

REPORT OF STRATEGIC DIRECTOR PLACE

REPORT TO
PROPERTY REGENERATION BRIEFING28th March 2022

TITLE: Street Naming & Numbering Policy

RECOMMENDATION:

That the contents of this report be agreed and seeks approval to adopt the Street Naming and Numbering Policy (SNN) as outlined in this report and attached draft Policy.

EXECUTIVE SUMMARY:

The purpose of this report is to request that the Lead Member for Planning review and agree to formally approve the Street Naming and Numbering policy.

Salford City Council has the legal responsibility to ensure that streets are named and properties are numbered. The authority has the power to approve or reject property addresses submitted by developers or the general public, or to prescribe its own addressing schemes. This power extends to commercial property as well as to domestic addresses

A single harmonised policy would reduce the risk of legal challenge and provide the framework for Salford City Council to operate its function of street (re)naming and numbering effectively and efficiently for the benefits of its residents and visitors.

Currently Salford City Council does not have a Street Naming and Numbering policy. Over recent years with the rise for new housing in the city, the level of demand for the service has risen significantly. In line with other authorities and as recommended by GeoPlace, a policy is required for the creation of logical and consistent addressing to ensure that properties can be located quickly in all situations.

In Great Britain, GeoPlace is the guardian and champion of information on a national scale. Maintaining the National Address Gazetteer and National Street Gazetteer The policy is an important document that contains legislation to enforce the requirements of government.

BACKGROUND DOCUMENTS: Street Naming & Numbering Policy (attached)

KEY DECISION: No

1.0 Background Information

1.1 Salford as local highway authority are required to create new addresses and road names that comply with national standards.

1.2 Under statutory legislation the council is responsible for allocating new property numbers or names and considering requests to change property numbers or names.

1.3 Every new address and road name created goes into our master address database, the Local Land and Property Gazetteer (LLPG). Every night our LLPG updates the National Address Gazetteer (NAG) to help fire, police and other government departments effectively carry out their services.

1.4 The Decisions about street naming and numbering are made by each council – ensuring their work delivers a logical framework for the allocation, management and use of all addresses.

1.5 The policy provides clear understanding as to how requests for service shall be dealt with in order to carry out the SNN service effectively. The main address database is used by the council, Royal Mail, all statutory undertakers, emergency services, credit agencies, satellite navigation system suppliers and many private companies.

1.6 The Policy defines:-

- the legal framework for operation of the Street Naming and Numbering Service
- protocols for determining official street names and numbers
- recommendations to prevent confusion by duplicating or using similar names already in use.

1.7 The objective of the Street Naming and Numbering Service is to provide a unique and unambiguous address for every property in the city of Salford. The information is shared with internal, and other government departments to work together to provide efficient services, this will ensure that:-

- Emergency Services can find a property quickly without ambiguity or confusion
- Mail is delivered efficiently
- Visitors can easily find where they want to go
- There is a reliable delivery of services and products
- Service providers have up to date and accurate records
- Internal Council Departments record the correct address

1.8 The policy is designed to ensure clarity and aims to be open and transparent, providing clear instruction to developers and individuals on what the authority will and will not do in relation to new naming and numbering requests. It aims to be a document that we can refer to when challenged on our decisions which we are facing more frequently as the level of applications rises.

KEY COUNCIL POLICIES: Local Transport Plan

EQUALITY IMPACT ASSESSMENT AND IMPLICATIONS:- The duty imposed by s.149 of the Equality Act 2010 requires public bodies, in the exercise of their functions, to advance equality of opportunity and foster good relations between persons who share a protected

characteristic (e.g. race) and those who do not. When renaming streets, councils will need to give due regard to these statutory aims. For example the decision-making process and any consultation exercise could be used to tackle prejudice and promote understanding between different groups

ASSESSMENT OF RISK: Medium - The risk is associated with poor addressing which could hamper emergency service response times. It is also important to safeguard against any reputational damage or negative publicity that could be done to the City, given several recent high-profile cases around the country in recent years, where new information has come to light with street names having to be hastily changed / removed.

SOURCE OF FUNDING: N/A

LEGAL IMPLICATIONS:

The renaming of a street involves a legal process. The main power to make the decision arises from the Public Health Act 1925 (Sections 17 to 19). This instrument empowers the Local Authority to issue and receive street naming notices before a street is named, to issue orders to name streets, to alter the name of a street, and to enforce the display of officially assigned street names

Enhancing the Council's internal appeal process as set out above should not give rise to any legal implications

FINANCIAL IMPLICATIONS: N/A

PROCUREMENT IMPLICATIONS – N/A

OTHER DIRECTORATES CONSULTED: N/A

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WARD(S) TO WHICH REPORT RELATE(S): All
