

**AGENDA of the
Portfolio Committee Meeting : Investment, Infrastructure & Tourism Portfolio
03 April 2024
(Also the agenda for the Mayoral Committee: 10 April 2024)**

**10.
INTENT TO CHANGE NAME OF GEOGRAPHICAL REGION – OVERSTRAND TO
“WHALE COAST” MUNICIPALITY**

**S Madikane
March 2024**

Director: Economic and Social Development

(028) 313 8066

1. Executive Summary

The purpose of the report is to inform Council on the process and regulatory environment in proposing a name change for the municipality.

2. Service Delivery and Budget Implementation Plan - IGNITE

Directorate: Economic, Social Development and Tourism

3. Compliance with Strategic Priorities

Provision of democratic, accountable and ethical governance
Promotion of economic and social development

4. Delegated Authority

Council

5. Legal Requirements

Local Government: Municipal Structures Act No117 of 1998 and Regulations
(Section 16 (3))

6. Background/Discussion/Evaluation/Conclusion

Background/Discussion

The Overstrand Council intends to propose to the Minister changing the name of the municipality from the “Overstrand” to the “Whale Coast” Municipality (first choice). Council must brainstorm an appropriate second choice to go with the application.

The Overstrand history as described by Wikipedia:

After the national elections of 1994 a process of local government transformation began, in which negotiations were held between the existing local authorities, political parties, and local community organisations. As an outcome of these negotiations, transitional local councils (TLCs) were created and the existing local authorities were

**AGENDA of the
Portfolio Committee Meeting : Investment, Infrastructure & Tourism Portfolio
03 April 2024
(Also the agenda for the Mayoral Committee: 10 April 2024)**

dissolved. In December 1994, the Greater Hermanus TLC replaced the Hermanus Municipality, the Onrusrivier Municipality, the Zwelihle Town Council, the management committees of Hawston and Mount Pleasant, and the local councils of Vermont and Sandbaai. In the same month the Gansbaai TLC replaced the Municipality for the Area of Gansbaai. In January 1995 Hangklip/Kleinmond TLC replaced Hangklip Municipality and the Municipality for the Area of Kleinmond, and the Stanford TLC replaced the Municipality of Stanford and the Stanford Management Committee.

At the local elections of December 2000 the TLCs and TRCs were dissolved, and the Overstrand Municipality was created as a single local authority incorporating both rural and urban areas.

Conclusion

Name change requires extensive consultations to ensure that citizens and stakeholders are adequately consulted. The process outlined in Annexure C but not limited to the points will be followed to ensure that every citizen is afforded an opportunity to voice out their concerns and vote for their preference.

To initiate the process Council must recommend in principle for the name change then follow the process as prescribe under Section 16 (3) read with 16 (1) of the Municipal Structures Act No 117 of 1998 and Regulations. This will be followed by the prescripts of the South African Geographic Names Council and the Provincial Geographic Names Committee. The decision by Council will only serve to acknowledge the process and provide the administration with the mandate to initiate the process further.

7. Financial Implications

Signage, letterheads, corporate identity, website, road sign boards across the Overstrand area and graphic design, etc will have to be financially catered for the implementation process. Budget to be determined.

8. Staff Implications

None

9. Comments from other Departments, Divisions and Administrations

Not applicable.

**AGENDA of the
Portfolio Committee Meeting : Investment, Infrastructure & Tourism Portfolio
03 April 2024
(Also the agenda for the Mayoral Committee: 10 April 2024)**

10. Annexures

- Annexure A : Application form and requisite information
- Annexure B : Handbook on geographical names
- Annexure C : Municipal Name Change Process and Other considerations
- Annexure D : Public Ward Committee meetings - dates
- Annexure E : Standard Operation Process / Procedure
- Annexure F : Rationale and Community Consultation
- Annexure G : Chronological steps to Name Change

RECOMMENDATION TO THE COUNCIL:

1. that Council take note and acknowledge the content of the report;
2. that Council approve in principle the initiation and implementation of the municipal name change process; and
3. that the Municipal Manager provide Council with realistic timelines and selects a team to undertake the process within 3 weeks.

RESPONSIBLE OFFICIAL :

D O'NEILL

TARGET DATE FOR IMPLEMENTATION :

AS PER THE SET TIMELINE

SOUTH AFRICAN GEOGRAPHICAL NAMES COUNCIL

 $\frac{1}{8}$

APPLICATION FOR PROPOSED NEW GEOGRAPHICAL NAME AND/OR CHANGE OF EXISTING GEOGRAPHICAL NAME.

FOR OFFICE USE ONLY:

Date:

Name approved by Minister:

NB: Use one form for each proposed feature to be named.

001	Proposed name	First choice	Whale Coast
		Second choice	Whale Route Walkerbay
002	(i) Give the meaning and the language from which the name has been derived?	The municipal area has for many years been the place of whales and has been renowned as the best land and boat whale watching destination. The name is in English. "A place of Whales"	
	(ii) Give the origin of the name if you know it. (e.g Gauteng - place of gold)		
003	For which feature is the proposed name intended? (e.g. a post office, railway station, town, township, suburb, mountain, bay, beach, cape, dam, gorge, hill, island, kloof, lake, neck, pan, pass, plain, ridge, river, stream, valley or vlei, settlement, village)	Bay	
004	In which Local, District Municipality and Province is the place situated?	WC032 -Overstrand Overberg District Western Province	
005	(i) How far and in what direction is the feature situated from the nearest town/magistrate's office (e.g. 15 km north-west of)?	Police Station situated 200 metres South West. Lat: 34d25'3.06" Long: 19d14'16.68	
	(ii) Indicate the geographical co-ordinates in latitudes and longitudes (if possible). Enclose an A2 size map.		
		First choice	Second choice
006	Is the proposed name of long standing (50 years or more), relatively new (10-50 years), or new (5 years or less)?	Relatively new	Relatively new

2/8

007	In the case of a proposed change of a name, give former name and reasons for the change.	Overstrand Municipality, the area is a tourist destination, and the economy is driven largely by tourism related sectors. The renaming aims to better capture the existence of this coastal paradise, where majestic Southern Right whales annually grace our shores during their migratory journey.
-----	--	--

008. Particulars of applicant

Name: _____

Address: _____

Tel.: _____

Fax: _____

E-mail: _____

Status of applicant
Official authority of individual or other applicant e.g. tribal authority, representing state department, Transnet, provincial government, Local Authority, private company, interest group, and other.

Signature: _____

Date: _____

009. Particulars of person and/or stakeholder who acted as informant who provided information regarding the name

(a) Name: _____

(b) Address: _____

Tel.: _____

Fax: _____

E-mail: _____

10. Recommended by Local Authority /Local Council

Signature: _____

Date: _____

Official stamp _____

11. Recommended by PGNC

Signature:

Date :

Official Stamp

Please send this form to:

The Secretariat
South African Geographical Names Council
Department of Arts and Culture
Private Bag X897
PRETORIA
0001

Tel.: (012) 441-3679
Fax: (012) 441 3673
Cell: 082 9067297
E-mail: Thulile.Mthembu@dac.gov.za

SOUTH AFRICAN GEOGRAPHICAL NAMES COUNCIL

APPLICATION FOR PROPOSED *NEW* GEOGRAPHICAL NAME AND/OR CHANGE OF EXISTING GEOGRAPHICAL NAME.

