

Meeting Date: Tuesday 14 May 2019
Location: Council Chambers, Level 1A, 1 Pope Street, Ryde
Time: 6.00pm

NOTICE OF BUSINESS

Item	Page
LATE ITEM	
13 NAMING OF NEW SKATE FACILITY IN MEADOWBANK PARK.....	1

LATE ITEM

13 NAMING OF NEW SKATE FACILITY IN MEADOWBANK PARK

Report prepared by: Coordinator - Parks Operations
File No.: GRP/09/3/17 - BP19/307

REPORT SUMMARY

At its meeting on 26 February 2019, Council resolved that staff consult with the Sport and Recreation and Wheeled Sports Advisory Committee (SRAC) and the Ryde District Historical Society in relation to a name for the new recreation facility within Meadowbank Park. Staff also consulted with members of Council's Heritage Advisory Committee to obtain feedback on a name for this facility. Due to the school holidays, and Easter festivities in particular, the Works and Community Committee meeting on 14 May, has been the earliest opportunity at which staff could provide details to Councillors of the feedback received.

Due to the limited time between the Council resolution and the completion of the construction works in early April (official opening on the 27 April), it was not possible to raise this matter on an agenda of a scheduled meeting for either of the Advisory Committee in order to obtain a response for Council in a timely manner. Therefore, each member of the SRAC and the Heritage Advisory Committee was contacted via e-mail and asked to provide feedback on a suitable name for the facility. The table within the body of this report outlines the different names proposed by the individual members of the two committees and the number of nominations each name received. These suggestions have been made by committee members as individuals and are not on behalf of the community groups which they are representatives of.

The Ryde District Historical Society met on Friday 12 April and suggested **Bennett or Captain Bennett Park**. Captain Bennett built Meadowbank House which once stood where the tennis courts are now. He traded with the Pacific Islands and moored his vessels in Charity Creek.

Council officers have drafted a policy as per the Council resolution on 26 February 2019 regarding the naming of parks and park facilities which is provided in attachment 1. This Policy has been written in line with the guidelines published by the Geographical Names Board of New South Wales (GNB), provided in attachment 2, who are the official body for naming and recording details of places and geographical names. This report seeks Council's endorsement to place on public exhibition the draft Naming of Parks and Park Facilities Policy.

ITEM 13 (continued)

The draft policy proposes guiding principles when considering naming of a park or facility within a park based on the guidelines published by the GNB. These include being relevant to Australian, preferably local, history, local landscape and physical characteristics (*the facility being a Skate Park*), complementary with and sensitive to existing names of adjoining assets (*Meadowbank Park in the suburb of Meadowbank*) and being short and simple - preferably two to three words.

Including the word Ryde in the name is not considered suitable, as there is another skate space in the Lachlan's Line development and other similar spaces may be built within Ryde in the future, which may be a point of confusion for residents and visitors. The other proposed names by advisory committee members were also considered to not be short and simple as specified in the guiding principles of the draft policy. The suggestion provided by the Ryde District Historical Society was not considered to be complimentary to the name of the adjoining asset, Meadowbank Park in the suburb of Meadowbank, and would again act as a point of confusion for residents and visitors to the area. Staff have received reports of food delivery services being utilised by users of the Skate Park and deliveries being made to nearby residents. Naming the facility, Meadowbank Skate Park, will assist in clarifying the location for these services when such requests are made.

Noting that the facility is now in use and the timeframe (up to 4 months) that it will take for the Naming of Parks and Park Facilities Policy to be adopted by Council, following a public exhibition period, staff have recommended a name for the facility giving consideration to the guiding principles outlined in the draft policy. Should Council resolve a name for the area, it will allow for the related signage to be finalised and installed. The name will only be recognised at a local government level and not require to be approved by the GNB. The name Meadowbank Skate Park will allow for clear community identification, and to enable clear communication in times of emergency.

RECOMMENDATION:

- (a) That Council name the new recreation facility within Meadowbank Park "Meadowbank Skate Park" in line with the Draft Naming of Parks and Park Facilities Policy attached to this report.
- (b) That Council place the draft Naming of Parks and Park Facilities Policy on public exhibition for a period of 28 days.
- (c) That should no objections be received during the public exhibition period Council adopt the policy.
- (d) That should any submissions be made objecting to the policy during the public exhibition period, a further report be prepared for Council's consideration.

