



**RICHMOND SHIRE COUNCIL  
LATE AGENDA**

**FOR**

**ORDINARY MEETING  
TUESDAY 17 JUNE 2025  
COMMENCING AT 8:00AM**

**Item 3. Director of Corporate Services – Peta Mitchell**

**Item 3.11 Rural Addressing**

**EXECUTIVE SUMMARY**

Council has been approached by a ratepayer for clarification of their residential and postal address of their property.

Following advice from the addressing team at the Department of Natural Resources and Mines Council will need to determine the location of the datum/starting point for what is currently on Qld Globe as the Richmond Woolgar Road. Rural addresses can be calculated by measuring the distance from the datum point to a given property's access / driveway and dividing by 10. The number shall be rounded to the nearest odd number for address site on the left side of the road and to the nearest even number for the right side. Any road name change would have to be registered.

Council to also consider what the name of the Richmond Croydon Road would be as part of a rural addressing project and the need to consult with Croydon Shire Council.

**OFFICER'S RECOMMENDATION**

*That Council: call the road between the grid and the water treatment plant the Woolgar Road.*

- *Discuss the rural addressing for the Woolgar Road and any surrounding streets or roads.*

**Budget & Resource Implications**

Nil

**Background**

Nil

**Consultation (Internal/External)**

Internal: Peta Mitchell – Director of Corporate Services

**Attachments**

Attachment A – Relevant sections from the AS/NZS 4819:2011

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Report prepared by **Peta Mitchell (Director of Corporate Services)**

## **Road Naming:**

### **2.4 Contiguous navigable road (p15)**

*A named road shall include only one section navigable by vehicle. Unconnected navigable sections, such as where separated by an unbridged stream, pedestrian segment, railing, etc. Shall be assigned separate road names.*

*The above requirements do not apply where the separate sections are:*

- a. Two sides of the same road separated by a median strip; or*
- b. Part of a classified high that is split by a section that is assigned a local name where it passes through a town or city.*

### **4.4.7 Duplication of road name (p17)**

*The name element of a road name, regardless of any difference in the road types, shall not be-*

- (a) the same as an existing road name'*
- (b) similar in spelling to an existing road name; or*
- (c) similar in sound to an existing road name,*

*where the existing road name is-*

- (i) in the same locality; or*
- (ii) in an adjoining locality; or*
- (iii) in the same local government area.*

## **Addressing:**

### **5.4.2 Unique address**

*Address numbers, when used in combination with their associated address components shall result in unique address.*

### **5.4.3 Clear and logical address**

*Address numbers shall be clear, logical, and unambiguous.*

#### **5.4.4 Address numbers sequential**

*Address numbering shall be sequential,*

#### **5.4.5 Address number integers**

*Address numbers shall be positive integers (no zero, preceding zero, fractions or decimals).*

#### **5.4.6 Address number prefixes**

*A Primary address number shall not include preceding alphabetical characters.*

#### **5.4.7 Addressing on each side of a road**

*Primary address sites on the left side of the road shall be numbered '1' at the datum point and increase sequential using odd numbers. Primary address sites on the right side of the road shall be numbered '2' at the datum point and increase sequential using even numbers, as shown in figure 5.3.*

*Where the opposite convention has been used throughout a defined area, it may continue to be used, provided that it does not extend beyond that area*

