

This Report will be made public on 15 March 2022

Report Number **C/21/88**

To: Cabinet
Date: 23 March 2022
Status: Non key decision
Responsible Officer: Becky Edwards - Case Management Lead (Place)
Ewan Green – Director, Place
Cabinet Member: Councillor David Monk – Leader of the Council

SUBJECT: UPDATED STREET NAMING & NUMBERING POLICY

SUMMARY:

This report outlines suggested revisions to the current Street Naming and Numbering policy approved by Cabinet in May 2017 (and updated by Cabinet in October 2018). The majority of the amendments are minor and simply a refresh of the existing policy however there is a new proposal concerning consultation with Town and Parish councils in respect of the naming of new streets for which consideration is required.

REASONS FOR RECOMMENDATIONS:

Cabinet are asked to approve the updated Street Naming & Numbering Policy which includes the proposal that Town & Parish Councils will be consulted in respect of the naming of any new streets in their locality.

RECOMMENDATIONS:

1. To receive and note the report C/21/88.
2. To note that Town and Parish Councils have been consulted on proposed changes to the Street Naming and Numbering Policy.
3. To approve the updated Street Naming and Numbering Policy as at Appendix 1.

1. BACKGROUND

- 1.1 In respect of the naming of new streets, the existing policy provided guidance as to the relevant criteria to be adhered to when considering new street names, for example avoiding duplication and words that are difficult to pronounce. A preferred list of street names based on historic and community links to a specific site has also been available upon request.
- 1.2 The responsibility for the decision making for any new street names has primarily rested with the developer with guidance as outlined above provided from the Council.
- 1.3 Following a motion to the Full Council meeting in November 2020 it was resolved that the policy should be reviewed to consider an amendment to allow for more input from the local community with the respect to the naming of new streets in their locality.
- 1.4 Following the Council decision, and in conjunction with the current Street Naming & Numbering policy being due for review, consideration has been given to how best ensure that the Council engages with Town and Parish councils regarding the naming of new streets in the future.

2. STREET NAMING & NUMBERING POLICY - PROPOSAL

- 2.1 It is proposed that all new street names will be subject to a consultation process between the developer and the Town or Parish Council. The consultation period must not exceed 21 days and will commence from the date of the developer's notification to the Town and Parish Council. Guidance on this process will be available on the Council's website and officers will be fully trained to provide the appropriate information and support. The Council must also be notified by developers of any consultation period. It is considered that this approach, led by the developer, would be the most effective way to consult with Town and Parish Councils.
- 2.2 The Council is keen to ensure that, wherever possible, new proposed street names should be based on historic or community links to a particular site. The Council will continue to maintain a preferred list of street names which will be available upon request as part of the consultation process.
- 2.3 Three suggestions for preferred new street names should be agreed as a result of this consultation and submitted, in order of preference, to the Council who will ensure the supplied suggestions adhere to policy guidelines.
- 2.4 The Council may choose to seek clarification on any of the preferred new street name suggestions provided that the 21 day consultation period has not lapsed. It is anticipated that this will help avoid the scenario of unsuitable names being provided.

2.5 The draft updated policy is attached as Appendix 1. A copy of the current policy with the updates tracked is attached as Appendix 2 to provide a comparison copy.

3. TOWN AND PARISH COUNCIL CONSULTATION

3.1 Town and Parish Councils were sent an outline of the main change to the policy (i.e. the proposal to consult with them on the naming of new streets) on the 21st January 2022 and asked to comment. Responses were received from six Town and Parish Councils and all expressed their support for the proposal.

4. RISK MANAGEMENT ISSUES

4.1 The only perceived risk is set out below.

Perceived risk	Seriousness	Likelihood	Preventative action
Town and Parish Councils did not support the new policy.	medium	low	Feedback obtained from Town and Parish Councils providing confidence in the proposals to Cabinet.

5. LEGAL/FINANCIAL AND OTHER CONTROLS/POLICY MATTERS

5.1 Legal Officer's Comments (NM):

The formal adoption of the revised policy by the Council will assist in clarification of the legislative framework adopted.

5.2 Finance Officer's Comments (LW)

There are no financial implications arising directly from this report.

5.3 Diversities and Equalities Implications (GE)

There are no negative equality and diversity implications directly arising from this report. The revised policy has been subject to consultation with both Town and Parish Councils.

6. CONTACT OFFICERS AND BACKGROUND DOCUMENTS

Councillors with any questions arising out of this report should contact the following officers prior to the meeting:

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Appendices:

Appendix 1: Draft Revised Street Naming & Numbering Policy

Appendix 2: Current Street Naming & Numbering Policy (track changes)