



## **EMFULENI LOCAL MUNICIPALITY**

# **GEOGRAPHICAL NAME CHANGE POLICY**

**2013**

**EMFULENI LOCAL MUNICIPALITY  
POLICY GUIDELINES: ESTABLISHING LOCAL GEOGRAPHICAL NAMES  
COMMITTEE**

**1. POLICY STATEMENT:**

Emfuleni local Municipality Street and Public Places Naming Policy is created to ensure proper standardization of geographical names and process suggestions for name changes coming from communities in Emfuleni Local Municipality. The standardization, changing and correction of place names must be seen within the broader context of the transformation and preservation of the heritage of Emfuleni local Municipality in line with the District, Provincial and National Government. This policy therefore, provides effective procedures or guidelines for street and public places naming in Emfuleni Local Municipality.

**2. POLICY OBJECTIVE:**

To regulate standardization of geographical names, to redress, correct and transform the geographical naming system in Emfuleni Local Municipality. Regarding the mandate – this policy shall be read in conjunction with the Constitution, Handbook on Geographical Names and the South African Geographical Council Act, 1998 (Act No 188 of 1998).

**3. SCOPE:**

The policy applies to the standardization of all geographical names in Emfuleni Local Municipality.

**4. CRITERIA FOR THE PRIORITASING OF EXISTING PUBLIC PLACES AND TOWNSHIPS TO BE RENAMED:**

The renaming of streets and public places should only be done where there is a need and in such a way as to curb unnecessary expenses. The public places and townships to be renamed, in areas where there is an existing community:

- 4.1 Where the existing name is considered offensive, derogative or vulgar.
- 4.2 Where the existing name is meaningless or historically irrelevant.
- 4.3 Where the name change is desirable to promote the goodwill of people now living in the new South Africa.
- 4.4 Where the change in name will assist in building a sense of ownership and community and in redefining society.
- 4.5 Where there is a strong degree of community participation and support.

4.6 Where a name change is needed in a language more relevant to the local investment attractiveness of the area.

**5. PROCEDURES FOR THE NAMING OF NEW AND RENAMING OF EXISTING PUBLIC PLACES, TOWNSHIPS AND STREETS:**

5.1 There should be no duplication or near duplication of already approved names in Emfuleni Local Municipality.

5.2 Names of places in other countries and names of countries should be avoided.

5.3 Names of which the spelling or pronunciation is so close to that of an existing name that may result in confusion should be avoided.

5.4 The names should not be too long or clumsy.

5.5 Names should not be offensive, blasphemous, indecent, vulgar, anesthetic or embarrassing to any community or section of the community.

5.6 The names should not be discriminatory or derogatory as regard race, colour, creed, gender, political affiliation or other social factor.

5.7 The names should promote goodwill and reconciliation.

5.8 Names should not consist of a personal name only, without an additional generic element (such as “park”).

5.9 Names that are seen to be an advertisement for a particular commercial product, service or firm should be avoided.

5.10 Names of living persons should generally be avoided, unless in exceptional circumstances with the approval of full Council.

5.11 Geographical features named after persons should be in accordance with the stature of the persons concerned (not for instance, naming an obscure feature after a person or national importance).

5.12 Written permission should, where possible, be obtained from the individual or the individual’s family before that person’s name used.

5.13 Names that shall assist in building a sense of ownership.

5.14 Names may be in any of the eleven official languages.

5.15 Names that promote the character of the area.

**6. CATAGORIES OF NAMES LIKELY TO BE SUBMITTED FOR CHANGE:**

- 6.1 A name which existed in the past but which is not at present officially recognized, and which is now proposed to restore.
- 6.2 An entity which has one or more official names, but for which other names exist, including informal names and translated or variant form in other languages, which are not officially recognized and which is now proposed to recognize.
- 6.3 An official name which is a modified form of a name from another language.
- 6.4 Names, which do not conform to the present orthography of the language concerned.
- 6.5 Names which do not conform to the rules of writing names adopted by the South Africa Geographical Names Council (SAGNC).
- 6.6 Names which are in dialectal forms.
- 6.7 Names which are historically incorrect, either in spelling or factually.
- 6.8 A place with an existing official name or names which is nevertheless proposed to replace with a brand new name for political or cultural reasons.
- 6.9 A name that may be objectionable because it replaced an exciting name which certain people would like to see restored.
- 6.10 Names which are already well established and in popular use may be submitted to SAGNC.
- 6.11 Names that have been approved by a parastatal, body of government of an independed state of self=governing territory now incorporated into South Africa.

**7. TOWN PLANNING PROCEDURES FOR NAMING OF TOWNSHIPS, STREETS AND PUBLIC PLACES:**

It is imperative that the public have the opportunity to comment on, or object to, proposed names for new public places and townships. It is therefore recommended that the following process be followed:

- 7.1 All proposed names are to be included in the formal application i.e. township application.
- 7.2 The public is to have an opportunity to comment on, or object to, the proposed names at the time the application is advertised in terms of the relevant legislation. Notices must be displayed at all public places, all media communications to be used.

- 7.3 Notices that invite people to the public participation must be clear and clearly state the venue, time and date. These details should not be changed at the last minute.
- 7.4 The notices must be issued within thirty (30) normal working days, meaning a month between the notice and the meeting.
- 7.5 The notices should be in a language/s that people understand.
- 7.6 Where a street traverses the boundaries of more than one region, all Regional Directors specifically affected for the specific Regions will have to be consulted and proposals evaluated by all. Advertising must include these affected regions as well.
- 7.7 Renaming of sections or partial areas of streets should not be considered.
- 7.8 Comments on the proposed names be included in all reports dealing with township application and the sub-division of land, which are submitted to the relevant committee for approval.
- 7.9 With respect to the allocation of names to townships, The National Place Names Committee, which falls under the jurisdiction of the Department of Arts & Culture, is an advisory body to the Minister on naming. The proposed new name and written comments received must be forwarded to the National Place Names Committee for comments.
- 7.10 The name of a township or suburb is registered with the Surveyor General and the Register of Deeds when the general plan of the township is approved in the process of township establishment. In addition to other comments received, the proposed name change in name must be submitted to the Surveyor-General for comments, which must be submitted to the National Place Names Committee.

## **8. COMMITTEE CONSTITUTED OF:**

- 8.1 The Committee must ideally be constituted by members of the community with expertise in Law, Finance, management, Research, History and language usage, of no less than 15 members.
- 8.2 That the said Committee be a Section 79 Committee in terms of MSA attached to a department dealing with Arts and Culture.
- 8.3 The authorized department will receive and evaluate the proposed names against the provisions of this policy.
- 8.4 All names must be referred to the Mayoral Committee by the Geographic Names Committee for evaluation and consideration.
- 8.5 The Mayoral Committee must forward its recommendations to the Council for consideration and approval.

**9. DATE OF COMMENCEMENT:**

The policy takes effect from date of approval by the Mayoral Committee.