



Gazetted Locality Names and Boundaries - Ballina Area



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FACT SHEET

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Guidelines for the determination of placenames

These guidelines were endorsed by the Geographical Names Board of New South Wales (GNB) on 17 October 1996.

1. 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 but, in doing so, care should be exercised in avoiding duplication of names already used for other features.
The GNB prefers to avoid the repetition of commonly used names. Sugar Loaf, Sandy, Back, Bald, Deep, Long, Kangaroo, Reedy, Rocky, Spring and Stony are examples of such names.
2. Easily pronounced names should, as far as possible, be used.
3. Names of Aboriginal origin or with a historical background are preferred.
4. Names acknowledging the multicultural nature of our society are encouraged.
5. The changing of long established placenames is generally not preferred, except where necessary to avoid ambiguity or duplication.
6. If considered appropriate, placenames may perpetuate the names of eminent persons, particularly those of early explorers, settlers and naturalists.
7. Names of persons should normally only be given posthumously but the GNB, at its discretion, may approve a feature name which honours a living person. Such a person's contribution to the local community should have been of outstanding benefit to the community. Ownership of the land is not sufficient reason for the application of the owner's name to a geographical feature. The GNB will not approve the naming of a feature after a person still holding public office.
8. The GNB 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.
9. Long and clumsily constructed names and named composed of two or more words should be avoided.
10. The multiplication of names for different parts of the same topographical feature such as a stream or mountain range will be avoided whenever possible and the one name applied to a stream or mountain range throughout its entire length.
11. The naming of forks, arms and branches of a river as North Branch and South Branch is not favoured. Generally, it is preferable to assign independent names to river branches.
12. The use of cardinal points of the compass as a prefix or suffix to an existing name is not favoured. However, well-established names which carry such a prefix or suffix may be approved.
13. Where names have been changed or corrupted by long established local usage, it is not usually advisable to attempt to restore the original form; that spelling which is sanctioned by general usage should be adopted.
14. When a choice is offered between two or more names for the same place, locality or feature, all sanctioned by local usage, the GNB may adopt one of such names as is considered appropriate in accordance with the rules outlined above.
15. The possessive form should be avoided whenever possible without destroying the sound of the name or changing its descriptive application e.g. Howes Valley should be written without the apostrophe.
16. The use of hyphens in connecting parts of names should, as far as possible be avoided.
17. Names considered offensive or likely to give offence will not be approved.



FACT SHEET

Determining suburbs and localities in NSW

The Geographical Names Board (GNB) has a statutory responsibility to determine definitive boundaries for suburbs and localities throughout New South Wales.

The GNB works closely with local councils when defining boundaries because local residents are one of the most significant users of the names.

The process of determining boundaries is one of acknowledging existing names and formalising their extent according to common local usage.

Defining an address locality

An address locality is a division of the landscape that has defined limits—a suburb in urban areas or a locality in rural areas. It is the legal name that is used as the last line of address with the postcode.

Guidelines for determining address localities

The GNB has developed the following guidelines for the establishment of address localities within NSW.

- Does the proposed address locality represent a new community?
- Does it have a unique character compared to surrounding areas?
- Is there a significant change of land use?
- Is it isolated physically from the surrounding suburbs or localities?
- What is the vehicular and pedestrian access?
- There must be community acceptance by the residents and from the surrounding area as well as agreement by local council.
- The name should comply with the GNB's naming guidelines.

Process outlined

The process for determining address localities is outlined in the *Geographical Names Act 1966*.

The key points of this procedure are:

1. Anyone can place a proposal to the GNB to create or amend an address locality. However, the GNB requires that the local council must concur with the proposal.
2. The GNB recommends that the local council ensures wide community support through public consultation prior to its concurrence.
3. The proposal is then submitted to the GNB. It should include a map showing the proposed boundaries and supporting documentation addressing compliance with the GNB's guidelines.
4. The GNB will then consider the proposal. If approved, it will advertise the proposal in a local newspaper and the NSW Government Gazette (the Gazette) and will also provide maps for public exhibition.
5. The community will have one month to comment on the proposal. If no objections are received, the address locality will be formalised by way of notice in the Gazette and the local council will be notified.
6. If objections are received, the local council is asked to provide feedback. The GNB will either re-advertise the proposal, abandon the proposal or make a recommendation to the Minister for Finance and Services for final determination.
7. Councils can then implement boundaries and names on signposts, rates database etc. It is also a good idea for the council to prepare an item for the local media confirming the determination of the names and boundaries.

Cultural designations

The following categories of names can be used in conjunction with address localities.

- City
- Town
- Village
- Urban place
- Rural place
- Historic area
- Historic site

It is important to note that these features are unbounded and are represented as points only. As such they cannot be used as the legal name that is used in the last line of the address with the postcode.

Furthermore, the GNB allows a name to be designated as both an address locality and a cultural designation (e.g. Bathurst can be both a suburb and a city, Adelong can be both a locality and a town and Cudgen can be both a locality and a village).

Legislation

The Geographical Names Act 1966

For further advice or assistance

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