

FEES AND CHARGES REPORT

APPENDIX 2 – STREET NAMING AND NUMBERING

1. Service description

The function of Street Naming and Numbering (SNN) sits alongside the Local Land and Property Gazetteer Custodian within the System Development Team. The SNN function is a statutory service and the Council is responsible for naming or renaming the streets, allocating postal numbers and requests to change house names.

2. Prior years analysis, current financial year projections

The SNN function is dependent on the delivery of local plan growth, market demand and developers' viability in addition to the economy, cost and availability of skilled workers.

The table below illustrates the actual income received 2022/2023, 2023/2024, 2024/2025 and the forecast for 2025/2026.

Income achieved	2022/23 Actual (£)	2023/24 Actual (£)	2024/25 Actual (£)	2025/26 Forecast (£)
Street Naming & Numbering	(31,700)	(15,400)	(19,801)	(24,000)
Total Income	(31,700)	(15,400)	(19,801)	(24,000)
Budget	(29,900)	(31,500)	(31,000)	(34,400)
Income Achieved (Above)/Below Budget	(1,800)	16,100	11,199	10,400

Royal Mail are invoiced each year for providing certain address information whilst exercising our statutory street naming and numbering function. The Royal Mail own the postcode, but West Lindsey own the postal name, postal number, street and locality information.

3. Pricing

The Street Name and Numbering fees are reviewed each year and benchmarked against other local authorities.

This year we are proposing an increase by inflation at 3.2%, rounded to nearest pound (an average increase of 3.4%).

4. Understanding Customers and Markets

Our customers are individuals building their own homes, or new occupiers wanting to rename an existing home. We also have developers and builders who want street names and postal addresses during construction. Occasionally we are approached by parish councils or a group of individuals to rename their street. This requires two-thirds agreement, and as such, this rarely happens.

5. Proposed Charging

Members are asked to approve an inflationary increase to fees of 3.2% rounded to the nearest whole pound (an average increase of 3.4%).

6. Impact on Medium Term Financial Plan (MTFP)

In the last couple of years there has been a downturn in applications. This is demonstrated in the table above (section 2). As a result, we have not increased the income targets below. Demand will continue to be monitored, and the income target reviewed next year.

Each year includes a forecast inflationary increase of 2.5%.

	2026/27 (£)	2027/28 (£)	2028/29 (£)	2029/30 (£)	2030/31 (£)
Current Budget in MTFP	(35,400)	(36,300)	(37,200)	(38,100)	(38,100)
Proposed Budget - Street Naming and	(35,400)	(36,300)	(37,200)	(38,100)	(39,200)
Impact on MTFP 2026/27 Pressure/ (Saving)	-	-	-	-	(1,100)

7. Recommendation

Members are asked to approve charges for 2026/2027 as detailed below:

statutory/statutory range
non statutory

Policy and Resources Committee				Street Naming and Numbering					
	2025/26	Proposed Increase / (Decrease)		2026/27	VAT Amount	2026/27 Charge Inc. VAT	VAT Rate		
	£	% Type	or £	£	£	£			
	Street Naming and Numbering:								
NON STAT	Naming or renaming of a registered property		£89.00	3.4%	£3.00	£92.00	£0.00	£92.00	OS
NON STAT	Renaming an existing street at resident request, per street		£312.00	3.2%	£10.00	£322.00	£0.00	£322.00	OS
NON STAT	Renumbering an existing street at resident request, per property		£62.00	3.2%	£2.00	£64.00	£0.00	£64.00	OS
NON STAT	Naming a new street		£124.00	3.2%	£4.00	£128.00	£0.00	£128.00	OS
NON STAT	Naming of additional streets on the same application		£37.00	2.7%	£1.00	£38.00	£0.00	£38.00	OS
NON STAT	Numbering new development (plots 1-10), per plot		£37.00	2.7%	£1.00	£38.00	£0.00	£38.00	OS
NON STAT	Numbering new development (plots 11+), per plot		£25.00	4.0%	£1.00	£26.00	£0.00	£26.00	OS
NON STAT	Numbering a block of flats, per block		£124.00	3.2%	£4.00	£128.00	£0.00	£128.00	OS
NON STAT	Renumbering due to change in layout plan by developer (plots 1-10), per plot		£25.00	4.0%	£1.00	£26.00	£0.00	£26.00	OS
NON STAT	Renumbering due to change in layout plan by developer (plots 11+), per plot		£20.00	5.0%	£1.00	£21.00	£0.00	£21.00	OS
NON STAT	Confirmation of address details		£62.00	3.2%	£2.00	£64.00	£0.00	£64.00	OS