

Date Adopted	February 2004
Date current as at	November 2019
To be Reviewed	November 2020

Fully compliant with Victorian
Charter of Human Rights and
Responsibilities Act 2006



POLICY TITLE ASSET NAMING

POLICY NUMBER POL/INFRA500

1. PURPOSE

The purpose of this policy is to ensure a consistent and transparent approach to the naming of Swan Hill Rural City Council's (Council) infrastructure assets.

2. SCOPE

This Policy applies to the naming of infrastructure assets under Council's control including but not limited to – roads and features such as bridges, parks, open spaces, reserves, public facilities, footpaths, recreation paths, and car parks.

3. POLICY

Council has responsibility under the Local Government Act 1989 for the naming of roads and streets. The naming of roads and places provides an opportunity to honour individuals and groups in the community for past contributions and achievements that deserve recognition as well as presenting an opportunity to emphasise important landmarks, geographical features or historical or cultural characters of the area concerned.

This policy should be read in conjunction with Council Procedure PRO/INFRA500 Asset Naming which provides a consistent approach for the naming of infrastructure assets, to ensure that:

- Public Consultation is undertaken where necessary and nominations received from the public are assessed against pre-determined criteria to ensure transparency;
- Any new road, public facility, feature or place name;
 - does not conflict with existing names recorded in Council's road register or elsewhere;
 - comply with relevant jurisdictional legislation, policies and guidelines;
 - are not offensive, racist, derogatory or demeaning.

Council has no obligation to accept any name proposed by any group, entity, developer or individual. Council reserves the right to allocate names in accordance with this policy.

The naming of an infrastructure asset, feature or road in accordance with this policy does not change the responsibility associated with the ownership of the asset or require Council to maintain the asset.

4. RELATED POLICIES/DOCUMENTS

Procedure PRO/INFRA500 Asset Naming

Naming Rules for Places in Victoria – Statutory requirements for naming roads, features and localities 2016

Asset Name Masterlist

Asset Name Proposal Form

New Asset Name as part of Development Form

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5. RELATED LEGISLATION

Geographic Place Names Act 1998

Local Government Act 1989

Road Management Act 2004

Signed: **Bill Moar**

Mayor

Date: **02/01/2020**

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PROCEDURE TITLE ASSET NAMING

PROCEDURE NUMBER PRO/INFRA500

1. PURPOSE

Names are an important navigation and reference tool in our community. It is important to have appropriate names for streets, roads and other assets to tell us where we are, identify places for postal and emergency services, and to define our community's identity. Names should reflect our community's values, history and future.

Asset naming is covered by various pieces of legislation. This procedure ensures that naming principles meet legislative requirements while providing a consistent approach and clarity about naming opportunities. It provides principles and guidelines for determining and approving a name, and when a name may be changed or considered for dual naming.

2. SCOPE

This procedure describes the process used by Council when selecting, approving, or assigning the names:

- In new subdivisions.
- For unnamed roads and streets.
- To change the names of existing streets and roads.
- Council assets including features, reserves, parks, open spaces and public facilities.

The importance of having appropriately named streets, roads and other assets is to enable the efficient and orderly operation of services in our community including emergency, postal and transport services as well as facilitating good community communications.

Council has responsibility under the Local Government Act 1989 for the naming of roads and streets. Approaches are made to Council on a regular basis to name or rename roads and streets or other assets. This procedure will provide a framework in which to consider these proposals and to recognise community heritage, identity and aspirations.

3. DEFINITIONS

To assist in interpretation the following definitions shall apply:

Geographic Name, in relation to a Feature, means the name registered in the Register as the name for that feature.

Feature is considered to be a unique geographical place or attribute that is easily distinguished within a landscape. For example, a feature can be a mountain, watercourse, building, prominent structure or park.

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Infrastructure Asset shall mean an asset owned or under the control of Swan Hill Rural City Council which includes but is not limited to roads, bridges, parks, reserves, public facilities, footpaths, bicycle paths, and car parks.

