Appendix 1

Policy on Street Naming and Numbering

Document Control			
Policy Owner	Director of Public Health & Infrastructure		
Policy Author	Director of Public Health & Infrastructure		
Version	Version 2		
Consultation	Senior Management Team Yes / No Trade Unions Yes / No		
Equality Screened by	Principal Building Control Officer	**Date**	27/04/21
Equality Impact Assessment	N/A	**Date**	
Good Relations			
Approved By	Environment Committee	**Date**	11/05/21
Adopted By	Council	**Date**	
Review Date		**By Whom**	
Circulation	Councillors, Staff		
Document Linkages			

Contents Page

Paragraph	Description	Page Number
1.0	Introduction	
2.0	Policy Aim & Objectives	
3.0	Policy Scope	
4.0	Linkage to Corporate Plan	
5.0	Naming of new Streets	
6.0	Renaming Existing Streets	
7.0	Roles & Responsibilities	
8.0	Impact Assessments • Equality Screening & Rural Needs Impact • Staff & Financial Resources	
9.0	Support & Advice	
10.0	Communication	
11.0	Monitoring & Review Arrangements	

Appendices	Description	Page Number
A	Article 11 of the Local Government (Miscellaneous Provisions) (NI) Order 1995	
B	Naming of New Streets and Housing Developments: *Procedure*	
C	Renaming Existing Streets: *Procedures*	

1.0 **INTRODUCTION**

1.1 Mid Ulster District Council resolved that a policy and associated procedures be developed to guide the Council in accordance with the provisions of Article 11 of the Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1995("the 1995 Order"), referenced in Appendix A to this policy, on;

(i) Naming of New Streets and Housing Developments;
(ii) Renaming and Re-numbering existing streets

2.0 Policy Aim & Objectives

2.1 **Policy Aim**: To ensure the naming of New Streets and Housing Developments is delivered in a fair, equitable and consistent manner.

2.2 **Policy Objectives:**

- To facilitate Mid Ulster District Council in meeting its statutory obligations with regard to local government Street Naming requirements

- To confirm the mechanism and process by which Mid Ulster District Council will name new streets and housing developments

- To provide residents with a process whereby they may request the renaming of their street

- To ensure street names are reflective of localities within which they are being proposed and engagement of all affected residents of streets where requests have been received to rename

3.0 Policy Scope and Legislative Framework

3.1 This policy relates specifically to the naming of New Streets/ Housing Developments and processing requests for the erection of nameplates expressing the name of the street in a language other than English. The statutory basis for this policy is contained within Article 11 of the 1995 Order.

3.2 This legislation empowers Council to authorise the naming of streets within its respective District. The 1995 Order provides for street naming, street numbering and the provision of street signs. It also provides the Council with a discretionary power to erect dual language street signs or second nameplates in a language other than English via Section 1a and 1b. A copy of the relevant statute is included in Appendix A.

Interpretation and Definitions

3.3 For purposes of this Policy the following interpretation/ definitions apply as set out within the 1995 Order:

- Nameplate - defined as a means of 'signifying a name in writing'

- Street - defined as 'any road, square, court, alley, passage or lane'.

4.0 Linkage to Corporate Plan

4.1 Referring to Mid Ulster District Council's Corporate Plan 2015-2019, this policy contributes toward the delivery of Corporate Theme 1 *Delivering for Our People.*

5.0 Naming of New Streets

5.1 Proposals for new Street names linked to traditional place names will be favorably considered and that if such a place name is traditionally in a language other than English, that name may also be considered as the name by which that place may be known. The procedure that will apply in relation to proposal under this [policy] is contained in Appendix [B]. Building names are not controlled by statute and do not form part of this Policy.

5.2 Criteria - General

To maintain the heritage and identity of the area administered by Mid Ulster District Council in naming a new Street and/ or Housing Development the following criteria shall be adhered to. The name chosen shall;

1. Reflect the local townland name, or a local geographical/ topographical, social or historical feature.

2. The name shall not use the townland name within which the street and/ or the housing development is situated. The townland name shall still form part of the postal address.

3. The name should not mark any historical or political event or any individual or family, living or deceased.

4. The prefix of the name can only be the same as an existing Street or Road name prefix in the locality if it is accessed from that street or road.

5. To avoid confusion over addresses the name should not sound similar to an existing Street or Road name in that District Electoral Area.

