



Ordnance Survey
Arolwg Ordnans

Welsh names policy

Policy on recording Welsh Names in OS data



Responsibility for this document

The Chair of NGD Board (Director of Operations) is the owner of this document.

Change history

Version	Date	Summary of change
Version 1.0a	February 2015	1st Draft
Version 1.0b	February 2015	For review
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Contact address

For any queries about the content of this document please contact Ordnance Survey's Production Manager in Wales via Ordnance Survey Customer Services.

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1 Introduction

This Welsh names policy document sits within the corporate Ordnance Survey (we, our) names policy which requires a consistent approach to be taken across all of our mapping products.

Recent years have seen a great change in the use of Welsh as a result of the Welsh Language Act and the Welsh Language Measure. Welsh is now taught in every school across the country. This transformation has brought about a greater awareness of Welsh names on Ordnance Survey mapping and, in some cases, a request for names to be portrayed on our maps in Welsh as well as English.

Our names archive has been built up over a long period of time using manually collected visual and authoritative evidence. In order to continue to maintain the credibility of the existing products and our ability to fully meet the needs of the gazetteer markets of the future, we need to ensure that our names collection and maintenance policy is responsive to changing orthography and local usage.

Customers are increasingly using combinations of our products. This has highlighted the ways in which spelling and depiction of a name can vary. It is a reasonable customer expectation that names information should be presented consistently across our product range. The removal of name anomalies across our databases and the identification of authoritative sources will simplify maintenance and reduce costs.

To this end this policy document defines the rationale, processes and procedures to be followed when collecting and depicting Welsh names, where these are in common usage, on our mapping and products.

2 Scope

This policy document covers the use and depiction of names using the Welsh spelling system on our mapping and products.

The use of the term names within this document applies to proper names only, for example, Aberdyfi, not descriptive names, for example, cattle grid.

3 General principles for treatment of Welsh names

3.1 Ordnance Survey will:

- support the Welsh Language Act 1993 and the Welsh Language (Wales) Measure 2011 both of which have the aim of promoting and facilitating the use of the Welsh language throughout Wales;
- endeavour to achieve consistency in the depiction of names within each mapping series and across its range of products;
- recognise all 29¹ letters of the Welsh alphabet and the accented characters that go with them but reserve the right to record digraph characters as two separate letters and characters within the National Geographic Database (NGD);
- ensure that common usage and evidence provided by historical form are both considered when defining the spelling and/or depiction of a name; and
- seek to gain proper authority, through a broadly accepted standards-setting body, for the depiction of Welsh names, but in the case of disagreement retain final editorship to ensure cartographically acceptable mapping and products.

3.2 Ordnance Survey will not:

- be the Authority for Welsh names; or
- convert to Welsh any existing anglicised names on the authority of any one individual.

4 Authoritative sources

4.1 Ordnance Survey will:

- gain consensus on the accepted form and spelling of Welsh names through the Welsh Language Commissioner.

4.2 Ordnance Survey will not:

- accept any one individual's interpretation when considering Welsh names where there may be a conflict of spelling or version.

5 Collection and Recording of information

5.1 Ordnance Survey will:

- collect and record Welsh names where these are in common usage, under the rules defined in Annex A;
- where both English and Welsh names are recorded under the rules in Annex A, give equal status to both English and Welsh by depiction of the name in the same font type and point size. This may be subject to physical limitations of the cartographic process and map scale;
- aim to achieve consistency of spelling where natural features share the same form of name, that is, river, loch and mountain;
- update its mapping in line with its stated revision policies; and
- aim to achieve consistency across all its mapping.

5.2 Ordnance Survey will not:

- apply bilingual names to features falling within the natural environment as defined within annexe A.1, other than for principal features; or
- translate Welsh into English or English into Welsh to contrive 100% bilingual naming cover.

¹ Source Welsh Language Commissioner.

² Text will usually be placed with Welsh before the English but this may vary from product to product and may vary within the product itself.

Annexe A Hierarchy of names

All names within the National Geographic Database (NGD) fall into one of three main categories shown below:

A.1 Natural environment

The intention should be to achieve consistency, and where natural features, for example river, loch and mountain, share the same name, the spelling should be the same.

Where available, dual names will be collected for inclusion within the NGD provided they are both in use and they are the locally and/or historically accepted form. For reasons of limited space, only principal features will have cartographic text in both languages. Principal features are regarded as large mountains, islands, headlands, sea areas and so on.

Feature	Authority for guidance	Examples	Dual cartographic text?
Islands	Historical mapping and local usage and/or Welsh Language Commissioner	Ynys Môn / Isle of Anglesey	Yes
Mountains		Yr Wyddfa / Snowdon	Yes
Headlands		Pwynt Llanbadrig / Llanbadrig Point	No
Rocks		Adda ac Efa / Adam and Eve	No
Rivers	Historical mapping and local usage and/or Welsh Language Commissioner	Afon Hafon / River Severn	Yes
Sea areas		Bae Aberdaron / Aberdaron Bay	No

A.2 Man-made environment

Within the man-made environment, dual names will be shown where found at the location and where the versions have appropriate authority.

Where available, dual names will be collected for inclusion into the NGD. However, where for cartographic reasons space is limited, map preference will be given to the English only depiction.