FOR OFFICE USE ONLY:

Name approved by Minister:

Date:

NB: Use one form for each proposed feature to be named.

001	Proposed name	First choice	
		Second choice	
002	(i) Give the meaning and the language from which the name has been derived?		
	(ii) Give the origin of the name if you know it. (e.g Gauteng - place of gold)		
003	For which feature is the proposed name intended? (e.g. a post office, railway station, town, township, suburb, mountain, bay, beach, cape, dam, gorge, hill, island, kloof, lake, neck, pan, pass, plain, ridge, river, stream, valley or vleij, settlement, village)		
004	In which Local, District Municipality and Province is the place situated?		
005	(i) How far and in what direction is the feature situated from the nearest town/magistrate's office (e.g. 15 km north-west of)?		
	(ii) Indicate the geographical co-ordinates in latitudes and longitudes (if possible). Enclose an A2 size map.		Lat : Long:
		First choice	Second choice
006	Is the proposed name of long standing (50 years or more), relatively new (10-50 years), or new (5 years or less)?		
007	In the case of a proposed change of a name, give former name and reasons for the change.		

5/8

008. Particulars of applicant

Name:

Address:

Tel.:

Fax

E-mail:

Status of applicant

Official authority of individual or other applicant e.g. tribal authority, representing state department, Transnet, provincial government, Local Authority, private company, interest group, and other.

Signature:

Date:

009. Particulars of person and/or stakeholder who acted as informant who provided information regarding the

name

(a) Name:

(b) Address:

Tel.:

Fax:

E-mail:

10. Recommended by Local Authority /Local Council

Signature:

Date :

Official stamp

11. Recommended by PGNC

Signature:

Date :

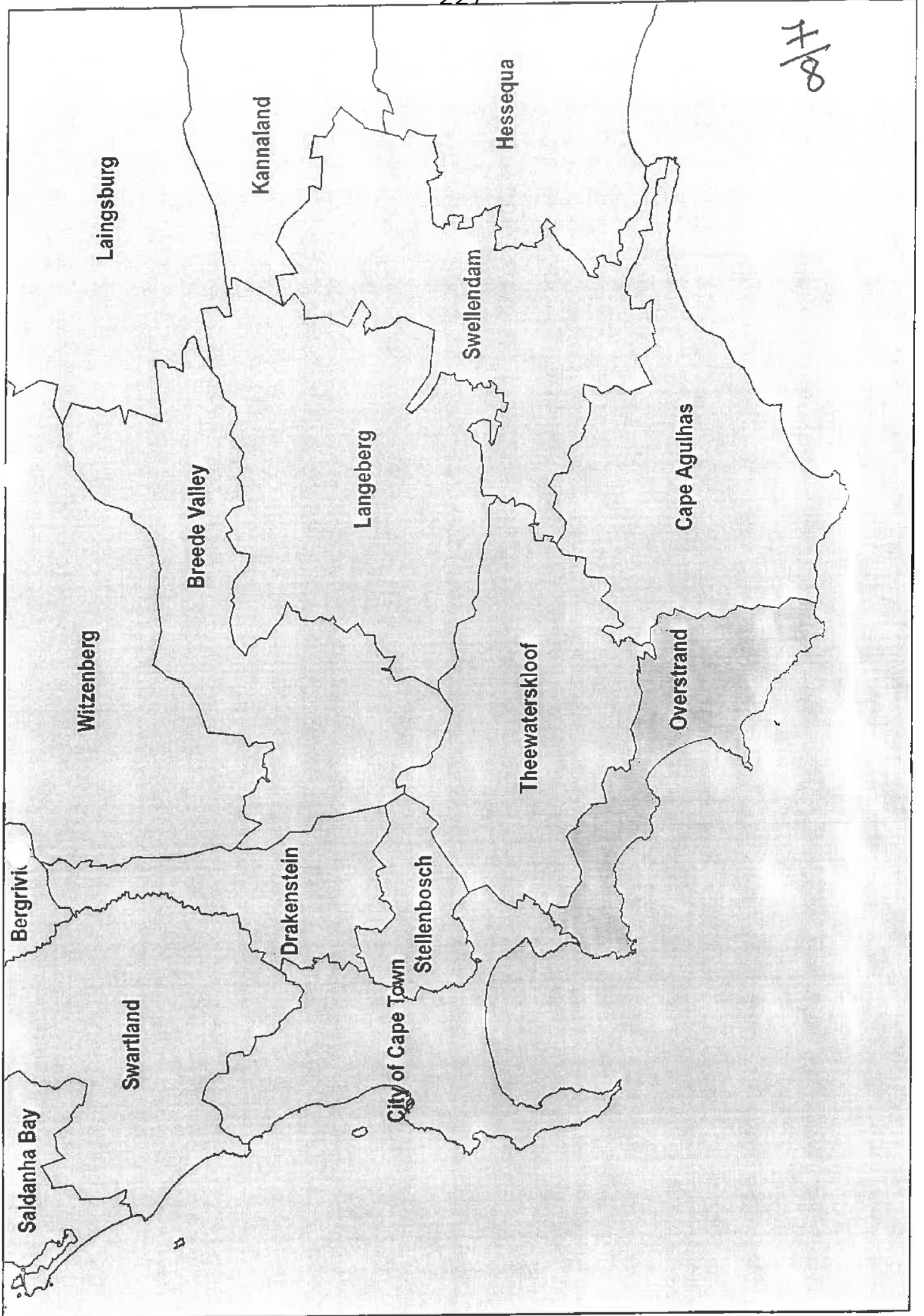
Official Stamp

Please send this form to:

The Secretariat
South African Geographical Names Council
Department of Arts and Culture
Private Bag X897
PRETORIA
0001

Tel.: (012) 441-3679
Fax: (012) 441 3673
Cell: 082 9067297
E-mail: Thulile.Mthembu@dac.gov.za