6. The erected nameplate shall express the name in English; and may express that name in any other language other than English in accordance with Article 11 of the 1995 Order.

7. Although not prescriptive or exhaustive the running order/hierarchy for Street naming should follow an easily understood pattern, for example:

    - Road–Street–Avenue–Mews–Drive–Lane–Close–Alley

6.0 Renaming and Renumbering Existing Streets

6.1 Provision shall be made for the renaming and renumbering of existing Streets within the Mid Ulster District Council area, where instances as noted in 7.2 below require that that this be undertaken to maintain a consistent approach to street naming. The 1995 Order empowers Council to authorise Street names within the area they administer. The procedure that will apply in relation to a proposal under this policy is contained in Appendix C.

6.2 Criteria - General

The renaming or renumbering of an existing street shall normally only be considered;

- To remove similar or the same street name in the immediate locality
- Where a street name has been 'lost'
- To correct an incorrectly spelt name
- If emergency services have reported problems in identifying and locating the street
- If postal services or other statutory agencies has reported problems in identifying and locating the street
- Where a request has been received by the Council and signed by not less than 50% of the occupiers of a street to which a change is being sought. This would be based on 1 occupier per premises on the relevant street

7.0 Roles and Responsibilities

7.1 **Director of Public Health and Infrastructure:** shall have responsibility for implementation of this policy by Mid Ulster District Council, through the Building Control Service.

7.2 **Building Control Service:** shall be responsible for implementing arrangements to administer; (i) requests to name New Streets and Housing Developments and (ii) requests to rename existing Streets.

8.0 Impact Assessments

8.1.1 Equality Screening & Impact

8.1.1 This policy has been subject to equality screening in accordance with the Council's equality scheme screening process. It has been 'screened out' for an Equality Impact Assessment.

8.2 Rural Needs Impact

8.2.1 This policy has been subjected to a rural needs impact assessment and thus can demonstrate regard to rural needs when delivering this public service.

8.3 Staff & Financial Resources

8.3.1 No issues have been identified which will impact on the delivery of Council business as a result of this policy being implemented. Valid requests for determination will be brought to attention of Committee.

9.0 Support and Advice

9.1 Advice and guidance on the implementation of this should be sought from the Head of Building Control

10.0 Communication

10.1 The Building Control Service within the Public Health & Infrastructure Department of Council is responsible for the communication, delivery and adherence to this policy

11.0 Monitoring and Review Arrangements

11.1 Implementation of this policy will be routinely monitored and a formal review undertaken 4 years from its effective commencement date.

Appendix A
Article 11, Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1995

Street names and numbering of buildings

Powers of councils in relation to street names and numbering of buildings

11.—(1) A council may erect at or near each end, corner or entrance of any street in its district a nameplate showing the name of the street; and a nameplate erected under this paragraph—

(a) shall express the name of the street in English; and
(b) may express that name in any other language

(2) A council may, immediately adjacent to a nameplate erected under paragraph (1) which expresses the name of a street in English only, erect a second nameplate expressing the name of the street in a language other than English.

(3) Neither this Article nor anything done by a council thereunder authorises or requires the use of the name of a street expressed in a language other than English as, or as part of—

(a) the address of any person; or

(b) the description of any land; for

the purposes of any statutory provision.

(4) In deciding whether and, if so, how to exercise its powers under paragraph (1)(b) or (2) in relation to any street, a council shall have regard to any views on the matter expressed by the occupiers of premises in that street.

(5) Any person who—

(a) obscures, pulls down or defaces any nameplate erected under paragraph (1) or (2);

(b) erects in any street any nameplate showing as the name of the street a name different from that in any nameplate erected in the street under paragraph (1) or (2); or

(c) erects in any street any nameplate purporting to show the name of the street, without the authorisation of the council for the district in which the street is situated,

shall be guilty of an offence and liable on summary conviction to a fine not exceeding level 2 on the standard scale.

(6) Where a council has exercised its powers under paragraph (1) in relation to any street, the occupier of each house or other building in that street shall ensure that that house or building is at all times marked with such number as the council may approve for the purposes of this Article.

(7) Where a person fails to comply with paragraph (6) the council may serve on him a notice requiring him to comply with that paragraph within 7 days from the date of service of the notice.

(8) A person who fails to comply with a notice served on him under paragraph (7) shall be guilty of an offence and liable on summary conviction to a fine not exceeding level 2 on the standard scale.

