



Governance and Resources Committee Open Report

Governance and Resources Committee - 21 March 2024

Revision of Street Naming and Numbering Policy

Report Author and Contact Details

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Report Summary

The report details changes to the Council's Street Naming and Numbering Policy to more fully reflect the national Street Naming and Numbering guidance and Code of Practice.

Recommendations

That the Council adopts the new policy that closely follows the national Street Naming and Numbering Code of Practice.

List of Appendices

Appendix 1: Street Naming and Numbering Policy 2023

Member Approval Required?

Yes, Member approval is required at the G and R Committee

Street Naming and Numbering Policy

1. Background

- 1.1 The Council adopted the 1925 Public Health Act in respect of street naming and numbering in 2012. Since then, there has been consultation at national level and a new Street Naming and Numbering Code of Practice has been established for all local authorities to follow.
- 1.2 This supports national guidance on the formation of addresses and creates data consistency for Address base – the national address database produced in conjunction with Ordnance Survey.

2. Key Issues

- 2.1 In February 2012, the council adopted the 1925 Public Health Act as the legislation regarding Street Naming and Numbering. This allowed for a regime of charges for the administration of the service and proposed a practice of consultation and delegation.
- 2.2 The new policy has more detail and provides a guide for the relevant Street Naming and Numbering Officer to follow.
- 2.3 It provides information on why decisions are made on the naming and numbering of addresses and the reasons behind them.
- 2.4 The changes are based on the national code of practice.

3. Options Considered and Recommended Proposal

- 3.1 The revised policy will ensure a consistency of decision making with other local authorities

4. Consultation

- 4.1 Consultation regarding the national Street Naming and Numbering Code of Practice was undertaken by GeoPlace with local authorities.

5. Timetable for Implementation

- 5.1 The information in the policy is largely being implemented. This document is to formalise and expand its use.

6. Policy Implications

- 6.1 None immediately arising from this report.

7. Resources (Finance, HR, Estates and IT) Implications

- 7.1 None. The current Street Naming and Numbering application service already uses the CRM software.

8. Legal Advice and Implications, Data Protection

- 8.1 As stated, this report details changes to the Council's Street Naming and Numbering Policy to more fully reflect the national Street Naming and Numbering guidance and Code of Practice.
- 8.2 The draft policy accords with the applicable legislation (in particular Part II of the Public Health Act 1925)
- 8.3 The legal risk of challenge when taking the recommended decision detailed at the beginning of this report has been assessed as low.
- 8.4 There are no implications regarding Data Protection.

9. Equalities Implications

- 9.1 An Equalities Impact Assessment has been completed to evaluate and mitigate for any possible Equalities impacts. Awaiting comments by relevant officer.

10. Climate Change Implications

- 10.1 It is not considered that there are any climate change or biodiversity impacts of this policy

11. Risk Management

- 11.1 No Risk Management Implications.

	Named Officer	Date
Chief Executive	Paul Wilson	13/03/2024
Director of Resources/ S.151 Officer (or Financial Services Manager)	Karen Henriksen	13/03/2024
Monitoring Officer (or Legal Services Manager)	Helen Mitchell	12/03/2024