7/8



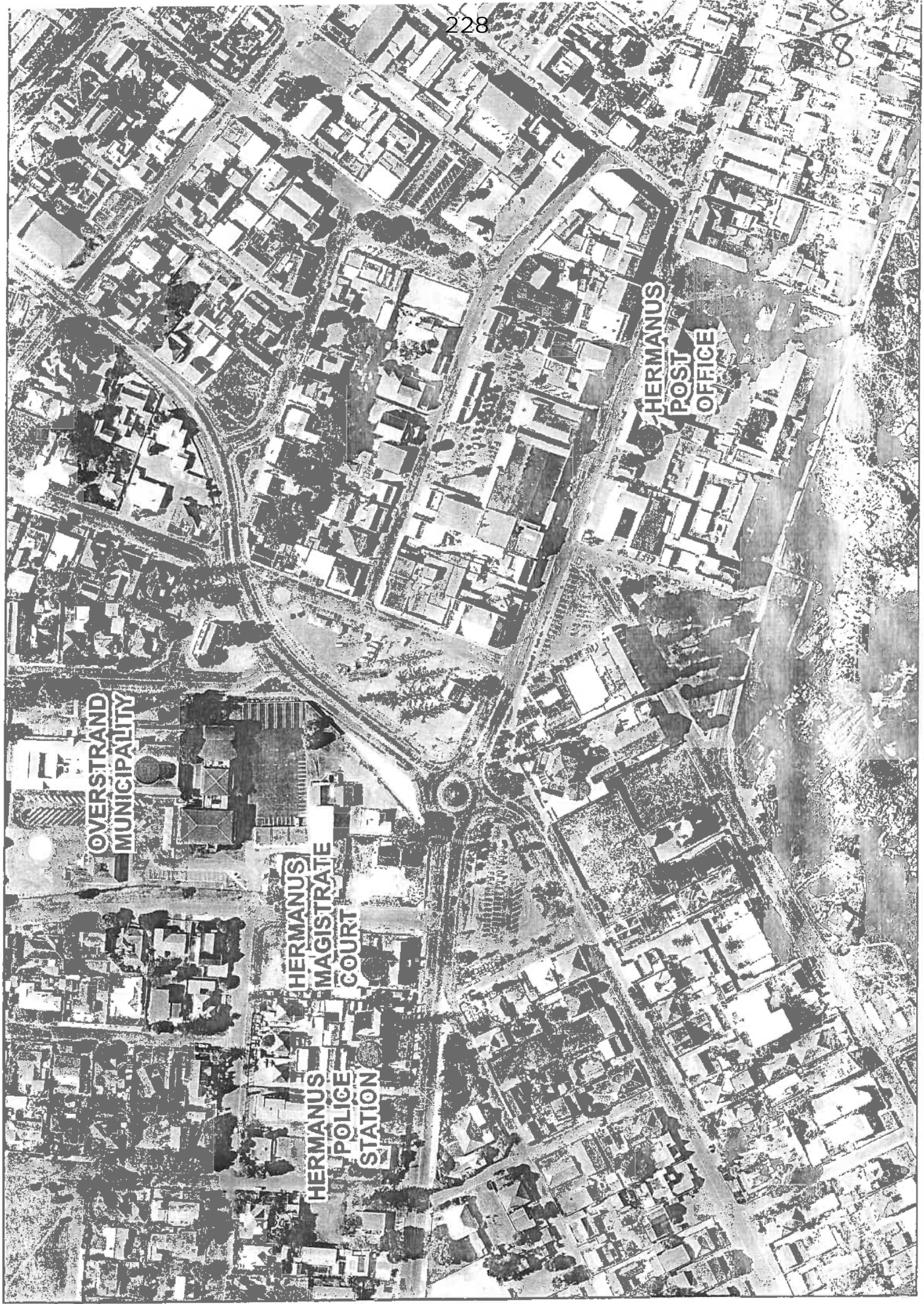
8/8

OVERSTRAND
MUNICIPALITY

HERMANUS
MAGISTRATE
COURT

HERMANUS
POLICE
STATION

HERMANUS
POST
OFFICE



A229x B 1/13

paecondevtourism

From: Anita Du Preez <Anita.DuPreez@westerncape.gov.za>
Sent: Wednesday, 28 February 2024 11:24
To: Solomzi Madikane
Cc: Anita Du Preez
Subject: RE: Overstrand Municipality proposed name change
Attachments: Handbook on Geographical Place Names.pdf; SA Geo Names Council Application form Eng.doc

Dear Solomzi Madikane

Trust all good. Please find attached the application form to be complete in full. In the meantime you need to have a broad public participation process since you want to change the name of a geographical region. Please also find the Handbook for information.

Contact me if you need more clarity, information

Kind regards

Anita du Preez
Museum Manager: Huguenot Memorial Museum Franschoek
Researcher: Geographical Names Services
Department of Cultural Affairs and Sport
Western Cape Government

Tel: Cell: 063 758 1623

Email: Anita.DuPreez@westerncape.gov.za

Website: www.westerncape.gov.za



**Western Cape
Government**

FOR YOU

POPIA Disclaimer

In terms of the Protection of Personal Information Act 2013 (POPIA), we process your personal information as needed to establish and maintain a business relationship with the department. Your personal information may be disclosed to third parties in the normal course of business or as needed to comply with law. A complete privacy notice is available on

<https://www.westerncape.gov.za/general-publication/privacy-notice-department-cultural-affairs-and-sport-respects-and-protects-your-privacy>.

From: Solomzi Madikane <smadikane@overstrand.gov.za>
Sent: Wednesday, February 28, 2024 11:12 AM
To: Anita Du Preez <Anita.DuPreez@westerncape.gov.za>
Cc: Dean O'Neill <mm@overstrand.gov.za>
Subject: Overstrand Municipality proposed name change

You don't often get email from smadikane@overstrand.gov.za. [Learn why this is important](#)

Dear Anita

The Overstrand municipality intends to follow a name change process can you please advise on a concise process to follow, can you also please send us the application form and any relevant information you can assist with.

Regards

Solomzi Madikane

Director: Economic, Social Development and Tourism

Cell: 083 594 9230

Tel: 028 313 8066

2/13



**Overstrand
Municipality**

A: 1 Magnolia Street,
Hermanus, 7200

P: P.O Box 20, Hermanus.
7200

T: +27 (0)28 313 8000 | **F:**
+27 (0)28 312
1894 <

E:
enquiries@overstrand.gov.za
W: www.overstrand.gov.za

ision Statement: "To be a centre of excellence for the community"

PRIVACY AND CONFIDENTIALITY DISCLAIMER: The Overstrand Municipality and Staff are committed to ensuring that it safeguards personal/private information of data subjects and to respect their right to privacy in accordance with the provisions of the South African Constitution, the Protection of Personal Information Act, 2013 (POIPA) and the Promotion of Access to Information Act, 2000 (PAIA).

