

REPORT OF STRATEGIC DIRECTOR PLACE  
TO LEAD MEMBER FOR  
PLANNING, TRANSPORT & SUSTAINABLE DEVELOPMENT  
ON 17<sup>TH</sup> JANUARY 2023

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TITLE: Review of Street Naming & Numbering Charges

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RECOMMENDATION:

It is recommended that the Lead Member for Planning:

Approves the proposed Street Naming and Numbering charges to cover the costs of the investigations, consultations, and notification to internal and external organisations, and officer time and resources as detailed below.

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EXECUTIVE SUMMARY:

The current SNN charges have not been reviewed for more than 10 years and are no longer cost effective, covering the officer time and work to carry out the street naming and numbering service. The purpose of this report is to request that the Lead Member for Planning, Transport & Sustainable Development review and agree the introduction of new charges for the service of carrying out the SNN service.

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BACKGROUND DOCUMENTS: Street Naming & Numbering Table of Charges

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KEY DECISION: No

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**Background Information**

Given current public sector financial constraints and the rise over recent years of property development requiring street naming and numbering, it is proposed to increase the current charges for the discretionary naming and numbering services it provides. This is also in line with other local authorities. SCC has not made any changes to its SNN charges to applicants since it was originally introduced over 10 years ago.

The charges being introduced are intended to cover the administrative costs incurred by officers in providing the service. This essentially relates to staff costs, and these have been apportioned in line with expected volumes of demand for the service. The fees are based on cost recovery figures.

Discretionary services are those services that an authority has the power but not the duty to provide, as provided for under Section 93 of the Local Government Act 2003. Charges cover services such as the administrative function of the service, working with Royal Mail, notifying Valuations Office, Land registry, emergency services, Utilities and many other bodies.

The power to charge falls under Section 93 of the Local Government Act 2003. This sets out that a Local Authority may charge for discretionary services (services that an authority has the power but not a duty to provide). An authority may charge where the person who receives the service has agreed to its provision and the charge must not exceed the cost of providing the service.

Officers have reviewed the time and costs associated with progressing the Street naming and Numbering requests, and a comparison exercise has been undertaken to ensure the charges set are in line with other neighbouring local councils. These are contained on the attached spreadsheet

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KEY COUNCIL POLICIES: Local Transport Plan

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EQUALITY IMPACT ASSESSMENT AND IMPLICATIONS:- N/A

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ASSESSMENT OF RISK: – N/A

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SOURCE OF FUNDING: N/A

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LEGAL IMPLICATIONS:

If the decision is made to implement the proposals in this report, these should not give rise to any legal implications.

FINANCIAL IMPLICATIONS: N/A

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PROCUREMENT IMPLICATIONS – N/A

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OTHER DIRECTORATES CONSULTED: N/A

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WARD(S) TO WHICH REPORT RELATE(S): All

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