Road is described in the *Local Government Act 1989* as:

- a) a street; and
- b) a right of way; and
- c) any land reserved or proclaimed as a street or road under the **Crown Land (Reserves) Act 1978** or the **Land Act 1958**; and
- (ca) a public road under the Road Management Act 2004; and
- d) a passage; and
- e) a cul de sac; and
- f) a by-pass; and
- g) a bridge or ford; and
- h) a footpath, bicycle path or nature strip; and
- i) any culvert or kerbing or other land or works forming part of the road;

Register means the Register of Geographic Names established under section 9 of the Geographical Names Act 1998.

4. PROCEDURE

5.1. When will a name be allocated or changed?

The naming of infrastructure assets provides an opportunity to honour individuals and groups for contributions and achievements that deserve recognition. It also presents an opportunity to emphasise important landmarks, geographical features or history including local Aboriginal culture and other events.

Naming may arise either:

- At the instigation of Council, or the community for existing unnamed infrastructure or places.
- As a result of new infrastructure.

5.2. Renaming

Renaming of any asset but particularly roads is discouraged however an infrastructure asset may be renamed upon request if:

- There is strong community desire (for example over 100 submissions) for a name change;
- The name is duplicated elsewhere within the Council area;
- The person or body or entity after which the infrastructure asset was named has been discredited or dishonoured;

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- A name change is required to reflect a change in use of the infrastructure asset;
- It has been found that the information submitted regarding the original naming of the infrastructure asset was factually incorrect; or
- The naming does not comply with AS/NZS 4819.2011 Rural and Urban Addressing.

Public consultation will be undertaken for all renaming nominations and presented to Council for decision via a Council resolution.

5.3. How to Nominate a Name

Council will only consider applications received in an approved form. Applications must be accompanied with supporting documentation and evidence to enable the independent assessment by Council as to the validity of the claims being made for recognition of names within the application.

5.4. Asset Name Master List

Council will maintain an Asset Name Master List to use at its discretion. Names can be submitted to Council at anytime for consideration for use in the future. These names will follow the same process as the naming of a specific asset, however, once endorsed for use by Council the name will be added to the Asset Name Master List.

These pre-approved names can be selected for new or unnamed assets. Nominations may be submitted for specific localities to ensure that the Names are linked to an area to reflect local history.

Once selected for use, the name will be submitted to Geographic Names Victoria for final approval.

5.5. General Principles

The following principles, consistent with the Naming Rules for Places in Victoria 2016 will be applied by Council when suggesting, endorsing or approving names.

- a) Ensuring Public Safety – The suggestion makes sense and won't cause confusion for the public or essential services.
- b) Recognising the Public Interests – Long term benefits to the community outweigh any private or corporate interests, or short term effects.
- c) Links the name to the place – Names that link the name to the place could relate to Aboriginal culture and occupation of the land, local flora and fauna, Australian war contributions, European exploration and settlement, local geography and geology, significant events, cultural diversity of past and current inhabitants, patterns of land usage and industrial/mineral/agricultural production.
- d) Ensuring names are not duplicated – proposed names should not duplicate another name within a 30km radius, including existing inter-council or interstate names. Duplicates are considered to be two (or more) names within close

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proximity, or names that are identical or have similar spelling or pronunciation (ie White, Whyte, Wite and Wiet).

- e) Names must not be discriminatory - Names should not be derogatory or offensive on the grounds of race, ethnicity, religion or gender.
- f) Recognition and use of Aboriginal languages in naming – The use of Aboriginal languages in the naming of roads, features and localities is encouraged, subject to agreement from the relevant Traditional Owner group(s).
- g) Dual Names – dual names are a way of recognising the names given to places by different enduring cultures and language groups (e.g. Lake Eyre/ Kati Thanda). Dual names can only be applied to topographical features (e..g. rivers, mountains, lakes) or mapped and bounded areas such as state forests and national parks.
- h) Using commemorative names – When using a commemorative name the following points must be considered .
 - If named after a person, that person should be or have been held in strong regard by the community. The persons achievements, relevant history and association to an area, and the significance of the family/person to the area/land. For example, a family that has been associated to an area for at least 50 years.
 - The names of people who are still alive must be avoided because community attitudes and opinions can change over time.
 - A commemorative name applied to a locality or road should use only the surname of the person, not first of given names. If applied to a feature, a first and surname of a person can be used, although it is preferred only a surname be used.
 - The initials of a person are not be used in any instance.
- i) Using commercial and business names – public infrastructure or places will not be named after commercial business, trade names, estate names or not-for-profit organisations.
- j) Language – the use of names from Australian English, Aboriginal names and names from other language need to be given careful consideration.
 - Geographic Names, unless proper nouns, must be written in standard Australian English or a recognised format of an aboriginal language local to the area.
 - They must be easy to pronounce, spell and write, preferably not exceed 3 words (including feature type) and/or 25 characters. An exception to this is in the use of Aboriginal languages, when it is accepted that Aboriginal names that initially seem complex will, over time, become familiar or easy to use (E.g. Chinkapook, Chillingollah and Manangatang).
 - “The” is not a suitable prefix in naming of any road, feature or locality.
 - Hyphens can be used within place names that indicate the extent of the feature, e.g. Nyah-Vinifera State Park . They can also be used when the name incorporates a hyphenated surname, e.g. Kingsford-Smith.