(9) Where a person fails to comply with a notice served on him under paragraph (7) in respect of any house or other building, the council may itself do anything which he has failed to do and may recover from that person summarily as a civil debt any expenses thereby reasonably incurred by it.

(10) In this Article—

"nameplate" includes any means of signifying a name in writing; "street" includes any road, square, court, alley, passage or lane.

(11) The power of a council to erect a nameplate under paragraph (1) or (2) includes power—

(a) to erect it on any building or in such other manner as the council thinks fit; and

(b) to cause it to be erected by any person authorised in that behalf by the council.

(12) The following statutory provisions shall cease to have effect, namely—

(a) sections 64 and 65 of the Towns Improvement Clauses Act 1847[F6];

(b) in section 38 of the Towns Improvement (Ireland) Act 1854[F7] the words "naming the streets and numbering the houses and also so much thereof as relates to";

(c) section 21 of the Public Health Acts Amendment Act 1907[F8];

(d) section 19 of the Public Health and Local Government (Miscellaneous Provisions) Act (Northern Ireland) 1949[F9]; and

(e) so much of any local Act as relates to the naming of streets or the numbering of houses or buildings;

Appendix B
Naming of New Streets and Housing Developments: *Procedure*

1. Developers should submit an application for a new Street/ Development naming to the Council's Building Control service within the Public Health and Infrastructure Department ("the Department") before any promotional activity on the sale of properties commences.

2. The applicant should recommend at least 2 but no more than 3 names per street for consideration, outlining how they consider the proposed names comply with the criteria referred to within Section 5.2 above. To ensure compliance, applicants should consider contacting local historical/community groups where available, which may be beneficial on receiving advice on names which would be relevant for proposed names of a new road/street in the locality.

3. If the Department determines that the name(s) does not conform to the criteria within 5.2 of this Policy, the developer/applicant will be informed of this and asked to submit an alternative name(s) and/or written representations as to why they disagree. When the Council receives an alternative name(s) and the Council Officer deems that it meets the criteria then it will be recommended to the Council's Environment Committee for consideration.

4. If the developer/applicant is not in agreement with the Department's evaluation they can make written representations which will be considered at the next available meeting of the Environment Committee.

5. The developer/ applicant will be informed of the approved name following approval of the Environment Committee minutes at the next available Council meeting of Mid Ulster District Council

6. Should the Committee not accept any of the presented options the applicant/ developer will be informed of the Council's decision

7. If following the non-acceptance of a proposed name the applicant/ developer does not resubmit an alternative name to the Council within 8 weeks of the date of the decision letter, the Council may identify a name and notify the applicant/ developer of their intention to approve that name. The Council shall allow four weeks to elapse from the date of the notification of the name before presenting it to the next available Environment Committee

8. If a street name has been approved by the Council it shall not be considered for change within 6 months from the date of approval, unless in accordance with the Council's Standing Orders.

9. Names shall be shown on nameplates which will include the townland where relevant and erected in line with current Guidance.

10. New buildings will be allocated numbers consecutively with odd numbers to the right hand side and even numbers to the left hand side.

Appendix C
Renaming Existing Street Name: Procedures

This procedure provides guidelines for the procedure for renaming of existing street/road names which the 1995 Order empowers councils to authorise. The following procedure for canvassing the views of occupiers and the criteria to be applied in deciding whether to rename a street with an alternative in English shall be:

1. Upon receipt of a petition, signed by not less than 50% of the householders (based on one resident per household over the age of 18) of the street/road ("a Petition") the Council will consider a survey of the street/road in relation to the desired name change and reason for same.

2. The proposed name must meet the criteria set down in this policy for the naming of New Streets, as detailed within 5.2 of this policy.

3. If the Department considers the new name meets the criteria, approval to undertake the survey will be sought from the Environment Committee.

4. The Council will survey, by post, to the occupier(s) of each of the properties listed on the Electoral Register and one survey per established business as appears on the Non-Domestic Valuation List of that street/road or the part of a street/road affected at that time; seeking their views on the request to change the name. The survey shall be carried out by the Council's Building Control service.

5. Residents of the existing street being surveyed to be made aware at time of survey of issues which will arise if the street is successfully renamed.

