

# The UPRN lifecycle from planning to demolition



## What is the UPRN?

The Unique Property Reference Number (UPRN) is the unique identifier for every spatial address in Great Britain. It provides a comprehensive, complete, consistent identifier throughout a property's life cycle – from planning permission through to demolition.

The UPRN, found within the AddressBase® products from Ordnance Survey, is used to link multiple disparate datasets together, both internally or when sharing information with other organisations who use the UPRN; for example, local and central government bodies, emergency services, insurance and utility companies. The UPRN is an underpinning linking mechanism that removes error in data exchange and communication, and delivers efficiency gains in operational processes.

In the same way that every citizen has a National Insurance number, every Internet-enabled device has an IP address and every book features an ISBN number – the UPRN uniquely and definitively identifies every addressable location in Great Britain.

## Where does the UPRN come from?

UPRN ranges are centrally allocated and managed by GeoPlace. GeoPlace provides each local authority with a range of UPRNs for them to allocate as needed.

Local authorities' statutory responsibilities mean that they are the source of information within a property's lifecycle and are responsible for assigning UPRNs for each address record. Guidance to local authorities states that UPRNs should be entered against a record as soon as 'Construction' begins or 'street naming and numbering' has been carried out whichever is earliest.

Activities such as street naming and numbering, planning applications, building and environmental control, licensing, electoral registration, council tax and non-domestic ratings repeatedly bring local authorities in contact with land and property enabling thorough management of its lifecycle.

## The local authority address capture process

The Local Land and Property Gazetteers (LLPGs) maintained by local authorities throughout England and Wales and Corporate Address Gazetteers (CAGs) maintained by local authorities in Scotland are an implementation of the British Standard, BS 7666:2006 Parts 1 and 2.

LLPGs and CAGs are maintained by the Address Custodian and Street Naming and Numbering Officer community, in accordance with the reference manual; the Data Entry Conventions (DEC) and best practice. The Data Entry Conventions provides definitions and guidance for Custodians to maintain LLPGs and CAGs



in a consistent manner across local government. Although Scottish custodians have separate convention documents these are broadly similar to ensure consistency.

Local authorities capture an address in their LLPG or CAG from one of two main sources: planning applications, building warrants and the statutory street naming and numbering process. Capturing street naming and numbering intelligence means that the address is definitive under Statute.

Address Custodians are responsible for capturing or allocating the following core information to each property record:

- an address – either a plot/development address or an official SNN address
- a UPRN
- an initial coordinate so the properties can be viewed on a map
- a classification code to register the type of use or function of the property
- a logical status of "Approved" or "Provisional" and in many cases a BLPU State.

The combination of Logical Status and BLPU State provides the current property cycle stage the record is under. Once captured local authorities will update and improve this information as new intelligence is received from sources such as:

- Council Tax and Non-Domestic rates
- CRM
- Electoral Roll
- Reports from the national hub at GeoPlace
- MasterMap® Topography Layer





## Changes in the status of a property

Throughout its lifecycle, information on the address of a property can change. This may be due to a change of name, a sub-division or aggregation of an address within a building, change of use, such as from single occupancy to multiple occupancy, or the eventual demolition of the property. All of these historic, alias and provisional addresses are recorded against the same UPRN.

## What happens if a property is demolished?

Even if a property is demolished the UPRN retains this historical information and the UPRN is never reused.

## What happens to the UPRN when the building is split into flats?

The original building retains its UPRN and becomes a 'parent', individual properties within the building, known as 'child properties' are allocated their own UPRN. All 'Child' properties reference the UPRN of their 'Parent' property to show this 'parent/child' relationship.

## What happens when two flats/buildings are knocked into one?

The UPRNs of the original buildings are updated to 'historic'; and a new UPRN is given to the new merged property on the site.

## What happens to a UPRN when a building is knocked down and another one (or several) take its place?

The UPRN of the original building is updated to 'historic'; and a new UPRN is given to each of the new properties on the site.

Addresses sourced from local authorities go through the process outlined. However, although many authorities create UPRNs at the Planning Approval stage this is not mandatory.

