

REGIONAL COUNCIL OF GOYDER

 GOYDER South Australia's Heartland	Street Numbering Policy	Department:	ITS
		Version No:	1.0
		Adopted:	April 2021
		Reviewed:	
		Next Review:	Oct 2022
		Minutes Ref:	051/21
		Responsibility:	DITS

1. PURPOSE

The purpose of this Policy is to outline the Council's approach to assigning street numbers to properties. Section 220 of the *Local Government Act 1999* provides council with the responsibility and authority to allocate, alter, and/or substitute street numbers.

2. BACKGROUND

Council recognises that it has a responsibility to the community to ensure the clear identification of properties through accurate street numbering. This responsibility also extends to ensuring statutory authorities and emergency services are able to identify individual properties readily and accurately from Council's street numbering policy.

3. SCOPE

This policy applies to all properties located on public streets or roads within the Regional Council of Goyder.

This policy includes:

- when new allotments or properties are created, or;
- when there are physical changes to existing allotments, or;
- when there is a change in the number or configuration of tenements, or;
- Where a submission is received advising that numbering is unsatisfactory.

4. DEFINITIONS

'Street' – an officially named thoroughfare.

'Street Number' – the address allocated to an individual property or occupancy.

5. LEGISLATIVE REQUIREMENTS

In accordance the Local Government Act 1999, Council must:

Per Section 220(1a); the council must assign a number (as part of its primary street address) to all buildings or allotments adjoining a public road created after the commencement of this subsection by land division.

Per Section 220(1b); ensure that an assignment under subsection (1a) occurs within 30 days after the issue of certificate of title in relation to the relevant land division in accordance with any requirements prescribed by regulations made for the purposes of this subsection.

Per Section 220(3); Public notice must be given of the adopting, altering or substituting of a numbering system for a particular road.

Per Section 220(4); Council must immediately notify the Valuer General of a decision of the Council to adopt, alter or substitute a numbering system.

6. POLICY STATEMENT

<p><i>Electronic version in Synergy is the controlled version. Printed copies are considered uncontrolled. Before using a printed copy, verify that it is the current version.</i></p> <p>W:\GDS-SYNERGY\09 Governance\63 Policy\01 Policy\01 Policy Manual\Infrastructure & Technical Services\Street Numbering Policy V1.0.docx</p>		Page 1 of 3
---	--	-------------

REGIONAL COUNCIL OF GOYDER

STREET NUMBERING POLICY V1.0

- The objective of this Policy is to ensure consistency, by establishing a street numbering system that is simple to manage, logical to users, and uniform to all properties within the townships and beyond. The aim is to maintain a logical order conducive to public safety, and to avoid confusion to the general public and emergency services.
- It is the responsibility of the Rates Section of the Finance Department to allocate street numbers in the first instance. The allocation of street numbers as a result of a land division must be endorsed by the Council's Director Infrastructure – Technical Services (or his/her delegate) prior to a landowner being notified of the number that has been assigned to his/her property.
- Changing the street numbering of a property can be a sensitive issue. The Council is mindful that such a decision may have cost consequences for a landowner. Accordingly, to minimise adverse ramifications, the allocation of street numbers should be undertaken ideally when there is a new owner or occupier or when there is a new sub-division. Whilst this is the ideal position, there may be circumstances where it is necessary for the Council to change an existing street number.
- The issue of new or amended street numbers should be undertaken proactively by advising owners and residents of incorrect numbering, or renumbering where applicable. Incorrect street numbers may be identified from the House of Assembly Roll (i.e. using an 'a' or 'b' suffix instead of Unit 1 or 2 etcetera) or from personal observation by Council staff. This practice also aids in maintaining Council's Voters' Roll.
- Where the Council proposes to change an existing street number, the Council will notify the owner and occupier of the property of the proposal in writing and will invite them to provide their comments for the Council's consideration before any determination is made.
- It is desirable that the least number of properties are impacted by any change to street addressing; however, Council may be required to make major changes to a particular street or road to ensure that all properties along the street receive a suitable street address.

Examples of this are, but not limited to:-

- Subdivisions of an existing allotment to create multiple allotments in townships where historically there had not been consideration given to the provision of street numbers many years ago.
- Where a road has previously been consecutively numbered on only one side of the road (i.e. 1,2,3,4 etc.) and new development has taken place on the opposite side of the road and therefore the new development now requires allocation of a street addresses consistent with the Australian/New Zealand Standard for Rural and Urban Addressing AS/NZ4819:2011.

Council advises the Department of Planning, Transport and Infrastructure (DIT) which is a division of the Land Services Group (through the LSG address notification mailbox LSGRoad_AddressNotification@sa.gov.au) of all new and amended street addresses.

DIT makes this information available to the following agencies at no charge to the property owner:-

- Lands Titles Office Australia
- Post, SA Power Networks,
- SA Water

*Electronic version in Synergy is the controlled version.
Printed copies are considered uncontrolled.
Before using a printed copy, verify that it is the current version.*

REGIONAL COUNCIL OF GOYDER

STREET NUMBERING POLICY V1.0

- SAPOL,
- Health SA,
- Telstra
- Electoral Commission
- CFS
- MFS
- SA Ambulance

7. DISPLAY OF ALLOCATED STREET NUMBERS

- Council's objective is to have all premises within the Regional Council of Goyder, including residences, shops and other buildings, display adequate identifying numbers.
- Pursuant to Section 220(6) of the Local Government Act 1999 an owner of the land must, at the request of Council, ensure that the appropriate number for the owner's building or allotment is displayed in a form directed or approved by the Council.
- Accordingly, it is suggested that for the benefit of others, including emergency services, that the street number be predominantly displayed on the property and be easily identifiable from a stationary vehicle located on the adjacent roadway. Any other number(s) identifying the property should be removed to prevent any possible confusion.

8. RECORDS

All records should be treated in accordance with Local Government GDS40.

9. REVIEW

This policy shall be reviewed by Council within 5 years after the conclusion of each periodic election, or on significant change to legislation or aspects included within this policy.

10. REVIEW HISTORY

Document History	Version No:	Issue Date:	Description of Change:
	1.0	20/04/2021	Adopted refer minute 051/21