

## **Cabinet**

**15 February 2017**

### **Street Name and Numbering Policy -**

#### **Introduction**

The Street Name and Numbering Policy sets out the Council's approach to naming and numbering of properties, buildings and streets within the district.

The Street Name and Numbering Policy went out to consultation with the Town and Parish Councils from the 6 November 2017 until 22 December 2017. This report sets out the representations received, Officer comment and recommendations where applicable.

#### **Consultation Responses**

In total four written representations were received from the following Parish /Town Councils:

- Stansted
- Felsted
- Newport
- Saffron Walden

And one verbal representation:

#### **General Comments**

1. Felsted Parish Council 'welcome and support the new policy.'
2. Stansted Parish Council 'have no comment.'
3. Newport Parish Council 'With reference to point 6.2.2 i.e. For any development identified, the developer will be contacted requesting street names be submitted, Newport Parish Council felt that they should have the same right as the developer to put forward suggestions.'

#### **Officer comments:**

Paragraph 6.1.1 explains that under Section 17 of the Public Health Act 1925 – "a person who creates a new street has the right to name that street." Paragraph 6.2.3 encourages the Parish or Town Council to contact the developer with their preferred suggestions. This could be as early as immediately following any planning permission.

#### **Officer recommendation**

No change because legislation specifies that the person creating the street has the right to name it.

4. Verbal comment relates to Paragraph 6.4.1 i.e. 'ensure that occupiers of dwellings and other buildings in the street mark the buildings with such numbers as approved.' The comment would like to see 'names' and not just 'numbers' erected. To ensure that delivery people and/or blue light drivers can find the property easily.

**Officer comments:**

Section 64 of the Town Improvement Clauses Act 1847 relates to houses to be numbered and Streets to be named. Section 65 of the Town Improvement Clauses Act 1847 relates to Numbers of Houses to be renewed by Occupiers. The legislation does not specify that names of houses should be displayed.

**Officer recommendation:**

No change because legislation does not specify that owners have to display names and therefore the policy wording cannot be changed.

5. Saffron Walden Town Council:

**Town Council Comment:**

Concerned about who should contact who first with regard to naming of streets.

**Officer comments:**

As explained above - Paragraph 6.1.1 explains that under Section 17 of the Public Health Act 1925 – "a person who creates a new street has the right to name that street." Paragraph 6.2.3 encourages the Parish or Town Council to contact the developer with their preferred suggestions.

**Officer recommendation:**

Suggests that as soon as planning permission is granted the Town or Parish Councils begin to consider names for any new streets and forward to developers.

**Town Council Comment:**

Is there any legislation that allows the month deadline to be restarted or extended?

**Officer comment:**

The legislation does not allow for an extension.

**Town Council comment:**

Are UDC aware of the constrictions placed on Town/Parish Councils meeting monthly or bi-monthly?

**Officer comment:**

Uttlesford are very aware of the constrictions placed on Town/Parish Councils.

**Officer recommendation:**

Suggest that as soon as planning permission is granted the Town or Parish Councils begin to consider names for any new streets and forward to developers. This will improve the time constraints placed on Town/Parish Councils.

**Town Council comment:**

What happens if a Town or Parish Council reject any of a developers names?

**Officer comment:**

The legislation is very clear. If the District Council OBJECTS to a street name then the developer can appeal to the Magistrate Court within 21 days after the service of the notice.

**Officer recommendation:**

Suggest that as soon as planning permission is granted the Town or Parish Councils begin to consider names for any new streets and forward to developers. This will improve the time constraints placed on Town/Parish Councils. The Town or Parish Council will then already have a list of appropriate names and be able to OBJECT to the district council within the fourteen days.

**Town Council Comment:**

Are UDC aware of any appeals for any other authority?

**Officer comment:**

No.

**Town Council Comment:**

There is no definition of 'not valid.'

**Officer comment:**

The application form has a list of documents / information – including fee which needs to be submitted as part of an application. The application would not be valid if any of these items are missing.

**Town Council comment:**

A developer is not a Consultee yet they have a number of attempts to provide conforming names?

**Officer comment:**

As explained above - Paragraph 6.1.1 explains that under Section 17 of the Public Health Act 1925 – “a person who creates a new street has the right to name that street.” Paragraph 6.2.3 encourages the Parish or Town Council to contact the developer with their preferred suggestions.

**Officer recommendation:**

Suggests that as soon as planning permission is granted the Town or Parish Councils begin to consider names for any new streets and forward to developers.

**Town Council comment:**

Why is it not indicated that the preferred names from all or a majority of consultees, will be accepted and sent to the developer with a ‘take it or appeal approach?’

