

<h1>BRIEFING</h1>	<b>TO:</b>	Ian Spicer, Director of Adult Care, Public Health, and Housing Directorate Leadership Team
	<b>DATE:</b>	15/08/23
	<b>LEAD OFFICER:</b>	James Clark, Assistant Director of Housing Sarah Watts, Strategic Housing Manager, Strategic Housing and Development
	<b>TITLE:</b>	Delegated Officer Decision: Naming of Town Centre New Build Apartment Blocks (retrospective decision)
<b>1. Background</b>		
<b>1.1</b>	<p>A total of five apartment blocks have been developed across the three town centre sites, and each block requires a name to identify it as part of the postal address.</p> <p>Prior to the formal planning application being submitted, project officers worked with the ward members of Boston Castle to establish suitable names for the blocks of apartments.</p> <p>The names were agreed as follows;</p> <ul style="list-style-type: none"> <li>• Wellgate Place, Block A – Portland House</li> <li>• Wellgate Place, Block B - Elizabeth House</li> <li>• Millfold Rise, Block A – Millfold Apartments</li> <li>• Westgate Riverside, Block A – Tom Burgess House</li> <li>• Westgate Riverside, Block B – Arthur Wharton House</li> </ul> <p>It is recommended that the decision to name the apartments blocks be published as an Officer Decision in Retrospect (Appendix 1).</p> <p>Delegation: Housing – Estate Services (a) Estate Management, incorporating Tenancy management, Sites and Estates management, Rent management, services to older people and all aspects of right to buy and leaseholder management</p>	
<b>2. Key Issues</b>		
	<p>There was no protocol for naming apartment blocks in place at the time of the decision, so the names were agreed in consultation with the three ward members of Boston Castle, and project officers from the Councils Strategic Housing and Neighbourhoods Teams at a ward member meeting 14<sup>th</sup> October 2021.</p> <p>The proposed names all have Rotherham connection or are based on nearby locations.</p> <ul style="list-style-type: none"> <li>• Portland House is located where the former Portland Terrace was situated.</li> <li>• Elizabeth House relates to the connection with Wellgate Old Hall which was situated nearby in the 14<sup>th</sup> Century and received a Royal Charter from Queen Elizabeth I.</li> </ul>	

- Millfold Apartments derives from the building previously occupying the site, Millfold House.
- Tom Burgess House is named after Thomas William Burgess. A Rotherham man famous for being the second person to swim the English Channel in 1911. His statue used to be displayed at Sheffield Road baths before the site was cleared for re-development.
- Arthur Wharton House is named after Arthur Wharton, the first black professional footballer. His first signing was with Rotherham United in 1889.

The new names and addresses were submitted as part of the planning application in November 2021 and have since been registered as permanent address records. The apartments are now complete and occupied.

A new internal protocol for renaming land and buildings was later developed by the Neighbourhoods Team (Appendix 2). The protocol was approved by the Senior Leadership Team in June 2022 and it was circulated to officers to ensure a consistent approach in future.

The principles of the new protocol follow a very similar approach to the one taken in the naming of the Town Centre apartments, but also includes more rigour in terms of sign off. Clarity from the new protocol is welcome, and it will be used to assist in naming new developments in future.

Early approach	New protocol
<p>Discussion between the local ward members, Neighbourhoods Team and Project Officers from Strategic Housing and Development.</p> <p>Proposed names and reasons given.</p> <p>The proposed names have positive links with Rotherham and there were no indications of any issues or objections raised.</p> <p>The lead project officers have since left the authority, but it is believed that the names were discussed at a more senior level prior to the final agreement.</p>	<p>Nominations submitted to Neighbourhoods Team by ward members.</p> <p>To include proposed name and reasons for the nomination.</p> <p>If the proposal suggests naming after a person, then an assessment will take place to check suitability. This includes any signs of contention and whether they have made a positive contribution to the area.</p> <p>Period of consultation if appropriate.</p> <p>Report submitted to Assistant Director.</p> <p>Discussion to take place with Assistant Director, relevant Cabinet Member and Assistant Chief Executive.</p> <p>Officer Decision Record published.</p>

### 3. Next steps

It is recommended that DLT approve the Officer Decision Record (Appendix 1) to be published as a retrospective decision.

