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NAMES ON ORDNANCE SURVEY MAPS AND PLANS*

Submitted by the Government of the United States of America

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(Item 7 of the provisional agenda)

NAMES ON ORDNANCE SURVEY MAPS AND PLANSGeneral

1. In Great Britain, except in the case of certain administrative names, there exists no national body or group of bodies responsible for laying down for official use the names and spellings of places appearing upon official maps or in other official documents. The Ordnance Survey has always therefore itself assumed the responsibility of deciding what place names are to appear on its maps and how they are to be spelled. In making its decisions the Department is guided primarily by local usage and custom and makes such enquiries and consults such authorities as appear appropriate in order to establish with as much authority as possible the most suitable name, form and spelling for all places shown. Evidence tendered as a result of such enquiries is never in principle mandatory although it is frequently accepted. Any conflict is resolved by the Ordnance Survey itself.

Policy on Names Collection

2. To find out and adopt the recognised name of all surveyed features, areas and localities likely to be of value to the map user, including archaeological features and sites but excluding administrative names. A recognised name is defined as that form of name and spelling which at the date of survey is most generally useful and acceptable in the locality concerned: the extent of a locality in this context will depend on the type of feature or area whose name is being considered.
3. To investigate separately all administrative names and, subject to the overriding principle that any conflict is resolved by the Ordnance Survey itself, to adopt the names and forms of spelling which either have statutory authority or have been agreed with the principal statutory bodies concerned.
4. In areas of which large scale plans are published, to collect street numbers of houses and other buildings and, where they exist, the names of any premises which do not bear a street number.
5. To record the evidence relating to names collected and also the form of each name to be adopted by the Ordnance Survey. Evidence may be visual, documentary or written.

6. Subject to the general provisions of paragraph 3 above, in adopting names to be guided primarily by the following for the type of name indicated:-

(a) Names of properties owned by a single authority - the owner or his recognised agent.

(b) Administrative names - see paragraph 4.

(c) Names of towns, villages and districts of towns - the Borough Council, Urban District Council and Rural District Council concerned.

7. Subject to the foregoing provisions, for Gaelic and Welsh names of minor natural features where there is no current contrary evidence, to accept the form and spelling recommended by the School of Scottish Studies and the Board of Celtic Studies respectively.