



Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **Environment Regeneration and Streetscene Services Cabinet Board**

**6<sup>th</sup> October 2022**

### **Report of the Head of Engineering and Transport David W Griffiths**

#### **Matter for Decision**

#### **Wards Affected: All Wards**

Street Naming & Numbering Policy and Fees

#### **Purpose of the Report:**

To agree the Council's Street Naming & Numbering Policy document, agree the appropriate charges for services provided and to seek delegated authority for officers to rename existing Streets and name new Streets in Neath Port Talbot.

#### **Executive Summary:**

The Council has operated the current service delivery model for Street Naming and Numbering since 2010. Whilst there's guidance on how to deliver a generic service available from GeoPlace (GeoPlace are responsible for collating, managing and maintaining the primary UK authoritative geospatial address and street data), the Council has never formerly developed and had approved a policy on

what services are being delivered and what residents and developers can expect to receive from the Council. The policy also seeks to enshrine the Welsh Language as the default language for new Street Names and put in place protections for Historic Welsh place and building names.

It is proposed to increase the fees and charges to ensure that they cover the cost of officer time in delivering the services. The increase in charges will also cover the cost of inflation and bring us more in line with neighbouring Authorities.

In relation to the delegated power for street naming, under the 1847 Town Improvements Clauses Act, section 64 as amended by the 1987 West Glamorgan Act, section 8 point 7 gives the Authority the power to name and rename streets within Neath Port Talbot. Cabinet Board has already delegated powers to the Director of Environment and Regeneration to name New Developments (Neath Port Talbot Constitution, page 122, section 7), and we are seeking to expand that power to incorporate the day to day management of naming and renaming of streets without the need to bring a report to Cabinet Board for every change.

### **Background:**

The Street Naming and Numbering function was transferred to Road Safety in June 2022 following the retirement of the previous post holder. As part of the transfer, a review of the service was undertaken.

There were two outcomes of the review:-

1. The current working practices have developed over time and whilst compatible with GeoPlace's generic delivery model, did not fully embrace the needs of the Council. Subsequently it was decided to produce a policy document shown in Appendix A, to formalise the services delivered and to

provide guidance to residents and developers on what their responsibilities are and what service they should receive.

2. The current fees for the services provided do not reflect the actual costs of delivering the service. Charging for this function commenced on 1st April 2011 in line with most local Authorities and approval is now sought to increase the charges as outlined in Appendix B. The newly proposed fees and charges have been benchmarked across authorities when determining the scale of fees and charges to be considered as referenced in Appendix C. It should be noted that the last increase in service charges were introduced in April 2017; since then the delivery costs have increased and the gap between the Council and neighbouring authorities in relation to pricing has widened.

As the request for delegate powers, for naming of Streets, the Authority gains power to manage street names under the Towns Improvement Clauses Act 1847, section 64 (as amended by section 8, point 7 of the West Glamorgan Act 1987)

***Houses to be numbered and streets named.***

*The commissioners shall from time to time cause to be put up or painted on a conspicuous part of some house, building, or place, at or near each end, corner, or entrance of every such street, the name by which such street is to be known; and every person who destroys, pulls down, or defaces any such name, or puts up any name different from the name put up by the commissioners, shall be liable to a penalty not exceeding £25 for every such offence.*

With the implementation of initiatives like the 20MPH default in Wales, there's an increased requirement to implement Traffic Road Orders (TRO) to manage speed limits and parking restrictions. When developing these orders, officers are finding a number streets within Neath Port Talbot that do not have a name. This issue also affects Planning, causing inaccurate street naming to occur on unnamed

streets. To name an unnamed street, officers are required to consult with homeowners/businesses effected and local Ward Members, in addition to seeking approval from Cabinet Board via a Cabinet Board report. The Cabinet Board report procedure adds delay to naming the street, using a Delegated Power would enable the process to happen much quicker and speed up the planning and TRO processes. In the case of disagreement or dispute with a local Member or homeowners/businesses, a report would be submitted to Cabinet Board for determination.

### **Financial Impacts:**

There will be additional income as a result of this change, however the new fees and charges better reflect the cost of officer time required to carry out the functions in line with Section 93 of the Local Government Act 2003.

Appendices B & C outline the current charges and fees, fees across Wales, the cost in officer time, and the proposed fees to be introduced.

### **Integrated Impact Assessment:**

A first stage impact assessment Appendix D has been undertaken to assist the Council in discharging its legislative duties (under the Equality Act 2010, the Welsh Language Standards (No.1) Regulations 2015, the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016.

The first stage assessment has indicated that a more in-depth assessment is not required. Implementing the policy document will have a positive impact on Welsh Language use within the County Borough.

**Valleys Communities Impacts:**

No implications.

**Workforce Impacts:**

No implications.

**Legal Impacts:**

The services provided by the Street Naming and Numbering functions are covered by section 8 of the West Glamorgan Act 1987. The West Glamorgan Act 1987 section 8 amends sections 64 and 65 of The Town Improvements Clauses Act 1847.

Fees charged for the services provided are covered under Section 93 of the Local Government Act 2003.

**Risk Management Impacts:**

If the policy document is not implemented, the ambiguity that exists within the current service delivery will continue and service users will continue to be unaware of their obligations to provide information and register properties.

If the revised fees are not agreed, the service will not be covering its costs.

**Crime and Disorder Impacts:**

No Impact.

**Counter Terrorism Impacts:**

No impact.

## **Violence against Women, Domestic Abuse and Sexual Violence Impacts:**

No impact.

## **Consultation:**

There is no requirement for external consultation on this item

## **Recommendations:**

Having due regard to the Integrated Impact Assessment it is recommended that:-

Members approve the Street Naming and Numbering Policy document as set out in Appendix A.

Members approve the changes to the fees charged for services delivered by the Street Naming & Numbering function as set out in Appendix B.

Members agree to delegate powers to the Director of Environment and Regeneration and Head of Engineering and Transport for the naming of new streets and renaming of existing streets in the County Borough.

## **Reasons for Proposed Decision**

The increase in fees will reflect the current costs of delivering this service.

The ambiguity that currently exists within the street naming and numbering service will be resolved and service users will be aware of their obligations to provide information and to register properties. The Welsh Language and historic names/places will be protected as set out within the report.

To enable the effective management of Street Naming and Renaming function within the Authority. Before a street can be named or renamed the process requires consultation with homeowners and businesses effected by the changes in addition to local Ward Members, so key stakeholders have to agree the change before it happens. Any disagreements with Ward Members or local businesses/homeowners would still be brought to Cabinet Board for decision.

**Implementation of Decision:**

The decision is proposed for implementation after the three day call in period.

**Appendices:**

Appendix A: Street Naming & Numbering Policy

Appendix B: Current and revised fees for Street Naming & Numbering

Appendix C: Fees comparison with other Local Authorities

Appendix D: First Stage Assessment

**List of Background Papers:**

The Constitution of Neath Port Talbot County Borough Council

West Glamorgan Act 1987

Town Improvements Clauses Act 1847

**Officer Contact:**

Name: Gavin Hughes

Designation: Acting Address Management Officer

Email: g.hughes@npt.gov.uk

Direct dial: 01639 686741

Name: Joy Smith MBE

Designation: Road Safety and Business Performance Manager

Email: j.smith@npt.gov.uk

Direct dial: 01639 686581