



Comhairle Ceantair  
an Iúir, Mhúrn  
agus an Dúin  
**Newry, Mourne  
and Down**  
District Council

# Development Naming, Postal Numbering and Erection of Nameplates Policy

**Newry, Mourne and Down District Council**

**Economy, Regeneration and Tourism Department**

**Dated: 11 November 2024**

## **1.0 Policy Statement**

- 1.1 To provide for easy identification of premises by postal services, emergency and delivery services, utility providers and the general public. To ensure signage and naming provisions are delivered in a fair and equitable manner.
- 1.2 To have regard for the protection and promotion of minority languages.

## **2.0 Policy Aims and Objectives**

- 2.1 To assist with way-finding, to strengthen 'pride-in-place', to capture and reflect local townland names/local geographical features/historical feature/events/cultures etc. thereby safeguarding local history and traditional place names for future generations.
- 2.2 To control inappropriate references and suggestions, duplication, disassociation of 'name-to-place' and business interests. To avoid names that are capable of misinterpretation or phonetically similar or which could cause offence. To assist Developers/Agents or other interested parties in choosing an appropriate name.
- 2.3 To facilitate the proper preservation and signposting of Irish and Ulster-Scots place-names and the naming of new housing developments.
- 2.4 To provide a consistent approach to the naming/re-naming of streets across the whole District Council area.
- 2.5 The Council shall allocate a budget for the erection of new road nameplates. This budget must be appropriate and should be kept under review based on the previous year's expenditure.
- 2.6 The Council have delegated powers of decision making to the Director of the Enterprise Regeneration and Tourism Department. For the purpose of the implementation of this policy objective, the Director shall implement the principles of progressive realisation when making a decision, in other words the Director shall consider the aspirational policy objectives when making a decision, but to do so in a way that will take into consideration any views expressed by the residents/public/councillors.

## **3.0 Scope**

- 3.1 The statutory basis for this Policy is contained within Article 11 of the Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1995. It empowers Council's to authorise street names within its area of control. This Order provides for Street naming; Street numbering and the provision of Street signs. It also gives Councils the discretionary power to erect dual language Street signs or secondary nameplates in a language other than English.

- 3.2 In carrying out research for this Policy, the Council has considered the St. Andrews/Good Friday Agreement; The European Charter for Regional and Minority Languages (ratified March 2011); Section 75 of the Northern Ireland Act 1998 and Legal opinion.

#### **4.0 Naming of New Streets / Developments**

##### 4.1 Purpose

To provide guidelines for the naming of new streets or developments. Proposals linked to traditional place names will be favourably received. Suggested names that have the support of local historic/cultural or community groups will be encouraged.

##### 4.2 Criteria

To maintain the rich cultural heritage of the Newry, Mourne and Down District Council area, in naming a street the criteria below must be followed: -

1. Shall express the name in English.
2. Reflect the local townland name, or a local geographical/topographical feature or social, or historical feature.
3. Shall not incorporate a person's name unless it is in keeping with the point (2) above.
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 locality.
6. Although not prescriptive or exhaustive the running order/hierarchy should follow an easily understood pattern: -

Road / Street / Avenue / Drive / View / Lane / Close / Alley.

- 4.3 The erected nameplate shall express the name in English; and may express that name in any other language, in accordance with the Council's Bilingualism Policy and parts 6.1-6.5 of its Dual Language Street Nameplates Criteria.
- 4.4 The local townland name shall be placed at the bottom of all new nameplates. Single language townland names shall be provided on single language nameplates and dual-language townland names shall be placed on all new dual language nameplates.
- 4.5 The name of the street cannot be used for the purposes of any statutory provision in a language other than English.
- 4.6 Building Names are not controlled by Legislation and do not form part of this Policy.

## **5.0 Existing Streets - Renaming Streets or Renumbering Buildings**

### 5.1 Purpose

To provide guidance on the renaming or renumbering of existing streets/roads in accordance with the requirements of the Local Government (Miscellaneous Provisions) (NI) Order 1995.

### 5.2 Criteria

The renaming or renumbering of existing streets will normally only be considered in the following circumstances: -

1. Where a street name has been 'lost' – 'lost' means there is NO verifiable record of the street name.
2. To reinstate a traditional or incorrectly spelt name – Spelling to be verified against Ordnance Survey of Northern Ireland data in the first instance. Where a spelling cannot be verified by Ordnance Survey of NI, it may be referred to Queens University Place Names of Northern Ireland data.
3. Where the Emergency Services have reported problems in identifying/locating the street.
4. Where Mail Delivery services or other Statutory Bodies have reported difficulties in locating a street.
5. To remove any confusion with similar street names in the locality.
6. Upon receipt of a petition, signed by not less than 50% of the residents of a street/road to change the name.

