



Name:	Place Names Policy		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Technical Services		
Approval Date:	8/12/2015	Next Review Date:	8/12/2019

1 Purpose

This policy sets out the application procedure for the naming of places in the Municipality of Palmerston.

2 Principles

The City of Palmerston encourages early contact with Council to ensure that place names applications are processed in a timely manner. The Council understands that in accordance with the Place Names Act the Place Names Committee must “before making a report... seek the views of interested persons” including “the Council established for the area”. The Minister then consider the report and may approve names.

3 Definitions

For the purposes of this Policy, the following definitions apply:

Term	Definition

4 Process

- 4.0. The City of Palmerston fully appreciates the development industry need for timely approvals. This policy is developed to ensure that street name approvals and other place name approvals are processed by Council in a timely manner.
- 4.1. Developers seeking consideration of street names and other place names by the Place Names Committee are encouraged to make an application for Council approval every early in the development process. Developers are required to forward a written application to Council containing the following information.
- I. Where a developer proposes a collection of names, relevant to a common theme within a region, this proposal should be supported (if possible) by a short description of that theme, its relevance, & the means by which that theme will be recognized with that region... i.e. Interpretive signage in local parks, shopping areas, internet based data etc.
 - II. List of names proposed and a brief history of the names origin.
 - III. Where possible a diagram of the location of the features to be named.
 - IV. Where streets are to be named that may be rejected by the Place Name Committee.
 - V. A Place Name search to demonstrate that names are not being duplicated in the Palmerston and surrounding areas.

- 4.2. All applicants are referred to the Northern Territory Rules of Nomenclature on the Place Names Committee website. The naming rules are supported by the City of Palmerston.
- 4.3. Before Council will consider an application the application must be reported to the Economic Development and Infrastructure Committee. Council will not guarantee that it supports a name nor that it won't lay an application on the table while additional information is sought. This process will generally mean that an application can take more than a calendar month to process and the applicant should allow for this.
- 4.4. Once an applicant has Council approval for the proposed names an application which includes the Council resolution may be made the Place Names Committee.

5 Associated Documents

Nil, there are no fees for Place Name Applications.

6 References and Related Legislation

- 6.1 Place Names Act.