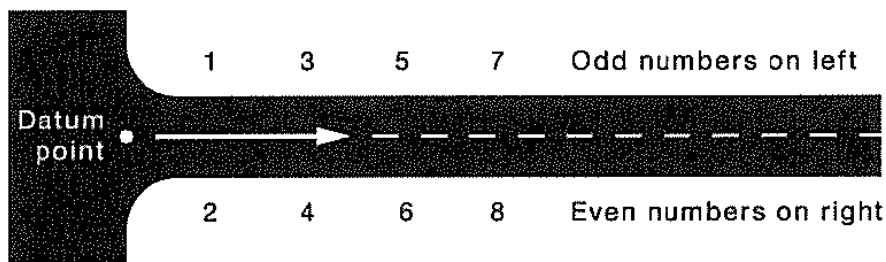


FIGURE 5.3 ODD NUMBERS ON LEFT AND EVEN NUMBERS ON RIGHT

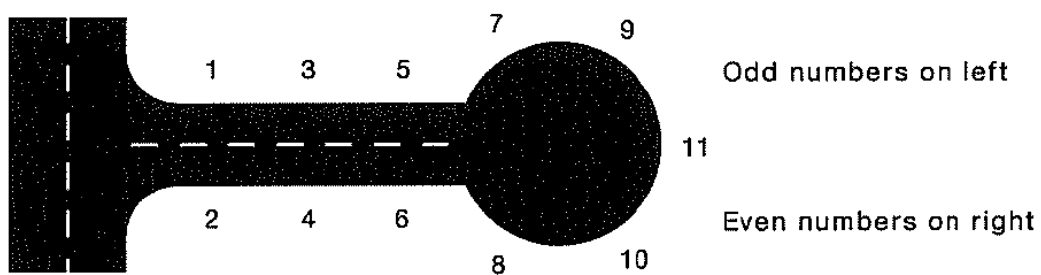


FIGURE 5.4 NUMBERING AROUND A CUL-DE-SAC

#### 5.4.8 Numbers unavailable – Use of suffixes

Where there are no address numbers available for an address site due to existing allocations, alpha suffixes shall be assigned; with the exception that address sites that share access should be treated as sub-address sites. Alpha suffixes shall start at A, be assigned incrementally, and shall not extend beyond E.

The physical order of suffixes should be in the same direction as the numbering of addresses on the road, as shown in Figure 5.5 or away from the main access, as shown in Figure 5.6.

