


<b>Report to :</b>	<b>EXECUTIVE CABINET</b>
<b>Date :</b>	24 August 2016
<b>Executive Member / Reporting Officer:</b>	Councillor John Taylor – Deputy Executive Leader Sandra Stewart – Executive Director (Governance, Resources and Pensions)
<b>Subject :</b>	<b>HONOUR OUR FALLEN PLEDGE – STREET NAMING PROTOCOL &amp; CRITERIA</b>
<b>Report Summary :</b>	This report sets out the protocol and criteria to be followed for naming streets in honour of Tameside veterans under the Honour Our Fallen pledge (Tameside Pledges 2016)
<b>Recommendations :</b>	<p>It is recommended that Executive Board:</p> <ol style="list-style-type: none"> <li>1. Note the content of the report.</li> <li>2. Approve the proposed process, protocol and criteria to be followed when naming streets in Tameside under the Honour Our Fallen pledge.</li> <li>3. Agree the 'Honour Our Fallen Working Group' has responsibility for delivery of the pledge.</li> </ol> <p>Subject to the agreement of Executive Board a report will be taken to Executive Cabinet on 31 August 2016.</p> <p>Following the meeting of Executive Cabinet the agreed process, protocol and criteria will then be used by the 'Honour our Fallen Working Group' and the lead services (Environmental Services and Stronger Communities) to deliver the Honour our Fallen pledge.</p>
<b>Links to Community Strategy :</b>	The Community Strategy and the Corporate Plan outline the priorities for improving the borough of Tameside. The Tameside Pledges 2016 form a key programme of work supporting the delivery of these priorities.
<b>Financial Implications : (Authorised by the Section 151 Officer)</b>	Any expenditure incurred to deliver this pledge will be met from existing budgets.
<b>Legal Implications : (Authorised by the Borough Solicitor)</b>	The Public Health Act 1925 requires developers to obtain the consent of the Council to the name of any street. The report sets out a process for providing a list of approved names which Developers may use which will assist in dealing with the process expediently and have confidence it will be acceptable to the Council and locality. Importantly, it will provide a fitting means to honour and remember those who lost their lives in the service of the country.
<b>Risk Management :</b>	Failure to deliver the Tameside Pledges 2016 as outlined to the public could risk reputational damage for the Council
<b>Access to Information :</b>	The background papers relating to this report can be inspected by contacting the report writer Simon Brunet:

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## **1. BACKGROUND**

- 1.1 The Tameside Pledges 2016 are a commitment to deliver work on a number of priority areas that have been identified as being of importance to Tameside residents. One of the 2016 Pledges is Honour Our Fallen.
- 1.2 The Honour Our Fallen pledge is a commitment to name new streets in Tameside after local Armed Forces service men and women who lost their lives serving their country. The ambition is to name all new streets constructed in Tameside between now and November 2018 after fallen service men or women.
- 1.3 This report provides the Executive Board with details of the proposed protocol and criteria to be followed when naming streets in Tameside in honour of our fallen veterans. The report is structured as follows:
- ‘Honour our Fallen Working Group’.
  - Process & protocol.
  - Criteria.
  - Format.
  - Recommendations.
  - Next steps.
- 1.4 The pledge is jointly led and delivered by Environmental Services and Stronger Communities.
- 1.5 The Tameside Armed Services Community (TASC) and the Royal British Legion will be engaged and consulted throughout the delivery of the pledge.

## **2. HONOUR OUR FALLEN WORKING GROUP**

- 2.1 An ‘Honour our Fallen Working Group’ has been established to lead on the co-ordination of the pledge and to steer the work of the two responsible services – Environmental Services and Stronger Communities.
- 2.2 The following persons sit on the ‘Honour our Fallen Working Group’:
- |                            |   |
|----------------------------|---|
| • Cllr John Taylor (Chair) | Deputy Executive Leader                               |
| • David Brown              | Tameside Armed Services Community (TASC)              |
| • Cllr Jim Fitzpatrick     | First Deputy (Performance and Finance)                |
| • Cllr Ged Cooney          | Executive Member responsible for veterans             |
| • Cllr Allison Gwynne      | Executive Member responsible for highways             |
| • Cllr Frank Travis        | Assistant Executive Member responsible for veterans   |
| • Ian Saxon                | Assistant Executive Director – Environmental Services |
| • Jody Hawkins             | Highways & Transport                                  |
| • Emma Varnam              | Assistant Executive Director – Stronger Communities   |
| • Vanessa Rothwell         | Stronger Communities                                  |
- 2.3 The first meeting of the ‘Honour our Fallen Working Group’ took place on 1 August 2016 in shadow form to discuss the aims of the pledge and to undertake initial scoping as to how the pledge would be delivered.
- 2.4 Executive Board are asked to agree that the ‘Honour our Fallen Working Group’ has responsibility for the pledge – and ensures it is delivered on the basis of the process, protocol, criteria and format outlined in the following sections of this report.