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- Diacritical marks, such as symbols used in ě, ê, ĝ, etc will be omitted.
 - Punctuation marks such as commas and full stops are not allowed.
 - Apostrophes must be deleted from geographic names e.g. O'Dwyer would be ODwyer, Wilson's Promontory would be Wilsons Promontory.
 - Abbreviations are not allowed with the exception of the use of an honourific Saint. e.g Mt must be written as Mount, but Saint can be St.
 - A road name cannot contain a numeric value. For example 1st Street, first Avenue, One Street, 1 Mile Rd. This is due to the possible confusion between the road name and address number.
 - Approved feature types must be used. Refer to Appendix A for approved types for roadways.
- k) Directional Names to be avoided – a proposed name that uses a cardinal direction to distinguish itself from another similar name is considered a duplicate name (refer to point D). In these instances another name must be chosen to provide a clear distinction between them.

5. PROCESS FOR CHOOSING A NAME

5.1. Application to add a name to the Asset Name Master List

- a) Nominations may be made to Council using the Asset Name Proposal form
- b) Proposals will be assessed by Council's Enterprise Asset Manager for compliance with the general principles outlined in this procedure.
- c) If the Enterprise Asset Manager does not consider the renaming to be compliant it will advise the applicant of its decision not to proceed including detailed feedback.
- d) Compliant proposals will be taken to Council and approved in principle for public exhibition.
- e) Proposals will be publicly advertised and community comment invited.
- f) Council will consider the nomination and all submissions and if in agreement ratify the addition of the name to the pre-approved Asset Naming Master List

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5.2. Names for Roads and Streets in New Subdivisions

- a) Developers applying for subdivisions are encouraged to draw from the list of recommended names in from the Asset Naming Master List by submitting the New Asset Name as part of Development Form
- b) Developers may submit new names for consideration using the Asset Name Proposal form. The nomination will be assessed through the process outlined above in Application to add a name to the Asset Name Master List .
- c) If names are drawn from the pre-approved Asset Name Master List, names will not need to be advertised for public consultation or require further Council Approval
- d) Council will register the road names when it certifies plans of subdivision and forwards them for registration of title.
- e) Submitted to Geographic Names board for approval or registration on the Geographical Names Register

5.3. Names for un-named Roads or Features

- a) Nominations may be made to Council using the Asset Name Proposal form
- b) Proposals will be assessed by Council's Enterprise Asset Manager for compliance with the general principles outlined in this procedure.
- c) If the Enterprise Asset Manager does not consider the renaming to be compliant they will advise the applicant of the decision not to proceed including detailed feedback.
- d) Compliant Proposals will be taken to Council and approved in principle for public exhibition.
- e) Proposals will be publicly advertised and community comment invited.
- f) As part of any consultation Council will write to all abutting property owners and relevant authorities inviting them to make a submissions.
- g) Council will consider the Proposal and all submissions and if in agreement ratify the addition of the name to the pre-approved Asset Naming Master List
- h) Submitted to Geographic Names board for approval or registration on the Geographical names Register
- i) Gazettal in the VIC Government Gazette.