ITEM 13 (continued)

ATTACHMENTS

- 1 Draft Naming of Parks and Park Facilities Policy
- 2 Geographical Names Board Guidelines 2019

Report Prepared By:

Geoff Frost
Coordinator - Parks Operations

Report Approved By:

Simon James
Manager - Parks

Wayne Rylands
Director - City Works

ITEM 13 (continued)**Discussion**

At its meeting on 26 February 2019, Council resolved:

- (a) *That the City of Ryde congratulate Councillor Roy Maggio and all previous Councillors who supported the City of Ryde sporting community for pursuing a skate park in the City of Ryde.*
- (b) *That Council request the Sport and Recreation and Wheeled Sports Advisory Committee and the Ryde District Historical Society provide Council with a suitable name for the facility.*
- (c) *That the General Manager prepares a report to Council suggesting a formal policy for naming parks and facilities.*

Members of Council's Sport and Recreation and Wheeled Sports Advisory Committee and the Heritage Advisory Committee were contacted via e-mail on Friday 8 March. Responses were received by Council staff up until Monday, 25 March.

When staff sent an e-mail to the SRAC and the Heritage Advisory Committee on the matter, the following guidance was provided:

In relation to place names that the Geographical Names Board has the following guidelines in relation to naming conventions:-

'...to ensure clear community identification of what name applies to which place or feature, and to enable clear communication in times of emergency, for delivery of services and, in many cases, as a reminder of our history.'

The following names have been utilised in the production of previous community consultation material and reports to Council.

- *Meadowbank Park Outdoor Youth and Family Recreation Space*
- *Ryde Outdoor Youth and Family Recreation Space.*
- *Ryde Outdoor Youth Space*

The names of other similar facilities in the surrounding area that include a skate / scooter element.

- *Gladesville Skatepark – Hunters Hill Council*
- *Five Dock Skate Park – City of Canada Bay*
- *Berowra Skate Park – Hornsby Shire Council*
- *Forestville War Memorial Playing Fields Skate Park - Northern Beaches Council*
- *Cherrybrook Skate Park – Hornsby Shire Council*

ITEM 13 (continued)

For the official opening of the facility, no name has been identified for the space. A name will be added to the facility signage following a resolution of Council.

Proposed Name	Nominations	Nominated by member of
Ryde Outdoor Youth Space	3	1 x Heritage Advisory Committee Member 2 x SRAC Members
Ryde Outdoor Youth and Family Recreation Space	2	2 x SRAC Members
Ryde Youth and Family Outdoor Space	1	1 x SRAC Member
Meadowbank Park Outdoor Youth and Family Recreation Space	1	1 x Heritage Advisory Committee Member
Meadowbank Recreation Reserve	1	1 x Heritage Advisory Committee Member
Meadowbank Park Recreation Space	1	1 x SRAC Member
Meadowbank Park Recreation Area	1	1 x SRAC Member
Charity Creek	1	1 x Heritage Advisory Committee Member

The Ryde District Historical Society met on Friday 12 April and provided their suggestion for name of the area which was Bennett or Captain Bennett Park.

The Draft Parks and Park Facilities Policy is provided in attachment 1. This report seeks Council's endorsement to place on public exhibition. It has been written in line with the guidelines published by the Geographical Names Board of New South Wales, who are the official body for naming and recording details of places and geographical names.

Financial Implications

Adoption of the recommendation will have no financial impact.

ITEM 13 (continued)

ATTACHMENT 1

Naming of Parks and Park Facilities Policy



POLICY STATEMENT

This policy will provide the standards and conditions for the naming of parks, facilities and infrastructure within the City of Ryde. This document provides the policy direction for standardised and unambiguous naming conventions for the City of Ryde and will reflect the relevant legislation and policy guidelines.

POLICY OBJECTIVES

To formalise the principles and processes by which the City of Ryde names community infrastructure assets and public places, ensuring that a consistent, fair and equitable protocol is followed.

SCOPE

The policy addresses the convention and process for the naming of parks, artworks, park buildings and clubhouses, and geographical features in Council owned and managed open space parks and reserves.

All place and infrastructure asset naming proposals will be assessed in accordance with this policy, undergo public exhibition and comment and/or be resolved by Council prior to their registration and/or assignation.

In observing this policy, Council aims at all time to act in a manner consistent with the applicable naming rules. In selecting appropriate names, Council will endeavour to create a "sense of place" and to honour and observe the local character and history of the relevant geographic area, place or infrastructure asset.

