

**Subject:** Street Naming and Numbering Policy

**Status:** For Publication

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**Report to:** Cabinet

**Date:** 20<sup>th</sup> February 2008

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**Report of:**  
Executive Director of Regulatory Services

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**Portfolio**

**Holder:** Regenerating and Promoting Rossendale

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**Key Decision:** No

Forward Plan  General Exception  Special Urgency

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**1. PURPOSE OF REPORT**

1.1 This report is intended to set out the Councils Street Naming and Numbering Policy together with the proposed scale of charges

**2. CORPORATE PRIORITIES**

2.1 The matters discussed in this report impact directly on the following corporate priorities and associated corporate objective.

- Delivering Quality Services to Customers (Customers, Improvement)
- Well Managed Council (Improvement, Community Network)

**3. RISK ASSESSMENT IMPLICATIONS**

- The reputation of the Council may be affected by ambiguous or unclear processes.
- Lack of clear guidelines for service users could result in abortive work should non standard signage etc result in refusal to adopt by LCC highways.
- Challenges against Council decisions on street naming and numbering issues are difficult to defend in the absence of a robust policy. A clear means of resolving failures to agree is needed which takes account of national standards

#### **4. BACKGROUND AND OPTIONS**

- 4.1 The Council is responsible for the naming and numbering of streets and buildings in the Rossendale area under the Town Improvement Clauses Act 1847
- 4.2 The naming and numbering function was transferred to sit within the Building Control Section in October 2007, it was noted that no formal policy was in place
- 4.3 It has been possible to adopt the well established informal procedure used by Regeneration but it is now considered necessary to put in place a formal policy to provide a clear and transparent procedure for service users.
- 4.4 The Council can charge for the discretionary elements of the service listed in appendix A, by virtue of section 64 and 65 of the Town Improvement Clauses Act 1847 together with section 93 of the Local Government Act 2003. It is proposed to introduce charges shown in appendix C to the naming and numbering policy.
- 4.5 The proposed charges will generate an income that will offset part of the costs incurred in providing the naming and numbering function. It is estimated that 50% of the costs incurred will be covered by the proposed charges.
- 4.6 The Building Control function is open to direct competition from the private sector approved inspectors; it is therefore proposed that developers using Local Authority Building Control will receive a discount of 50% for developments of up to 10 dwellings, and 100% discount for developments over 10 dwellings.

#### **COMMENTS FROM STATUTORY OFFICERS:**

#### **5. SECTION 151 OFFICER**

- 5.1 We have estimated that based on the assumption of a 50% recovery of existing cost, the service area finances will benefit by c£4k.

#### **6. MONITORING OFFICER**

- 6.1 This policy is welcomed, it puts in place a clear policy framework, by which the Council will be able to apply a consistent approach to Street naming and numbering.

#### **7. HEAD OF PEOPLE AND ORGANISATIONAL DEVELOPMENT (ON BEHALF OF THE HEAD OF PAID SERVICE)**

- 7.1 Equality impact assessment may require further consultation.

## 8. CONCLUSION

- 8.1 The policy will give clear guidance to both applicants and officers to ensure that the Naming and Numbering function is transparent and all applications processed in a consistent impartial manner.
- 8.2 The proposed scale of charges will allow the authority to cover the cost of providing the discretionary function outlined in the policy

## 9. RECOMMENDATIONS

- 9.1 That Cabinet approves the content of the street Naming and Numbering Policy
- 9.2 That Cabinet approves the scale of charges to take effect from 1<sup>st</sup> April 2008

## 10. CONSULTATION CARRIED OUT

- 10.1 Lancashire County Council Highways, Executive Director of Regulatory Services, Regeneration portfolio Holder.

## 11. EQUALITY IMPACT ASSESSMENT

- Is an Equality Impact Assessment required Yes
- Is an Equality Impact Assessment attached Yes

## 12. BIODIVERSITY IMPACT ASSESSMENT

- Is a Biodiversity Impact Assessment required No
- Is a Biodiversity Impact Assessment attached No

Contact Officer	
Name	Keith Bell
Position	Building Control Manager
Service / Team	Building Control
Telephone	01706 252526
Email address	keithbell@rossendalebc.gov.uk

Background Papers	
Document	Place of Inspection
Town Improvement Clauses Act 1847	Stubbylee Hall Bacup
Public Health Act 1925	Stubbylee Hall Bacup
Local Government Act 2003	Stubbylee Hall Bacup
The Department of Transport Circular roads 3/93	Stubbylee Hall Bacup
Cabinet Office UK Government Data Standards catalogue	Stubbylee Hall Bacup