

# **EXECUTIVE COMMITTEE**

21st February 2012

## **STREET NAMING AND NUMBERING – REVIEW OF POLICY**

Relevant Portfolio Holders	Councillor Jinny Pearce, Portfolio Holder, Planning, Regeneration, Economic Development and Transport and Councillor Michael Braley, Portfolio Holder, Corporate Management.
Portfolio Holder Consulted	(At Portfolio Holder Briefing)
Relevant Head of Service	Deb Poole, Head of Business Transformation
Wards Affected	All Wards
Ward Councillors Consulted	No
Key Decision	

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

This report seeks approval of a revised policy on Street Naming and Numbering for Redditch Borough Council (RBC). It also seeks approval for further authority to be delegated to the Head of Business Transformation.

### **2. RECOMMENDATIONS**

The Committee is asked to **RESOLVE** that

- 1) the revised policy on Street Naming and Numbering, as attached to the report at Appendix 1 and 2, be approved and adopted;**
- 2) authority be delegated to the Head of Business Transformation to carry out all functions relating to the addressing process, as now detailed in the revised Policy; and**
- 3) the Scheme of Delegation to Officers be updated accordingly.**

### **3. KEY ISSUES**

#### **Financial Implications**

- 3.1 None.

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### **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, RBC has delegated authority to Officers for most Street Naming and Numbering matters, but requires Executive Committee approval in the case of names outside of the approved street name list. It is suggested that further delegated authority to the Head of Business Transformation would help provide quicker approval turnaround in these exceptional cases.
- 3.5 Improved turnaround times for street naming and numbering would deliver the following benefits :-
- 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 additional delegation of authority would in every case enable customers, service users and local businesses to obtain address information, approval and notification within ten working days of the address creation and conformation.

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- 3.7 Further to Members' requests, Ward Members and Portfolio Holders will be alerted as soon as reasonably possible 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 Not adopting additional delegated authority would risk creating delays in addressing new developments and properties. The delay would have a negative impact on the customer's experience of the Council.
- 4.2 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**

- 1 – Proposed Revised Street Naming & Numbering Policy  
2 – Current list of candidate names for street naming.

## **6. BACKGROUND PAPERS**

- Previous Committee reports and Minutes (previously published)  
Current RBC Street Naming and Numbering Policy (2010).

## **AUTHOR OF REPORT**

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