Queensland Location Address Management Framework

SIG/2016/3333

Version 8.03

Last Reviewed   13/06/2019

Version History

Version	Date	Comments
8.01	10/10/2016	Planned revision for accuracy and currency. Minor amendments to reflect new template. Reference to DNRM website included.
8.02	13/02/2018	Minor amendments to reflect new department name.
8.03	13/06/2019	Inclusion of a Community Title Scheme paragraph as Section 5 and Geocoder reference added in Section 6.

Approval

Position	Name	Date
Executive Director	Steven Jacoby	24/06/2019

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1 Aim

Queensland Government's aim for addressing is for ***Queenslanders to have confidence in a single authoritative source of current and validated location address information that is readily available and accessible to government, business and the community.***

2 Description

A location address is used to describe the physical location of a property, i.e. any separately owned or occupied area of land, or each separately owned or occupied building or part of a building.

The Australian/New Zealand Standard AS/NZS 4819:2011(s 2.2.2) allows for components such as geocode and property name to be an attribute of a location address and describes the four core components of a location address:

- address number
- road name/island name
- suburb/locality name
- state/territory name

AS4590:2006, Interchange of Client Information sets out data requirements for the interchange of client information, including address and the *Australia Post Address Presentation Standard* outlines the correct format on how address information is placed on envelopes.

Accurate and consistent location addresses are vital to the successful delivery of government services such as energy and telecommunication distribution, emergency services, asset management, property valuations, and local government services. Private businesses also rely on accurate location addresses for delivery of their services.

The public usually bears the cost of incorrect or absent addressing through lost business or delays in government services such as emergency response. Local, state and federal governments are committed to improving addressing so that it is more consistent, reliable and accurate.

3 Purpose

The Queensland Location Addressing Management Framework 2017 defines a common approach to the creation, management and use of location address data in Queensland. It is targeted at state agencies and local governments in Queensland.

The aspirational state for a location address framework in Queensland is also articulated in this Framework.

4 Responsible authorities

Under Queensland's *Local Government Act 2009*, local governments are responsible for road naming, maintaining a roads register, and assigning address numbers on those roads (including roads in private estates and gated communities). In accordance with the Queensland *Transport Infrastructure Act 1994,* the Department of Transport and Main Roads (DTMR) is responsible for naming and recording state-controlled roads. Under the *Place Names Act 1994,* the Department of Natural Resources, Mines and Energy (DNRME), names and defines the boundaries of localities and suburbs (http://www.qld.gov.au/environment/land/place-names/).

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The Queensland Government recognises that location address data is a vital information resource to Queensland. Good information practices such as maintaining a point of truth or authoritative source for the address information needs to be managed. Therefore, DNRME coordinates the state addressing activities by collating a single state-wide authoritative quality location address dataset and making it readily available to the Queensland community from a single authoritative source.

5 Community Title Scheme Names

A property name is acceptable as a part of a location address (AS/NZS4819:2011 uses the term "address site name"). They can be a better known identifier than the street address alone. Property names are optional and often used independent of the address. Under the *Land Title Act 1994*, Community Title Schemes (CTS) are required to have a name recorded by the Registrar of Titles. The Registrar of Titles may refuse a proposed name because of duplication or if the name is considered *"undesirable".*

Some CTS names include address or lot number elements that infer the location address. This name may conflict with the approved location address of the property which can cause confusion and delays with emergency service response as well as mail and service delivery.

Therefore, when working with developers, local governments should not support them proposing Community Titles Scheme names that reference lot number or any location address.

6 Agreements

Legislation alone is not sufficient in defining responsibility for all aspects of location addressing. The responsible authorities work together to ensure location addresses are managed in a consistent and efficient manner.

The assumed responsibilities of each authority in delivering an effective location addressing framework for Queensland is described under the following key areas/functions:
- Assigning location addresses
- Managing location addresses
- Accessing location addresses

6.1 Assigning location addresses

Role	Authority
Define suburb and locality names and boundaries in consultation with local governments	DNRME
Name and record road names in relation to a locality	DTMR *(state-controlled roads)* Local government *(all other roads)*
Assign and record address numbers in relation to a road name	Local government
Assign a location address for all existing properties and as soon as possible after a new property is first created/planned	Local government
Record the address number, road name, and locality/suburb as a location address and maintain this in a point of truth register of location addresses. *Includes addresses on private roads and state controlled roads.* *Individual land parcels do not always reflect a single dwelling.*	Local government

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For example, high-rise apartments and many private estates are on one land parcel.	
So, to ensure effective services, location addresses have to be assigned to <u>each dwelling</u> in a high-rise apartment or private estate.	
Conversely, a rural property with one address may encompass one or more land parcels.	
So, <u>one</u> location address has to be assigned to a rural property - not each land parcel that makes up the property.	