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5.4. Renaming Roads or Features

- a) Nominations may be made to Council using the Asset Name Proposal form
- b) Proposals will be assessed by Council's Enterprise Asset Manager for compliance with the general principles outlined in this procedure.
- c) If the Enterprise Asset Manager does not consider the renaming to be compliant they will advise the applicant of the decision not to proceed including detailed feedback.
- d) Compliant proposals will be taken to Council and approved in principle for public exhibition. If Council does not consider the renaming to be appropriate or required (where the name has been submitted by a member of the public) it will advise the applicant of its decision not to proceed with a renaming.
- e) Proposals will be publicly advertised and community comment invited.
- f) As part of any consultation Council will write to all abutting property owners and relevant authorities inviting them to make a submission.
- g) Council will consider the nomination and all submissions and if in agreement ratify renaming of the road or feature.
- h) Submitted to Geographic Names Victoria for approval or registration on the Geographical names Register

5.5. After Approval by Geographic Names Victoria

- a) All property owners abutting the road, those who made a proposal and the various authorities will be advised in writing of Council's decision.
- b) Council Records will be updated.
- c) Council will advertise its decisions in the local newspapers, where it has not been done as part of a consultation process.
- d) Council will notify Land Victoria, VicRoads and Geographic Names Victoria of new or altered road and street names.
- e) Council will notify all statutory bodies, and emergency, postal and transport services.
- f) Gazettal in the VIC Government Gazette.
- g) Signs are to be erected as soon as possible after receiving ratification of name.
- h) Notify applicant of outcome.

