

Item 6 – Street Naming & Property Numbering Policy

The attached report was considered by the Planning Advisory Committee on 13 October 2015, relevant minute extract below:

Planning Advisory Committee - 13 October 2015 (Minute 17)

The Chief Officer Environmental and Operational Services presented a report which advised that under the Towns Improvement Clauses Act 1847 and the Public Health Amendment Act 1925, the Council controlled the naming of streets and numbering of buildings in the Sevenoaks District. This was to ensure that any new street names and building names and numbers were allocated logically with a view to ensuring that emergency service vehicles were able to speedily locate addresses; aid the effective delivery of mail and enable property identification for the general public. The service had operated for a number of years within the requirements of the legislation and an internal policy. The report recommended that the Council formally adopt a policy.

In his presentation the Chief Officer Environmental and Operational Services, suggested some amendments which Members discussed. He suggested that paragraph 6.3 of the draft policy be amended by the deletion of any street name examples and the word 'aesthetically'. Paragraphs 5.4, 6.0, 6.3, 6.6 and 8.3 were debated. Members were keen to have the local parishes and district councillors involved as much as possible and other minor amendments discussed reflected this, along with more flexibility with the replacement of some words.

Public Sector Equality Duty

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

The Chairman moved the recommendations along with the amendments discussed and it was

Resolved: That it be recommended to Cabinet to adopt the Street Naming and Property Numbering Policy subject to the following:

- a) para. 5.4 being amended to read ' Within 7 working days following receipt of the developer's proposal the appropriate Parish/Town Council and local ward member(s) will be consulted. The period allowed for consultation shall be 28 working days from the date of the covering letter to the Parish/Town Councils and local ward member(s). The consultation period may be extended, if requested, to enable local council meetings to take place.';
- b) para. 6.0 having the word 'must' replaced by 'should';

- c) para. 6.3 being amended to read 'Street names should not be difficult to pronounce or awkward to spell. Names that may be considered unsuitable and names capable of misinterpretation should be avoided.';
- d) para. 6.6 being amended to read 'Street names may include the following words, but to comply with national standards *should* not end with them:...'; and
- e) para. 8.3, the last line being amended to read 'In addition the Council will consult the Royal Mail and local Parish/Town Councils and ward member(s).'