

SHEFFIELD CITY COUNCIL
OFFICER DECISION RECORD

The following decision was taken on 22 August 2022 by the Head of Waste Management.

Date notified to all members: 02 September 2022

1. **TITLE**

Proposal to introduce charges for providing the discretionary services related to the addressing of properties.

2. **DECISION TAKEN**

That the Head of Waste Management and Hub, Interim Head of Highway Maintenance;

1. approve the introduction of cost recovery charges for providing discretionary services associated with the allocation of addresses (including amendments to existing addresses) by the Street Naming and Numbering (SNN) service;
2. the fees are reviewed annually in line with the retail price index (published January RPIX) and to ensure that increases in overheads and staffing costs are covered.

3. **Reasons For Decision**

Due to the current financial situation the service is required to identify cost savings and income generation opportunities that will enable the service to continue but minimise impact to the residents of the City. This proposal will enable the Street Naming and Numbering Service to continue to maintain the high level of service that property developers and the people of Sheffield expect.

4. **Alternatives Considered And Rejected**

To continue providing the complete service (statutory and discretionary) free of charge.

Reason for rejection:

It is not considered appropriate to continue providing (free of charge) the discretionary services (primarily to private developers) with public funds.

5. **Documents used in making decision:**

6 **Any dispensation granted by the Head of Paid Service**

7. **Respective Director Responsible for Implementation**

Executive Director, Operational Services