The process of renaming of streets and renumbering of buildings shall be in accordance with sections 1-16 of the council's Change of Name of Street or Road Procedure.

## **6.0 Dual Language Street Nameplates**

### 6.1 Purpose

To provide guidance for the provision of dual-language street nameplate expressing the name of the street in a language other than English, in accordance with the Council's Bilingualism Policy to both existing and new streets.

### 6.2 Legal Requirement

The Local Government (Miscellaneous Provisions) (NI) Order 1995 Article 11 provides for street naming, street numbering and the provision of street nameplates. It also gives Councils the **discretionary** power to erect dual language street nameplates or secondary nameplates in a language other than English.

### 6.3 Criteria

- Have regard of any views on the matter expressed by occupiers of the street.
- For the purposes of this policy residents shall be taken to be a person who resides in a dwelling (one person per dwelling over the age of 18) (including a house, flat, maisonette or house in multiple occupancy (HMO)) located on the street, plus the owner or tenant in actual possession of commercial premises, but not employees within such premises.
- An Elected member can submit a request for a dual-language nameplate on behalf of residents in their electoral area'. (Elected members shall provide the name and address of the resident(s) who they are submitting the request on behalf of.)
- The name of the street cannot be used for the purposes of any statutory provision in a language other than English.

6.4 The provision of dual-language street nameplates will normally only be considered in the following circumstances:

6.4.1 In the case of new developments/streets, where the Council has received a request from the developer to do so.

6.4.2 Where a request has been received from the developer per. 6.4.1 above, the council shall consult with the relevant DEA councillors for consent. Where no consensus is reached, the request will be brought before the Enterprise Regeneration and Tourism committee for decision.

6.4.3 In the case of existing streets, where the Council has received a request in accordance with the criteria above.

6.4.4 Where a dual-language street nameplate is to be erected, only the traditional and correct forms of the place-name shall be used.

6.4.5 Where a simple majority of responding residents have indicated that they are in favour of the erection of a dual -language street nameplate, then the proposal will be presented to the Director of the Economy, Regeneration and Tourism Department for consideration recommending that the dual-language street nameplate is erected. The Director having considered the request may agree to permit or not permit the erection of the nameplate.

6.4.6 The local townland name shall be placed at the bottom of all new nameplates. Single language townland names shall be provided on single language nameplates and dual-language townland names shall be placed on all new dual language nameplates.

## **7.0 Enforcement and Complaints Handling**

### **7.1 Purpose**

1. Where it is necessary to consider enforcement action to ensure the display of the correct names and numbers, action will be taken under Article 11 of the Local Government (Miscellaneous Provisions) (NI) Order 1995.
2. Where complaints regarding street nameplates and numbering are received, these shall be investigated and actioned in accordance with the complaints procedure.

### **7.2 Criteria**

The following actions shall be considered for enforcement: -

1. Obscuring of nameplates.
2. Removing or defacing of nameplates.
3. Erection of a nameplate showing the street name different to the approved name.
4. No building number displayed.

## **8.0 Related Policies/Strategies/Legal Requirements**

1. Newry, Mourne and Down District Council Bilingualism Policy and Procedures
2. Department of Transport Circular Roads
3. DCAL Strategy to Enhance and Protect the Development of the Irish Language 2015-2035
4. DCAL Strategy to Enhance and Develop the Ulster-Scots Language, Heritage and Culture 2015-2035.
5. Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1995

## **9.0 Definitions**

- 9.1 Street – includes Road, Street, Avenue, Drive, Lane, Close, Gardens, Alley or other similar suffix.

## **10. Policy Owner**

Mr. Conor Mallon, Director of Economy, Regeneration and Tourism Department

### **Contact details in regard of this policy are:**

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**11. Policy Authorisation**

Development Committee Meeting Authorised on	11 November 2024
Council Authorised on	02 December 2024

**12. Policy Effective Date – 02<sup>nd</sup> December 2024**

**13. Policy Review Date – 02<sup>nd</sup> December 2028 (or sooner as required)**

*The policy will be reviewed in line with the Council's agreed policy review cycle i.e. every 4 years (as per Council's Equality Scheme commitment 4.31).*

**14. Equality Screening**

**This policy has been screened in accordance with the provision of Section 75 of the Northern Ireland Act 1998. The outcome of the equality screening is that the Gaming and Amusement Policy will not be subject to an equality impact assessment (with no mitigating measures required).**

**15. Rural Impact Assessment**

**The Policy has been subject to rural needs assessment.**