6.2 Managing location addresses

Role	Authority
Consult with the public on any possible changes to location address	Local government
Manage the point of truth register to record any location address change *Only local governments can change location addresses which they have originally assigned.* *A change in location address includes a change to the road number, road name or locality component of the location address.*	Local government
Manage a central register of location addresses as supplied by local governments for distribution to third parties *In order for DNRME to effectively maintain a comprehensive, up-to-date location address register for the State, it needs to obtain current location addresses from each local government, for the primary access point of every occupied property.*	DNRME
Manage a central register of roads as supplied by local governments and DTMR for distribution to third parties	DNRME
Advise the public about changes to their location address	Local government
Handle public enquiries about changes to location addresses	Local government
Consult with local governments on suburb or locality boundary changes *Locality boundary changes by DNRME may impact on the recording of road names and location addresses by local governments.*	DNRME
Consult with local governments on planning schemes and future development to enable an effective decision on suburb/locality changes	DNRME

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6.3 Accessing location addresses

Role	Authority
Supply regular updates of location addresses to DNRME	Local government
Supply regular updates from their roads register to DNRME	DTMR *(state-controlled roads)* Local government *(all other roads)*
Extract data from their central register and submit to the Geocoded National Address File (G-NAF) - the authoritative geo-coded address index for Australia. *Each address in G-NAF is linked to a unique geo-code (that is, the specific latitude and longitude of the address). G-NAF is used widely by private and government agencies across Australia.*	DNRME
Manage the Queensland Geocoder. *This application enables users to check addresses or change a physical address into a geographic coordinate (or vice versa)*	DNRME

7   Aspirational state of location addressing

The aspirational state of location addressing in Queensland is reached when:

Assigning location addressing

- An officially assigned unique location address is assigned for every 'property' in Queensland, where a 'property' is defined as '*a separately owned or occupied area of land, or each separately owned or occupied building or part of a building*'[1].

- Location addresses are assigned as early as possible in the development process.

- All private roads have address allocation and approved naming by local government.

- All location addresses have at least one geo-code. *(The geocode represents the centre of the dwelling or the centre of the area of land or the point of the entry to a rural property.)*

- Rural addressing is implemented and in maintenance mode by all local governments.

- Suburb and locality boundaries are well defined and understood.

- Streets and roads are named and defined (no ambiguity between data sources).

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[1]   from AS/NZS4819:2011 s 5.3.1

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Managing location addresses

- Custodianship responsibilities are fully established for location address information.

- Location addresses are recorded in the authoritative state-wide dataset within 2 days of their official allocation, providing a point of truth for addressing data in Queensland.

- Effective address validation processes are available through the address geocoder service. (https://geocode.information.qld.gov.au/)

- Geo-coded National Address File (GNAF) is updated and validated.

- A public feedback process is established as a way to identify potential issues with the authoritative address information.

Accessing location addresses

- Location address information is readily available and easily accessible by users through the address geocoder service.

- Authoritative location addressing information is used for mobile location services and satellite navigation systems.

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Annexure

The following enablers are in place to assist with data management, custodial responsibilities and to ensure that data is made available to clients under defined terms and conditions.

Related Legislation

- *Local Government Act 2009*
- *Place Names Act 1994*
- *Land Title Act 1994*
- Relevant local government regulation and laws

Related Standards

- **National Address Management Framework (NAMF)**
  This document provides an overview of current address management issues and a recommendation for the development of a single authoritative Address Data Set for Australia. ANZLIC – NAMF

  The NAMF is a national, co-ordinated approach to address management using a consistent, standards-based framework. It guides the process for verifying addresses and provides a standard for exchange of address data. NAMF is based on the Australian Standard AS4590/2006 Interchange of Client Information.

  Australian state and federal departments and agencies use NAMF, resulting in a decrease in the cost of address data management and exchange; increased accuracy of address data information; greater interoperability between governments and improved quality of service to the community.

  The ultimate aim of NAMF is to provide a unique address where one address equals one location. Compliance to the National Address Management Framework was ratified by all states and territories through the Council of Australian Government (COAG) in December 2008.

- **AS4590:2006, Interchange of Client Information**
  This standard supports seamless exchange of information. It sets out data requirements for the interchange of client information, including address. Section 5 of the standard covers address details.
  http://infostore.saiglobal.com/store/

- **AS/NZS 4819:2011, Geographic Information - Rural and Urban Addressing**
  This standard establishes the requirements and guidelines for rural and urban addressing and outlines best practice in address data management. All location address allocation and management should comply with this standard
  http://infostore.saiglobal.com/store/

- **Australia Post Address Presentation Standard**
  This standard outlines the correct format for addresses to be presented on letters, or the way in which address information is placed on envelopes. Auspost correct addressing standard

8 Keywords

qsic; location; address; suburb; locality

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