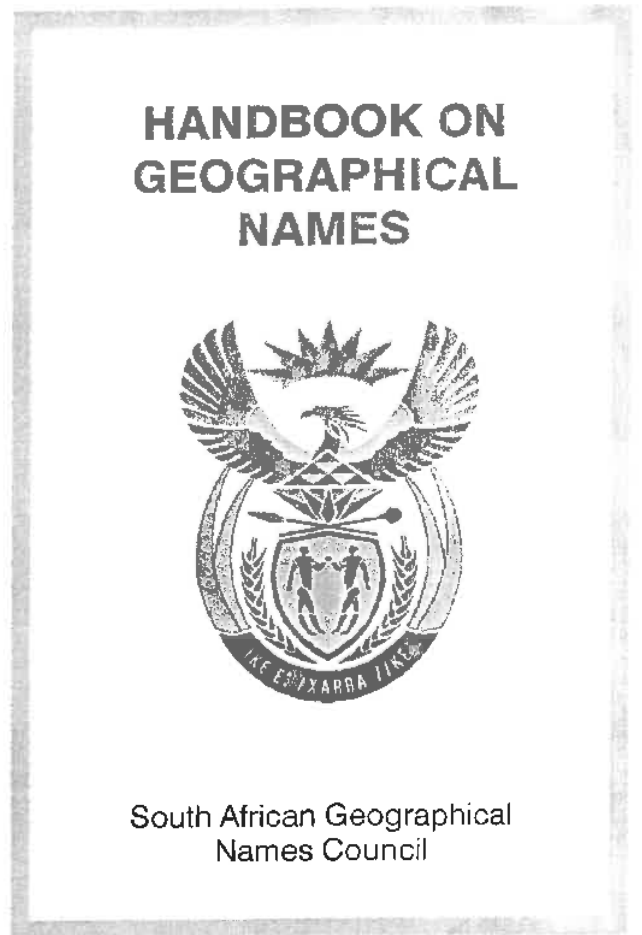
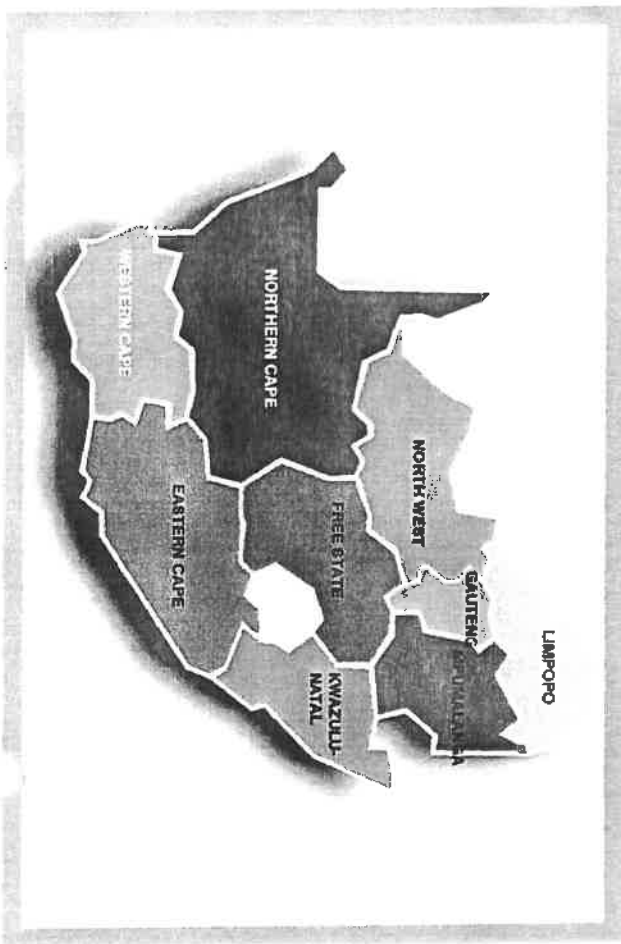
This email message contains information which may be confidential, personal, private, or privileged in nature and is intended solely for use by the recipient and others authorized to receive it for the specific purpose for which it was sent. If you are not the intended recipient, you are prohibited from using, misusing, disseminating, altering, forwarding, storing, or copying the information, and are hereby notified that such action in relation to the contents of this information is unlawful which may result in your being held liable arising out of your non-compliance. If you have received this message in error, please notify the sender immediately and delete and/or destroy the message from your system.

This email is subject to a disclaimer available [HERE](#), and which disclaimer includes a description of how any personal information that may be provided will be processed.

NOTICE: The Overstrand Municipality limits all e-mails, including attachments, to 35MB. Your message will not be delivered if it exceeds this limit. Please create a shorter message, remove attachments, or consult your system administrator if your message exceeds the limit. Please consider the environment before printing this correspondence.

"All views or opinions expressed in this electronic message and its attachments are the view of the sender and do not necessarily reflect the views and opinions of the Western Cape Government (the WCG). No employee of the WCG is entitled to conclude a binding contract on behalf of the WCG unless he/she is an accounting officer of the WCG, or his or her authorised representative. The information contained in this message and its attachments may be confidential or privileged and is for the use of the named recipient only, except where the sender specifically states otherwise. If you are not the intended recipient you may not copy or deliver this message to anyone."

3/13



4
13

South African Geographical Names Council
Department of Arts, Culture, Science and Technology

**Private Bag X195, Pretoria 0001
South Africa
Tel: (012) 337-8155 Fax: (012) 324-2119
E-mail:vt27@dacst5.pwv.gov.za**

Second edition
2002

Table of contents

What are geographical names?.....	1
What is the South African Geographical Names Council?.....	1
What does the SAGNC do?.....	1
What geographical names are covered by the SAGNC?.....	2
What geographical names fall outside the jurisdiction of the SAGNC?.....	2
Provincial Geographical Names Committees (PGNCs).....	2
Why geographical names should be standardised.....	3
Policies for standardisation.....	4
Principles for geographical names in South Africa.....	4
Recognition of names not previously approved.....	5
Can existing names be changed?.....	6
Who may apply for approval of a name?.....	8
How standardising is done.....	8
How to apply for approval of a geographical name.....	8
Assistance with application.....	10
Time span from application to approval.....	10
Specimen application form.....	11

5/13

MISSION

The mission of the South African Geographical Names Council is to standardise geographical names in South Africa; to redress, correct and transform the geographical naming system in South Africa.

What are geographical names?

They are the names of features on the earth that are natural, or manmade and adapted, and they can be populated or unpopulated.

What is the South African Geographical Names Council?

The South African Geographical Names Council (SAGNC) was established by the South African Geographical Names Council Act, 1998 (Act No. 118 of 1998), as the body responsible for standardising geographical names in South Africa. It is constituted by the Minister of Arts and Culture.

The SAGNC consists of experts in place names, the official languages and cultural history, as well as one representative from each province and representatives of the Chief Directorate of Surveys and Mapping, the SA Post Office, and the Pan South African Language Board.

The secretariat of the SAGNC is provided by the Department of Arts and Culture.

What does the SAGNC do?

- It establishes the policies and principles for the naming of geographical features in South Africa.
- It standardises the geographical names under its jurisdiction. To do this it determines the name to be applied to each geographical feature, and the written form of the name.
- It recommends standardised names to the Minister for approval. It receives and records approved geographical names and makes them known through publications and on the Internet. It raises

1. Council

2. PUBLIC PARTICIPATION

(Proof)

3. Courtesy to Minister "

- WHALE COAST
- Whale Coast route

IT



with the United Nations (UN), the UN Economic Commission for Africa, geographical names authorities of member nations of the UN, and other international agencies concerned with the standardisation of geographical names.

What geographical names are covered by the SAGNC?

- Geographical names of national concern including, but not limited to, towns, suburbs and any form of human settlement, post offices, railway stations, highways and government dams.
- Natural landforms, e.g. mountains, hills, rivers, streams, bays, headlands and points, islands, passes, 'poorts' and 'neks'.

What geographical names fall outside the jurisdiction of the SAGNC?

- Juristic names, i.e. the name of the country, the names of provinces and the names of local authorities.
- Features under the control of local authorities, e.g. streets, municipal buildings, squares, parks, cemeteries.
- Privately owned buildings and farms.
- Cadastral names (names of geographical areas used for the registration of land ownership).

Provincial Geographical Names Committees (PGNCs)

Provincial Geographical Names Committees are established in terms of section 2(2)(a) of the South African Geographical Names Council Act, 1998. They are established by the provincial department responsible for arts and culture after consultation with the SAGNC.

2

Functions of a Provincial Geographical Names Committee

- A PGNC is responsible for advising local authorities and working with them in ensuring that they apply the principles of the SAGNC to the names under their jurisdiction.
- A PGNC makes recommendations to the SAGNC on the names of geographical features that fall within its provincial boundaries. It should do preparatory work for the submission of names to the SAGNC, and is responsible for seeing to it that local communities and other stakeholders are adequately consulted.
- A PGNC liaises with the SAGNC on promoting research and ensuring that unrecorded names are collected.

