

## Policy Details

<b>Directorate:</b>	Organisational Services
<b>Branch:</b>	Corporate Governance
<b>Responsible Manager:</b>	Corporate Governance Manager
<b>Date adopted:</b>	29/01/2020 (minute number 2/2020)
<b>Date for review:</b>	2 years from the date of adoption or date of last review
<b>Legislative basis:</b>	<i>Place Names Act 1994</i>
<b>Related Documents - forms and procedures</b>	Suburb Boundary Change Procedure (DM: 13356859)

### 1. Policy Purpose

The purpose of this policy is to set out the circumstances under which Council may make a submission to the State Government requesting an amendment to a suburb boundary, and the circumstances under which Council will agree to provide a letter of support to a third party who wishes to make a submission to the State Government requesting an amendment to a suburb boundary.

### 2. Scope

This policy applies to all Councillors, employees and contractors working for Council regardless of whether they are permanent, temporary, full-time, part-time or casual. For the purposes of this policy, the term contractor includes on-hired temporary labour services (agency staff) and sub-contractors.

### 3. Policy Statement

#### Principles

Logan City Council recognises that circumstances may arise that necessitate an amendment to current suburb boundaries. Whilst Council has no jurisdiction to amend a suburb boundary, Council is committed to assisting the Department of Natural Resources, Mines and Energy - who have jurisdiction to amend suburb boundaries – to consider any proposed amendment, by providing documentation and information reasonably required by the Department where appropriate.

Council recognises the importance of community consultation where an amendment to a suburb boundary is being contemplated, and is committed to ensuring that the appropriate community consultation has been undertaken with all affected persons.

#### Suburb Boundary Change Procedure

Any request to change a suburb boundary, made by either Council or by a third party, will be managed in accordance with the Suburb Boundary Change Procedure (DM: 13356859).

### 4. Definitions

The following definitions apply to this policy and to the Suburb Boundary Change procedure.

TERM	DEFINITION
Councillor	all elected representatives including the Mayor
Affected property owners	any property owner whose suburb address will change as a result of a decision by the State Government to amend a suburb boundary

TERM	DEFINITION
Employee	any person employed directly by Logan City Council regardless of their employment status, and contractors undertaking duties on behalf of Council.
Third party	any person or entity who wishes to make a submission to the State Government proposing an amendment to a suburb boundary

#### Document Control

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