

LFCDA (LFEPA) Naming and Numbering of Streets and Buildings – Guidance Notes

Introduction

The following note has been prepared for the guidance of officers when giving advice on the naming and numbering of streets and buildings within the London Fire Brigade area.

Contents:

1. Legislation
2. Background
3. The Present Position
4. Naming of Streets and Buildings
5. Numbering of Streets and Buildings
6. Renaming and Renumbering of Streets and Buildings

1. Legislation:

There are four principal pieces of legislation that apply to the Naming and Numbering of Streets and Buildings in London.

1. London Building Acts (Amendment) Act 1939 Part II
2. London Government Act 1963 Section 43(1)(a) & (2)
3. London Government Order 1965 Article 3(11)
4. Local Government Act 1985 Schedule 8 Section 14(1)(a)

2. Background:

The present powers which control street naming and numbering matters in the Greater London area derive from Part II of the London Building Acts (Amendment) Act 1939, which was subsequently amended by Section 43(1) of the London Government Act 1963. The original Act referred to only the inner London area and the amendment extended its application to the whole of Greater London.

The main consideration which led to this amendment was that a consistent application across the enlarged area of London was needed to ensure the continuation of a policy which, over many years, had enabled the duplication of street names to be materially reduced and, where practicable, eliminated. This benefits not only the public and postal authorities, but also the emergency services. It also determined that there was a need for a comprehensive register of all streets in Greater London.

During its existence the Greater London Council adopted varying practices of applying the legislation involving partial delegation to the outer-London Boroughs.

With the formation of the LFCDA in 1985 the functions were wholly devolved to the 32 London Boroughs and the City of London.

3. The Present Position:

All London Boroughs are now responsible in law for the functions of naming and numbering streets and buildings throughout London.

This includes responsibility for:

- (a) erecting the names of public streets and for ensuring that the names and/or numbers of buildings are displayed by the owners in accordance with the Regulations made by the Boroughs and,
- (b) informing all owners / occupiers of naming and numbering orders.

It is a requirement that they consult the emergency services and other interested parties before proceeding with any amendment or additions to street and building names.

It is the function of the Brigade's Pre-Determined Attendance (PDA) Section to act as liaison to all of the London Boroughs in respect of all street naming and numbering applications. The policy guidelines that follow are to be used when making observations on naming and numbering applications. The agreed names and number ranges are used by PDA to update the Authority's mobilising database.

4. Naming of streets and Buildings:

The following policy guidelines have been established and followed over many years:

a) New street names should not duplicate any similar name already in use in a borough or neighbouring boroughs. A variation in the terminal word, e.g., 'street', 'road', 'avenue', etc., should not be accepted as sufficient reason to duplicate a name.

b) Street names should not be difficult to pronounce or awkward to spell. In general, words of more than three syllables should be avoided and this precludes the use of two words except in special cases.

c) Subsidiary names, such as a row of buildings within an already named road being called '..... Terrace', should only be used in roads of short length.

d) All new street names should end with one of the following suffixes:

Street	for any thoroughfare
Road	for any thoroughfare
Way	for major roads
Avenue	for residential roads
Drive	for residential roads
Grove	for residential roads
Lane	for residential roads
Gardens	(subject to there being no confusion with any local open space)
Place	(subject to there being no confusion with any local open space)
Crescent	for a crescent shaped road
Close	for a cul-de-sac only
Square	for a square only
Hill	for a hillside road only
Circus	for a large roundabout
Terrace* (Deleted)	<i>(Deleted)</i>
Vale	for residential roads (only for exceptional use.)
Dene	for residential roads (only for exceptional use.)
Rise	for residential roads (only for exceptional use.)
Mead	for residential roads (only for exceptional use.)
Row*	Added
Wharf*	Added

Not acceptable suffixes:

End, Court, Cross, Side, View, Walk, Park, Meadow.

All these words can, of course, be incorporated in a street name provided it terminates with an appropriate suffix (e.g. Mile End Road).

Exceptions:

Single or dual names without suffixes in appropriate places (e.g., Broadway for major roads only).

- e) All new pedestrian ways should end with one of the following suffixes:
 - Walk
 - Path
 - Way

- f) No street or building name to start with 'The'

- g) All new building names should end with one of the following suffixes
 - Lodge *(Added)*
 - Apartments *(Added)*
 - Mansions *(Added)*
 - House
 - Court residential only,
 - Point high block residential only,
 - Tower high block offices or residential
 - Heights high block offices or residential *(Added)*

- h) For private houses it is sufficient that the name should not repeat the name of the road or that of any other house or building in the area.

- i) The use of North, East, South or West (as in Alfred Road North and Alfred Road South, or East or West) is only acceptable where the road is continuous and passes over a major junction. It is not acceptable when the road is in two separate parts with no vehicular access between the two. In such a case half should be renamed.

- (j) Avoid having two phonetically similar names within a postal area and, if possible, within a borough, e.g. Alfred Road and Alfred Close or Churchill Road and Birch Hill Road.

5. The Numbering of Streets and Buildings:

- (i) A new street should be numbered with even numbers on one side and odd numbers on the other, except that for a cul-de-sac consecutive numbering in a clockwise direction is preferred.
- (ii) Private garages and similar buildings used for housing cars, etc., should not be numbered.
- (iii) There should be no sanction given to the avoidance of any numbers Le. 13, 4 etc. and a proper sequence should be maintained.
- (iv) Buildings (including those on corner sites) are numbered according to the street in which the main entrance is to be found and the manipulation of numbering in order to secure a 'prestige' address or to avoid an address which is thought to have undesired associations should not be sanctioned.
- (v) If a building has entrances in more than one street but it is a multi-occupied building and each entrance leads to a separate occupier, then each entrance should be numbered in the appropriate road. Exceptions may be made, depending on the circumstances, for a house divided into flats.
- (vi) A named building may not have more than one number in one street. In residential buildings (e.g., blocks of flats) it is usual to give a street number to each dwelling where the block is up to six storeys in height. When the block exceeds this height or there are not sufficient numbers available because of existing development, it should be given a name or number in the street. The numbering of flats within a named or numbered building is outside the scope of boroughs powers but developers may be advised that on each floor the numbering should be in a clockwise direction where this is possible, or alternatively to consult with the local District Postmaster. When flats are numbered internally they should be numbered not lettered (e.g., Flat 2, 21 Smith Street, not Flat A, 21 Smith Street and not 21 a Smith Street which might already be used by an adjoining infill building).
- (vii) The Act permits the use of numbers followed by letters or fractions (Section 11 (2)). These are needed, for instance, when one large old house in a road is demolished and replaced by (say) four smaller houses. To include the new houses in the numbered sequence would involve renumbering all the higher numbered houses on that side of the road. If a considerable number of other houses would be affected, then to avoid this each new house should be given the number of the old house with either A, B, C or D added. Fractions are only used where it is not possible to use letters.

6 Renaming or Renumbering of Streets and Buildings:

Renaming / renumbering existing streets and buildings is normally only considered when changes occur which give rise (or are likely to give rise) to problems for the occupiers, Post Office, Emergency Services, etc.