**Officer comment:**

As explained above - Paragraph 6.1.1 explains that under Section 17 of the Public Health Act 1925 – “a person who creates a new street has the right to name that street.” Paragraph 6.2.3 encourages the Parish or Town Council to contact the developer with their preferred suggestions.

**Officer recommendation:**

Suggests that as soon as planning permission is granted the Town or Parish Councils begin to consider names for any new streets and forward to developers.

**Town Council comment:**

District Councillors should be a consultee?

**Officer comment:**

As explained above - Paragraph 6.1.1 explains that under Section 17 of the Public Health Act 1925 – “a person who creates a new street has the right to name that street.” District Councillors are notified and should pass their comments and any comments received from constituents to the town and Parish Council in a timely manner.

**Officer recommendation:**

Continue to notify Ward Councillors but encourage Town and Parish Councils to work alongside their Ward Councillor at an early stage to create a list of preferred names.

**Town Council comment:**

It cannot be a sound policy that advocates building in local objection procedures against developers. Surely UDC should be encouraging partnership working.

**Officer comment:**

As explained above - Paragraph 6.1.1 explains that under Section 17 of the Public Health Act 1925 – “a person who creates a new street has the right to name that street.” Paragraph 6.2.3 encourages the Parish or Town Council to contact the developer with their preferred suggestions.

**Officer recommendation:**

Suggests that as soon as planning permission is granted the Town or Parish Councils begin to consider names for any new streets and forward to developers.

**Town Council comment:**

Such has been the case for many years with the Town Council holding a database of names with historical significance, built with the help of the Historical Society, Town Museum (managed by UDC) and others with detailed knowledge. The recommendations from this list have helped create a ‘sense of place’ which a developer would be ill equipped to initiate.

**Officer comment:**

As explained above - Paragraph 6.1.1 explains that under Section 17 of the Public Health Act 1925 – “a person who creates a new street has the right to name that street.” Paragraph 6.2.3 encourages the Parish or Town Council to contact the developer with their preferred suggestions.

**Officer recommendation:**

Suggests that as soon as planning permission is granted the Town or Parish Councils begin to consider names for any new streets and forward to developers.

**Town Council comment:**

The notion that incoming developers replace that historical significance would add further distance between the town residents and UDC Local Plan development.

**Officer comment:**

As explained above - Paragraph 6.1.1 explains that under Section 17 of the Public Health Act 1925 – “a person who creates a new street has the right to name that street.” Paragraph 6.2.3 encourages the Parish or Town Council to contact the developer with their preferred suggestions.

**Officer recommendation:**

Suggests that as soon as planning permission is granted the Town or Parish Councils begin to consider names for any new streets and forward to developers.

**Town Council comment:**

The Policy should make clear how the Local Authority engages with “those with local knowledge”.

**Officer comment:**

The authority consult the Town or Parish Council.

**Officer recommendation:**

No recommendation as the policy explains that the Town and Parish Council is consulted.

**Town Council comment:**

6.2 Street naming Procedural Guidance

Consistent with an improved ‘Purpose of Policy’ the Procedural Guidance should be amended accordingly.

An obligation should be placed on the developer to work with the Town Council not an ‘encouragement’. Whilst many developers will work with the local community some do not. Sections 6.2.7, 6.2.8 & 6.2.9 should be amended accordingly.

**Officer comment:**

As explained above - Paragraph 6.1.1 explains that under Section 17 of the Public Health Act 1925 – “a person who creates a new street has the right to name that street.” Paragraph 6.2.3 encourages the Parish or Town Council to contact the developer with their preferred suggestions.

**Officer recommendation:**

Suggests that as soon as planning permission is granted the Town or Parish Councils begin to consider names for any new streets and forward to developers.

**Town Council comment:**

6. 3 Naming Conventions

6.3.4 Might be applicable in a Parish but would seem undesirable in an expanding town the size of Saffron Walden.

6.3.7 Is clearly, when referring to 'dead notables' not consistent with what has created a "sense of place" and should be removed.

**Officer comment:**

6.3.4 Good practice suggests that themes are not repeated in any one Town or Parish. As time passes people are unlikely to remember if the 'Tree' estate is the one next to Ridgeons or Tesco.

6.3.7 The wording has been altered following Cabinet in October 2016. Names will be acceptable in exceptional circumstances and the Assistant Director Planning will have the final say.

**Officer recommendation:**

6.3.4 – Not to alter the wording of this policy whether it is Town or a Parish. This will avoid confusion in the long term.

6.3.7 – Not to alter the wording.