LEGISLATIVE REQUIREMENTS AND GUIDELINES

NSW Government Geographical Names Board - Guidelines for the Determination of Place Names
Geographical Names Act 1966
Australian/New Zealand Rural and Urban Addressing Standards (AS/NZS 4819:2011)
NSW Addressing User Manual,

POLICY

Community infrastructure assets and public places are reminders of local history, culture and citizens, and are named appropriately to match the context and significance of the asset. Names are an important navigation and reference tool in our community. They tell us where we are, define places, and are part of our community's identity

GUIDING PRINCIPLES

In general terms, naming should be unique and use form, spelling and style of contemporary Australian English. In particular cases, naming practice should take into account contemporary Indigenous and Torres Strait Islander spoken languages. Names should ensure clear community identification of what name applies to which place or feature, and to enable clear communication in times of emergency.

A name shall be wherever possible:

- relevant to Australian, preferably local, history, flora, fauna, culture, local landscape and physical characteristics;
- short and simple - preferably not more than three words;
- names must be easy to pronounce, spell and write. An exception to this is in the use of Aboriginal words when it is accepted that a name may at first appear to be complex but will, over time, become more familiar and accepted by the community
- in all respects, in accordance with community standards;

Naming of Parks and Park Facilities Policy		
Owner: Parks Department	Accountability: Parks Department	Policy Number: TBA
Reference No.:	Date Approved: XX/XX/XX	Endorsed By: TBA

ITEM 13 (continued)

ATTACHMENT 1

Naming of Parks and Park Facilities Policy



- complementary with and sensitive to existing names and design themes of adjoining assets;
- not easily confused with or duplicating names within the region or nearby local governments;
- be considerate of any potential risk to the reputation of the City and/or Council from aligning with an individual or company whose reputation may vary.
- have strong local community support.

If personal names are used, the person commemorated should:

- have contributed significantly to the development, protection or enhancement of the City of Ryde that has produced long-term improvements in the area or community;
- have actively served or contributed to an area of national or international importance;
- have a long-term association with a local community group or service club (twenty years or more),
- service to the community or organisation and/or must have donated property or funds for community benefit;
- have their birth name recognised – no nick names;
- preferably be recognised in memoriam.

Note: names that commemorate a living person will not be considered for parks and reserves, community infrastructure and/or public places.

Names of living persons are by their nature subject to partisan perception and change in community judgement and acceptance. For this reason the adoption of a personal name during the lifetime of the person concerned should only be made in exceptional circumstance.

Sensitivity to diverse cultural situations should be applied when selecting names and derogatory or discriminatory terms or terms likely to cause offence will not be approved.

Note: Applications for the use of personal names being nominated for Infrastructure Assets must be substantiated by a minimum of three (3) persons outlining the person's association with and main contribution(s) to local community.

Names of commercial entities must not be used unless part of a formal sponsorship proposal. This is considered under the City's Sponsorship Policy.

NAMING OF PARKS AND RESERVES

The City is responsible for the naming of parks and open spaces which it owns or manages. While there is no legislative requirement to officially name parks, it assists the community with addressing and provides a sense of place. The naming of parks, reserves and components of reserves will therefore meet the requirements under the NSW Government Geographical Names Board - Guidelines for the Determination of Place Names.

The Geographical Names Board maintains a Geographical Names Register and the City, once the name is approved through this policy, will submit all names of parks, reserves and open spaces to the Geographical Names Board to be officially assigned and recognised.

Naming of Parks and Park Facilities Policy		
Owner: Parks Department	Accountability: Parks Department	Policy Number: TBA
Reference No.:	Date Approved: XX/XX/XX	Endorsed By: TBA

ITEM 13 (continued)

ATTACHMENT 1

Naming of Parks and Park Facilities Policy



NAMING OF COMMUNITY ASSETS, BUILDINGS AND OTHER INFRASTRUCTURE WITHIN PARKS

The City is responsible for the naming of parks and open spaces which it owns or manages. The naming of buildings and other infrastructure within parks and open spaces is not covered by legislation. The City may therefore, through a resolution of Council, name its assets as it sees fit. Names can assist with identity and clarity of purpose.

There is no requirement or guidelines under the Geographical Names Board for the naming of buildings or other objects/spaces not defined as a road, park or a place; however for consistency and transparency, the City will apply the same Guiding Principles outlined previously in this policy for all spaces, places and objects within a park that require a name.

RENAMING OF COMMUNITY INFRASTRUCTURE OR PUBLIC PLACES

Renaming will only occur in an extraordinary case. Evidence of substantial community support must be provided for a change in name.

