

Chairperson and Committee Members

ENVIRONMENT AND COMMUNITY DEVELOPMENT COMMITTEE

6 DECEMBER 2011

Meeting Status: **Public**

Purpose of Report: For Decision

NAMING POLICIES ADOPTION

PURPOSE OF REPORT

- 1 This report recommends two policies for adoption:
 - Road Naming and Street Numbering Policy
 - Reserves, Structures and Commemorative Places Naming Policy.

SIGNIFICANCE OF DECISION

- 2 The Council's significance policy is not triggered by this report.

BACKGROUND

- 3 The Council's Naming policies require updating. These two policies replace five previous Council policies on these matters.
- 4 The Council is the authority for naming roads and reserves within the District, and can also, where it is the owner or in some cases the manager, name reserves, commemorative places and structures (buildings, bridges, etc).
- 5 Councillors have indicated the importance of considering an area's history, character, landscapes, flora and fauna when choosing names. Council has therefore sought input from tāngata whenua as well as researching other history relevant to an area.
- 6 In most circumstances, the Council has delegated the authority to name reserves and roads to the Community Boards. Community Boards are able to select from proposed names or reject all the names within a report provided by staff. Community Boards are not able to name a road, reserve or structure without receiving a report as a process of validation to ensure the name is unique.
- 7 In the current process there is a lack of clarity around the reserve naming process and no guidance around the authority or scope for naming structures or commemorative places. Also, Community Boards have requested a method of having input to the process of naming buildings or roads. These policies seek to facilitate Community Boards' input to the processes.
- 8 Correcting the spelling of road names has been made simpler through NZ Post's automated process where an alias can be linked to a road name. This allows mail to be routed to the correct address regardless of the corrected or previous name

being used. Thus Council can now work through a process of correcting names that are misspelt without a large impact on an occupier or business.

CONSIDERATIONS

Issues

- 9 Within the policies the Council seeks the support of all Community Boards to help develop a list of relevant names that can be proposed within the reports for Community Boards to consider when naming roads, reserves, structures or commemorative places. This will enable the Community Boards to continue to recognise outstanding contributions to their communities by individuals, families or for significant events to be recognised.
- 10 The policy also includes the following suggestions made by Paraparaumu/Raumati Community Board:
 - that the names of the Mayoral Award recipients are included in the list of names that can be used;
 - that developers contact the historical society for the area to get input from them.
- 11 The naming policy for roads in a new subdivision relies on input from the developer, iwi, the historical societies and if necessary Council staff. The intent of the new Road Naming policy is to have the developer discuss possible names with the appropriate iwi, or hapū, rather than Council staff undertaking this task.
- 12 Council staff will provide the Developer with a contact for that discussion when they submit their subdivision plans. Developers must state the discussions they have had with iwi and the outcome when submitting their proposals for road or reserve names.
- 13 The naming policy for Reserves, Structures (buildings, bridges or other physical structures), and Commemorative Places states that if a person or family is to be recognised, then only one name is applied. This provides appropriate recognition to that person or family regardless of their culture. In cases where a person, hapū or iwi name is used a descriptor will also be applied. This descriptor ensures that people can link that name with the reserve, structure or commemorative place it names. Examples of this are Te Ātiawa Park in Paraparaumu and the June Rowland Lookout.

Financial Considerations

- 14 There are no financial considerations in this report.

Legal Considerations

- 15 There are no legal considerations within this report

Delegation

- 16 The Governance Structure, Pat D (21 April 2011 version) states Community Boards are to:

5.2 make recommendations on policies and strategies for the Council on behalf of the community for the social, economic, environmental and cultural wellbeing of the District, and in particular in the development of the LTCCP and associated policies and strategies.

The Committee is delegated to consider this matter under clause 7.1, Section B.1 of the Governance Structure:

“Authority to develop...policies and work programmes that support the social, economic, environmental and cultural wellbeing of the community...”

Consultation

17 These policies have been discussed with each Community Board as well as Te Whakaminenga o Kāpiti. Recommendations have been added to the proposed policies.

Policy Implications

18 These two policies replace five existing Council policies that have not been reviewed for over ten years.

Tāngata Whenua Considerations

19 These policies were considered by Te Whakaminenga o Kāpiti.

Publicity Considerations

20 A handout will be developed for developers providing advice on how and when to submit names for roads and reserves within their developments.

RECOMMENDATIONS

21 That the Environment and Community Development Committee:

- Rescinds all previous Kāpiti Coast District Council policies related to naming commemorative places, roads, parks and reserves, buildings, bridges or other structures and street numbering

22 That the Environment and Community Development Committee adopts:

- Road Naming and Street Numbering Policy: 2011 (Appendix 1 to report Corp-11-416-Naming Policies Adoption); and
- Reserves, Structures and Commemorative Places Naming Policy: 2011 (Appendix 2 to report Corp-11-416-Naming Policies Adoption); and

Approved for submission by:

Bernie Goedhart

Group Manager, Corporate Services

ATTACHMENTS:

Appendix 1 – Road Naming and Street Numbering Policy 2011

Appendix 2 – Reserves, Structures and Commemorative Places Naming Policy: 2011