitted to my office.

Craig L. Sandy
Registrar of Geographic Names

Date:

Note: This form is only for the use of naming authorities and the information you provide in it must not be communicated to the general public.

Enquiries:
Office of Geographic Names
(3) 9194 2020

Please email or send the completed form together with a map and any relevant supporting documentation to:

vic.names@geoep.vic.gov.au

Address:
Office of Geographic Names
GPO Box 527
Melbourne
Victoria 3001

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OGN Naming Workflows

- All official naming CRs by ‘Naming Authorities’
- LGAs, CMAs, Vicroads, DELWP, Parks Victoria, Melbourne Water
OGN Naming Workflows

- 2 steps
  - Authority ‘Submits’
  - then ‘Refers to OGN’

Submit → Refer to OGN

- 4 questions from OGN to answer
- All others e.g. ‘Error in Vicmap Road Name’
- Future for OGN VES
  - Automation for gazette notices
  - In-principle support
  - Errors in VICNAMES
Future for VICNAMES
- Duplication search improvements
- Radial search – we can update
- Terminology
- Review CRs
Aboriginal naming
General Principles & Statutory requirements

• **Roads, features and localities**

• **Features**
  – Feature type
  – Waterways
• Recording the Aboriginal name as ‘**Registered**’ (see Section 1.7) or ‘**Dual**’ results in the Aboriginal name being recognised as the official name in use for the feature. The name will appear on Vicmap standard maps for the area.

• Recording the Aboriginal name as ‘**Traditional**’ or ‘**Historic**’ results in the Aboriginal name being recognised on Vicmap standard maps; the name can be located by researchers and be used on specialised maps.

All names, regardless of their status, will be held in VICNAMES.
Developing an Aboriginal naming proposal

1. Identify a road, feature or locality to be named or renamed.
2. Determine Aboriginal group/s to participate in consultation process.
3. Request the Traditional Owner group(s) nominate members to participate in a consultative group.
4. Consultative group builds awareness of proposal within the Aboriginal community
5. Feedback to the consultative group from the wider Aboriginal community.
6. Consultative group endorses name(s).
Process for a Traditional Owner group to

1. Identify the name
2. Locate other names
3. Verify the name
4. Contact the naming authority for the road, feature or locality
Naming via plans of Subdivision
Naming via plans of Subdivision

- Process
- Naming of R1s, Common Property and Easements
- Historical information
### Please provide the following information when submitting a road name proposal

<table>
<thead>
<tr>
<th>Road name and number</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>(e.g. Smiths Road, Road 1, R1)</em></td>
</tr>
<tr>
<td><em>(e.g. Whites Close Common Property, CM1)</em></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Location of road/plan of subdivision number</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>(e.g. Smiths Road located between Bulgar Avenue and Swiss Court)(PS4176)</em></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Focussing on Principle (C) Linking the name to place, please explain how the proposal fulfils this principle.</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Further information on recording the source of the road name origin is in the Guide to VICNAMES at <a href="https://www.propertyandlandtitles.vic.gov.au/namingplaces/VICnames">www.propertyandlandtitles.vic.gov.au/namingplaces</a>)</td>
</tr>
</tbody>
</table>

Naming via plans of Subdivision – Stats / Audits

- Audit process
- Stats

### Plans of Subdivision Audited July 2011 to August 2018

<table>
<thead>
<tr>
<th>Year</th>
<th>Number of Plans of Subdivision Audited</th>
<th>Number non-compliant</th>
<th>Percentage Compliant</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011</td>
<td>13</td>
<td>5</td>
<td>62%</td>
</tr>
<tr>
<td>2012</td>
<td>44</td>
<td>10</td>
<td>77%</td>
</tr>
<tr>
<td>2013</td>
<td>59</td>
<td>10</td>
<td>83%</td>
</tr>
<tr>
<td>2014</td>
<td>116</td>
<td>11</td>
<td>91%</td>
</tr>
<tr>
<td>2015</td>
<td>97</td>
<td>16</td>
<td>84%</td>
</tr>
<tr>
<td>2016</td>
<td>60</td>
<td>20</td>
<td>67%</td>
</tr>
<tr>
<td>2017</td>
<td>102</td>
<td>13</td>
<td>87%</td>
</tr>
<tr>
<td>2018</td>
<td>35</td>
<td>14</td>
<td>60%</td>
</tr>
</tbody>
</table>