Where infrastructure or a public place has been named after a person and that person comes into disrepute through illegal activities, conviction or similar, whether retrospectively or subsequent to the naming, the name of the infrastructure or place shall be immediately removed.

Where a name change is being considered for any of the City's infrastructure (or reserve), the request is to be firstly referred to Geographical Names Board (GNB) to confirm if the current name is officially approved by the GNB. If the current name is not officially approved by GNB, the City can apply for the new name to be approved through GNB. For the naming of any infrastructure after the street in which it is located, only the name of the street should be used and should not include the suffix (e.g. Thomson Pavilion - not Thomson Street Pavilion).

If the current name is officially approved by GNB, Council will need to approve a recommendation to GNB for the change of name. Once the new name is approved by GNB, the City can use this policy and procedure to officially change the name of the infrastructure asset.

Any naming, or renaming recommended to GNB should be accompanied with a plan to identify what is being named. The naming could include only the infrastructure on a park or reserve, only the reserve, or both the infrastructure and the park or reserve.

REQUIREMENTS FOR NAMING PROPOSALS

Policy implementation

Implementation of this policy rests with the responsible department accountable for the asset to be named or renamed.

The operational actions required to progress a naming proposal, and internal and external consultation required, is outlined in the Naming Proposal Procedure below.

Naming of Parks and Reserves or Facilities within Parks Procedure

All naming proposals must be:

- checked for conformance with this policy and the policies and principles of the NSW Addressing User Manual,
- checked for conformance with GNB Guidelines for the determination of placenames

Naming of Parks and Park Facilities Policy		
Owner: Parks Department	Accountability: Parks Department	Policy Number: TBA
Reference No.:	Date Approved: XX/XX/XX	Endorsed By: TBA

ITEM 13 (continued)

ATTACHMENT 1

Naming of Parks and Park Facilities Policy



Once the proposed name has been checked for conformity with the abovementioned policies and principles, a report will be presented to Council who will approve the name in principle and to proceed to public exhibition.

The proposed name will be placed on public exhibition and consultation undertaken in accordance with the City's Community Engagement Strategy. Notice will be given to the relevant Authorities, local residents and businesses (as appropriate) for a period of 28 days with a further 14 days allowed for the receipt of written public submissions.

The submissions will then be reviewed and if any feedback is received during the public exhibition period, a report prepared for Council. If no feedback is received during the public exhibition period, the proposed name will be taken as adopted by Council.

The name will then be submitted to the Geographical Names Board for approval or registration on the Geographical Names Register, and finally Gazetted in the NSW Government Gazette.

SIGNAGE

Any signage used to identify the name of Infrastructure Assets must be in line with the City's signage practices, design standards, and guidelines. The use of the City's logo will be in accordance with the City's image protocols.

DEFINITIONS

Community Infrastructure – any property, complex, structure, building, bridge, asset, sporting field owned or under the control of the City, excluding public roads.

Community Place - an area owned or under the control of the City that is not deemed to be a park (Eg plaza).

Geographical Names Board (GNB) – A NSW Government entity which is empowered by the Geographical Names Act 1966. This provides the Board with the power to assign names to places to:

- investigate and determine the form, spelling, meaning, pronunciation, origin and history of any geographical name and
- determine the application of each name with regard to position, extent or other reference

RELATED DOCUMENTS

- City of Ryde Memorial Plaques and Donation of Park Furniture and Trees Policy
- City of Ryde Facility Opening and Plaque- Procedures
- City of Ryde Sponsorship Policy
- City of Ryde Integrated Open Space Plan 2012
- Geographical Names Board - Guidelines for the Determination of Place Names.

REVIEW AND ENDORSEMENT

This policy will be reviewed to meet legal or best practice requirements as required, or at least once every 3 years.

Naming of Parks and Park Facilities Policy		
Owner: Parks Department	Accountability: Parks Department	Policy Number: TBA
Reference No.:	Date Approved: XX/XX/XX	Endorsed By: TBA

ITEM 13 (continued)

ATTACHMENT 2



**Geographical
Names Board**

Guidelines for the
determination of place names

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www.gnb.nsw.gov.au

September 2018

The following principles shall apply for all new geographical names in New South Wales

