



Belfast City Council

Report to:	Health and Environmental Services Committee
Subject:	Policy on Naming of Streets and Numbering of Buildings
Date:	4th February, 2009
Reporting Officer:	Mr. Trevor Martin, Head of Building Control, Ext 2450
Contact Officer:	Mr. Mark Mulholland, Policy Officer, Ext 2373

Relevant Background Information

Belfast City Council (the Council) has a duty to ensure the provision of street naming and numbering of buildings to help way-finding by inhabitants, visitors and people who work in the City and to assist the easy identification of premises by emergency services, postal services and utility providers.

In undertaking these functions the Council's primary consideration is public safety, ensuring that street names are not duplicated and that streets and buildings are named and numbered to facilitate easy identification in the event of an emergency.

Additionally it is recognised that the proper provision of street naming and building numbering is fundamental in allowing the efficient, effective and economical delivery of services by the Council, government and private sector.

The statutory basis for these functions is contained within Article 11 of the Local Government (Miscellaneous Provisions) Northern Ireland Order 1995 (the Order).

Key Issues

Article 11 of the Order outlines the powers of Councils in relation to street names and numbering of buildings. The legislation also provides the council with enforcement powers. In discharging these enforcement powers Building Control Service (the Service) officers will have regard to the Council's enforcement policy.

The current policy of the Council relating to the provision of dual language street signs which was adopted on 1 September 1998 will be appended to this draft policy (copy attached to this report).

This policy has been drafted so as to provide clear guidance for the majority of situations which the Council will face in relation to street names and numbering of buildings. This is not an exhaustive policy and it is envisaged that on occasions issues will arise which go beyond the scope of this policy. It is the intention of the Service that in these circumstances a report will be taken to the Health and Environmental Services Committee (the Committee).

The Service will send out street naming and building numbering packs to any new developments which have received planning approval. Officers will consult closely with the address management section of Royal Mail, and in certain circumstances the emergency services, to avoid duplication of names within postcode areas, which may not follow city boundaries.

For new street names, changes to street names and major re-numbering projects which involve 5 or more occupied buildings, these matters will be considered by the Health and Environmental Services Committee.

The Service will notify all members who do not sit on this approving committee of any applications received within their electoral areas for street naming and building renumbering which are to be reported to committee for a decision.

Any member who does not sit on the determining committee but wishes to make representation should contact the service within 7 days of receiving notification of the application. The Service will notify members of final decision by the Council in respect of applications specific to their electoral areas.

If on occasion it is necessary to re-number fewer than 5 occupied buildings or buildings which have not been occupied this will be dealt with by the Service by virtue of powers contained within the Council's scheme of delegation.

The Service endeavours to number sites and premises as soon as practicable. Upon request our officers will arrange a site visit to assist the developer or agent determine a suitable numbering scheme for the particular location. Performance targets for the provision of this service are included with the annual Service Value Creation Map.

Members are asked to note the particular process to be followed in respect of the renaming of a street. The decision whether to consider an application for renaming will be taken by Council following receipt of a survey demonstrating the support of not less than one third of residents of the street, prior to the Service progressing with that application.

Officers will monitor continually the existence and condition of street nameplates and where signage has been vandalised repairs or replacements will be arranged.

This draft policy reflects current Service practice. It has been circulated to external agencies for consultation purposes. The intention was to gain the views and opinions of stakeholders that work with us in implementing this policy.

Resource Implications

Financial

None.

Human Resources

None

Asset and other Implications

None

Recommendation

The Committee is recommended to approve the attached Street Naming and Building Numbering Policy or recommend changes to be made.

Attached Document

- Copy of Draft Street Naming and Building Numbering Policy

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