

## **Report to the Council Housebuilding Cabinet Committee**



**Epping Forest  
District Council**

**Report reference: CHB-020-2015/16**

**Date of meeting: 24 March 2016**

**Portfolio: Housing**

**Subject: Building Names and Numbering – Burton Road, Loughton (Phase 2, Council Housebuilding Programme)**

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

**Democratic Services Officer: Jackie Leither (01992 564756)**

### **Recommendations:**

- (1) That, subject to the formal approval of the Director of Neighbourhoods, the terrace of 17 houses to be constructed under Phase 2 of the Council's Housebuilding Programme be numbered 1-33 (odd) Burton Road, Loughton;**
- (2) That, subject to the informal views of the Director of Neighbourhoods and the views of the two ward members (to be reported at the meeting);**
  - (a) The new block of 19 flats to be constructed in Burton Road, Loughton be named "Churchill Court", as suggested by Loughton Town Council; and**
  - (b) In the absence of any further suggested names being put forward by Loughton Town Council, the new block of 15 flats to be constructed in Burton Road, Loughton be named either "Broadway Court", "Hunter Court" or "Bedford Court"; and**
- (3) That a formal application be submitted to the Director of Neighbourhoods for the above names and numbering, in accordance with the Council's Street Naming and Numbering Policy**

### **Executive Summary:**

The Cabinet Committee has previously agreed to consult local town and parish councils on suggested names for building and street names developed under the Council Housebuilding Programme, and to also consult the relevant Ward Members on the local councils' suggestions.

Loughton Town Council was invited to put forward a ranked list of suggested names for the two blocks of flats to be built as part of Phase 2 of the Housebuilding Programme at Burton Road, Loughton. The Town Council originally suggested 4 names, ranked in the Town Council's order of preference. However, informal consultation with the Director of Neighbourhoods – who is responsible for implementing the Council's Street Naming and Numbering Policy – established that this initial list of suggested names from the Town Council did not meet the Policy's requirements.

The Town Council was advised of this non-compliance and was invited to submit a further ranked list of names. In response, the Town Council only put forward one name, Churchill Court., which is recommended as the name of one of the two blocks accordingly.

In the absence of any further suggestions from the Town Council, and in view of the need to make a decision at this meeting, the Director of Communities has suggested that the second block of flats should be named "Broadway Court".

The two Ward Members have been consulted on the two proposed names. In response, Cllr Chris Pond has suggested that the second block be named either "Hunter Court" or "Bedford Court". Any comments received from Cllr Girling will be reported orally at the meeting.

The Director of Neighbourhoods has also been consulted informally on the suggested names, to ensure that they comply with the Council's Street Naming and Numbering Policy. He has confirmed that he has no objections in principle to any of the suggested names, but has requested further information about the two names suggested by Cllr Chris Pond, which he has been asked to provide and will be reported orally at the meeting.

It is proposed that the numbering of the new terrace of houses to be constructed at Burton Road be as set out in the above Recommendations.

### **Reasons for Proposed Decision:**

The two new blocks of flats to be constructed at Burton Road, Loughton require names, and the terrace of houses requires numbering. A decision needs to be made at this meeting to avoid any delays with the construction contract. The Cabinet Committee has been authorised by the Leader of the Council to decide the names of new developments.

### **Other Options for Action:**

The main options appear to be:

- (a) To agree different names for one or both blocks of flats to those suggested; and/or
- (b) To agree different numbering for the new terrace of houses.

### **Background**

1. It is the District Council's legal responsibility, exercised through the Director of Neighbourhoods, to ensure that all new properties built in the District are allocated an appropriate address. The Council already has a Policy that aids developers in suggesting street and building names, which the Council has the power to approve or reject under the Towns Improvement Clauses Act 1847 (S64 and S65) in conjunction with S21 of the Public Health Act Amendment Act 1907.

2. In April 2014, the Cabinet Committee recommended to the Leader of the Council that the Terms of Reference for the Cabinet Committee be amended to incorporate the naming of developments, which the Leader subsequently agreed. At its meeting held in August 2014, the Cabinet Committee agreed its approach to the naming of new developments within the Council Housebuilding Programme.

