

**Wiltshire Council**

**Cabinet**

**14 December 2010**

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**Subject: Street Naming and Numbering**

**Cabinet member: Councillor John Noeken – Resources**

**Key Decision: No**

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**Executive summary**

To seek Cabinet's endorsement and adoption of Wiltshire Council's new Street Naming and Numbering Policy; to approve the revised process for Street Naming and Numbering service following the consultation with all Town and Parish Councils

**Proposal(s)**

Cabinet is asked to consider the following:

To approve the Street Naming and Numbering Policy and process contained as Appendix A which has been developed following consultation with Town and Parish Councils.

**Reason for proposal**

By approving the above proposals, Wiltshire Council will have a sound legal and policy framework on which to deliver the Street Naming and Numbering service in an efficient and customer-focused fashion. The revised process allows Town and Parish Councils to have control over new street names in their area, without significantly changing the volume of administration, while still allowing Wiltshire Council to comply with its statutory obligations in respect of street naming and numbering.

**Mark Stone**

**Programme Director – ICT, IM and Workplace Transformation**

## Wiltshire Council

### Cabinet

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**Cabinet member:** Councillor John Noeken – Resources

**Key Decision:** No

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### Purpose of report

1. To seek Cabinet's endorsement and adoption of Wiltshire Council's new Street Naming and Numbering Policy attached as Appendix A and approve the new process for street naming;

### Background

2. Wiltshire Council is empowered to name streets under Section 17 of the Public Health Act 1925. This legislation dictates that as soon as we receive an application, we have one month to raise any objections to that application.
3. Because of this timescale within the legislation, it was clear that it was not feasible to respond to some applications (particularly those that have many new streets required) within the time frame whilst still fully involving Town and Parish Councils.
4. Therefore, we have undertaken a consultation with Town and Parish Councils to help develop a new policy and process that enables them to have an enhanced role in deciding on names within their area, while at the same time maintaining Wiltshire Council's ability to process applications within the legal time constraints

Town and Parish Councils have been given the following two options to choose from within the consultation:

**Option A** - Accept the existing interim policy and the processes which are within this policy (available at [www.wiltshire.gov.uk/streetnaming](http://www.wiltshire.gov.uk/streetnaming) ).

**Option B** - Change the application process so as to require developers to initially agree suitable names with the relevant Town or Parish Council, before submitting a formal application to Wiltshire Council. This would remove the necessity to have to decide the street names within the month timescale as that would only apply to the processing time once the application is received by Wiltshire Council.

5. The consultation has now taken place and all the responses have been collated

The Town and Parish responses have been in favour of Option B (65.9% of respondents) introducing a pre application process which includes:

- 1.) Town and Parish Councils to agree street names with applicants/developers prior to submitting a formal application to Wiltshire Council
  - 2.) Applicants/developers have the flexibility of being able to name streets after a living person subject to the Town or Parish Council ensuring that written consent is obtained from the named person to have a street named after them.
  - 3.) Applicants/developers have the flexibility to name streets after a deceased person subject to the Town or Parish Council ensuring that written consent is obtained from the family or estate of the deceased person to have a street named after them.
6. Details of the full pre application process can be seen in the new attached policy, Appendix A.

### **Main considerations for the Council**

7. Cabinet is asked to consider the following:  
Approving the new Street Naming and Numbering Policy that has been developed following consultation with Town and Parish Councils.

### **Environmental impact of the proposal**

8. The adoption of this policy has the potential to have a positive impact on the County's carbon footprint as more consistent street naming and numbering should make it easier for properties to be located at the first time of asking and reduce the potential for aborted journeys.

### **Equalities impact of the proposal**

9. The Street Naming and Numbering Policy aims to deliver quality services without prejudice and discrimination to meet the needs of all the community, regardless of age, cultural or ethnic background, disability, gender, marital status, religious or political persuasion or sexual orientation and will adhere to the equality and diversity policy of Wiltshire Council.

### **Risk assessment**

10. Failure to adopt the new Street Naming and Numbering Policy and process leaves the Council open to the following risks:

- Excessive resource being focused on issues where there are conflicts from developers, the public and Town and Parish Councils, for example, following the suggestion of controversial street names by developers.
- Town and Parish Councils will not have the flexibility of naming streets after the living.
- Town and Parish Councils will not have the flexibility of naming streets after the deceased.
- Town and Parish Councils will not be involved in a pre application stage where applicants/developers and the relevant Town or Parish Council agree on suitable street names.

### **Financial implications**

11. There are no financial implications on the adoption of the new policy

### **Legal implications**

12. The Council has a legal responsibility to ensure that streets are named and properties numbered.

### **Options considered**

13. The option of not including a pre application stage within the process and therefore Town and Parish Councils not having a say on naming streets after the living and deceased was not favoured by the Town and Parish Councils.
14. The option of not preparing and adopting a Street Naming and Numbering Policy was not favoured, for reasons including the risks identified above.

### **Conclusions**

15. Cabinet is asked to approve the attached policy and revised process which includes a new pre application process which will be carried out by Town and Parish Councils.

### **Mark Stone**

### **Programme Director – ICT, IM and Workplace Transformation**

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**Background papers:** None

**Appendices:** Street Naming and Numbering Policy