Suffixes in same direction as numbers

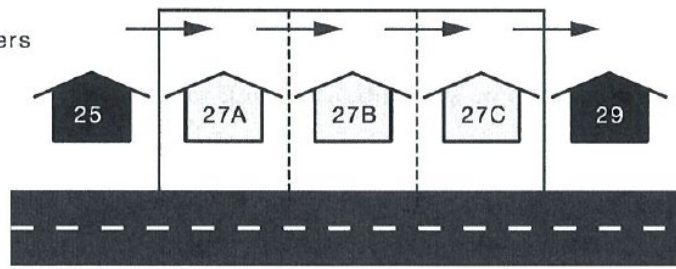


FIGURE 5.5 PHYSICAL ORDER OF SUFFIXES SAME AS NUMBERS

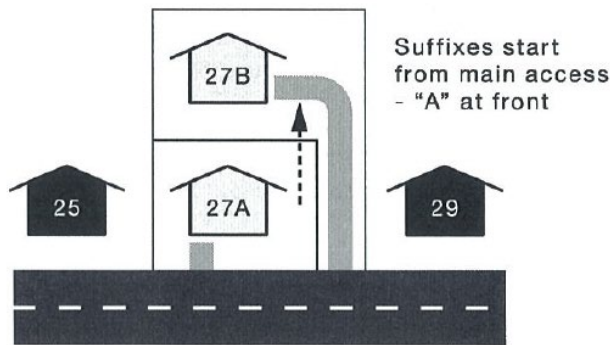


FIGURE 5.6 PHYSICAL ORDER OF SUFFIXES AWAY FROM ACCESS

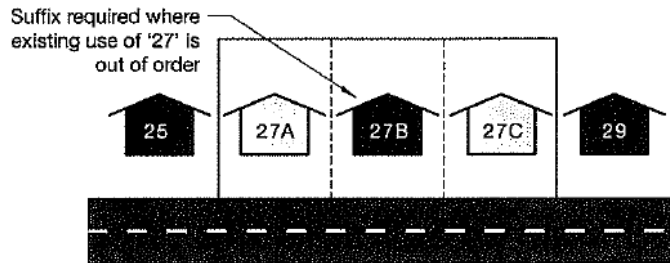


FIGURE 5.8 SUFFIX APPLIED TO EXISTING NUMBER OUT OF ORDER

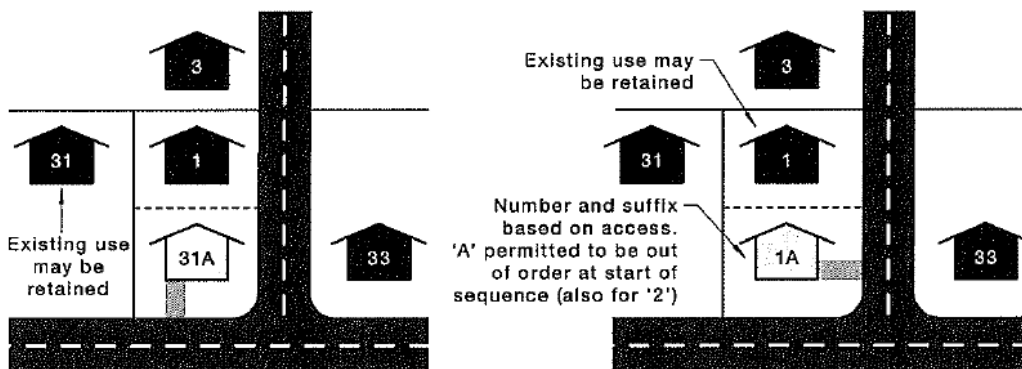


FIGURE 5.9 EXAMPLES OF SUFFIXES APPLIED TO CORNER SITES

## **5.6 Alternative Addresses**

### **5.6.1 Alternative addresses for primary address site**

*In addition to its main address, a primary address site may be assigned one or more alternative addresses where it has more than one access point. Examples include:*

- a) A corner site that has an access point on two roads.*
- b) A site that has dual frontage or a separate access lane.*
- c) A large site that has more than one access point on the same road.*
- d) A large complex that occupies an entire block with multiple access points.*

## **5.8 Urban Numbering Assignment**

### **5.8.1 Urban numbering Method**

*In urban areas address numbers shall be assigned sequentially taking into account existing and planned address sites.*

### **5.8.2 Reserving numbers**

*Address numbers should be held in reserve for address sites with wide frontages (large lots etc.) or where there is potential for infill development. The assigned number should be based on the likely layout of any future development. (For example, an address number may be assigned /reserved for every 10m of road frontage if further development is expected).*

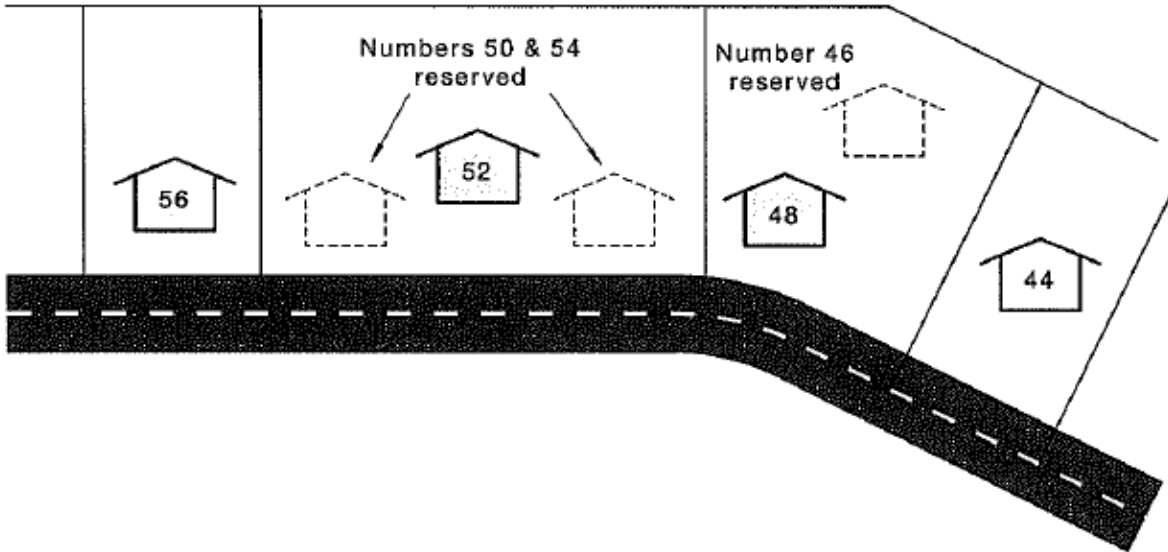
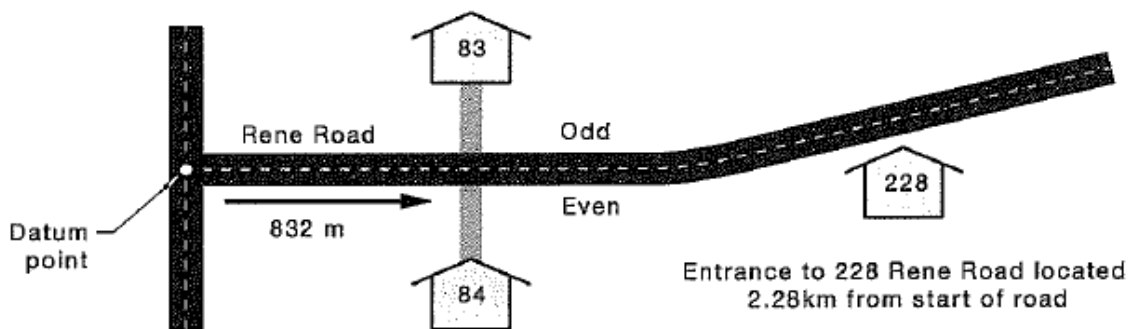