Language

1. Geographical names shall be written in standard Australian English or a recognised format of an Australian Aboriginal language local to the area of the geographical name.
2. Diacritical marks (symbols such as ´ in é, ¸ in ç or : in ö) are not used in Australian English names, and shall be omitted from names drawn from languages that use such marks.
3. Geographical names shall be easy to pronounce, spell and write, and preferably not exceed three words (including any designated term) or 25 characters. An exception to this is in the use of Aboriginal names when it is accepted that a traditional name may at first appear to be complex but will, over time, become more familiar and accepted by the community.
4. The following types of punctuation as used in Australian English shall not be included as part of a geographical name: period (.), comma (,), colon (:), semi-colon (;), quotation marks (""), exclamation mark (!), question mark (?), ellipsis (...), hyphen (-), dash (/) and parenthesis (()). For surnames or other names that include a hyphen, the hyphen shall be omitted when used for a geographical name.
5. An apostrophe mark shall not be included in geographical names written with a final 's', and the possessive 's shall not be included e.g. Georges River not George's River. Apostrophes forming part of an eponymous name shall be included (e.g. O'Connell Plains).
6. A geographical name shall not include a preposition e.g. Avenue of the Allies.
7. Geographical names shall not include the definite article (the) as the sole name element of a place name e.g. The Reserve is not acceptable.
8. A geographical name shall not be abbreviated or contain an abbreviation, initial or acronym e.g. Point, not Pt except that St shall be used for Saint. An exception may be where an abbreviation may have become widely accepted by the community. Eg CWA for Country Women's Association.
9. For the purposes of consistency, names starting with Mc or Mac shall not have a space included between the Mc or Mac and the rest of the name.
10. A geographical name shall not include Arabic numerals e.g. 3 or 4th or Roman numerals e.g. IV or X. Where numbers are included in a geographical name they shall be written in full e.g. Fourth Top Ridge, Eleven Mile Creek.
11. A geographical name shall not include initials e.g. A F Wyatt Reserve.
12. The spelling of geographical names derived from the same source shall be uniform in spelling. e.g. Mount Kosciuszko is now spelt with z to be consistent with original spelling.
13. Postnominals and titles shall not be included in geographical names. eg John Smith not John Smith AO. An exception is the use of 'VC'.

Form and Character of Names

14. Place names shall be recognisable words or acceptable combinations of words and shall be appropriate to community sensitivities. Discriminatory or derogatory names are not acceptable.
15. Commercial and business names shall not be used for geographical names, particularly where the name can be construed to promoting a business. However, business names no longer in use which promote the heritage of an area are acceptable.
16. Use of club, society, association or special interest group names is discouraged. Such association may change their focus or for some reason lose community support. Community based associations, particularly those philanthropic associations, may be acceptable (eg Rotary, Lions, Apex).

ITEM 13 (continued)

ATTACHMENT 2

Duplication of names

17. New place names may be duplicated, provided there is no duplication of the name within the local government area or adjoining local government areas. However, duplication should be avoided wherever possible.

Commemorative names

18. Commemorative names are those that commemorate a person, event or place. Acts of bravery, community service and exceptional accomplishments are typical grounds for this recognition. The name of persons who gave their lives in service for their country are often used as commemorative names.
19. The person commemorated should have contributed significantly to the area around the geographic feature or locality. When such a name is applied, it shall be given posthumously, at least one year after the decease of the person.
20. Commemorative names shall not be used to commemorate victims of, or mark the location of, accidents or tragedies. Ownership of land is not in itself grounds for the application of an owner's name. Names of persons holding public office shall not be used.

Selection of names

21. Aboriginal names are encouraged as the name to be used for any feature that currently does not have a name recognised by the Board.
22. Names acknowledging the multicultural nature of our society, and gender diversity in names, are encouraged
23. Names associated with the heritage of an area are encouraged, especially the names of early explorers, settlers, naturalists, events.
24. A name suggested for any place that owes its origin to the peculiarity of the topographic feature designated such as shape, vegetation, animal life etc. may be accepted.

25. The multiplication of names for different parts of the same topographical feature such as a stream or mountain range shall be avoided, and the one name applied to a stream or mountain range throughout its entire length. However, an Aboriginal name may apply to a limited section of a feature.
26. The naming of forks, arms and branches of a river as North Branch and South Branch is not supported. Unique names shall be assigned to river branches.
27. When a choice is offered between two or more names for the same place, locality or feature, all supported by local usage, the Board may adopt one of such names as is considered appropriate in accordance with its principles and policies.
28. The use of cardinal points of the compass as a prefix or suffix to an existing name shall not be used.
29. The changing of long established place names is to be avoided except where necessary to avoid ambiguity or duplication.
30. The Board may approve a first or given name as part of a geographical name only where it is necessary to appropriately honour the person referred to or where it is necessary to avoid ambiguity. Use of first or given names is not to be used as part of a road name.