

Report subject	<b>BCP Council Street Naming and Numbering Policy</b>
Meeting date	7 February 2024
Status	Public
Executive summary	A single Street Naming & Numbering Policy has been produced to harmonise the 3 legacy authority policies and the charging structures of the legacy authorities, to ensure moving forward BCP has a single policy and a single schedule of fees.
<b>Recommendations</b>	<p><u>It is recommended that Cabinet:</u></p> <ol style="list-style-type: none"> <li>1. approves the draft Street Naming &amp; Numbering Policy and the draft single schedule of fees.</li> <li>2. Agrees to adopt Section 17 to 19 Public Health Act 1925 in order to bring about a single Street Naming and Numbering Policy for BCP Council.</li> </ol>
Reason for recommendations	To promote a more efficient service with a single policy and set of procedures and fees associated with Street Naming & Numbering.
Portfolio Holder(s):	Cllr Vikki Slade, Leader and Portfolio Holder for Dynamic Places
Corporate Director	Jess Gibbons, Chief Operations Officer
Report Author(s)	Matti Raudsepp, Director of Customer, Arts & Property and Jane Potter, Head of Business Management and Complaints
Wards	All
Classification	For Decision

## Background

BCP Council has been operating with 3 legacy Council policies for the management of street naming and numbering since its inception in 2019. This results in inconsistency and inefficiency in the way the service is delivered, and the introduction of single policy will address these issues.

As with all local authorities, BCP Council is required to have a Street Naming and Numbering Policy to facilitate efficient urban planning and development, reflect local history and heritage, organise the conurbation of BCP effectively, and contribute to public safety. This policy is crucial in ensuring that BCP communities' function effectively while maintaining their unique character.

The numbering systems allow for logical progression along streets, making it easier to locate specific properties or businesses. This is particularly important for emergency services who rely on accurate addressing information when responding to incidents.

The new aligned Street Naming and Numbering Policy will also ensure the effective and transparent processing of all requests to name streets and to ensure that all properties in the BCP Council area are assigned an official address that is clear and unambiguous.

It is also necessary to align the schedule of fees in respect of street naming and numbering to establish equity for those using the service.

## **The Proposal**

The draft policy (at Appendix 1) provides a single Street Naming and Numbering Policy which will ensure clear understanding and expectations in relation to the process of making decisions around street names and numbers. There are a wide range of requirements that must be met, and these reflect the experience of managing the service over time, the need to avoid confusion for stakeholders, and the risks that can sometimes emerge through the connection of people with the street naming process. The draft policy is designed to navigate through the risks that can exist, whilst retaining the opportunity for cultural, environmental, and historical connections to be recognised in the naming process.

In order to progress the adoption of a single policy the council must also adopt the relevant statutory instruments, namely, as recommended by our Legal Services, Sections 17 to 19 Public Health Act 1925.

## **Why do we need to adopt Sections 17 to 19 Public Health Act 1925?**

As a unitary authority, BCP has not yet adopted the legal powers that the legacy authorities had in place, which are required to create a single policy.

Sections 17 to 19 of the Public Health Act of 1925 are utilized in street naming and numbering policies in the UK due to their ability to ensure clarity, preserve historical heritage, and facilitate efficient urban planning. These provisions have become an integral part of maintaining orderliness within communities while enhancing public health services.

## **Summary of legal implications**

Legal advice has been sought through the BCP Legal Team, who have made the following recommendations and observations:

1. Legal Services recommend that BCP adopt sections 17 and 19 of the Public Health Act 1925 and provide notice in accordance with the provisions of Schedule 14 of the Local Government Act 1972. Appendix 2 shows the form of wording Legal Services have provided. Publication will be conducted for a 2-week period in a local paper following Cabinet approval of the policy, at the end of the publication period, the new policy and legislation would be formally adopted.
2. Legal Services recommended that the appropriate legislative approach in order to progress the adoption of the new street naming and numbering policy is as follows:

## **Sections 17 to 19 Public Health Act 1925**

*This legislation covers: -*

- (i) new names of streets - notice served by developer and requiring the approval of the Council or, on appeal, the Magistrates' Court*
  - (ii) alteration of names of streets and assignment of names of un-named streets- notice by Council and consideration of any objections by Magistrates' Court*
  - (iii) providing street nameplates and prosecuting those who remove or interfere with the nameplate.*
3. In bringing together the 3 legacy authority policies, BCP Street Naming & Numbering Policy will also align to the following national laws, which are a standard requirement:
- i. Towns Improvement Clauses Act 1847
  - ii. Public Health Act 1875
  - iii. s21 Public Health Acts Amendment Act 1907

### **Summary of financial implications**

- 4. The policy recommends the harmonisation of the fees and charges for the service, resulting in no negative financial impact on the local authority.
- 5. The new scale of charges is attached at Appendix 4. The three former charging schedules are now aligned into a single set of charges, which are now consistent and comparable with neighbouring authorities.

### **Summary of environmental impact**

- 6. A full EIA has been conducted on this policy and is attached at Appendix 3. The policy has the potential to facilitate positive impacts for all individuals by ensuring that all properties are assigned an official address, so assisting in the efficient delivery of mail and emergency services being able to local properties quickly.

### **Summary of equality implications**

- 7. The policy references that the council would not support or approve any street name that would cause offence or be considered discriminatory particularly in regard to age, disability, race and ethnicity, faith and belief, sexual orientation, gender, and sex. As such, the EIA does not identify any adverse impacts.

### **Summary of risk assessment**

- 8. Having considered the risks associated with this decision, the level of risk has been identified as:
  - a. current risk is low.
  - b. residual risk is low.
- 9. No well-being or health implications have been identified.

### **Background papers**

None

## **Appendices**

1. Street Naming & Numbering Policy
2. Public Notice - Adoption of Sections 17 & 19 of the Public Health Act 1925
3. Equality Impact Statement
4. Scale of Charges