FIGURE 5.14 NUMBERS RESERVED FOR FUTURE DEVELOPMENT

### 5.9 Rural Numbering Assignment

#### 5.9.1 Distance – based address numbering method

The primary address site number in a rural area shall be determined by dividing the distance (in metres) from the road’s datum point to the access point by 10. The number shall be rounded to the nearest odd number for address site on the left side of the road and to the nearest even number for the right side.



NOTE: Using this method a unique number is available for each 20 m on each side of the road.

FIGURE 5.16 RURAL DISTANCE-BASED NUMBERING METHOD

#### 5.9.2 Rural address site without access point

Where a rural address site does not have an access point, a rural number within the range determined by the rural numbering method (see Clause 5.9.1) may be assigned. If an access point is subsequently created, a new rural number should be assigned to replace the previous number. The distance criteria may be varied subject to maintaining the overall integrity of the rural numbering method.

### 5.9.3 Address sites with narrow frontage or shared access

Where there are access points for multiple address sites within or across the minimum step intervals of 20m, the distance criteria may be varied subject to maintaining the overall integrity of the rural numbering system. Alternatively, suffixes may be added in accordance with Clause 5.4.8. See example in Figure

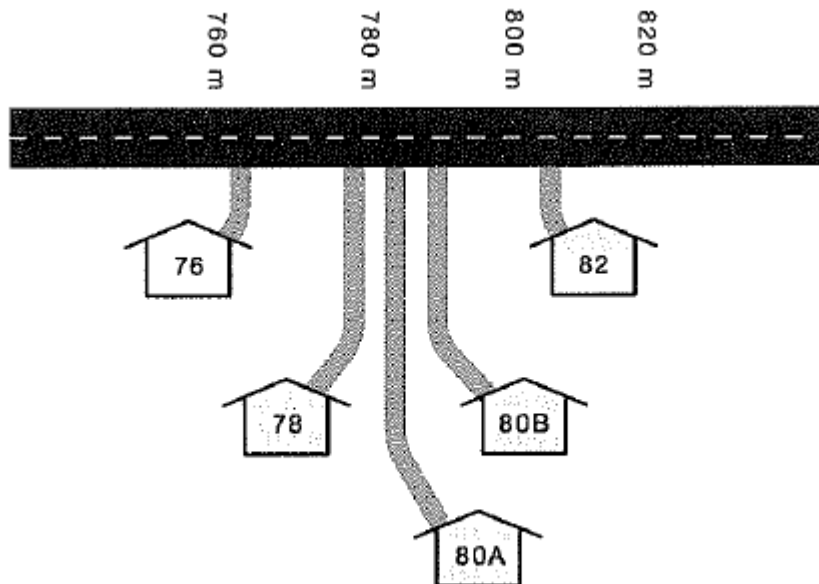


FIGURE 5.17 RURAL ADDRESSING FOR NARROW FRONTAGE

**Item 3.12 Scripture Union**

**EXECUTIVE SUMMARY**

Council has received an invoice from Scripture Union regarding the continued sponsorship of the Richmond State School chaplaincy program. Council has reduced the payment made from \$10,000 to \$5,000 in the previous financial year.

**OFFICER'S RECOMMENDATION**

*That Council: decide if continuing to support the chaplaincy program at Richmond State School.*

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**Budget & Resource Implications**

\$5,000.00

**Background**

Nil

**Consultation (Internal/External)**

Internal: Peta Mitchell – Director of Corporate Services

**Attachments**

Nil

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Report prepared by **Peta Mitchell (Director of Corporate Services)**