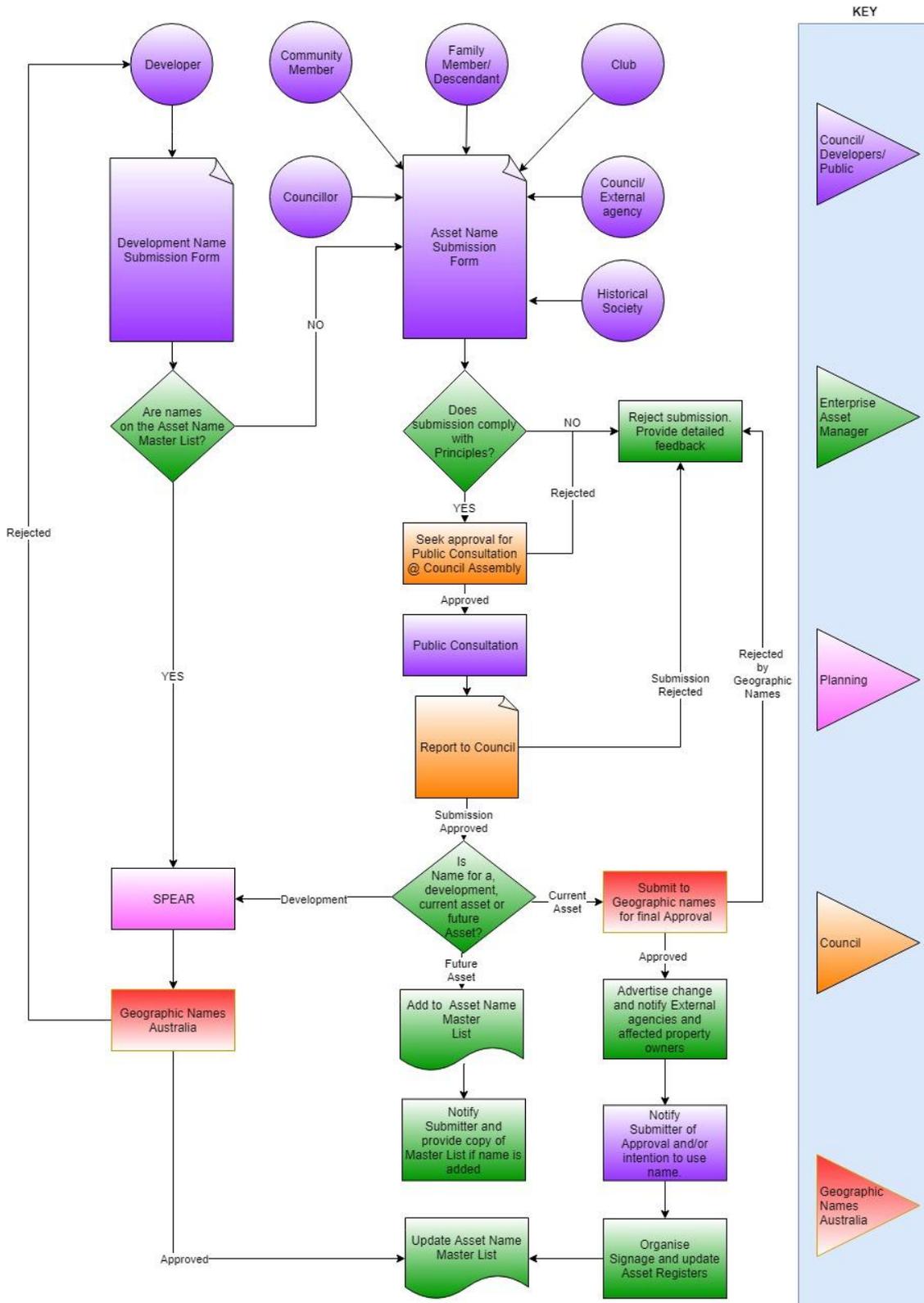
Signed: John McLinden

CEO

Date: 02/01/2020

APPENDIX A

Process Summary



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APPENDIX B

Accept Feature Types for Roads

Cul-de-sac

Road Type	Abbreviation	Description
CLOSE	CL	A short enclosed roadway.
COURT	CT	A short enclosed roadway.
MEWS	MEWS	A roadway in a group of houses.
PLACE	PL	A short, sometimes narrow enclosed roadway.
PLAZA	PLZA	A roadway enclosing the four sides of an area, forming a marketplace or open space.
RETREAT	RTT	A roadway forming a place of seclusion.

Either cul-de-sac or open-ended roads

Road Type	Abbreviation	Description
GROVE	GR	A roadway that features a group of trees standing together.
LANE	LANE	A narrow way between walls, buildings or a narrow country or city roadway.
SQUARE	SQ	A roadway bounding the four sides of an area to be used as open space or a group of buildings.

Open-ended roads

Road Type	Abbreviation	Description
APPROACH	APP	A roadway leading to an area of community interest, i.e. public open space, commercial area, beach etc.
AVENUE	AV	A broad roadway, usually planted with trees on each side.
BOULEVARD	BVD	A wide roadway, well paved, usually ornamented with trees and grass plots.
BREAK	BRK	A vehicular access on a formed or unformed surface, which was originally prepared as a firebreak.
BYPASS	BYPA	An alternative roadway constructed to enable through traffic to avoid congested areas or other obstructions to movement.
CIRCUIT	CCT	A roadway enclosing an area.
CONCOURSE	CON	A roadway that runs around a central area, e.g. public open space or a commercial area.
CRESCENT	CR	A crescent-shaped thoroughfare, especially where both ends join the same thoroughfare.
DRIVE	DR	A wide thoroughfare allowing a steady flow of traffic, without many cross streets.

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Road Type	Abbreviation	Description
ENTRANCE	ENT	A roadway connecting other roads.
ESPLANADE	ESP	A level roadway, often along the seaside or a river.
FIRETRAIL	FTRL	Vehicular access on a formed or unformed surface, which was originally prepared as a firebreak.
GRANGE	GRA	Roadway leading to a country estate, or focal point, public open space, shopping area etc.
LOOP	LOOP	Roadway that diverges from and re-joins the main thoroughfare.
PARADE	PDE	A public promenade or roadway that has good pedestrian facilities along the side.
PARKWAY	PWY	A roadway through parklands or an open grassland area.
PROMENADE	PROM	A roadway like an avenue with plenty of facilities for the public to take a leisurely walk; a public place for walking.
ROAD	RD	A place where one may ride; an open way or public passage for vehicles, persons and animals; or, a roadway forming a means of communication between one place and another.
STREET	ST	A public roadway in a town, city or urban area; especially a paved thoroughfare with footpaths and buildings along one or both sides.
TRACK	TRK	A roadway with a single carriageway and a roadway through a natural bushland region. The interpretation for both TRACK and TRAIL is limited to roadways; however, in many areas (e.g. Tasmania) these are more often associated with walking rather than vehicular movement.
TRAIL	TRL	See TRACK.
WAY	WAY	An access way between two streets. Usually not as straight as an avenue or street.

