



# FETAKGOMO LOCAL GEOGRAPHICAL NAMES POLICY

EFFECTIVE DATE: 30 APRIL 2015

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**DEFINITIONS AND ABBREVIATIONS**

The following abbreviations are used in the policy and they refer to:

- ❖ **“Action Plan”** means the plan adopted by the LGNC for implementation of the policy
- ❖ **“DGNC”** refers to district geographical names committee;
- ❖ **“DVP”** refers to the Development Planning Department of the Municipality;
- ❖ **“FTM”** refers to **Fetakgomo Local Municipality**;
- ❖ **“Geographical name”** means the name of any terrestrial feature within the borders of the Republic of South Africa, together with the area of jurisdiction of the Republic acquired by treaty, whether-
  - natural, man-made or adapted by human agency; and
  - populated or unpopulated.
- ❖ **“Geographical Names bank”** means a database consisting of approved geographical names within the area of jurisdiction of the Municipality
- ❖ **“GIS”** refers to Geographical Information Systems;
- ❖ **“LGNC”** refers to Local Geographical Names Committee;
- ❖ **“NDP”** refers to the National Development (Plan Vision 2030);
- ❖ **“NGNC”** refers to National Geographical Names Council;
- ❖ **“PGNC”** refers to Provincial Geographical Names Committee;
- ❖ **“Policy”** refers to Local Geographical Names Change Policy;
- ❖ **“The Chairperson of the Committee”** refers to the Speaker of the Fetakgomo Local Municipality.

## **1. BACKGROUND AND RATIONALE**

The FTM has established the LGNC, endorsed by Council to facilitate the processes involved in the implementation of the policy. The processes followed are as mandated by the SAGNC Act 118 and are in line with related legislative context which will be outlined in the Policy.

The South African Geographical Names Council (SAGNC) is an advisory body appointed by the Minister of Arts and Culture in terms of the South African Geographical Names Act, 1998 (Act 118 of 1998). It is the supreme authority on geographical names in South Africa and has jurisdiction over all names of geographical features and entities in the territories over which the South African government has sovereignty or jurisdiction acquired by treaty.

The South African Geographical Names Council Act 118 of 1998 prescribed the formation of the National Geographical Names Council. Local municipalities are therefore mandated to establish their respective Local Geographical Names Committees where the administrative and operational GNC process of within the local government sphere shall be implemented accordingly.

Geographical names play a critical role in society, inevitably affecting both cultural and topographical dimensions. In order to maintain and reassure preservation of cultural, heritage and historical confidence, measures towards naming and renaming of terrestrial feature are necessary.

Rationale for Transformation:

- ❖ Correction of the existing euro-centric names and other prevalent ills of the past regime
- ❖ Facilitation of development planning and service delivery (emergency services)
- ❖ Advancement of a cultural identity
- ❖ Promotion of uniformity and harmonious rural settlements
- ❖ Fast-pace the process of nationally recognised rural geographic localities

## **2. PURPOSE**

The proximate purpose this Policy is:

- To ensure commonality in the methodology and processes used towards the implementation of the names change mandate.
- To contribute towards a developmental communities through reinforcement of the Nation Building Goals set out in the NDP.

### **3. APPLICATION OF THE POLICY**

The Policy shall provide general procedural guidelines for naming and renaming of geographical features and entities within the Fetakgomo municipal jurisdiction, and thus be applicable only for:

- ❖ Renaming of areas/villages;
- ❖ Renaming of municipal owned buildings;
- ❖ Naming and renaming of municipal owned streets and storm water;
- ❖ Renaming of municipal owned open spaces and parks;
- ❖ Naming of proclaimed townships; and
- ❖ Any other geographic feature falling within the area of competency of the Municipality.

### **4. LEGISLATIVE CONTEXT**

Key legislation considered in preparation of this Policy include inter alia:

1. *Constitution of the Republic of South Africa, 1996 (Section 155(1)(a))*
2. *South African Geographical Names Council Act, 1998 (Act 118 of 1998)*
3. *Regulations on the standardisation of geographical names published in Government Gazette 24999 of 7 March 2003 by Notice R339*
4. *Land Survey Act, 1997 (Act 8 of 1997)*
5. *Local Government: Municipal Structures Act, 1998 (Act 117 of 1998)*
6. *Local Government: Municipal Systems Act, 2000 (Act 36 of 2000)*
7. *Development Facilitation Act, 1995 (Act 67 of 1995)*  
*Rationalisation of Local Government Affairs Act, 1998 (Act 10 of 1998)*
8. *Town-planning and Townships Ordinance, 1986 (Ordinance 15 of 1986)*
9. *Local Government Ordinance, 1939 (Ordinance 17 of 1939)*