The process splits after the planning approval stage as authorities differ depending on their internal practices. Some carry out SNN as soon as it's Planning is Approved, others wait until Construction commences, this is the latest that the property should appear in the AddressBase range of products.



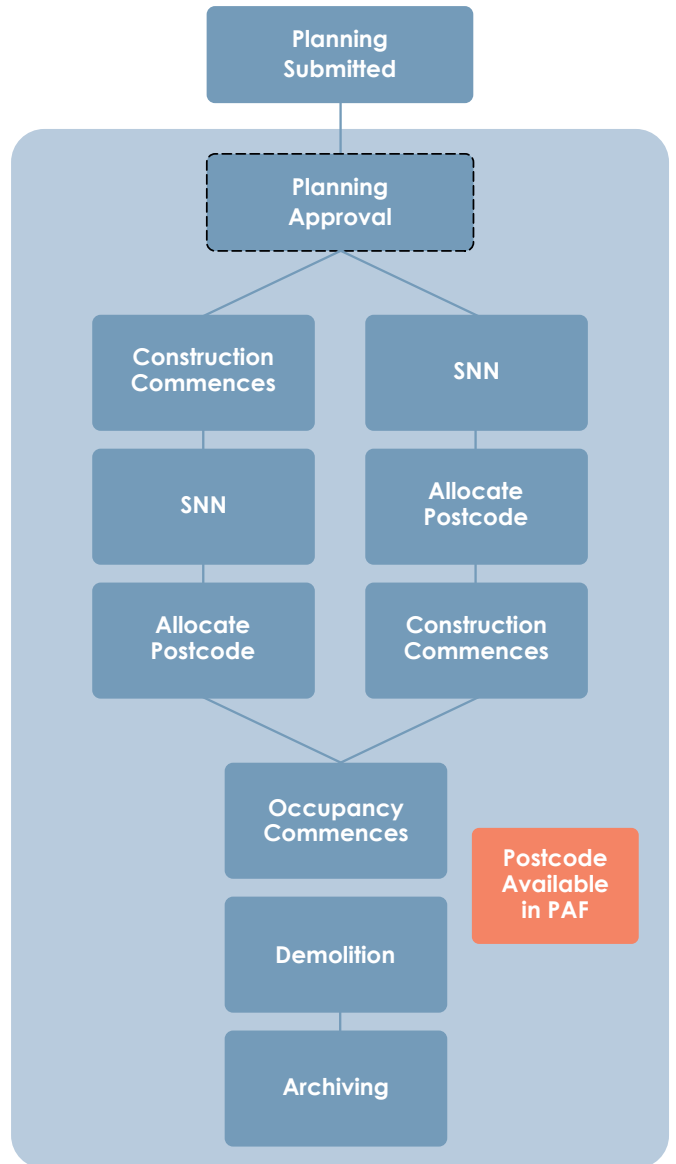
## National Address Gazetteer

Local authorities provide their address update records to GeoPlace on a continuous basis for inclusion in the National Address Gazetteer infrastructure. The National Address Gazetteer infrastructure contains over 40 million addresses. In every six weekly cycle GeoPlace synchronises 2,599,000 changes and carries out a total of 3,440 data validation checks.

The National Address Gazetteer infrastructure is the single source from which AddressBase products are developed and made available by Ordnance Survey. This information is also used by Ordnance Survey as their primary source of change intelligence for resurveying an area.

AddressBase® Premium, available from Ordnance Survey, is the most comprehensive and accurate geographic dataset of 40 million addresses, properties and land areas where services are provided.

Thanks to the relationship with local authorities, users of AddressBase benefit from the most in-depth view of addresses throughout the property lifecycle – from planning permission, through construction, occupation and change of use to demolition and beyond.



The diagram above is a representation of the lifecycle of an address as recorded by a local authority. As local authorities have the duty to approve planning and the statutory obligation for street naming and numbering, information about a property is recorded by the local authority before becoming available in other datasets such as the Postcode Address File (PAF). The blue box surrounding the lifecycle represents all of the stages where the address appears within AddressBase Premium.

## Further information

For more information, please visit the AddressBase pages on the Ordnance Survey website:

<http://www.ordnancesurvey.co.uk/business-and-government/products/addressbase-products.html>

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