

Report to	-	Cabinet
Date	-	4 September 2017
Report of the	-	Executive Director of Resources
Subject	-	Street Naming and Property Numbering Policy

Recommendation: It be **RESOLVED:** That:

- 1) the consequential changes to the Street Naming and Property Numbering Policy be noted; and
 - 2) the revised charges for street naming and numbering activities be approved.
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Lead Officer: David Wharton

Lead Cabinet Member: Councillor Lord Ampthill

Introduction

1. The naming of streets and numbering of properties in the Rother District is a statutory function of the Council. All new developments or re-developments need to be named and numbered.
2. The purpose of this report is twofold:
 - i. to inform Members that some minor consequential amendments have been made to the Street Naming and Property Numbering Policy, mainly relating to updating the relevant legislation; and
 - ii. to seek Members' approval to amend the current scale of charges.
3. The Council's Street Naming and Property Numbering Policy (<http://www.rother.gov.uk/CHttpHandler.ashx?id=10934&p=0>) guides the Council in exercising its responsibilities for:
 - i. The naming of streets
 - ii. The numbering of properties
 - iii. The naming of properties
4. The process of street naming usually occurs after planning permission has been granted for new development which involves the creation of a new road(s) and the erection of one or more buildings which require a postal address.
5. Occasionally the Council receives requests for streets to be renamed or renumbered. Generally this is only carried out when the proposed alteration is in the wider public interest or eradicates confusion.

Consequential Changes to the Street Naming and Property Numbering Policy

6. The following consequential changes have been made to the policy (last reviewed in September 2009):
 - i. Changes to legislation are now reflected in the revised policy.
 - ii. Relevant email addresses, service area and the names of the databases used in the process have been updated.
 - iii. The list of agencies and authorities informed of street and property changes has been amended to remove British Telecom.
7. These changes have been made under delegated authority as they do not alter the overall direction of the policy.

Proposed Changes to the Fees Charged

8. Councils are able to charge for street naming and numbering activities and this authority has done so for some time.
9. The charges for street naming and property numbering have not been amended for a number of years. As part of the process of ensuring that the Council is at least recovering its costs, officers have reviewed the charges. In general the current charges do not reflect the work undertaken and also are lower than our neighbouring authorities in the majority of cases. It is therefore proposed that they should be increased as shown in Appendix 1.

Conclusion

10. The consequential minor amendments to the Street Naming and Property Numbering Policy mean that the policy now accurately refers to the relevant legislation and amends other names and email addresses. The proposed changes to the charges for street naming and numbering will mean that the Council will be more accurately reflecting the work undertaken in each of the areas. It will also bring the charges more in line with those in place for neighbouring councils.

Malcolm Johnston
Executive Director of Resources

Risk Assessment Statement

Failure to increase the charges will mean that the Council is not fully recovering its costs for the services.

Table of Charges**New Developments**

	Current RDC Charges	Proposed RDC Charges	Wealden	Hastings
Naming of streets and numbering of properties	No charge	No charge		£130 per street
Registration and notification of new properties within each development phase	£150 + £10 per unit	£165 + £20 per unit	Sliding scale	£130 + £65 per unit
Any alterations in either street name or property numbers to new developments after initial street naming and property numbering has been undertaken	£150 + £25 per unit	£165 + £35 per unit	Not costed	£65 per unit

Existing Properties

	Current RDC Charges	RDC Proposed Charges	Wealden	Hastings
House Name Change – changing or adding a property name to an existing property	£50	£75	£25	£65
Confirmation of postal address (per unit)	£12	£35	£25	£32.50
Changing a street name (resident request)	On application	On application		
Street numbering where no numbering scheme exists (resident request)	On application	On application		