

**South Hams Overview and Scrutiny Panel**  
**Thursday, 23 February 2017**

**STREET NAMING AND NUMBERING BRIEFING PAPER**

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The naming and numbering of streets and buildings within South Hams is a Statutory Function of South Hams District Council and is covered by Sections 17, 18 and 19 of the Public Health Act 1925 which was formally adopted by the Council on 18 March 1976. Decisions on these matters are made and controlled by the Council.

The purpose of this control is to make sure:

- Emergency Services can find a property quickly – delays cost lives
- 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. Poor record keeping is only a disadvantage to the customer
- The Council will bill the right person, in the right property, at the right time for Council Tax and National Non-Domestic Rates (NNDR)

### **Street Naming Proposals**

As far as street naming proposals are concerned the Council encourages developers or owners to propose their own preferred names for consideration, preferably in liaison with the local Town or Parish Council.

It is desirable that any suggested street name should:

- Avoid duplicating any similar name in use in a town/village or same postcode area.
- Reflect the history or geography of the site or area
- Be easy to pronounce and spell.
- Not cause offence
- Avoid using names relating to a living or deceased person.

Proposals will be received by the Council and checked against our criteria, then forwarded to the Town/Parish Council and ward members for consideration. The

Town/Parish Council have **21 days** to consider the name and may approve or may suggest another name.

Once the street name has been agreed the Council will officially allocate the street name in accordance with the Local Land and Property Gazetteer (LLPG) and Street Name and Numbering (SNN) conventions to ensure our practices are compliant with the British Standard BS7666:2006.

### **Street Nameplates**

Maintenance of street nameplates becomes the Council's responsibility once a street has been adopted.

Nameplates are erected as per the Council's Specifications and Installation Guidelines. The cost of installing street nameplates will be borne by the property developer.

It is not lawful to erect a street nameplate until the street name has been confirmed in writing by the Local Authority.

### **Sherford**

The Street Name and Numbering for Sherford has been carried out in partnership with Plymouth City Council. Street Naming and Numbering Officers from both authorities have been working together on this project since November 2015.

For the first phase of development, Brixton Parish Council were asked to put forward a list of suggestions. Amongst other things this included lists of flowers, lanes, historical field names, agricultural and local references.

After discussion, and due to this being the only phase within Plymouth's boundary, it was decided that Plymouth would choose the first theme. The theme chosen was 'Constellations'.

A consultation containing the proposed names took place on 5<sup>th</sup> October 2016. Responses were invited from Brixton Parish Council, the local Ward Members and Royal Mail. Royal Mail agreed to the names but no further responses were received.

All the roads in Phase 1 have now been named, however we are currently unable to officially issue the addresses due to delays with creating the UPRNs. These will be issued as soon as we are able.

Future phases are yet to be named and once again if names are not proposed by the developers we will seek suggestions from the Parish Council at that time. Proposed names will go out for consultation with the Parish Council and Ward Members who will have the opportunity to put forward alternatives.