

## **BROMSGROVE DISTRICT COUNCIL**

**CABINET**

**6th June 2012**

### **STREET NAMING AND NUMBERING POLICY**

Relevant Portfolio Holder	Councillor Del Booth
Portfolio Holder Consulted	
Relevant Head of Service	Deb Poole, Head of Business Transformation
Ward(s) Affected	All Wards
Ward Councillor(s) Consulted	No
Non-Key Decision	

#### **1. SUMMARY OF PROPOSALS**

- 1.1 This report seeks approval of a revised policy on Street Naming and Numbering for Bromsgrove District Council (BDC).

#### **2. RECOMMENDATIONS**

**The Cabinet is asked to RESOLVE that**

- 2.1 **the revised policy on Street Naming and Numbering, as attached to the report at Appendix 1, be approved and adopted;**

#### **3. KEY ISSUES**

##### **Financial Implications**

- 3.1 None

##### **Legal Implications**

- 3.2 The Council provides this statutory function under Section 64 and Section 65 of the Town Improvement Clauses Act 1847 together with the Public Health Act 1925 (Section17).

##### **Service / Operational Implications**

- 3.3 In order to comply with Government strategies and national initiatives relating to the addressing process a turnaround time of not more than thirty days is recommended. This timescale not only supports developers but is also beneficial to individual homeowners and businesses.
- 3.4 Currently, BDC has delegated authority to Officers for most Street Naming and Numbering matters to provide quicker approval turnaround in exceptional cases.
- 3.5 Improved turnaround times for street naming and numbering helps to deliver the following benefits:-

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- a) Faster ratification by the Royal Mail that usage of the street name can be adopted;
- b) Improved start times for developers who now require Royal Mail postcodes to connect services to properties;
- c) Quicker notification to the Valuation Office of the existence of a property to enable Council Tax banding;
- d) Earlier issuing of Council Tax & Non Domestic Rate demands to generate the appropriate revenues;
- e) Notification of the existence of the property to the Emergency Services;
- f) Cascading of the adopted address to all interested Government and internal offices.

### **Customer / Equalities and Diversity Implications**

- 3.6 Member agreement to the revised policy will enable customers, service users and local businesses to obtain address information, approval and notification within ten working days of the address creation and conformation.
- 3.7 Further to Members' requests, Ward Members and Portfolio Holders will be alerted to any contentious matters that arise in this area, whether in relation to new, or existing, street naming / numbering arrangements.

### **4. RISK MANAGEMENT**

- 4.1 The Council is an active participant in the National Land and Property Gazetteer (NLPG) and is required to provide a statement regarding the adopted Street Naming & Numbering Policy. Councils are also required, as part of the Public Sector Mapping Agreement, to provide guidance to developers and purchasers about the street naming and numbering process.

### **5. APPENDICES**

Appendix 1 - Proposed Revised Street Naming & Numbering Policy

### **6. BACKGROUND PAPERS**

Previous Committee reports and Minutes (previously published)  
Current BDC Street Naming and Numbering Policy (2005)

### **AUTHOR OF REPORT**

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Name: John Knott, GIS Development Officer  
email: [j.knott@bromsgroveandredditch.gov.uk](mailto:j.knott@bromsgroveandredditch.gov.uk)  
Tel.: (01527) 881425