



Report To:	Corporate and Community Overview and Scrutiny Committee
Date:	14 th November 2024
Subject:	Street Naming and Numbering Policy
Purpose:	To seek Corporate and Community Overview and Scrutiny Committee comments on the proposed Partnership Street Naming and Numbering Policy
Key Decision:	No
Portfolio Holder:	Councillor John Baxter, Portfolio Holder - Housing
Report Of:	Pauline Lyon – Group Manager, Building Control
Report Author:	Pauline Lyon – Group Manager, Building Control
Ward(s) Affected:	N/A
Exempt Report:	No

Summary

The Council has a duty to ensure that all roads in the district are named and all properties numbered or named. It is important to have a Street Naming and Numbering Policy (SNN) in place to ensure the street naming and numbering function is effective and efficient. Boston haven't previously had a Street Naming and Numbering Policy.

The policy at Appendix A provides a framework to ensure a consistent, harmonised approach in delivering the Street Naming and Numbering function (SNN) for South East Lincolnshire Councils Partnership

Recommendations

That the committee considers the Policy at Appendix A and provides comments to shape the final version of the South and East Lincolnshire Councils Partnership Street Naming and Numbering Policy.

Reasons for Recommendations

To ensure Corporate and Community Overview and Scrutiny Committee have the opportunity to input into the policy prior to consideration by Cabinet

1. Report

- 1.1. This is a new policy for Boston Borough Council. It has been drafted considering the current policies at South Holland District Council/East Lindsey District Council and referring to The Code of Practice as advised by Geoplace, who are responsible for collating, managing and maintaining the primary UK authoritative geospatial address and street data. Consultation has also taken place with the Portfolio holder and Senior leadership team.
- 1.2. The Council has a duty to ensure that all roads in the District are named and all properties numbered or named.
- 1.3. It's important that the SNN function operates effectively and efficiently according to set procedures, for the benefit of the residents and visitors to the area, to ensure anyone travelling around the District can easily find where they are going. Clear, unambiguous property addresses are therefore essential. This is particularly important for emergency services responding to incidents swiftly and delivery services to ensure accurate distribution of mail and parcels.
- 1.4. The SNN function currently sits in Assets at BBC but sits in Regulatory/Building Control at South Holland District Council and East Lindsey District Council. A single partnership policy will ensure that there is a consistent approach across all three Councils and will in due course deliver the objectives of the Regulatory Service Review in facilitating the SNN function at BBC to also sit within Regulatory/Building Control. A shared policy will also support shared working across the Partnership.
- 1.5. Under the provision of Section 93 of the Local Government Act 2003, the Authority reserves the right to make an administrative charge for the provision of the service. In doing so, the income from charges must not exceed the cost of providing the service.
- 1.6. The fees and charges will be reviewed annually during the Council's budget setting process.

2. Implications

2.1 South and East Lincolnshire Councils Partnership

Consistency across the Partnership is important and will support the sharing of staff should the need arise.

3. Staffing

None

4. Constitutional and Legal Implications

These policies fall outside of the Policy Framework of the Council and approval is an executive function. The policies will therefore be presented to Cabinet for approval.

5. Data Protection

None

6. Financial

This report recommended the harmonisation of the fees and charges for the Street Naming and Numbering function.

7. Risk Management

None

8. Equality and Diversity / Human Rights / Safeguarding

An Equality Impact Assessment has been completed and the outcome was that there is no adverse effect from this policy.

9. Health and Wellbeing

None

10. Climate Change and Environmental Implications

None

11. Acronyms

SNN – Street Naming and Numbering

12. Appendices

Appendix A Street Naming and Numbering Policy

13. Background Papers

Background papers used in the production of this report are listed below: -

Document title	Where the document can be viewed
Street Naming and Numbering – Code of Practice	Home - Street Naming and Numbering (geoplace.co.uk)

14. Chronological History of this Report

N/A

Report Approval

Report author:

Pauline Lyon, Group Manager Building Control

Signed off by:

Andy Fisher, Joint Deputy Chief Executive – Delivery and
Assistant Director - General Fund Assets

Approved for publication: