

**Report to the Council Housebuilding
Cabinet Committee**



**Epping Forest
District Council**

Report reference: CHB-020-2013/14
Date of meeting: 17 April 2014

Portfolio: Housing

Subject: Development Naming

Responsible Officer: Alan Hall, Director of Communities (01992 564004)

Democratic Services Officer: Jackie Leither (01992 564756)

Recommendations:

That the Leader of the Council be recommended to make a Leader's Decision to include, within the Cabinet Committee's Terms of Reference, the authority to decide, where necessary, on the names of developments undertaken through the Council Housebuilding Programme.

Executive Summary:

Some new Council developments will need to be named for postal and other purposes.

It is therefore suggested that the Cabinet Committee's Terms of Reference be extended through a Leader's Decision to include this provision.

Reasons for Proposed Decision:

It is considered that the Cabinet Committee would be the most appropriate body to undertake this role.

Other Options for Action:

The main options appear to be:

- (a) To delegate responsibility to officers;
- (b) To request the Housing Scrutiny Panel to undertake this role; or
- (b) That responsibility be given to the full Cabinet.

Report:

1. Prior to Council properties developed through the Council Housebuilding Programme being completed, where they do not simply take the name of an existing road or estate, they will need to be named for postal and other purposes.

2. It is proposed that the Cabinet Committee would be the most appropriate body to undertake this role, which of course would need to comply with the requirements of Royal Mail and other consultees.

3. It is therefore suggested that the Leader of Council be recommended to make a Leader's Decision to extend the Cabinet Committee's Terms of Reference to include the following provision:

"To agree, where required and appropriate, the names of housing developments delivered through the Council Housebuilding Programme"

4. If this recommendation is agreed, it is proposed that where the new properties would not simply take the name of the street or estate on which they are located and numbered accordingly – which is more likely to be the most appropriate case for houses – the Cabinet Committee would receive a report, early in the construction period, either recommending a name or proposing a list of names for consideration – together with their rationale.

5. As part of this process, local councils and ward members could be consulted on suggested names to be put forward to the Cabinet Committee for consideration, along with the names proposed by the Project Team and any others.

Resource Implications:

None

Legal and Governance Implications:

A formal decision should be taken on the naming of developments, in accordance with an agreed approach.

Safer, Cleaner and Greener Implications:

None.

Consultation Undertaken:

None.

Background Papers:

None.

Impact Assessments:

Risk Management

There are minimal risks – other than potential reputational ones.

Equality and Diversity:

Did the initial assessment of the proposals contained in this report for relevance to the Council's general equality duties, reveal any potentially adverse equality implications? N/A

Where equality implications were identified through the initial assessment process, has a formal Equality Impact Assessment been undertaken? N/A

What equality implications were identified through the Equality Impact Assessment process?

N/A

How have the equality implications identified through the Equality Impact Assessment been addressed in this report in order to avoid discrimination against any particular group?

N/A