6. Replies will be by way of a supplied self-addressed envelope and must be returned by the date specified in the correspondence giving notification of the survey and reason for same . Only replies received from registered occupiers by that date will be considered

7. The outcome of the survey will be presented to the Environment Committee and only where all occupiers (100 %) in the affected street agree with the proposed name change, will a recommendation be presented to approve the change.

8. Where a request is not approved any further request will not be considered until the expiry of a 12 month period from the date of the Environment Committee meeting where the outcome of the survey was considered.

9. Where a Petition to have an existing street renamed is not approved then the occupiers will be notified of this.

10. Where a new nameplate is erected. The decision to remove an existing nameplate will be made by Property Services, where deemed necessary to do so.

11. Historical nameplates may remain in place where they are fitted to an existing wall (or dwelling), where they will not affect directional issues. This shall be at the discretion of Property Services.

12. Where the Department receives a request from the emergency services, mail delivery services or other statutory bodies who have difficulty locating the street to rename it. They shall inform residents as noted above and consider to survey and rename the street upon the agreement of all households on that street. Such requests shall be notified to and approval sought from Environment Committee and outcome of survey reported to same.

Appendix 2

MID ULSTER DISTRICT COUNCIL

New Street Name Proposals

Comhairle Cean Lár Uladh
Mid Ulster District Council

Applicants Name & Address:
FP DEV LTD 6A TULLYODONNELL RD, ROCK DUNGANNON

Description:

Ref: F/2020/1587/MAST

F.2020.1587
18 Feb '21

	Proposed Street Name	Linkage to Locality	Reason for Choice
Option 1	CARRICK HEIGHTS	SITE IS IN ROCK VILLAGE	CARRICK IS ANUTHER NAME FOR ROCK SITE IS ELEVATED ON A RIDGE
Option 2	CARRICK DRIVE	SITE IS IN ROCK VILLAGE	CARRICK IS ANUTHER NAME FOR ROCK DRIVE IS ON YOUR LIST FOR STREET NAMING
Option 3			

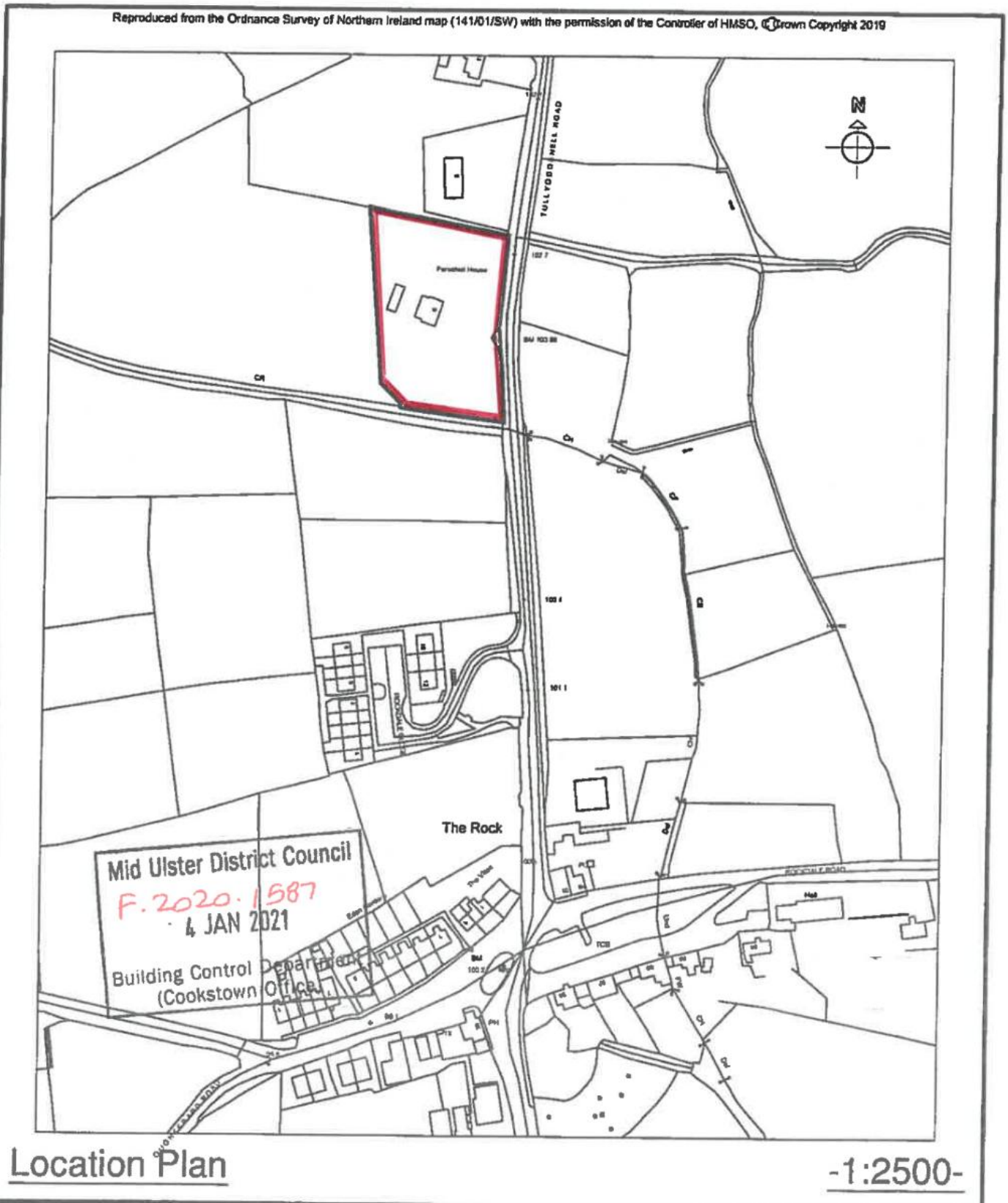
* Please avoid the use of apostrophes, hyphens, full stops and commas.

