



# Ryedale District Council

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**REPORT TO:** North Yorkshire Building Control Partnership Board

**DATE:** 29 September 2010

**REPORTING OFFICER:** Maria Podgorski, Senior Administration Officer

**SUBJECT:** Street Naming and Numbering – Proposed Charges

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## **1.0 PURPOSE OF REPORT**

- 1.1** To set out a proposed range of charges to be introduced for the function of Street Naming and Numbering. To take effect from 1 October 2010.

## **2.0 RECOMMENDATIONS**

- 2.1** That from 1 October 2010 charges be introduced for the function of Street Naming and Numbering in accordance with the details set out in paragraphs 5.2.1 to 5.2.4 of this report.

## **3.0 BACKGROUND**

- 3.1** Street naming and numbering is a function carried out by the Partnership, on behalf of Scarborough Borough Council, in relation to all new developments and those circumstances where householders seek to re-name/number their property. When a new development is built, the Partnership liaises with various bodies to agree a naming/numbering convention. Once agreed this is advised to the emergency services, utility companies, land registry and a number of other organisations.
- 3.2** In addition to the above the Partnership answers, on behalf of Scarborough Borough Council, a large number of requests for 'address confirmation'. This function, in the other Partner Councils, is undertaken by the Gazetteer Management Section.

## **4.0 POLICY CONTEXT**

- 4.1** This Report impacts on the Partnership's values relating to delivering a competitive, high quality, dynamic, professional service and excellence in client services.

## **5.0 REPORT**

- 5.1** For charging purposes, it is proposed to introduce a hierarchy of four categories of development:

**5.1.1** Large scale development involving new streets

**5.1.2** Smaller single/infill development

**5.1.3** Re-naming existing properties

**5.1.4** Providing clarification of an existing address

- 5.2** Following a comparative exercise with Hambleton District Council, who themselves did a comparison exercise with eight other local authorities, it is proposed to introduce the following level of charges:

**5.2.1** Large developments: £170 for 10 properties or less plus £20 for each additional house

**5.2.2** Smaller scale developments: £65.00 per plot

**5.2.3** Re-naming £25.00 per plot

**5.2.4** Address confirmation £20.00 per plot

## **6.0 FINANCIAL IMPLICATIONS**

- 6.1** It is estimated that should this charge have been in place for the year 2008 to 2009 the Partnership would have realised income of approximately £28,905 for dealing with 295 enquiries. Note: the estimate was made from information provided on the IDOX uniform system. For further clarification a conversion of a building to 12 flats or the construction of 12 new flats would have been classed as a large scale development plus 2 additional units.

- 6.2** It is estimated that for the year 2009 to 2010 the income realised would have been approximately £12,000 for 184 enquiries.

- 6.3** Agreeing these charges will improve the financial position of the Partnership, by contributing towards the funding of the post that is based at the Scarborough office.

## **7.0 LEGAL IMPLICATIONS**

- 7.1** Each Council has a statutory obligation to undertake Street Naming and Numbering. Confirmation of address information does not fall within the statutory function. To enable the Partnership to charge for undertaking this work in accordance with Financial Standing Orders Members' approval is sought.

## **8.0 RISK ASSESSMENT**

- 8.1** There are no perceived risks in introducing these charges which are common across other local authorities.

## **9.0 CONCLUSION**

- 9.1** To ensure the partnership continues to deliver a cost-effective and efficient service it is essential to recover all legitimate costs.

**Background Papers: None**

### **OFFICER CONTACT:**

Please contact Maria Podgorski, Senior Administration Officer, if you require any further information on the contents of this report. The officer can be contacted on 01347 825750, or at [maria.podgorski@nybcp.org](mailto:maria.podgorski@nybcp.org).