**ROTHERHAM METROPOLITAN BOROUGH COUNCIL**

**RECORD OF OFFICER EXECUTIVE DECISION**

Date of Decision:	14/10/21
Title:	Naming of the Town Centre New Build Apartment Blocks at Wellgate Place, Westgate Riverside and Millfold Rise.
Decision Maker: (Including Job Title)	Paul Walsh, Interim Assistant Director of Housing
Details of Specific Cabinet Delegation or Delegation contained in the relevant Sub-Scheme of Delegation.	<p>Housing – Estate Services (a) Estate Management, incorporating Tenancy management, Sites and Estates management, Rent management, services to older people and all aspects of right to buy and leaseholder management</p> <p>This decision was agreed in consultation with the three ward members of Boston Castle Ward, and Officers from the Councils Neighbourhoods Team and Strategic Housing and Development Service in October 2021. The names were submitted as part of the Planning Application in November 2021.</p>
Decision:	<p>The Town Centre Apartments were named as follows;</p> <ul style="list-style-type: none"> <li>• Wellgate Place, Block A – Portland House</li> <li>• Wellgate Place, Block B - Elizabeth House</li> <li>• Millfold Rise, Block A – Millfold Apartments</li> <li>• Westgate Riverside, Block A – Tom Burgess House</li> <li>• Westgate Riverside, Block B – Arthur Wharton House</li> </ul>
Reasons for the Decision:	<p>The three new Town Centre developments all contain apartments blocks within them and each block requires a name to help identify them as part of their postal address.</p> <p>In the absence of an existing process/protocol at the time, the names were mutually agreed by the three ward members of Boston Castle Ward, and Officers from the Councils Neighbourhoods Team and Strategic Housing and Development Service in October 2021</p> <p>The following reasons were given;</p> <p>Portland House is located where the former Portland Terrace was situated.</p> <p>Elizabeth House relates to the connection with Wellgate Old Hall which was situated nearby in the 14<sup>th</sup> Century and received a Royal Charter from Queen Elizabeth I.</p>

	<p>Millfold Apartments comes from the building previously occupying the site, Millfold House.</p> <p>Tom Burgess House is named after Thomas William Burgess. A Rotherham man famous for being the second person to swim the English Channel in 1911. His statue used to be displayed at Sheffield Road baths before the site was cleared for re-development.</p> <p>Arthur Wharton House is named after Arthur Wharton, the first black professional footballer. His first signing was with Rotherham United in 1889.</p>
Details of alternative options considered and rejected:	No other options were tabled at the time.
Conflicts of interest declared by any Cabinet Member consulted by the decision maker which relates to the decision:	None
Dispensations Granted: (If any)	None
Reports or parts of reports considered	None

**I certify that this is a true record of the executive decision to ....**

*add the decision again here, or if the decision text is very long, a sentence that provides a summary overview of the decision.*

**Signed by the Decision Maker**

**Dated:** 15/08/23

**Name:** Paul Walsh

**Job Title:** Interim Assistant Director of Housing

If you require any assistance in the completion of the decision record please contact the Governance Team [governance@rotherham.gov.uk](mailto:governance@rotherham.gov.uk)

## Rotherham MBC - Renaming of Land Protocol

This is a Protocol in respect of Council owned land that does not fall within the definition of a Street, as set out in section 17 of the Public Health Act 1925. The Naming of Streets procedure is available at link - [Street Naming – Rotherham Metropolitan Borough Council](#)

Examples for which this protocol could be used includes public open spaces, play areas, buildings or nature reserves.

The Protocol to be followed is as follows:

1. Nominations for renaming of land should be submitted to the Neighbourhoods Team by the ward member(s) who represent the ward in which the land is situated. The nomination should clearly set out the land in respect of which the nomination is made, a plan (if possible), a clear statement as to the proposed name, and a clear statement as to the reasons for the nomination, with any supporting evidence that is appropriate.
2. The Neighbourhoods Team will check whether the Council owns the relevant land and inform the land-owning service.
3. The land-owning service will check that there are no restrictions on the title to the land in respect of the name being changed as proposed.
4. If the proposal is for the land to be named after a person, then an assessment will be undertaken by the land-owning service as to the suitability of the nomination, in consultation with local ward members and the relevant Cabinet Member. The assessment will be based on the following criteria –
  - Has permission been received from the individual or individual's family if deceased?
  - Did they live in the area?
  - Are there strong family links to the area?
  - What positive contribution have they made to the area?
  - Is there a possibility that the renaming could be contentious?
5. If, after undertaking the assessment of the nomination, the land-owning service feel that it would not be appropriate for this to proceed, then the nominating ward member(s) will be informed with the reasons for this decision.
6. If, after undertaking the assessment of the nomination, the land-owning service feel that it would be appropriate for this to proceed then a period of consultation will take place
7. The land-owning service will lead on the consultation, supported and advised by the Neighbourhoods Team and ward members. This could include: an online questionnaire on the council website or a public event, alongside discussions other local stakeholders such as community groups, Parish Councils and other council services. The results of the consultation will be reported back to the local ward members and relevant Cabinet Member, along with proposed recommendations.
8. A report will be prepared by the land-owning service and submitted to their Assistant Director. This report will include a recommendation taking into account the reasons for the nomination, submitted evidence and the consultation responses.

9. A decision will then be made in respect of the nomination by the Assistant Director of the relevant Service Area in consultation with the relevant Cabinet Member and the Assistant Chief Executive.

10. An Officer Decision Record will be published in respect of the decision made by the relevant Assistant Director.