Please note that street naming proposals should be in accordance with Mid Ulster Council Policy (Attached)

Signed .....

Dated 2.2.21

Appendix 2



Location Plan

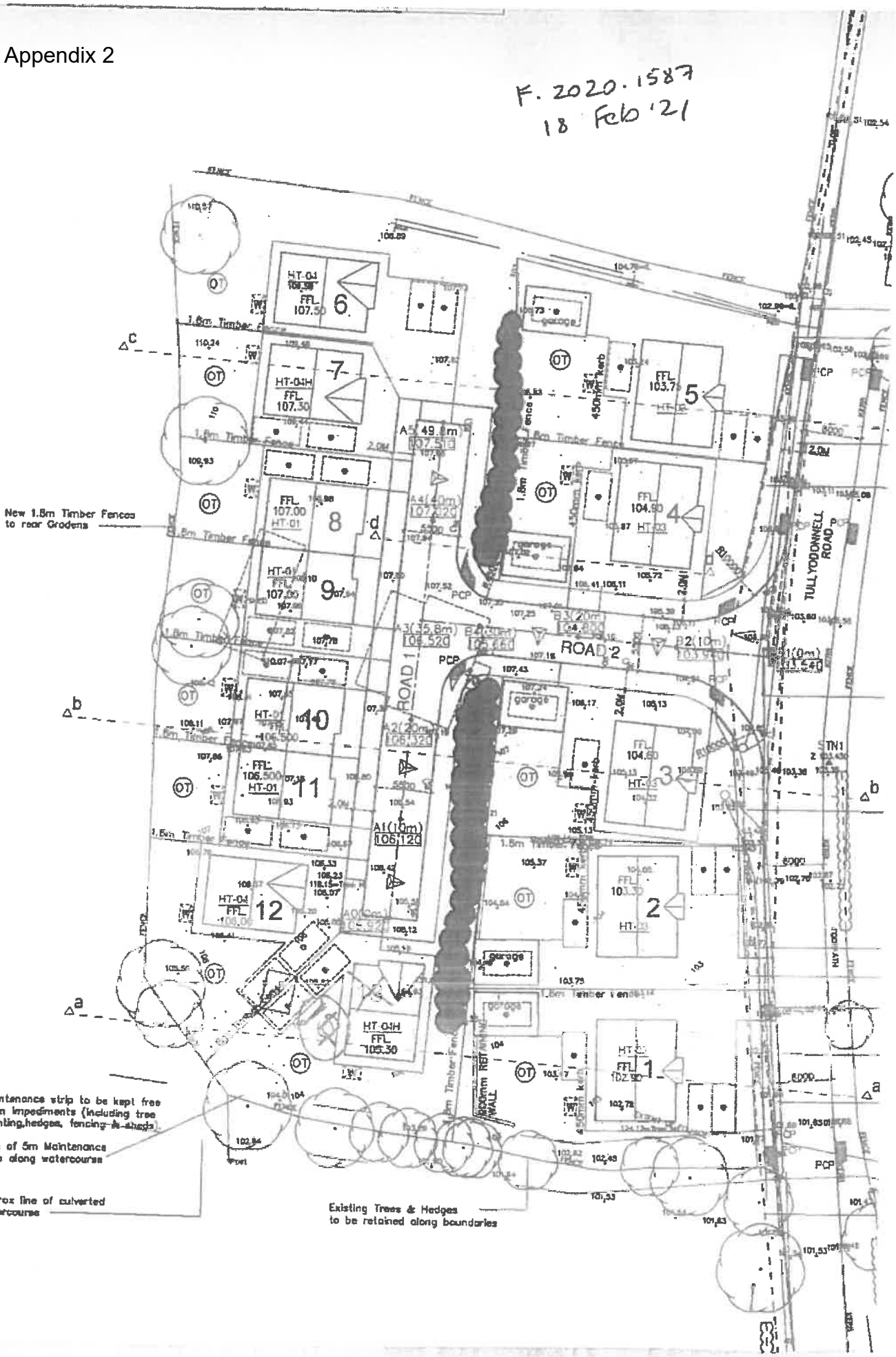
-1:2500-

bds	project	Proposed Housing Development at Tullyodonnell Road, Rock, Co. Tyrone				
	client	F P Dev. Ltd				
	dwg title	Location Plan				
	dwg no.	2506-D-011		scale	1:2500	
	drawn	A.B.	checked P.B.	date	Feb.'19	

building design solutions
-architecture & planning-
76 Main Street, Pomeroy, Co.Tyrone
Tel:- 028 8775 9292 Fax:- 028 8775 9393
info@buildingdesignsolutions.org.uk
www.buildingdesignsolutions.org.uk
Chartered Institute of Architectural Technologists

Appendix 2

F. 2020. 1587
18 Feb '21



Appendix 3

MID ULSTER DISTRICT COUNCIL

Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

New Street Name Proposals

Applicants Name & Address: ADVANCED TIMBERCRAFT LTD t/a KUDOS

Description: SITE of 5 ECO FRIENDLY HOUSES for DOWNSIZING TO .

Ref: all enquiries: address to eileenorr@rocketmail-com.
F/2021/0736

	Proposed Street Name	Linkage to Locality	Reason for Choice
Option 1	~~THE LINEN GRANGE~~ ~~OFF MONEYMORE ROAD~~ ~~COOKSTOWN~~	COOKSTOWN famous for its LINEN in bygone days. also it is going to be a "gated" development	We do not want a name to be predominiat at indicating these dwellings are for elderly. (planning agreement)
Option 2	LINEN LODGE off MONEYMORE ROAD COOKSTOWN	"	We defenately do not want to use the name Weavers - as folk connect this to the above. - These dwellings will be exclusive for older folk downsizing
Option 3	LINEN COTTAGES off MONEYMORE ROAD.	"	

* Please avoid the use of apostrophes, hyphens, full stops and commas.

