

## WEST DUNBARTONSHIRE COUNCIL

### Report by the Executive Director of Housing, Environmental and Economic Development

Community Participation Committee: Wednesday 11 December, 2013

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**Subject: Street Numbering Policy**

#### **1. Purpose**

- 1.1** To inform the Committee regarding a street numbering policy and to seek their comments.

#### **2. Recommendations**

- 2.1** That the Committee provide any comments on the street numbering policy contained in Appendix 1, which will be forwarded to the Planning Committee for consideration.

#### **3. Background**

- 3.1** Street naming and numbering is a statutory function which is undertaken by the council under the provisions of Section 97 of the Civic Government (Scotland) Act 1982 (as amended). This function is administered by the Planning and Building Standards Service.
- 3.2** For developers the early allocation of addresses is essential in order to ensure that necessary services (gas, electricity, telecoms, etc.) can be provided timeously to new properties and allow conveyance and mortgage provision to be undertaken. Postcodes are allocated by the Royal Mail and these cannot be provided until street names and numbers have been allocated by the Council.
- 3.3** This Council has a Street Naming Policy which was approved by the Planning Committee on 12 June 2012. Therefore it is appropriate to have a Street Numbering Policy which would be used in conjunction with the Street Naming Policy as a basis for the allocation of new street names and numbers.

#### **4. Main Issues**

- 4.1** The proposed street numbering policy is contained within Appendix 1.
- 4.2** The basis of the policy is to follow the current numbering system within existing area wherever possible and where this is not possible a new number will be allocated. For new numbers, the general rule is to have odd numbers on the left and even numbers on the right. Consecutive house numbers may be left

out of a sequence if there is to be a new development in the area at a later date. The number 13 is not avoided. Where this is not possible numbers with suffix are used.

- 4.3** The aim of the policy is to provide clear and unambiguous addresses and the comments of the Community Participation Committee is sought on the Street Numbering Policy. These comments will be forwarded to the Planning Committee who is responsible for the final approval of the Street Numbering Policy.

## **5. People Implications**

**5.1** There are no personnel issues.

## **6. Financial Implications**

**6.1** There are no financial issues.

## **7. Risk Analysis**

**7.1** There are no known risks to the Council.

## **8. Equalities Impact Assessment (EIA)**

**8.1** An initial screening of the proposed policy has been carried out and no equality issues were identified

## **9. Consultation**

**9.1** The policy will be available on the Councils website and it is recommended that consultation with Elected Members, Community Councils and Community Participation Committed is carried out regarding the terms of the policy.

## **10. Strategic Assessment**

**10.1** The proposed policy does not impact on any of the Council's strategic priorities.

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**Richard Cairns**  
**Executive Director of Infrastructure and Regeneration**

Date: 13 November 2013

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**Appendices:** Appendix 1 - Proposed Street Numbering Policy

**Background Papers:** Street Naming Policy

**Wards Affected:** All