3. In general terms, the Cabinet Committee agreed that:

- (a) Subject to the Cabinet Committee already agreeing a suitable name for new Council housing developments, or names not being required (e.g. where existing numbering can be utilised), town and parish councils be invited to submit a list of street/property names - in an order of preference - for new Council housing developments in their locality, having regard to the Council's Street Naming and Numbering Policy;

- (b) The relevant ward members be consulted on the list of names submitted by Town and Parish Councils; and
- (c) The names of new streets or properties be determined by the Cabinet Committee, having regard to the list of names put forward by town and parish councils and the views of ward members.

4. The Cabinet has already agreed the names of buildings and streets for the developments comprising Phase 1 of the Housebuilding Programme. There is now a need to agree names and street numbering for the 51 new properties to be built in Burton Road, Loughton under Phase 2 of the Programme.

### **Proposals for names and street numbering for Phase 2**

5. A contractor has been appointed to undertake the works for Phase 2, which is due to commence on site shortly, with completion due around Spring 2018. The development comprises:

- (a) A terrace of 17 houses;
- (b) A block of 15 flats; and
- (c) A block of 19 flats

6. It is proposed that the terrace of 17 houses be numbered 1-33 (odd) Burton Road, Loughton.

7. In accordance with the Cabinet's Committee's policy, the Town Council was invited to submit a list of four names for the Cabinet Committee to consider for the two blocks of flats, in the Town Council's order of preference, which met the requirements of the Council's Street Naming and Numbering Policy - together with brief information about the rationale for the proposals.

8. Unfortunately, although a copy of the Street Naming and Numbering Policy was provided to the Town Council with the invitation (and the importance of compliance with the Policy emphasised), the initial list of 4 suggested names from the Town Council did not meet the Policy's requirements. Therefore, the Town Council was invited to submit a further list.

9. However, in response, the Town Council has only put forward one name for consideration, "Churchill Court", after the former Sir Winston Churchill Public House which was previously located nearby. This is therefore recommended for the name of one of the two blocks accordingly.

10. In the absence of any further suggestions from the Town Council, and in view of the need to make a decision at this meeting, the Director of Communities has suggested that the second block of flats should be named "Broadway Court", in view of its close proximity to the Broadway Shopping Centre.

11. In accordance with the Cabinet Committee's policy, the two ward members (Cllr Chris Pond and Cllr Leon Girling) have been consulted on these two proposals. In response, Cllr Chris Pond has suggested that the second block be named either "Hunter Court" or "Bedford Court", which Cllr Pond says would follow such names as Jessel Drive and Eversley Close, after 19<sup>th</sup> century people prominent in the movement to save the Forest. Any comments received from Cllr Girling will be reported orally at the meeting.

12. The Director of Neighbourhoods been consulted informally on the suggested names, to ensure that they comply with the Council's Street Naming and Numbering Policy. He has

confirmed that he has no objections in principle to the proposed numbering of the terrace of houses, or to any of the four suggested names, but has requested further information about the two names suggested by Cllr Chris Pond. Cllr Pond has been asked to provide further information, which will be reported orally at the meeting.

13. The Cabinet Committee is therefore asked to determine the names to be formally put forward to the Director of Neighbourhoods for the two blocks of flats, having regard to the four suggestions made.

14. It is emphasised to the Cabinet Committee that a decision needs to be made on the names and street numbering at this meeting, since they are required by the contractor at the earliest stage in the construction programme in order to provide to the statutory undertakers – otherwise it could delay the construction programme.

**Resource Implications:**

The Housebuilding Programme's existing budget will need to meet the minimal (internal) cost of making the street naming application to the Director of Neighbourhoods.

**Legal and Governance Implications:**

Towns Improvement Clauses Act 1847 (S64 and S65), in conjunction with S21 of the Public Health Amendment Act 1907.

**Safer, Cleaner and Greener Implications:**

None

**Consultation Undertaken:**

As detailed in the main report.

**Background Papers:**

None

**Risk Management:**

The risks are minimal, other than any reputational damage to the Council if the proposed names are subsequently found/considered to be inappropriate at a later date.

# Due Regard Record

This page shows **which groups of people are affected** by the subject of this report. It sets out **how they are affected** and how any **unlawful discrimination** they experience can be eliminated. It also includes information about how **access to the service(s)** subject to this report can be improved for the different groups of people; and how they can be assisted to **understand each other better** as a result of the subject of this report.

S149 Equality Act 2010 requires that due regard must be paid to this information when considering the subject of this report.

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The initial equalities assessment did not identify any equalities issues relating to the proposals.