Why geographical names should be standardised

- People tend to give the same name to different places.
- Names may sound the same or the spelling of one place name may be very close to that of another.
- Names can be spelled in different ways.
- In a multilingual country such as South Africa, places often have more than one name.

These situations lead to misunderstandings and confusion. In order to avoid this, geographical names are standardised by authorities throughout the world.

It is important to standardise names for the purpose of affirming a country's history and national identity, and for purposes such as trade and commerce, transportation, communications, regional and environmental planning, social services, science and technology, elections and censuses, tourism, disaster management and search-and-rescue operations, etc.

3

7/13

Those who prepare maps and gazetteers of geographical names, both nationally and internationally, depend on the geographical names authorities of countries to provide them with standardised names.

Policies for standardisation

Standardisation is based on:

- The current orthographic (spelling) rules of the languages from which the names are derived.
- The wishes of the local population provided they are not in conflict with the principles of the SAGNC.
- The historical use of the name.
- Redress, where a name is changed on the basis of historical considerations.
- United Nations resolutions on the standardisation of geographical names.
- Any other relevant factors which the SAGNC may identify.

Principles for geographical names in South Africa

The same policies and principles established by the SAGNC apply to all geographical names including those that do not fall under the direct jurisdiction of the SAGNC. Provincial Geographical Names Committees should ensure that local authorities are aware of these principles so that they can be applied to the names of streets and other features that fall under the jurisdiction of local authorities.

One name for one entity

Each individual feature or entity should have one official name.

Geographical names that should generally be avoided

- Names that have already been approved for other places in South Africa.
- Names of places in other countries, and names of countries.
- Names of which the spelling or pronunciation is so close to that of an existing name that confusion might result.
- Names that are blasphemous, indecent, offensive, vulgar, unaesthetic or embarrassing.
- Names that are discriminatory or derogatory as regards race, colour, creed, gender, political affiliation or other social factors.
- Names that are too long or clumsily compounded.
- Names consisting of a personal name only, without an additional generic element (such as "park").
- Names that may be regarded as an advertisement for a particular commercial product, service or firm.

Naming places after persons

- Names of living persons should generally be avoided.
- Geographical entities named after persons should be in accordance with the stature of the persons concerned (not, for instance, naming an obscure feature after a person of national importance).
- Written permission should, where possible, be obtained from the individual or the individual's family or heirs before that person's name is used.

Recognition of names not previously approved

Names which are already well established and in popular use may be submitted to the SAGNC. Names that have been approved by a parastatal body or the government of an independent state or self-

8/13

governing territory now reincorporated into South Africa may also be submitted.

Can existing names be changed?

Geographical names are part of the historical, cultural and linguistic heritage of the nation, which it is more desirable to preserve than destroy.

One of the objects of the SAGNC is to facilitate the transformation process for geographical names.

Application may be made for an existing geographical name to be changed if the applicant believes that it does not meet the policies and principles of the SAGNC. The application must be made on the same form that is used for new names, and should be accompanied by a detailed motivation and, where possible, supporting documents. Evidence must be provided that stakeholders have been consulted.

Some legitimate grounds for changing names

- A name may be objectionable because it replaced an existing name which certain people would like to see restored.
- Some linguistic modifications of names may be offensive.

Changes for the sake of standardisation

It may be necessary to make changes of the following kinds:

- When an existing name is granted official status, its form may have to be standardised (e. g. its spelling may have to be modernised).
- A decision will have to be taken regarding the relative status of alternative names. Where different spellings of the same name are used for different entities (such as a suburb and a post office, or a river and a town), the form should be standardised. The form

used for a particular entity should be fixed.

- The number of entities to which a particular name applies should be limited.

Categories of names likely to be submitted for change

The following are the most common cases in which changes might be proposed:

- A name which existed in the past but which is not at present officially recognised, and which it is now proposed to restore.
- An entity which has one or more official names, but for which other names exist, including informal names and translated or variant forms in other languages, which are not officially recognised, and which it is now proposed to recognise.
- An official name which is a modified form of a name from another language.
- Names which do not conform to the present orthography of the language concerned.
- Names which do not conform to the rules of writing names adopted by the SAGNC.
- Names which are dialectal forms.
- Names which are historically incorrect, either in spelling or factually.
- A place with an existing official name or names which it is nevertheless proposed to replace with a brand new name for political or cultural reasons.

Considerations to be taken into account when reviewing names

- Archives, oral tradition and other resources should be consulted.
- When consideration is given to whether an original name should

9
13

be restored, one factor to be taken into account may be that the original language in which the name was given may have disappeared, in which case the needs and convenience of present day society may be more important.

- It may be impossible to ascertain the correct form of the original name because its form in the language of origin (e.g. San and Khoi languages) is unknown.
- Certain legislation other than the SAGNC Act governs certain kinds of geographical names (i.e. the name of the country, names of provinces and local authorities, and cadastral names).

Who may apply for approval of a name?

All government departments, provincial governments, local authorities, the SA Post Office, property developers and any other body or person may apply.

How standardising is done

The SAGNC receives all applications for the approval of geographical names under its jurisdiction and ensures that proper consultation has taken place and that the name meets the Council's requirements in all respects.

The SAGNC takes the final decision on the form or forms of names and recommends them to the Minister.

Once a name has been approved by the Minister, that name has been standardised. It is then published in the *Government Gazette*.

How to apply for approval of a geographical name

Application forms are available from the SAGNC. (See specimen form

at the back of this handbook.) Applicants should take care to give all the required information on the application form. The following are especially important:

1. How far and in what direction the feature is situated from the nearest town/magistrate's office e.g. 15 km north-west of.
2. The geographical co-ordinates in latitude and longitude (if possible). An A4-size map should also be submitted if possible.
3. The direction and distance from the nearest magistrate's office must be specific, e. g. 15 km SE of.
4. The language of the name. If a name consists of different parts in more than one language, e.g. isiZulu plus English, state both.
5. Names should be written in upper and lower case letters, not all in capitals, to indicate where capital letters should be used, e.g. eMbalu or GaBosela.
6. The origin and meaning of the name. Historical aspects of a name, reference to a geographical feature, or naming in honour of a person should be detailed as comprehensively as possible. Oral traditions may be quoted from informants, and archival documents can be attached. It is not sufficient to say that something has been named after an existing feature such as a river; the meaning of the name should be given. If a name is taken from the name of a plant, the name and a description of the plant should be given, with its name in another language as well if possible.
7. Each application must give the details of the principal informant who suggested the name.
8. A second choice must also be given. It speeds the process if the SAGNC is given a second choice in case the first choice is unacceptable for some reason (such as duplication of a name that has already been approved).
9. Please use only the prescribed application form. (Do not retype.)
10. Supporting documents giving information about the name are welcome.
11. Submit the application form to the Tribal Authority and/or Local

0/13/10

Authority for signing or affixing of an official stamp and then send to the PGNC for consideration.

12. If sending a fax or e-mail, please back it up by sending the original signed documents by registered mail.

Assistance with application

The SAGNC would like members of local communities to be involved in naming. Where the public are unable to complete the application form, they may apply through their local authority to the Provincial Geographical Names Committee for assistance. The PGNC may in turn request assistance from the SAGNC, who may refer the matter to specialist researchers.