### Percentage of Compliant Plans of Subdivision

- Graph showing the percentage of compliant plans from 2011 to 2018.
There is no need to name these sites as they are adequately addressed.
Naming Common property / Driveways
Naming Common property / Driveways
Naming Common property / Driveways
Common property

Note: Driveways or common property do not need to be named if the sites themselves are addressed to the main road. Exceptions can be made when benefits – e.g. improved public safety, improved delivery of goods and services – can be expected.
Complex site addressing
Inconsistent Complex Site Representations

Addressed to the main road
- Addresses located at property location
- Property polygons shown
- Internal roads not named
- Complex Name not in Address

- Incident Location
- Dispatched Location
- Complex Entrance
Inconsistent Complex Site Representations

Addressed to the main road
- Addresses located at property location
- No Property polygons shown but 230 properties are stacked
- Internal roads are named but not used
- Complex Name in the address

- Incident Location
- Dispatched Location
- Complex Entrance
Inconsistent Complex Site Representations

Addressed to the main road

- Addressed stacked at entrance to Complex (139 addresses)
- No Property polygons
- Incorrect Internal Roads (Unnamed)
- Complex name not in Address

- Incident Location
- Dispatched Location
- Complex Entrance
Inconsistent Complex Site Representations

**Addressed to the main road**
- Some addresses placed at property location another section not addressed
- No Property polygons
- Internal Roads (Unnamed)
- Complex name in Address

- **Incident Location**
- **Dispatched Location**
- **Complex Entrance**
Inconsistent Complex Site Representations

**Addressed to the access road**
- The complex entrance has address # 5S (all others do not have an address number)
- Have Property polygons (No Base property)
- No internal Roads
- No Complex name in Address

 SELANDRA RETIREMENT VILLAGE

- Incident Location
- Dispatched Location
- Complex Entrance
Inconsistent Complex Site Representations

Addressed to the access road
• All properties are addressed at their site location
• No Property polygons
• Some internal roads (Northern area missing – Existing is Unnamed)
• Complex name populated in Address

BELEURA VILLAGE

Incident Location

📍 Dispatched Location

⭐ Complex Entrance
Inconsistent Complex Site Representations

**Addressed to the access road**
- All addresses are stacked at one location (Not the entrance to the complex site)
- No Property polygons
- Some internal roads (Northern area missing – Existing is Unnamed)
- Complex name not populated in Address

**PENINSULA GRANGE**

- Incident Location
- Dispatched Location
- Complex Entrance
Inconsistent Complex Site Representations

Addressed to the access road

- All addresses are located at property site
- Property polygons exist
- Internal roads are not named
- Complex name not populated in Address

- Incident Location
- Dispatched Location
- Complex Entrance
### Complex site addressing program

**Victoria’s complex site addressing program**

For retirement villages, universities, shopping centres, sporting facilities, tourism venues, and caravan and residential parks.

**We need to put your site on the map**

The complex site addressing program aims to provide unique identification (i.e., an address) for each sub-address within large or complex sites such as retirement villages, universities, shopping centers, camping sites, sporting facilities, tourist venues, and caravan and residential parks.

**By doing this, the program will improve the property addressing system in Victoria and support efficient and effective delivery of emergency and social services, as well as a range of government activities.**

**The program seeks to improve the addressing system by defining the processes for capturing, storing, maintaining, accessing, and distributing Victorian address data from Vicmap, Victoria’s authoritative spatial data suite.**

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### Double University, a complex site

**What is complex site addressing?**

The complex site addressing program will create a unique identification (address) for each sub-address within a large site. Each sub-address will then be identified, placed in its actual location one mile and included in Vicmap.

Information to achieve this should be provided by site management of each complex site to councils, who will submit this information to Vicmap.

