

FILE NO: PSC2009-00938

TITLE: ROAD NAMING & ADDRESSING GUIDELINES POLICY

POLICY OWNER: PROPERTY SERVICES SECTION MANAGER

PURPOSE:

This policy is to provide consistency in the naming and addressing of new roads, roads within subdivisions to be dedicated to Council OR renaming/readdressing of existing roads within the Port Stephens Local Government Area.

CONTEXT/BACKGROUND:

Previous Council policies for the naming of roads have been based on the Geographical Names Board (GNB) Guidelines which linked into the existing standards of the time being:

The Roads Act 1993;
The Roads Regulation 1994;
Australian Standard AS1742.5 1986.

In March 2015 The Geographical Names Board of New South Wales formally adopted the new NSW Address Policy and NSW Addressing User Manual. This new NSW Address Policy and NSW Addressing User Manual is aligned with the Australian/New Zealand Rural and Urban Addressing Standard AS/NZS 4819:2011.

The Geographical Names Board has urged road naming authorities such as Councils to utilise the new NSW Address Policy, NSW Addressing User Manual and online Road Naming System as the adherence to the principles, procedures and processes will ensure consistency and unambiguous road naming and addressing across NSW.

SCOPE:

To fulfil the consistent approach and adopt a "single source of truth" to the principles, procedures and processes for the naming and addressing of roads under this policy, Council shall adopt the NSW Land and Property Information and Geographical Names Board of New South Wales "NSW Address Policy and NSW Addressing User Manual

DEFINITIONS:

Single Source of Truth "In the context of the custodian of the NSW Address Database, LPI aggregate and apply quality assurance mechanisms to address data from data producers in NSW and provision this as a single source of truth" GNB ISSN:2204-9460.

POLICY STATEMENT:

That Council adopts the Geographical Names Board of NSW Address Policy and NSW Addressing User Manual when naming and addressing new roads, roads within subdivisions to be dedicated to Council OR renaming/readdressing of existing roads within the Port Stephens Local Government Area.

POLICY RESPONSIBILITIES:

Asset Section Manager: Responsible for the policy framework.

Property Services Section Manager: Responsible for implementation, monitoring and evaluation.

RELATED DOCUMENTS:

The Roads Act 1993.
Australian/New Zealand Rural and Urban Addressing Standard AS/NZS 4819:2011.

CONTROLLED DOCUMENT INFORMATION:

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Process Owner	Property Services Manager		
Author	Glenn Bunny		
Review timeframe	Every 4 years	Next review date	2019
Adoption date	8 September 2015		

VERSION HISTORY:

Version	Date	Author	Details	Minute No.
1	10/10/95	John Maretich	Road Naming Guidelines	315
2	08/09/15	Property Services Manager	Changes to reflect the new NSW Address Policy and the NSW Addressing User Manual that was adopted by the Geographical Names Board (GNB) in March 2015	265