Time span from application to approval

The Council meets three times per year. As delays are often caused by incomplete or incorrect information on the application form, applicants should be aware that the standardisation of a name may be a lengthy process. Provision should be made in the planning process for a waiting period of at least three months and care should be taken to complete the application form as required in order to prevent an even longer delay.

Specimen application form
SOUTH AFRICAN GEOGRAPHICAL NAMES COUNCIL

APPLICATION FOR PROPOSED *NEW* GEOGRAPHICAL NAME
 AND/OR CHANGE OF EXISTING GEOGRAPHICAL NAME

FOR OFFICE USE ONLY:

Name approved by Minister: _____
Date: _____

NB: Use one form for each proposed feature to be named.

001	Proposed name	First choice	
		Second choice	
002	(i) Give the meaning and the language from which the name has been derived. (ii) Give the origin of the name if you know it. (e.g. Gauteng, Place of Gold)		
003	For which feature is the proposed name intended? (e.g. a post office, railway station, town, township, suburb, mountain, bay, beach, cape, dam, gorge, hill, island, kloof, lake, neck, pan, pass, plain, ridge, river, stream, valley or wet settlement or village)		
004	In which Magisterial District and Province is the place situated?		

SOUTH AFRICAN GEOGRAPHICAL NAMES COUNCIL

11/13

APPLICATION FOR PROPOSED NEW GEOGRAPHICAL NAME AND/OR CHANGE OF EXISTING GEOGRAPHICAL NAME.

FOR OFFICE USE ONLY:

Date:

Name approved by Minister:

NB: Use one form for each proposed feature to be named.

001	Proposed name	First choice	
		Second choice	
002	(i) Give the meaning and the language from which the name has been derived? (ii) Give the origin of the name if you know it. (e.g. Gauteng - place of gold)		
003	For which feature is the proposed name intended? (e.g. a post office, railway station, town, township, suburb, mountain, bay, beach, cape, dam, gorge, hill, island, kloof, lake, neck, pan, pass, plain, ridge, river, stream, valley or vlei, settlement, village)		
004	In which Local, District Municipality and Province is the place situated?		
005	(i) How far and in what direction is the feature situated from the nearest town/magistrate's office (e.g. 15 km north-west of)? (ii) Indicate the geographical co-ordinates in latitudes and longitudes (if possible). Enclose an A2 size map.		Lat : Long:
		First choice	Second choice
006	Is the proposed name of long standing (50 years or more), relatively new (10-50 years), or new (5 years or less)?		
007	In the case of a proposed change of a name, give former name and reasons for the change.		

12/13

008. Particulars of applicant

Name: _____

Address: _____

Tel.: _____

Fax _____

E-mail: _____

Status of applicant _____

Official authority of individual or other applicant e.g. tribal authority, representing state department, Transnet, provincial government, Local Authority, private company, interest group, and other.

Signature: _____

Date: _____

009. Particulars of person and/or stakeholder who acted as informant who provided information regarding the

name

(a) Name: _____

(b) Address: _____

Tel.: _____

Fax: _____

E-mail: _____

10. Recommended by Local Authority /Local Council

Signature: _____

Date : _____

Official stamp

11. Recommended by PGNC

Signature: _____

Date : _____

Official Stamp

13
/13**Please send this form to:**

The Secretariat
South African Geographical Names Council
Department of Arts and Culture
Private Bag X897
PRETORIA
0001

Tel.: (012) 441-3679
Fax: (012) 441 3673
Cell: 082 9067297
E-mail: Thulile.Mthembu@dac.gov.za

242
ADDY.C.

1
b

MUNICIPAL NAME CHANGE PROCESS AND OTHER CONSIDERATIONS

(2024/02/12) – TOURISM PORTFOLIO COMMITTEE

The Overstrand Municipality seeks to investigate a process used to propose a name change.

Local Government Structures Act No 117 of 1998 and Regulations provides for a process in terms of section 16(3) that need to be followed, read with Section 16(1) of the Act. As a start, it would be advisable for the Municipality to obtain a Council Resolution before it addresses correspondence to the MEC for Local Government.

1. What is the process when a municipality wants to change its name in South Africa?

When a municipality in South Africa wishes to change its name, there are specific procedures to follow. Here's a concise overview of the process:

1.1 Application Form Submission:

The applicant, who must be a South African citizen, completes a prescribed South African Geographical Names Council (SAGNC) application form.

This form includes details about the proposed new name, the origin and meaning of the name, and a second-choice name.

1.2 Submission to Provincial Geographical Names Committee (PGNC):

The completed application form is submitted to the relevant Provincial Geographical Names Committee (PGNC) in the province where the municipality is located.

The PGNC reviews the proposal and assesses its suitability.

1.3 Awareness Campaigns and Consultations:

The SAGNC conducts awareness campaigns to inform district municipalities and the PGNC about the process for changing names of streets, towns, and cities.

Public consultations may also be held to gather input from local communities and stakeholders².

1.4 Approval and Implementation:

If the proposal meets the necessary criteria and receives approval from the PGNC, the name change is officially recognized.

The municipality then updates its official records, signage, and communication materials to reflect the new name¹.

1.5 Public Communication:

The municipality communicates the name change to residents, businesses, and other relevant parties.

Public awareness campaigns help ensure that everyone is informed about the updated name.

Remember that the process involves collaboration between various authorities and community engagement to ensure transparency and inclusivity.

2/6

2. How long does it take to change a municipality's name?

The duration for changing a municipality's name in South Africa can vary based on several factors. However, here are some general considerations:

2.1 Application Processing Time:

The initial processing time involves submitting the application form to the relevant authorities, such as the Provincial Geographical Names Committee (PGNC).

This step may take a few weeks to a few months, depending on the workload and efficiency of the committee.

2.2 Consultation and Public Input:

Public consultations and awareness campaigns are crucial for community engagement.

The time required for these consultations depends on the municipality's size, population, and the level of public participation.

It can range from a few weeks to several months.

2.3 Approval and Implementation:

Once the proposal is approved by the PGNC, the municipality must update its official records, signage, and communication materials.

Implementation time varies based on administrative processes and resources available.

Typically, it may take a few months to complete this step.

2.4 Communication and Transition:

Informing residents, businesses, and other stakeholders about the name change is essential.

The duration for effective communication depends on the municipality's outreach efforts and responsiveness.

2.5 Overall Timeline:

In total, the entire process—from application submission to full implementation—can take several months to a year or more.

Remember that each case is unique, and unforeseen challenges may arise during the process. Patience, collaboration, and adherence to legal procedures are essential for a successful name change.

3/6

3. Can a municipality change its name to anything it wants?

In South Africa, while municipalities have the ability to propose name changes, there are specific guidelines and restrictions governing the process. Here are some key points:

3.1 Legislation and Approval:

The process of changing a municipality's name is regulated by the South African Geographical Names Council (SAGNC).

The council ensures that proposed names align with legal requirements and cultural sensitivity.

3.2 Criteria for New Names:

Municipalities cannot change their names arbitrarily. Proposed names must meet certain criteria:

Historical or Cultural Significance: The new name should have relevance to the area's history, culture, or heritage.

Inclusivity: Names should be inclusive and respectful of all communities within the municipality.

Avoiding Controversy: Offensive, divisive, or controversial names are not permitted.