**Appendix 1:**

Stansted Comments:

Dear Ann

This was discussed at our Full Council meeting last week and the Council have no comments to make

Kind regards

Emma Philbrick

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## **Appendix 2:**

### **Newport comments:**

Ann,

Thank you for your email.

The Council discussed the Street Naming and Numbering consultation at the last meeting and I have been asked to send the following comment.

With reference to point 6.2.2 i.e. For any development identified, the developer will be contacted requesting street names be submitted, Newport Parish Council felt that they should have the same right as the developer to put forward suggestions.

Regards

Christine

## **Appendix 3:**

Saffron Walden comments:

### **Saffron Walden Town Council**

Response to the proposed UDC Street Naming & Numbering Policy

#### **Purpose of Policy**

1. It cannot be a sound policy that advocates building in local objection procedures against developers. Surely UDC should be encouraging partnership working.
2. Such has been the case for many years with the Town Council holding a database of names with historical significance, built with the help of the Historical Society, Town Museum (managed by UDC) and others with detailed knowledge. The recommendations from this list have helped create a 'sense of place' which a developer would be ill equipped to initiate.
3. The notion that incoming developers replace that historical significance would add further distance between the town residents and UDC Local Plan development.

#### **National Land and property Gazetteer**

- 5.3 The Policy should make clear how the Local Authority engages with "those with local knowledge".

#### **6.2 Street naming Procedural Guidance**

1. Consistent with an improved 'Purpose of Policy' the Procedural Guidance should be amended accordingly.
2. An obligation should be placed on the developer to work with the Town Council not an 'encouragement'. Whilst many developers will work with the local community some do not. Sections 6.2.7, 6.2.8 & 6.2.9 should be amended accordingly.

#### **6. 3 Naming Conventions**

1. 6.3.4 Might be applicable in a Parish but would seem undesirable in an expanding town the size of Saffron Walden.
2. 6.3.7 Is clearly, when referring to 'dead notables' not consistent with what has created a "sense of place" and should be removed.

**SNN Draft Policy - November 2017**  
**Response from Saffron Walden Town**  
**Council[Planning Committee]**

Saffron Walden Town Council does not understand why the 2013 Policy, based on the same legislation as this draft, was not updated and amended. This Council is not aware that there were any known problems to cause such a drastic change in wording.

The inclusion of the detailed legislation and reference to GeoPlace is a welcome addition, as well as other information sadly missing in 2013.

**Main concerns**

1. The use of 'encouraged'. What does the UDC mean? The word suggests to most people 'Why should I bother'? As the main parties involved with suggesting names are a T/PC and developer, if both parties were to wait for the other to make contact what does the UDC expect as a result? Would the UDC suggest whom contacts whom first?
2. The suggestion that a developer's names will be returned for alternatives will take time out of the 1 calendar month deadline and could effect the 14 day deadline imposed on a T/PC.
3. How many times will this be done, until they get their names right?
4. Is there any legislation that allows the 1 month deadline to be restarted or extended?
5. Are the UDC aware of the constrictions placed on T/PCs in the way they operate. PCs once a month - TCs possibly twice? Developers and the UDC operate 5 days a week.
6. Is it possible for an early warning for street names before an official request? Also will the UDC give the number of names required? This is needed before any discussions with a developer.
7. What happens if a T/PC rejects any of a developer's names? The rejections could be after contact with a developer whether or not any discussion has taken place or at the time of the official request. Would the UDC agree that time will be allowed for a T/PC to review these further names? If not then this section is totally rejected. Is a T/PC no longer a Consultee?

8. There is no definition of 'not valid'. Can the UDC provide such and also examples? This is most important. Who decides what is valid or not valid?
9. A developer is not a Consultee yet they have a number of attempts to provide conforming names, so why is there no indication that a T/PC will have the same opportunity should any of their preferred names not conform?
10. Why is it not indicated that the preferred names from all or a majority of Consultees, providing they conform, will be accepted by the UDC and immediately sent to a developer on a 'take it or appeal' basis? The UDC has indicated that they have never had an appeal. Do they know of any LA that has?

SWTC considers that District Councillors should also be Consultees. Perhaps on a voluntary basis? Have they been canvassed for a consensus of opinion as to whether they would wish to be Consultees? If not, why not?

Above is a sample taken from a longer list of questions that SWTC would wish to have answered. Some request clarity and others suggest amendment or deletion. These can be supplied on request.

SWTC would be agreeable to discuss the above matters together with additional concerns.

Appendix 4:

Felsted Parish Council

Dear Ann

Felsted Parish Council considered the Draft Street Name and Numbering Policy at their December meeting and have asked me to inform you that they welcome and support the new policy.

Regards

Diane

***Diane Smith***

Clerk to Felsted Parish Council