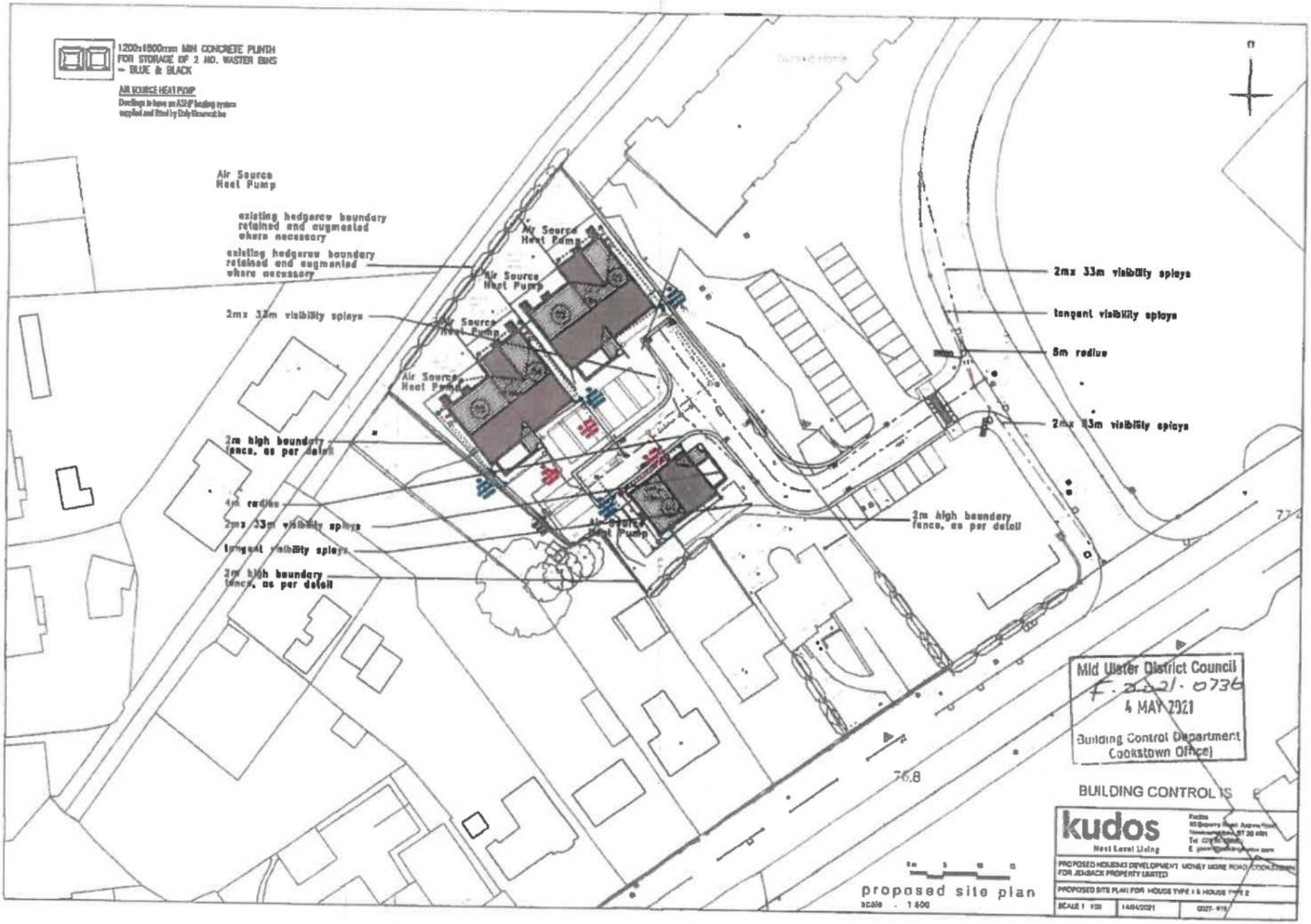
Please note that street naming proposals should be in accordance with Mid Ulster Council Policy (Attached)

Signed .....

Dated ...06/05/2021.....

