

Committee: Cabinet

Agenda Item

Date: 18 October 2017

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Title: Street Name and Numbering Policy

Portfolio Holder: Cllr Susan Barker Cabinet Member for Environmental Services

Key decision: No

Summary

1. The Council under the Public Health Act 1925 controls the naming of streets and numbering of buildings in Uttlesford. The purpose of this control is to make sure that any new street names and building names and numbers are allocated logically with a view to ensuring, amongst other things, that emergency service vehicles (ambulances and fire appliances) are able to speedily locate any address to which they may be summoned; and the effective delivery of mail. The Council adopted its current policy in January
2. A proposed revised policy updated to take into account good practice was approved by Cabinet on 26 May 2016. However, it was then called in by Scrutiny Committee which expressed a number of concerns. In the light of these, the previous draft policy has been extensively revised and a further draft is attached to this report.
3. The Scrutiny Committee reviewed this further draft at its meeting on 25 September and welcomed then changes. The proposed policy is now recommended for approval as a consultation draft. The consultation will include town and parish councils. It will be for a period of six weeks commencing 30 October. Representations will be reported back to Cabinet before a final decision is made on adoption of a new policy.

Recommendations

4. The proposed policy as attached to this report be approved as a consultation draft.

Financial Implications

5. There are no financial implications arising from this decision. The fees for this service in 2017-18 were approved by the Council as part of the budget setting process.

Background Papers

6. The following papers were referred to by the author in the preparation of this report and are available for inspection from the author of the report.

None

Impact

7.

Communication/Consultation	Documents will be made available on the website
Community Safety	None
Equalities	None
Health and Safety	None
Human Rights/Legal Implications	When the policy is adopted following consultation and review of responses, Cabinet should reaffirm that the Public Health Act 1925 powers in Sections 17 to 19 have been adopted
Sustainability	None
Ward-specific impacts	All
Workforce/Workplace	None

Situation

8. The Council adopted its current policy in January 2013. The proposed policy updates the current procedure and takes into account good practice. It also responds to feedback that the policy was too prescriptive and that it should identify the statutory basis of requirements. The revised policy now indicates the relevant statutory functions and is less prescriptive. The policy also makes changes relating to the process for renaming streets, in particular removing the previous suggestion that town and parish councils should be responsible for carrying out a ballot.

Risk Analysis

Risk	Likelihood	Impact	Mitigating actions
If naming conventions are unclear, this can lead to disputes between parties, requiring significant officer time in	1 – there has never been an appeal against the council's decision to the magistrates court	2 – should it happen, officer time would be taken away from other work	Ensure that the policy is fit for purpose and meets the requirements of specific legislation.

negotiations within a tight statutory timeframe			
Whilst acknowledging the concerns of external agencies such as the Royal Mail and the emergency services need to be heeded, local councils may feel that the policy unduly prescribes their ability to ensure that new development reflects the sense of place within a community	3 – this is an issue that town and parish councils feel strongly about	2 – disputes between parties could lead to significant officer time being used as per the above risk	Consider consultation responses from town and parish councils before adopting the new policy

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.