To include dual names where used:

Feature	Authority for guidance	Examples
Towns	Nameplate/Local authority and/or Welsh Language Commissioner	Abertawe/Swansea
Road and street names	Nameplate/Local authority	Heol y Frenhines/Queen Street
Building names	Nameplate/owner	
Forestry (man-made)	Nameplate/Forestry Commission or owner	
Other minor names	Nameplate/owner	

A.3 Administrative environment

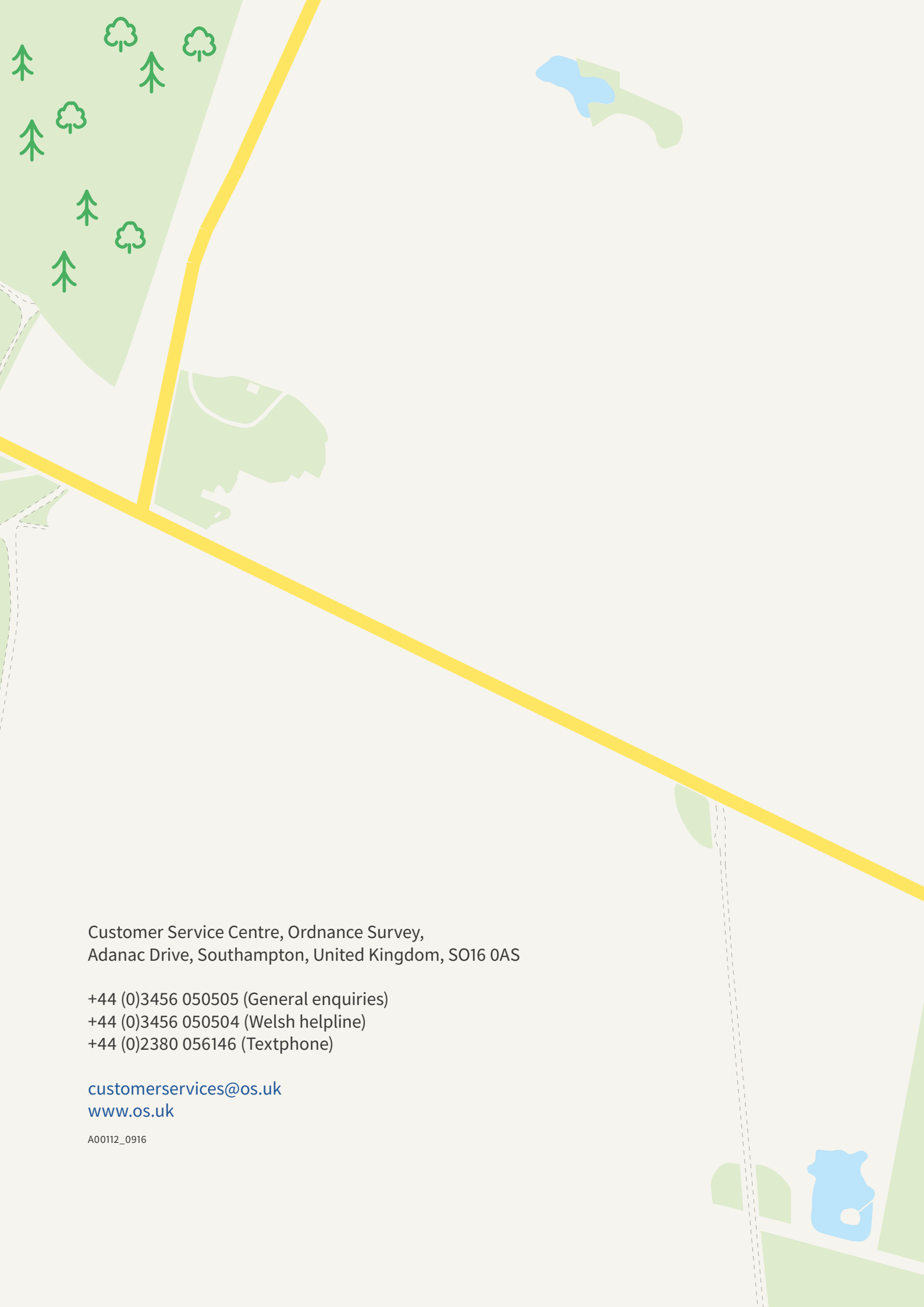
Dual names will be recorded for unitary authorities. All other administrative names will be recorded in English only.

Annexe B Glossary

Term	Definition
Proper name	A proper name is that given to a feature, building or place to distinguish it from other features or places of a similar nature. For example, Conwy Castle.
Descriptive name	Name applied to a feature such as letterbox, milestone or telephone box that describes the nature of the feature.
Digraph	A character consisting of two joined letters. In Welsh there are 8 digraphs.
National Geographic Database (NGD)	A database in which data relating to the physical features and boundaries on the nation's surface is held.
Man-made environment	Objects and features created by human activity, including the built environment.
Natural environment	Objects or features created as a result of natural (non-human) activity.

Annexe C Related documents

- Ordnance Survey Geobase-04 Data Capture Guide.



Customer Service Centre, Ordnance Survey,
Adanac Drive, Southampton, United Kingdom, SO16 0AS

+44 (0)3456 050505 (General enquiries)

+44 (0)3456 050504 (Welsh helpline)

+44 (0)2380 056146 (Textphone)

customerservices@os.uk

www.os.uk

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