

Cabinet Member for Finance and Assets

1.0 Report Summary

2.0 Recommendation:

| | <u>Recommended Fees</u> <u>2019/20</u> |
|---------------------------------|---|
| Weekday | £525 |
| Sat & Sun | £640 |
| Bank Holiday | £750 |
| Christmas Day and Boxing Day | £875 |

Mayor's Reception Room - £100 Administration Fee
And Silk Room - £100 second stage payment

c) That the fee for licensing a building for Marriage and Civil Partnership be retained at £1650 for 2017/18.

d) That the fees for the Nationality Checking Service for 2017/18 be set at:

Adult - £75; and
Child under 18 - £40

e) That the fees for a Private Citizenship ceremony for 2017/18 be set at:

Adult £100 weekday;
Adult £150 weekend;
Child under 18 – nil

f) That the fees for copy certificates for 2017/18 be set at:

Standard Service (5 working days) - £10 statutory fee
Next day Service – £20 (inc £10 statutory fee for certificate)
Premium 1 hour service - £40 (inc £10 statutory fee for certificate)

3.0 Reasons for Recommendations

3.1 In 2009 a full review of the Registration fees was undertaken and since that time fees have been reviewed and determined on an annual basis. In July 2014 a review of ceremony fees was undertaken for the financial years 2014 to 2017.

4.0 Wards Affected

4.1 All

5.0 Local Ward Members

5.1 All

6.0 Policy Implications

6.1 None identified

7.0 Financial Implications

7.1 Financial advice has been sought on the proposed fees taking into account the full cost of administering the service. The proposed fees for ceremonies will recover the full cost of ceremonies for the year without generating excess fee income.

8.0 Legal Implications

8.1 The majority of fees collected by the registration service are set by central government. The Council has legal authority under legislation to set fees for non statutory services including:

- Ceremonies at Approved Premises
- Grant of Approval for Approved Premises
- Naming Ceremonies
- Renewal of Vows Ceremonies
- Nationality Checking Service
- Private Citizenship Ceremonies
- Administration Fee for booking ceremonies
- On demand certificate service

8.2 The specific power to levy fees for Approved Premises is set out in the Marriages (Approved Premises) Regulations 2011. These state that local authorities may charge an amount determined by the authority as reasonably representing all the costs incurred by it of providing a registrar and superintendent registrar to attend at a solemnization. It is therefore incumbent on the Council to ensure that an assessment of all the costs incurred at a solemnization are made and that the charges levied do not exceed this amount in order to comply with the Regulations.

8.3 A specific power to charge was introduced by section 93 of the Local Government Act 2003, which gives relevant authorities the power to charge for discretionary services. Further the general power of competence contained in the Localism Act 2011 now sits alongside a local authority's power to trade and charge. In common with the LGA 2003 powers, charging for things done in the exercise of the general power of competence is not a power to make a profit from those activities (unless the local authority specifically sets up a company to trade).

9.0 Risk Management

9.1 No risks have been identified.

10.0 Background and Options

10.1 The background to the recommendations is set out in the attached appendix.

11.0 Access to Information

The background papers relating to this report can be inspected by contacting the report writer:

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