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Pedestrian only roads

Road Type	Abbreviation	Description
ARCADE	ARC	A passage having an arched roof, or any covered passageway, especially one with shops along the sides.
BOARDWALK	BWLK	A promenade or path, especially of wooden planks, for pedestrians and sometimes vehicles along, or overlooking, a beach or waterfront.
MALL	MALL	A sheltered walk, promenade or shopping precinct.
PATH	PATH	A roadway used only for pedestrian traffic.
PASSAGE	PSGE	A narrow street for pedestrians.
STEPS	STPS	Route consisting mainly of steps.
WALK	WALK	A thoroughfare with restricted access used mainly by pedestrians.
WHARF	WHRF	A roadway on a wharf or pier.

ASSET NAME PROPOSAL

PLEASE READ: All applications for the addition of names to be added to Council's Approved Place Names Register must be made in writing. The history of the name(s) proposed should be included with the application. All applications must be accompanied with sufficient particulars and evidence to enable an independent determination by Council officers to confirm the validity of the claims being made for the recognition of names within this application. The proposed name(s) should meet the principals under [PRO/INFRA500 ASSET NAMING](#).

Applicant Details				
(It is important that Council is able to contact you if more information is required. Please give as much details as possible)				
Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Ms <input type="checkbox"/>	Dr <input type="checkbox"/>	Other <input type="checkbox"/>
Surname:			Given Name(s):	
Company / Organisation:			ABN:	
Postal Address:			State:	Postcode:
Daytime Telephone:		Mobile:		Fax:
Email:				
Do you require special assistance with this application?			Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, please specify:				

Proposed Name to be Used in the Location/Vicinity
BEVERFORD:
BOUNDARY BEND:
LAKE BOGA:
MANANGATANG:
NYAH / NYAH WEST:
PIANGIL:
ROBINVALE:
SWAN HILL:
ULTIMA:
WOOD WOOD:
WOORINEN / WOORINEN SOUTH:
Anywhere in the Local Government area:
Other:

Applications specific to an existing road, property or asset must be accompanied by a Site Plan and sufficient particulars to enable the location to be identified.

Supporting Documentation		
Have you attached General Locality Plans for names to be used?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Have you attached Historic Supporting Documentation for in memoriam names?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Description of attached Documents:		
Have you attached Third Party Support Documents (Adjoining Property Owners)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Applicable Fees and Charges:-
There is no cost associated with the lodgment of this application form.

Privacy and Personal Information Protection Notice:-
<i>Your submission and the personal information on this form are collected by Swan Hill Rural City Council (Council) for the purpose of considering your nomination under POL/INFRA500 Asset Naming. If you do not provide the prescribed information, Council will not be able to consider your application. Your application will be available at the Council office for any person to inspect and copies may be made available on request to any person for the relevant period set out in the Privacy and Data Protection Act 2014. If you have any concerns or wish to request access to your personal information, please contact Council on (03) 5036 2333.</i>

Applicant’s Signature(s):-

I declare that, to the best of my knowledge, all particulars supplied by me are correct and completed. I understand that inaccurate or false statements may cause my application to be delayed or rescinded

Signature: _____ Date: _____ / _____ / _____

(Office Use Only)
Date received: / / Officer name:
Title:

NEW ASSET NAME AS PART OF DEVELOPMENT APPLICATION FORM

PLEASE READ: All applications for the naming of assets within subdivisions must be made in writing.

All applications must suggest three (3) new names (one preferred name and two alternative names) and state reasons to support the requested name for each suggestion. The history of the names proposed should be included with the application.

All applications must be accompanied by a final approved Road Layout Plan and sufficient particulars to enable easy identification of the roads to be named. For example, number the roads (1, 2, 3 etc) for identification.

The proposed names should meet the guidelines under Swan Hill Rural City Council's POL/INFRA500 ASSET NAMING.

This application form must be fully completed and accompanied by a Site Plan, including existing and future road extensions.

Applicant Details:-

(It is important that Council is able to contact you if more information is required. Please give as much details as possible)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Ms <input type="checkbox"/>	Dr <input type="checkbox"/>	Other <input type="checkbox"/>
Surname:			Given Name(s):	
Company / Organisation:			ABN:	
Postal Address:			State:	Postcode:
Daytime Telephone:		Mobile:		Fax:
Email:				
Do you require special assistance with this application?			Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, please specify:				

The Development:-

Development Commercial Name:	
Development Application No. (for new subdivision):	
Lot(s):	Survey Plan No.:
Closest Existing Street:	Locality:
Further Details:	

(All applications must be accompanied by a Site Plan and sufficient particulars to enable the individual roads or open spaces to be identified.)

