

# Approval process for Indigenous naming proposals

Office of the Surveyor-General  
Geographical Names Unit



This process is undertaken in accordance with *section 11 (B) of the Geographical Names Act 1991 (the Act)*.

This policy document outlines the process undertaken by the Geographical Names Unit of the Office of the Surveyor-General to administer the Act.

## 1. Consultation and letter of approval

Before the naming approval process by the Office of the Surveyor-General can begin, the applicant proposing the name **must** consult with the local Indigenous community and select an Indigenous name that is consistent with the guidelines (refer to “The Principles of Indigenous Naming”).

The relevant local Indigenous group **must** submit a letter of approval to the Office of the Surveyor-General as part of the proposal for the name.

The letter **must** be sent from the local Indigenous group on official corporation letterhead (eg a naming opportunity requested by Kurna people should be sent from the Kurna Yerta Indigenous Corporation).

The letter **must** include:

- a statement from an Indigenous representative giving permission for the proposed Indigenous name to be used publicly
- a direct translation of the proposed Indigenous name
- a description of the meaning of the proposed Indigenous name
- a description of the significance that the area has to the Indigenous community
- the correct pronunciation of the proposed Indigenous name

## 2. Surveyor-General’s pre-approval

The Geographical Names Unit reviews the proposal based on the current guidelines and principles of Indigenous place naming.

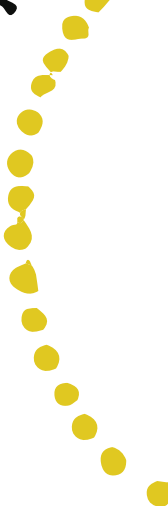
The review includes investigating the proposed Indigenous name, form, spelling, meaning, history and origin of the proposed Indigenous place name.

The Geographical Names Unit may request further information from the applicant/corporation to clarify any of the above aspects of the naming proposal.

## 3. Commissioner’s support for transport infrastructure

Before proceeding with the naming proposal, the Geographical Names Unit will send a minute to the relevant Commissioner seeking their support of the proposed name:

- Road related infrastructure – Commissioner of Highways
- Rail related infrastructure – Rail Commissioner



#### 4. Notice of Intent to assign a name

Once support is received in writing from the relevant Commissioner, the Notice of Intent is prepared by the Geographical Names Unit.

The Notice of Intent seeks approval from the Minister to undertake the public consultation period in relation to the proposed name.

#### 5. Public consultation

Once the Notice of Intent has been approved by the Minister, the naming proposal is published in the Government Gazette inviting interested persons to make a written submission within one month of the publication of the notice. The Government Gazette is an official government publication that publishes regulations, notices, and other official information.

#### 6. Feedback

After the one-month public consultation period, the Geographical Names Unit considers any feedback received.

In the rare occurrence that feedback is received from public consultation, it may result in revising and changing the proposed Indigenous place name. If a name is changed in any way as a result of the public consultation, the approval process must start again.

#### 7. Notice to Assign a Name / Government Gazette

The Notice to Assign a Name to a place is then sent to the Minister for approval to assign the Indigenous place name.

Once the name has Ministerial Approval, the Notice to Assign is published in the Government Gazette. Publication in the Gazette confirms that the name has been authorised and that it can be used publicly.

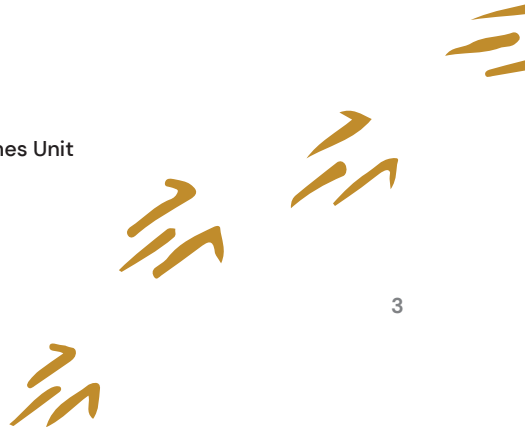
#### 8. Name published in the State Gazetteer

The Geographical Names Unit will add the new Indigenous place name to the State Gazetteer. The State Gazetteer is a database of place names in South Australia that provides an accurate and definitive list of place names for mapping purposes.

After the name is included in the Gazetteer, the Department for Infrastructure and Transport (DIT) can produce signage with the Indigenous name and story relating to the infrastructure project.

##### Document Approval

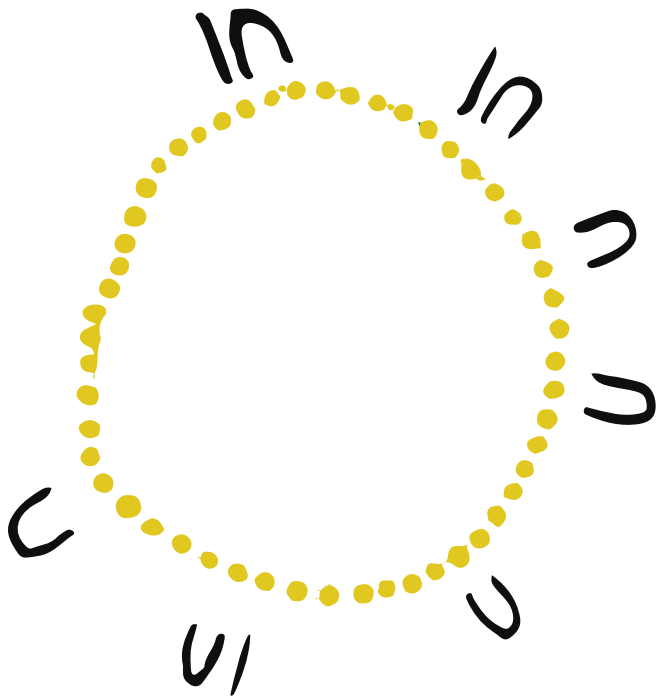
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