### **5. FUNCTIONS OF LGNC**

- 5.4 The process for naming and renaming of cadastral features shall rest with the Municipality, where the LGNC shall:
  - ❖ Facilitate the transformation of geographical names in the local sphere;
  - ❖ Facilitate the standardization of the processes of change;

- ❖ Ensure that the standardization of geographical names takes place within its jurisdictional area and in line with the SAGNC guidelines;
- ❖ Conduct awareness campaigns and the necessary public participation fora;
- ❖ Receive and strive to resolve any objection related to the process of standardizing geographic names; and
- ❖ The LGNC shall advertise in all relevant newspapers and, if necessary, all other channels to ensure thorough stakeholder consultation. A notification of the proposed new name must be published in the local press, stating at least the following:
  - Proposed new township name;
  - Last date for objections; and
  - Address for submission of objections or comments
- ❖ Prepare, recommend and submit reports to Council and DGN

5.2 The Chairperson of the Committee shall monitor adherence to the aforesaid functions and shall review proceedings and decisions of the LGNC.

## **6. THE NAMING METHODOLOGY**

### **6.1 Who may apply:**

All government departments, provincial departments, the South African Post Office, developers and any other body or person who wish to apply for a renaming of a proclaimed township name must submit the application in writing to the Municipality by way of:

### **6.2 The naming of un-proclaimed townships**

6.2.1. The designated developer shall be responsible for the annotation of the approved street names as per the General Plan, and the erection of name boards on the township. The Municipality shall be responsible for maintenance of name boards of the township thereof.

6.2.2. The Public may submit in writing proposals for naming township upon the opening of a township register. The completed application form with a cover report stating the intention to name promulgated township must be referred to the LGNC following the procedure before.

**6.3 Renaming of the existing geographical features within the municipal area.**

**6.3.1 Step 1:**

- a. Proposals shall be submitted to the Municipality for the attention of the LGNC, using only the specimen application forms;
- b. Proposals shall take into cognisance the following;
  - The details of the applicant (full names, postal address, contact details)
  - Sufficient information about the proposed name (origin, historical background, meaning, language, pronunciation, etc.); and
  - Memorandum justifying the proposal (to include sound reasons for the name change proposals).

**Step 2**

- a. Shortlisting/submission to EXCO by LGNC.
- b. LGNC prepares a report to the EXCO a shortlist of recommended changes.
- c. EXCO recommends one name per suggested change and present to Council for consideration

**Step 4**

- a. Council adopts/rejects proposed change
- b. Local changes like streets, Parks, Council buildings are finalised at this level.
- c. National features like town names, dams and rivers are forwarded to the District Geographical Names Committee for further process verification.

**Step 5**

- a. DGNC checks and verifies compliance with guidelines and forward the application to the PGNC.
- b. DGNC returns application to LGNC with advised changes where endorsement is not given.

**Step 6**

Provincial Geographical Names Council then forward received applications to the NGNC

**Step 7**

- a. The Minister considers applications and invites the public to give final comments or objections.
- b. If no objections are received after one calendar month (30 days) from the date of publication, applications are approved and gazetted.
- c. Written comments on the name must be received within 30 days from the date of publication of the notification.

d. Any comments or objections regarding the proposed name must be forwarded to the Municipality to be incorporated in the Geographical Names Bank;

6.4 All names must be referred to the LGNC at the sole discretion of the Chairperson of the Committee, and their comments if solicited must be included in the report to the LGNC.

## **7. GEOGRAPHICAL NAMES BANK**

7.1 The LGNC shall ensure that the FTM keeps and maintains the Names Bank located within the DVP Department.

The Names Bank data shall reflect the following:

- ❖ The vernacular/language of the name;
- ❖ The origin and meaning of the name- the historic roots; connection to geographic features, or the person (s) honoured shall be comprehensively reflected;
- ❖ Reference to be attached as annexure; and
- ❖ Nouns shall be capitalised.

## **8. FINANCIAL IMPLICATIONS**

The Municipality shall not be liable for costs incurred by affected parties in relation to the name changing process.

The Municipality shall be liable for all costs incurred by itself in the name changing processes. This includes but not limited to, endorsement of general plans, erection of name boards and the replacement of signs and existing boards, and the publications and funding of community meetings.

## **9. POLICY ENDORSEMENT**

The Policy shall only be applicable upon endorsement by the Municipal Council.

## **10. POLICY REVIEW**

The Policy shall be reviewed as and when deemed necessary.



11. ADOPTION/APPROVAL:

Council Resolution No:

C97/2015

Date Adopted

30 April 2015

Speaker

A handwritten signature in black ink, enclosed within a large, hand-drawn circle. The signature is written over a dotted line.