### **3. PROCESS & PROTOCOL**

- 3.1 It is proposed that the following process and protocol be adopted and followed when naming streets in Tameside under the Honour Our Fallen pledge.
- 3.2 Environmental Services (Highways & Transport) will be responsible for co-ordinating and facilitating the 'Honour our Fallen Working Group' who will work together to identify both veterans who streets can be named in honour of, and also relevant housing developments where street naming can take place. Environmental Services (Highways & Transport) will arrange regular meetings of the 'Honour our Fallen Working Group' to discuss potential names as new developments and roads are constructed.
- 3.3 Officers from Stronger Communities will be responsible for liaising with the public, the families of fallen service personnel and organisations who work closely with veterans to identify suitable candidates for the street naming process. Organisations will include the Tameside Armed Services Community (TASC) and the Royal British Legion.
- 3.4 Stronger Communities will maintain an ongoing list of candidates nominated through the different channels including nominations received by Elected Members from their local constituents.
- 3.5 Environmental Services (Highways & Transport) will be responsible for identifying Tameside housing developments which could potentially have streets named in honour of local fallen veterans and liaise with developers accordingly.
- 3.6 It will also be the responsibility of Environmental Services (Highways & Transport) to liaise with the housing developers to get agreement to the naming of streets in connection with the pledge and funding for the signs.
- 3.7 The naming of streets is governed by the Public Health Act 1925. This allows for developers to notify the relevant local authority who can accept the proposed names or make formal written objection within one month.
- 3.8 Upon agreement with the housing developers, written consent would be sought from the individual's family to use the veteran's name. Consent would be obtained by Stronger Communities using contact details provided by the relevant person or organisation who initially proposed the name.
- 3.9 When a proposal has been agreed by the 'Honour our Fallen Working Group' it would then be shared with ward members via the relevant Town Council and the Tameside Armed Services Community (TASC) for further consultation.
- 3.10 Once the steps outlined above are complete the 'Honour our Fallen Working Group' would give final sign off and formal agreement.

### **4. CRITERIA**

- 4.1 It is proposed that the following criteria be adopted and followed when naming streets in Tameside under the Honour Our Fallen pledge
  1. Nominated individuals must have lost their lives whilst serving in the Armed Forces.
  2. Nominated individuals must meet at least one of the following criteria:
    - a) Been born in Tameside
    - b) Lived in Tameside for a period of at least 5 years
    - c) Attended a Tameside academic institution
  3. Nominated individuals must have been a member of the British Armed Forces.

- 4.2 It is at the discretion of the 'Honour our Fallen Working Group' to nominate (or receive and consider for nomination) other relevant veterans who have a connection to Tameside but do not meet at least one of the criteria set out in the second bullet point above.
- 4.3 The 'Honour Our Fallen Working Group' will use its discretion when prioritising which streets are named after which veterans, and the order in which veterans names are used for street names. In doing this they will have regard to a number of factors. Those factors will include date of death; local connection to a particular town or ward; extent to which the veteran is associated with Tameside; surviving family members in terms of immediate family and their current connection with Tameside. This list is not exhaustive and prioritisation will be at the discretion of the 'Honour our Fallen Working Group', whose decision will be final.
- 4.4 If over the two year period the number of nominated veterans is less than the number of new streets constructed the 'Honour Our Fallen Working Group' will proactively identify fallen service personnel for the pledge. That work would be based on themes such as Somme veterans or Victoria Cross winners.
- 4.5 If over the two year period the number of nominated veterans is greater than the number of new streets constructed the final street to be named will be given a representative name such as 'Tameside Veterans Way' and all the names put forward would be included on a roll of honour.

## **5. FORMAT**

- 5.1 The proposed format for the street name will be based on an individual's forename and surname. However in each instance the format will be guided by the families' wishes and agreed with them (and within the national guidelines on street name format).
- 5.2 In addition to the road sign it is proposed to have an additional sign or plaque below the street name detailing further optional information to give ongoing context to the street name. For example: individual's title/rank, dates of service, branch of the Armed Forces, date of death, field of conflict and the cap badge. Again the information included will be guide by and agreed with families.
- 5.3 Royal British Legion Industries have a factory that manufactures signage. Consideration will be given to using Royal British Legion Industries to manufacture the accompanying plaque described above at 4.2.

## **6. NEXT STEPS**

- 6.1 Subject to the agreement of Executive Board a report will be taken to Executive Cabinet on 31 August 2016.
- 6.2 Following the meeting of Executive Cabinet the agreed protocol and criteria will then be used by the 'Honour our Fallen Working Group' and the lead services (Environmental Services and Stronger Communities) to deliver the Honour our Fallen pledge.

## **7. RECOMMENDATIONS**

- 7.1 As set out on the front of the report.