3.3 Community Consultation:

Public participation is essential. Municipalities must engage with residents, stakeholders, and relevant organizations.

Consultations allow for input, feedback, and consensus-building.

3.4 Approval Process:

The proposed name change goes through various stages:

3.4.1 Local Level: The municipality initiates the process and gathers input.

3.4.2 Provincial Level: The Provincial Geographical Names Committee (PGNC) reviews the proposal.

3.4.3 National Level: The SAGNC evaluates the proposal and makes a final decision.

3.5 Implementation and Communication:

Once approved, the municipality updates official records, signage, and communication materials.

Public awareness campaigns inform residents of the new name.

3.6 Reasons for Name Changes:

Name changes may occur due to historical revision, political shifts, or cultural considerations.

Some municipalities choose to honor local heroes, celebrate diversity, or reflect post-apartheid transformations.

In summary, while municipalities have some flexibility, they must adhere to legal processes and consider community perspectives when changing names.

$$\frac{4}{6}$$

4 How often do municipalities change their names?

The frequency of municipalities changing their names in South Africa can vary significantly. Some municipalities undergo name changes more frequently due to historical, cultural, or political reasons, while others remain unchanged for long periods.

Here are some factors that influence how often name changes occur:

4.1 Historical Context:

Municipalities with deep historical ties may be less likely to change their names frequently.

However, post-apartheid South Africa has seen increased efforts to rename places to reflect the country's diverse heritage and address historical injustices.

4.2 Political Shifts:

Changes in political leadership or shifts in government priorities can lead to name changes.

New administrations may prioritize renaming to honor different figures or emphasize different aspects of local identity.

4.3 Cultural Considerations:

Cultural awareness and inclusivity play a role.

Some municipalities choose to adopt names that better represent the local community's cultural heritage.

4.4 Community Demands:

Public sentiment and community demand influence name changes.

Consultations with residents and stakeholders help determine whether a name change is necessary.

4.5 National Policies:

The South African Geographical Names Council (SAGNC) provides guidelines and oversight.

Name changes must align with legal requirements and cultural sensitivity.

4.6 Infrastructure and Communication Costs:

Changing names involves updating signage, official records, and communication materials.

The financial and logistical implications affect the frequency of changes.

In summary, while some municipalities undergo frequent name changes, others remain relatively stable. Each case is unique, and the decision to change a name involves a balance of historical context, community input, and practical considerations.

5/6

5 What is the most recent municipal name change in South Africa?

In 2023, several towns and villages in South Africa underwent name changes as part of the Department of Sports, Arts and Culture's initiative to transform geographical landmarks across the country. Here are some of the most recent municipal name changes.

Fort Beaufort: The town is now known as KwaMaqoma.

Somerset East: It has been renamed to KwaNojoli.

Brooksnek: The village is now called Ben Mbizweni.

Graaff-Reinet: The town has two proposed names: Robert Sobukwe or Fred Hufkie.

Adendorp: It is now referred to as Kwa Mseki Bishop Limba.

Aberdeen: The new name for this town is Camdeboo.

Nieu-Bethesda: It has been renamed to Kwa Noheleni.

Makhatlanyeng: The village is now known as Seqebuku.

Additionally, since 2019, the Eastern Cape province has witnessed 103 geographical name changes, including well-known transformations like Port Elizabeth to Gqeberha, Morgan's Bay to Gxarha, and Cradock to Nxuba. The process involves community consultations and adherence to legal guidelines.

Interestingly, the Department of Sports, Arts and Culture has also turned its attention to the Free State, where name changes have been slower due to municipalities prioritizing service delivery issues.

6 How do residents react to municipal name changes?

Residents' reactions to municipal name changes can be quite diverse, reflecting a mix of emotions, opinions, and perspectives. Let's explore some common reactions:

6.1 Embracing Change:

Positive Attitude: Some residents embrace the new name with enthusiasm. They see it as an opportunity to honor local heroes, celebrate cultural diversity, and move away from colonial or apartheid-era associations.

Pride: Residents who identify with the new name may feel a sense of pride and ownership over their community's identity.

6.2 Nostalgia and Resistance:

Nostalgia: Longtime residents often have deep emotional connections to the old name. They may reminisce about historical events or personal memories associated with it.

Resistance: Some individuals resist change due to sentimental reasons or fear of losing a familiar identity. They may view the renaming as unnecessary or disruptive.

PUBLIC WARD COMMITTEE MEETINGS - APRIL 2024

Ward	Day	Date	Time	Venue	Confirmation
1	Thursday	18-Apr-24	18:00	Community Hall, Stanford	
2	Wednesday	17-Apr-24	18:00	Community Hall, Masakhane	
3	Tuesday	09-Apr-24	18:00	Auditorium, Hermanus	M Moolman email 01/02/24 @ 10:29 + 05/02/24 @ 12:36
4	Tuesday	09-Apr-24	18:00	Auditorium, Hermanus	M Moolman email 01/02/24 @ 10:29 + 05/02/24 @ 12:36
5	Wednesday	10-Apr-24	18:00	Qhayiya School Hall, Zwelihle	N Daynti email 06/02/24 @ 10:38
6	Wednesday	10-Apr-24	18:00	Qhayiya School Hall, Zwelihle	N Daynti email 06/02/24 @ 10:38
7	Monday	08-Apr-24	18:00	Auditorium, Hermanus	M Moolman email 01/02/24 @ 10:29 + 05/02/24 @ 12:36
8	Monday	08-Apr-24	18:00	Auditorium, Hermanus	M Moolman email 01/02/24 @ 10:29 + 05/02/24 @ 12:36
9	Tuesday	16-Apr-24	18:00	Town Hall, Kleinmond	Karla Gerbert-Du Toit email 05/02/24 @ 08:10
10	Tuesday	16-Apr-24	18:00	Town Hall, Kleinmond	Karla Gerbert-Du Toit email 05/02/24 @ 08:10
11	Tuesday	15-Apr-24	18:00	Council Chambers, Gansbaai	
12	Wednesday	10-Apr-24	18:00	Qhayiya School Hall, Zwelihle	N Daynti email 06/02/24 @ 10:38
13	Monday	08-Apr-24	18:00	Auditorium, Hermanus	M Moolman email 01/02/24 @ 10:29 + 05/02/24 @ 12:36
14	Monday	15-Apr-24	18:00	Council Chambers, Gansbaai	

ANNEX D

2/2

<u>PLEASE NOTE:</u>	
WARD 1	SEPARATE
WARD 2	SEPARATE
WARDS 3 & 4	COMBINE
WARDS 5, 6 & 12	COMBINE
WARDS 7, 8 & 13	COMBINE
WARDS 9 & 10	COMBINE
WARDS 11 & 14	COMBINE



STANDARD OPERATION PROCESS / PROCEDURE
Applications (Version 24th of June 2022)