The Proposal:-

- You must give full details of your proposal and attach the information required to assess the application.
- All applications must suggest three (3) new names per road (one preferred name and two alternative names) and state reasons to support the requested name for each suggestion.
- Submissions should be formatted similar to the example below.
- Names not drawn from the Asset Name Master list must also be accompanied by individual Asset Name Proposal Forms containing information on why that name should be used.

Number of Roads Requiring Names:

Submission Example:-

Below is an example of the mandatory information to be provided for each road name submission. Please attach your supporting documents for each preferred road name with this application.

Names from Asset Master List

Preferred Road Name (1):	Yes <input type="checkbox"/> No <input type="checkbox"/>
Alternative Road Name (first preference):	Yes <input type="checkbox"/> No <input type="checkbox"/>
Alternative Road Name (second preference):	Yes <input type="checkbox"/> No <input type="checkbox"/>
Preferred Road Name (2):	Yes <input type="checkbox"/> No <input type="checkbox"/>
Alternative Road Name (first preference):	Yes <input type="checkbox"/> No <input type="checkbox"/>
Alternative Road Name (second preference):	Yes <input type="checkbox"/> No <input type="checkbox"/>
Preferred Road Name (3):	Yes <input type="checkbox"/> No <input type="checkbox"/>
Alternative Road Name (first preference):	Yes <input type="checkbox"/> No <input type="checkbox"/>
Alternative Road Name (second preference):	Yes <input type="checkbox"/> No <input type="checkbox"/>
Preferred Road Name (4):	Yes <input type="checkbox"/> No <input type="checkbox"/>
Alternative Road Name (first preference):	Yes <input type="checkbox"/> No <input type="checkbox"/>
Alternative Road Name (second preference):	Yes <input type="checkbox"/> No <input type="checkbox"/>
Preferred Road Name (5):	Yes <input type="checkbox"/> No <input type="checkbox"/>
Alternative Road Name (first preference):	Yes <input type="checkbox"/> No <input type="checkbox"/>
Alternative Road Name (second preference):	Yes <input type="checkbox"/> No <input type="checkbox"/>
Preferred Road Name (6):	Yes <input type="checkbox"/> No <input type="checkbox"/>
Alternative Road Name (first preference):	Yes <input type="checkbox"/> No <input type="checkbox"/>
Alternative Road Name (second preference):	Yes <input type="checkbox"/> No <input type="checkbox"/>
Preferred Road Name (7):	Yes <input type="checkbox"/> No <input type="checkbox"/>
Alternative Road Name (first preference):	Yes <input type="checkbox"/> No <input type="checkbox"/>
Alternative Road Name (second preference):	Yes <input type="checkbox"/> No <input type="checkbox"/>
Preferred Road Name (8):	Yes <input type="checkbox"/> No <input type="checkbox"/>
Alternative Road Name (first preference):	Yes <input type="checkbox"/> No <input type="checkbox"/>
Alternative Road Name (second preference):	Yes <input type="checkbox"/> No <input type="checkbox"/>

Supporting Documentation:-		
Have you attached General Locality Plans for names to be used ?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Have you attached Road Layout Plans for names to be used ?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Description of attached Documents:		

Applicable Fees and Charges:-
There is no cost associated with the lodgment of this application form.

Privacy and Personal Information Protection Notice:-
<i>Your submission and the personal information on this form are collected by Swan Hill Rural City Council (Council) for the purpose of considering your nomination under POL/INFRA500 Asset Naming. If you do not provide the prescribed information, Council will not be able to consider your application. Your application will be available at the Council office for any person to inspect and copies may be made available on request to any person for the relevant period set out in the Privacy and Data Protection Act 2014. If you have any concerns or wish to request access to your personal information, please contact Council on (03) 5036 2333.</i>

Applicant’s Signature(s):-

I declare that, to the best of my knowledge, all particulars supplied by me are correct and completed. I understand that inaccurate or false statements may cause my application to be delayed or rescinded

Signature: _____ Date: ____ / ____ / ____

(Office Use Only)
Date received: / / Officer name:
Title: