
Report To:	Environment & Regeneration Committee	Date:	12 January 2023
Report By:	Interim Director, Environment & Regeneration	Report No:	ENV/007/23/SJ/GM
Contact Officer:	Graham McCarey	Contact No:	01475 712419
Subject:	Proposed Street Naming and Numbering Charging Scheme for Inverclyde		

1.0 PURPOSE AND SUMMARY

1.1 For Decision For Information/Noting

1.2 The purpose of this report is to seek Committee approval for a proposed charging scheme for the naming and numbering of new streets and addresses.

2.0 RECOMMENDATIONS

2.1 It is recommended that the charging scheme for street naming and numbering – as set out in Appendix 3 – be approved for use.

Stuart W. Jamieson
Interim Director, Environment & Regeneration

3.0 BACKGROUND AND CONTEXT

- 3.1 The provision of a street naming and numbering is a statutory requirement. Inverclyde does not currently charge for this service however, many other authorities across Scotland do charge at varying levels. Given the straitened financial circumstances the Council is facing, this is a source of revenue that it would be beneficial for the Council to consider in future.
- 3.2 The stages involved in the street naming and numbering process are set out in Appendix 1. Information on what is charged for this service by a cross-section of other Scottish local authorities is set out in Appendix 2.

4.0 PROPOSALS

- 4.1 Using the charges currently made by other local authorities (see Appendix 2) as a benchmark, a charging scheme for street naming and numbering services has been devised.

The scheme, as with those used elsewhere, is based around the number of new streets requiring to be named and the number of new units requiring addresses. Other authorities' schemes have also included charges for renumbering and correcting of addresses at a later stage of the process. Officers experienced in handling these matters expressed the view that imposing such charges would be needlessly punitive and could potentially raise disputes with developers.

Full details of the proposed charging scheme can be found in Appendix 3, along with examples of how these charges would have been applied in the case of three recent major developments.

- 4.2 If approved, the system could be set up to involve the following steps:
- Developers would be provided with a list of the charges when they contact the council with their overview block plan for a development.
 - Payment would be made when the developer requests the numbers for the completed development.
 - Addresses would not be placed on the One Scotland Gazetteer until payment is made.
- 4.3 Taking the above into consideration, it is proposed that this charging scheme be adopted for use in relation to all future developments which require street naming and numbering services.

5.0 IMPLICATIONS

- 5.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

SUBJECT	YES	NO	N/A
Financial		X	
Legal/Risk		X	
Human Resources		X	
Strategic (LOIP/Corporate Plan)		X	
Equalities & Fairer Scotland Duty		X	
Children & Young People's Rights & Wellbeing		X	
Environmental & Sustainability		X	
Data Protection		X	

5.2 Finance

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
N/A	N/A	N/A	N/A	N/A	N/A

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
Planning	Income	22/23	£2000	N/A	N/A

5.3 Legal/Risk

There are no legal implications associated with this report.

5.4 Human Resources

There are no personnel implications associated with this report.

5.5 Strategic

None.

5.6 Equalities and Fairer Scotland Duty

(a) Equalities

This report has been considered under the Corporate Equalities Impact Assessment (EqIA) process with the following outcome:

	YES – Assessed as relevant and an EqIA is required.
X	NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, assessed as not relevant and no EqIA is required. Provide any other relevant reasons why an EqIA is not necessary/screening statement.

(b) Fairer Scotland Duty

If this report affects or proposes any major strategic decision:-

Has there been active consideration of how this report's recommendations reduce inequalities of outcome?

	YES – A written statement showing how this report’s recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.
X	NO – Assessed as not relevant under the Fairer Scotland Duty for the following reasons: Provide reasons why the report has been assessed as not relevant.

5.7 Children and Young People

Has a Children’s Rights and Wellbeing Impact Assessment been carried out?

	YES – Assessed as relevant and a CRWIA is required.
X	NO – Assessed as not relevant as this report does not involve a new policy, function or strategy or recommends a substantive change to an existing policy, function or strategy which will have an impact on children’s rights.

5.8 Environmental/Sustainability

Has a Strategic Environmental Assessment been carried out?

	YES – assessed as relevant and a Strategic Environmental Assessment is required.
X	NO – This report does not propose or seek approval for a plan, policy, programme, strategy or document which is like to have significant environmental effects, if implemented.

5.9 Data Protection

Has a Data Protection Impact Assessment been carried out?

	YES – This report involves data processing which may result in a high risk to the rights and freedoms of individuals.
X	NO – Assessed as not relevant as this report does not involve data processing which may result in a high risk to the rights and freedoms of individuals.

6.0 CONSULTATION

6.1 Ward Councillors and Gourock Community Council were consulted during the preparation of this report.

7.0 BACKGROUND PAPERS

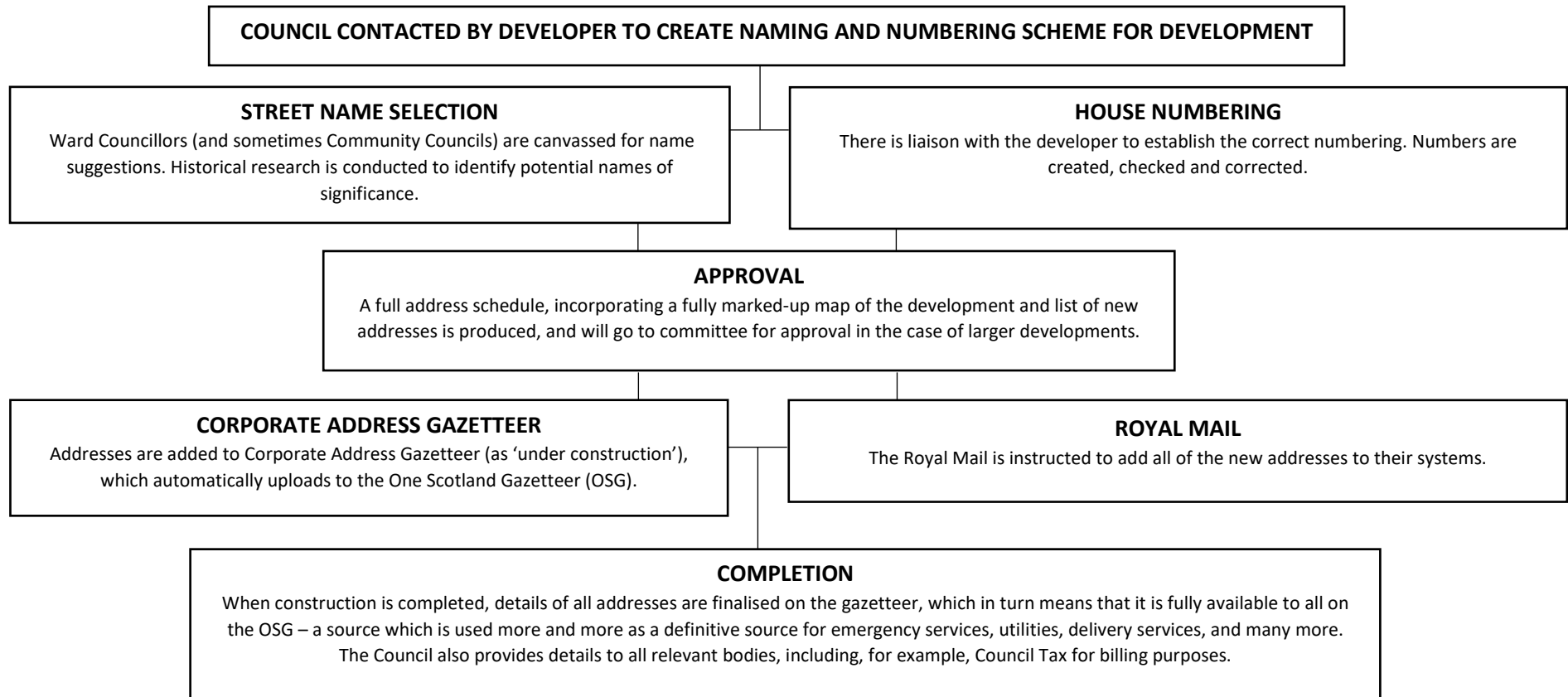
7.1 Appendix 1: Description of the Street Naming and Numbering Process

Appendix 2: Street Naming and Numbering Schemes Used by Other Authorities

Appendix 3: Proposed street naming and numbering charges for Inverclyde

APPENDIX 1

This flow chart describes the typical stages involved in providing a street naming and numbering scheme for a new development.



APPENDIX 2

STREET NAMING AND NUMBERING CHARGING SCHEMES USED BY OTHER AUTHORITIES

Below are examples of charging schemes used by a sample of other councils in central Scotland.

AUTHORITY	NAMING NEW STREET	1 NEW UNIT	2-5 NEW UNITS	6-10 NEW UNITS	11-25 NEW UNITS	26-50 NEW UNITS	51-100 NEW UNITS	100+ NEW UNITS	RENUMBERING (AFTER NOTIFICATION)
FALKIRK	£136.70 (per street)	£53.70 (per unit)	£48.30 (per unit)	£40.60 (per unit)	£35.10 (per unit)	£27.40 (per unit)	£19.80 (per unit)	£19.80 (per unit)	£136.70 (per unit re-numbered)
CLACKMANNANSHIRE	£175 (per street)	£25 (total fee)	£25 (total fee)	£75 (total fee)	£150 (total fee)	£275 (total fee)	£425 (total fee)	£625 (total fee)	As per unit cost
EAST RENFREWSHIRE	£200 (per street)	£100 (total fee)	£200 (total fee)	£200 (total fee)	£400 (total fee)	£400 (total fee)	£600 (total fee)	£800 (total fee)	£200 (per street)
EAST DUNBARTONSHIRE	£108.16 (per street)	£89.99 (total fee)	£134.98 (total fee)	£224.97 (total fee)	£337.45 (total fee)	£562.43 (total fee)	£1,124.86 (total fee)	£1,124.86 (total fee)	N/A
WEST DUNBARTONSHIRE	£118 (per street)	£87 (total fee)	£127 (total fee)	£174 (total fee)	£350 (total fee)	£584 (total fee)	£876 (total fee)	£1,168 (total fee)	N/A

APPENDIX 3

Proposed street naming and numbering charges for Inverclyde

NAMING NEW STREET	1 NEW UNIT	2-5 NEW UNITS	6-10 NEW UNITS	11-25 NEW UNITS	26-50 NEW UNITS	51-100 NEW UNITS	100+ NEW UNITS	RENUMBERING (AFTER NOTIFICATION)
£150 (per street)	£50 (total fee)	£200 (total fee)	£300 (total fee)	£500 (total fee)	£750 (total fee)	£1,000 (total fee)	£1,500 (total fee)	N/A*

* A penalty payment for renumbering, where it involves over 50 units, could be set, to cover additional administration

Applying these charges to 3 recent housing projects in Inverclyde, it gives an indication of the revenue that could be produced from introducing naming and numbering charges for developments.

Proposed charges applied to recent developments in Inverclyde

DEVELOPMENT	CHARGE FOR NEW STREETS	CHARGE FOR NEW ADDRESSES	TOTAL CHARGE
JAMES WATT DOCK EAST	£450 (3 new streets)	£1,500 (137 units)	£1,950
ST STEPHEN'S SCHOOL	£900 (6 new streets)	£1,500 (224 units)	£2,400
RAVENS CRAIG HOSPITAL	£1,800 (12 new streets)	£1,500 (198 units)	£3,300