



Policy, Finance and
Development
Committee

25 March 2014

Matter for Decision

Title: **Charging Scheme for the Issuing or Amendment of
Street Names and Numbers**

Author: **Anne Court – Director of Services**

1. Introduction

- 1.1 A report which requests Members to approve the introduction of a charging scheme for the recovery of costs associated with carrying out our statutory duty of issuing or amending street names and numbers.

2. Recommendations

- 2.1 It is requested that Members authorise the introduction of a charging scheme.

3. Information

- 3.1 At present this Council unlike some authorities, does not charge for the issuing of a street naming or numbering scheme.
- 3.2 The Council has a statutory obligation for the naming and numbering of streets and buildings within its administrative boundary.
- 3.3 The purpose of street numbering and naming is to ensure that a new or amended street and building names and/or numbers are allocated logically and in a consistent manner to facilitate effective service delivery from both public and private sector bodies. And in particular to ensure that emergency services are able to locate any address to which they may be summoned.
- 3.4 Part 3 Section 19 of the 1985 Leicestershire Act states that the owner or occupier of a building shall maintain the mark of the building (its number) in such a way that it is legible from the street, and that it is not obstructed wherever possible.
- 3.5 Section 93 of the Local Government Act 2000 provides the Council with a general power to charge for discretionary services, where there is no such statutory duty to provide that service and no specific charging powers. However, such charges can only be imposed on a cost-recovery and “not for profit” basis and this power is to be distinguished from the general trading powers set out in the Local Government Act 2003.

- 3.6 In the case of Street Naming and re-naming, it would appear the Council has traditionally exercised powers under Section 18 of the Public Health Act 1925 in providing this service.
- 3.7 With regard to enquiries relating to street names and numbers the Council already has the ability to charge for this service, where the enquiries are raised in the context of potential land sales, under the Local Authorities (Charges for Land Searches) Regulations 1994. Therefore the Section 93 powers of the Local Government Act, would not be used in these circumstances.
- 3.8 The proposed fees are of the same structure to those levied by North West Leicestershire District Council and Hinckley and Bosworth Borough Council. Both Authorities operate similar back office systems to ourselves, with similar internal processes.
- 3.9 The volume of new housing within the Borough is on the increase and more planning applications are being received for new housing developments requiring new street names, this will undoubtedly increase the workload of officers.
- 3.10 The proposed table of fees and charges are contained within Appendix A

Email: jonathan.lee@oadby-wigston.gov.uk Tel: 0116 257 2718

Background Papers:-

Street naming and numbering application form Appendix A

Street naming and numbering protocol - Appendix B

Implications	
Financial (PL)	CR1 Decreasing Financial Resources: Any revenue from this income stream will produce a saving for the General Fund budget in 2014/15
Risk (KG)	CR1; Decrease in financial resources.
Equalities (KG)	An EIA will be carried out on the process.
Legal (KG)	The Local Government Act 2000 permits the local authority discretion to charge for such services.

Appendix A

As of (**Date subject to committee approval**), Oadby and Wigston Borough Council will charge the following fees for certain Street Naming and Numbering functions:

Service	Charge
Renaming/renumbering of existing property	£40.00
Naming/Numbering of 1-5 plots	£40.00 per plot
Naming/ Numbering for more than 5 plots	£20.00 for each additional plot over 5
Naming of a street	£150 per street
Change to a development after notification*	£50 admin fee plus £15 per plot
Street re-naming at residents request	£250 plus all compensation** met by the applicant (NB: A two thirds majority agreement from residents is required by ballot).
Written Confirmation of postal address details	£25.00 per address
Numbering of new flat complex	£25 per flat

* *Notification means after the Authority has numbered the street.*

** *Compensation relates to monies paid to residents to help them pay for the cost of informing all parties that they correspond with, regarding the change to their address*