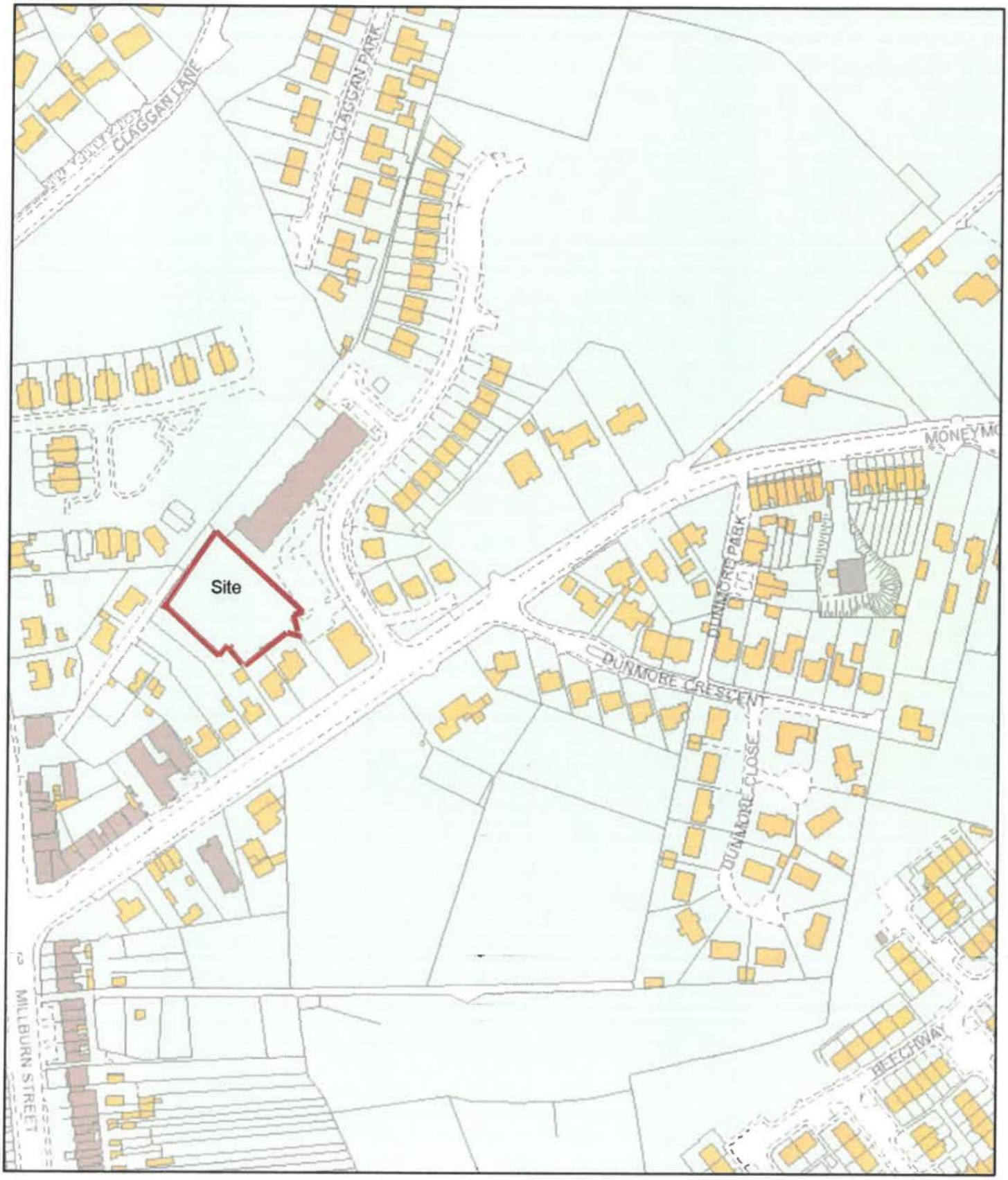
Mid Ulster District Council
10 MAY 2021
Building Control Department
(Cookstown Office)

~~FIRM~~ FAVOURITE .


1200x1800mm MIN CONCRETE PLINTH FOR STORAGE OF 2 NO. WASTER BINS – BLUE & BLACK
AIR SOURCE HEAT PUMP
Dwellings to have an ASHP heating system supplied and fitted by Daly Mechanical Inc
Air Source Heat Pump
existing hedgerow boundary retained and augmented where necessary
existing hedgerow boundary retained and augmented where necessary
2mx 33m visibility splays
2m high boundary fence, as per detail
4m radius
2mx 33m visibility splays
tangent visibility splays
2m high boundary fence, as per detail
2mx 33m visibility splays
tangent visibility splays
8m radius
2mx 33m visibility splays
2m high boundary fence, as per detail
76.8
Mid Ulster District Council
LA09/2021/0736
4 MAY 2021
Building Control Department
Cookstown Office
BUILDING CONTROL IS
kudos
Next Level Living
PROPOSED HOUSING DEVELOPMENT MONEY MORE ROAD JUNCTION
FOR JEMBACK PROPERTY LIMITED
PROPOSED SITE PLAN FOR HOUSE TYPE 1 & HOUSE TYPE 2
SCALE 1 : 500
14/04/2021
proposed site plan
scale : 1:500

Appendix 3

ArcGIS Web Map



26/05/2021, 11:08:32

Mid_Ulster_Boundary

1:2,500

0 0.02 0.04 0.08 mi

0 0.03 0.07 0.13 km

© Crown Copyright & Database Right 2020, © Ordnance Survey Ireland - SpatialNI is a service provided by Ordnance Survey of Northern Ireland®

Web AppBuilder for ArcGIS

© Crown Copyright & Database Right 2020, © Ordnance Survey Ireland - SpatialNI is a service provided by Ordnance Survey of Northern Ireland® | © Crown Copyright & Database Right 2020 –