Phases	Activities	Status	Remarks
1. Application Process	1.1. The SAGNC Secretariat receives and accepts from a PGNC a compliant application form from state departments, statutory bodies, provincial departments, municipalities, other bodies or individuals proposing a new name and / or a change of an existing name.	✓	
	1.2. The SAGNC deals with names that fall within its jurisdiction.	✓	
	1.3. The applications to be considered are those received through the PGNCs.	✓	
	1.4. No applications older than 24 months shall be considered.	✓	
2. Consultation Process	2.1. Proof that the relevant local authority was consulted.	✓	
	2.2. Consultation process should be in terms of the Promotion of Administrative Justice Act of 2000 (Where the intention is to change a name is clearly stated and the community vote and / or comment on the proposed name application).	✓	
	2.3. In the case that there is no consensus, voting (voting methodology to be determined by meeting) needs to take place. It needs to be ensured that proper and meaningful public consultation takes place which includes but not limited to: (a) public notices, (b) attendance register, (c) local newspaper adverts, (d) local community radio stations. (PGNC Officials should not participate in the voting).	✓	

ANNEX E 250

4/1

F/103

	the meetings, supporting research, spatial information, letters of consent, proof of consultation.			
<p>4. SECRETAR- IAT</p>	<p>4.1. The secretariat checks the form on receipt, i.e. for correctness of the form, language spelling, coordinates and the attached relevant documentation like the attendance registers, stamps, etc.</p>		✓	
	<p>4.2. Where necessary, the Secretariat should flag selected issues that need further research by ERTCA before the proposed names could be considered.</p>		✓	
	<p>4.3. Where there are administrative gaps, the Secretariat should advise the PGNC to provide outstanding information before submitting to the SAGNC/ERTCA.</p>		✓	
	<p>4.4. When everything is in order, the secretariat may then submit the application forms to the SAGNC committee/ERTCA.</p>		✓	
<p>5. ERTCA / SAGNC PROCESS</p>	<p>5.1. The ERTCA committee checks the entire documentation submitted by the PGNC to the Secretariat for further processing.</p>			
	<p>5.2. When application forms are being verified by ERTCA, respective PGNC representative is expected to be part of the session to clarify where necessary.</p>			
	<p>5.3. Check whether relevant meetings took place; name is not a duplication of another feature in the immediate vicinity (20 kms radius); not offensive; lasify that it is in line with the Constitution of the country and the SAGNC Act and guidelines.</p>			
	<p>5.4. Ensure that objections were dealt with and there is evidence that the objectors were consulted adequately.</p>		✓	
	<p>5.5. The ERTCA committee may request additional information and/or advise the PGNC to revisit some of the undertaken process like consultations, provision of coordinates, language spellings, meanings and historical background of the proposed name, etc before presenting to the general SAGNC sitting for ratification.</p>		✓	

A
A

6. SAGNC PROCESS	6.1. When the SAGNC is satisfied with regards to the processes undertaken from the application stage up to the ERTCA verification stage, the SAGNC then recommend the proposed name to the Minister for approval and gazetted.	✓		
---------------------	--	---	--	--

COMMUNITY CONSULTATION PROCESS

a) REGISTERS TO BE PLACED AT ALL ADMINISTRATIVE OFFICES / MALLS / COMMUNITY HALLS

The Overstand Municipality, situated along the picturesque Atlantic coast between Cape Town and Cape Agulhas, has taken a significant step in its identity by officially adopting the name "Whale Coast Municipality." This decision reflects the region's unique natural beauty, its close connection to the ocean, and its commitment to sustainable tourism.

New Name: The **Overstand Municipality** will now be known as the **Whale Coast Municipality**.

- **Reason for Change:** The renaming aims to better capture the essence of this coastal paradise, where majestic southern right whales annually grace our shores during their migratory journey.
- **Geographical Context:** The Whale Coast Municipality encompasses the principal towns of Hermanus, Gansbaai, and Kleinmond within the larger Overberg District Municipality.
- **Tourism and Conservation:** The new name celebrates our region's rich marine biodiversity, pristine beaches, and vibrant communities. It also underscores our commitment to environmental stewardship and responsible tourism.
- **Collaboration:** To come to a final decision a consultative process, with input from local residents, businesses, and community leaders. We believe that the Whale Coast Municipality will resonate with both our residents and visitors.
- **Implementation:** The transition to the new name will be gradual, with official signage, communication materials, and administrative processes being updated once the approval is gazetted by the Minister.

Your vote counts!!

b) IT BASED VOTING

- Goggle forms (easy real time reporting)
- The Citizen app (QR code scanning)
- Social media (QR code scanning)

c) COMMUNITY CONSULTATIVE MEETINGS

- Attendance registers
- Ward based Budget/IDP consultations (schedule of dates attached).

- d) To ensure full representation and outreach, warm bodies will be allocated to all centrally located areas to encourage people to vote and garner as much response to legitimise the process.

NB: The consultation process must be thorough as possible to cast any doubt on the process and all formations must be included as affected parties.

CRONOLOGICAL STEPS TO MUNICIPAL NAME CHANGE

1. Application Form:

Obtain an application form for a Local Geographical Name Change (LGNC). You can get this form from the Local Geographical Names Committee (LGNC) or through the relevant municipal office.

Fill out the form with the required information, including the origin and meaning of the proposed name, as well as a second choice.

2. Public Consultation:

It's your responsibility to ensure prior public consultation with the communities affected by the name change.

Attach proof of these consultations to your application form when submitting it to the LGNC.

3. Review and Investigation:

Once your application is received, the ^{SOUTH AFRICAN} ~~Gauteng~~ Geographical Names Committee (GGNC) will review the proposed name changes.

If satisfied, the committee approves names of provincial importance and may refer the application to experts for further investigation.

4. Government Gazette Publication:

Once approved, the new name will be published in the Government Gazette.

Remember that this process applies to any names of features on the earth—whether natural or man-made—that can be occupied or unoccupied. It's essential to follow these steps diligently to ensure a successful municipal name change!

How to apply?

Application forms are obtainable from the Local Geographical Names Committee (LGNC) and through the relevant municipal office.

The applicant must submit the form with required information including the origin and the meaning of the name, and a second choice.

It is the responsibility of the applicant to ensure prior public consultation with communities and proof of these consultation must be attached and submitted with the application form to the LGNC.

Process for approval

Once the application is received, the ^{SOUTH AFRICAN} ~~Gauteng~~ Geographical National Committee (^{SA} ~~GGNC~~) checks the proposed name changes and may send it back or refer it to the experts for further investigation.

If satisfied with the application and its contents, the committee approves names of provincial importance and further recommends to the South African Geographical National Committee (SAGNC) should the application be of national importance.

If the SAGNC is satisfied with the application, the name change will be recommended to the Minister for approval. In South Africa, if you're interested in changing geographical names at the provincial level, here's how the process works:

Local Geographical Name Change (LGNC): Citizens can apply for a Local Geographical Name Change to be considered by the Provincial Geographical Names Committee (PGNC). This applies to any names of features on the earth—whether natural or man-made—that are adopted and can be occupied or unoccupied. The steps are as follows:

- Obtain an application form from the Local Geographical Names Committee (LGNC) or the relevant municipal office.
- Complete the form, providing information about the origin and meaning of the proposed name, along with a second choice.
- Ensure prior public consultation with communities and attach proof of these consultations to the application.
- The Provincial Geographical Names Committee (PGNC) reviews the proposed name changes and may refer them to experts for further investigation.
- If satisfied, the committee approves names of provincial importance and recommends them to the South African Geographical Names Committee (SAGNC) if they are of national importance.
- If the SAGNC approves, the name change is recommended to the Minister for final approval.
- Once approved, the new name is published in the Government Gazette.