For example, a retirement village could have 300 individual buildings within it and each road might already be named and each building already numbered; however, streets and its residents are only known by a single address, e.g., 85 Callaghan Street.

Another example might be a tourist village, caravan or residential park that has named roads with many individual dwellings and sites within it. However, all dwellings and sites at the village or park are only known by a single address, e.g., 64 Mountain Way.

The complex site addressing program aims to ensure all named and relevant buildings on sites are individually identified by unique sub-addresses and that the addresses are recorded in Vicmap. Where road names and building numbers have been assigned, appropriate signage should be installed so that emergency and other services can navigate to specific addresses.

For standard residential sites, addresses are assigned by the local council. A house is typically associated with one street name, one property (for rating purposes), and one address. This information is typically included in Vicmap and available to emergency and other services.

**How site managers can help**

Many complex sites already have site plans that might show internal roads, dwellings, and sites (including house/unit/room numbers, internal points of interest and community buildings, etc., such as kitchens, gymnasiums, rooms, laundry, shops, etc.). However, local councils require accurate site plans to be supplied with clearly marked road and building names, as well as unit/room numbers for each location. This ensures councils can capture correct address information for inclusion in Vicmap.

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### Victoria’s complex site addressing program

As site managers and site operators, you have invaluable and local knowledge. You can use existing site plans and maps or add the necessary information to an existing plan and send it to your local council.

If you are unable to locate a site plan or have difficulty accurately identifying existing address information, your local council can help. You should contact the local council and request a plan or an aerial image of your site for you to identify and mark road names and address numbers.

By doing this, you will improve service delivery within your site.

Local councils can also provide information about address identification, as well as correct addressing and road naming procedures that comply with the naming rules for places in Victoria.

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**More information**

In the first instance, contact your local council. For additional information on this program, please contact the Vicmap Helpdesk on T: (03) 1336 6770 or E: vicmap.helpdesk@dsalt.vic.gov.au.

**This program has the support of the following organisations**

- CFA
- SES
- Vicmap
- ESTA 000
- Vicma
- MFB
- Victoria Police
- Spatial Reference
- ESTA 000
- Vicma
- MFB
- Victoria Police
- Spatial Reference

**Photo courtesy of Ambulance Victoria**

**Things to consider when determining sub-addresses at complex sites**

To ensure consistency in the way sub-addresses are applied and therefore make it easy to identify and locate individual sites or addresses, it is recommended that sub-addresses are consistent with ANZE 4813 Rural and Urban Addressing.

When allocating sub-addresses:

- use a consistent format and logical sequence for all sub-addresses within the site
- avoid using alphabetical prefixes.
Naming features
Naming features

- What can be named?
-  Link to feature catalogue

Target
  - Parks
  - Accuracy
  - New estates
AMazing Space

**Facility Type:** Park, Playground

The AMazing Space is available for people of all ages and abilities to come together in learning, play and friendship.

The playground is wheelchair-friendly, with accessible parking and toilets that can be used during opening hours.

There is a battleground between housing estates for the best playground and this is a winner of the battle and possibly the war. Towering above the playground is a huge twisting tunnel slide. Kids were being spat out the bottom of the slide exclaiming...
Waterways
The importance of waterways

- Developers / Council
- ESOs

How are they captured, held, displayed

- Burrungma Dalga Creek
- Yarra River
- Bunjil Creek

Waterway naming authorities
Thanks & Questions

Rafe Benli
Elements:
These elements could be used to add colour, emphasis, or to place a statement, quote or message.

Resize to fit (always hold down the Shift key to key the ratio). **Change the colour** of elements by selecting the item, go to ‘Shape Fill’ and choosing one of the top band Theme Colours.

**To add and use element in your PowerPoint presentation:**
Select the shape (hold down Shift key and select overplayed textbox if needed), Ctrl C (Copy) and the go to you slide and Ctrl V (Paste) onto the slide in an appropriate position.

**Elements slide:** Select slide from left-hand ‘Slides’ panel, right click and select Delete Slide to remove from your presentation.