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# Report

**Report subject:** Street name signs, (repair and replacement process)

**Report to:** City Area (Community) Committee

**Date:** 06/05/2008

**Author:** KP Keegan (Chief Building Surveyor)

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## Street Name Plates

- 1. Report summary:**  
Members are asked to note the current process as applied throughout the District.
- 2. Current process:**
  - The current process is reactive, given the size and geographical dispersion of street furniture. Notification is usually by a telephone or e-mail from the public confirming that a street sign has been damaged, or is missing, requesting repair or replacement.
  - The Building Control support team log this request and confirm to our nominated suppliers what is required, be this a street nameplate only, or a whole new assembly (with legs, backplate etc.) which is then fabricated to order.
  - The supplier then arranges for delivery of the new signs to our nominated contractor. They are then given an order by us with details of the locations etc. for the replacement/new signs.
  - Once complete, the contractor invoices us for work done, and we close the initial request.



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3. **Current budget(s):**

- The current budget is split in two. We have a repair & maintenance budget for the contractor, and an equipment purchase budget, for the supplier of new street signs. The former is under code BUI 276 (£5,000), the latter BUI 400 (£3.320).
- The actual spend on the budgets last financial year was, £4,450 & £2,275. In percentage terms on the overall budget this comes out at 89% & 69% respectively. This is around the norm for the budget, though in previous years both have been overspent.
- There is very little financial capacity within the budget to adopt a 'district wide' proactive stance.
- There has been no increase in the base budgets for this financial year 08/09. In real terms, this represents a cut of approximately 2% given inflationary effects.

4. **Options for consideration:**

- Option 1. The service & budgets remain as they are.
- Option 2. A review of the City Area street signs is undertaken and those required are replaced or repaired.
- To adopt option 2 would require (possibly significant) additional financial and human resource given the sheer number of street signs. No accurate inventory of the number of signs has ever been taken but one could reasonably assume that this would run into thousands.

5. **Consultation Undertaken:**

- Due to the short time since the request for the report, no consultation has been undertaken. It is considered that the adoption of Option 2 would affect other Parishes as a significant part (if not all) of the budget would be used on this option.

6. **Recommendations:**

That members recommend the continuation of Option 1.

7. **Background Papers:**

None.

8. **Implications: (as late report consultation not yet undertaken)**

- **Financial:** None with Option1. May require significant increase in budget for Option 2.
- **Legal:** Other Parishes' may voice concern with Option 2 as they could perceive that a disproportionate amount of the budget is being spent on the city are.
- **Human Rights:** No implications.
- **Personnel:** May require additional staff if option 2 adopted, to carry out extra workload.
- **Climate Change:** No implications.
- **Council's Core Values:** No implications
- **Wards Affected:** Option 1. No wards affected. Option 2, all wards affected.