

EAST RENFREWSHIRE COUNCILCABINET28 November 2019Report by the Deputy Chief ExecutiveCORPORATE AND COMMUNITY SERVICES DEPARTMENTCHARGING FOR SERVICES 2020/21**PURPOSE OF REPORT**

1. The purpose of this report is to advise the Cabinet of the outcomes of the charging for services exercise carried out within the Corporate and Community Services Department and to submit the fees and charges for 2020/21.

**RECOMMENDATIONS**

2. It is recommended that the Cabinet:-
- (a) Note that the statutory fees are set by National Records of Scotland (NRS) in November each year; and
  - (b) Increase all non-statutory fees and charges by 2.6%, for 2020/21 in line with rate of inflation

**IMPACT OF CHARGES FOR 2019/20**

3. The charges set in previous years have allowed the registration service to provide a comparable service to other local authorities and to attract marriages which generate an income.

**DEPARTMENTAL OBJECTIVES FOR CHARGING**

4. Most charges for the Registration Service are nationally prescribed by the NRS although the Council has some discretion over the non-statutory elements.

5. At this stage there is no confirmed increase in statutory fees but further announcements may be made after the Annual Registration Conference in November.

**SERVICES REVIEWED AND PROPOSED CHARGES FOR 2020/21**

6. There continues to be a steady demand for Registration Services in East Renfrewshire, we work closely with the National Registration Service to continually improve and deliver an excellent service.

7. We are developing a strategy to improve and promote our Registration Service, including modernisation of our ceremony accommodation, attendance at local wedding fares, development of staff to deliver enhanced ceremonies and social media promotion.

8. It is recommended that Cabinet approve the increase of all non-statutory fees and charges by 2.6% in line with inflation for 2020/21.

### **IMPLICATION OF THE PROPOSALS**

9. Based on the recommendations, it is estimated that the proposed changes in charges will generate approximately £1070.00 additional income from the Registration Services in 2020/21. This estimate is based on registrations remaining at the same levels.

10. Non statutory fees in East Renfrewshire have historically been very competitive with other local authorities. The increase in charges ensures that we remain comparable with other local authorities while, where possible, recovering the full cost of the service.

11. There are no equalities implications of the proposal to increase non statutory fees.

### **CONSULTATION**

12. The Registration Service will compare fees with other local authorities.

### **CONCLUSIONS**

13. The Registration Service operates to statutory charges and endeavours to recover close to the full cost of the service.

### **RECOMMENDATIONS**

14. It is recommended that the Cabinet:-

- (a) Note that the statutory fees are set by National Records of Scotland (NRS) in November each year; and
- (b) Increase all non-statutory fees and charges by 2.6%, in line with inflation for 2020/21.

Deputy Chief Executive

November 2019

Report Author: Sarah Jane Hayes Customer Service Manager

<b>TYPE OF FEE (Statutory)</b>	<b>2019/20</b>	<b>Proposed 2020/21</b>
Particular search for each period of 5 years or part thereof	5.00	
General search for first hour or part thereof	10.00	5.00
General search for second or subsequent hour	10.00	10.00
Birth, Death, Marriage or Civil Partnership Extract (within month of registration)	10.00	10.00
Birth, Death, Marriage or Civil Partnership Extract (outwith month of registration)	15.00	15.00
Marriage Notice/Civil Partnership Fee	60.00	60.00
Solemnisation/Civil Partnership Registration Fee	55.00	55.00
Marriage/Civil Partnership Certificate Fee	10.00	10.00
<b>Total Statutory Fee for Marriage/Civil Partnership</b>	<b>125.00</b>	<b>125.00</b>
Citizenship Ceremony Fee	80.00	80.00
<b>TYPE OF FEE (Non statutory)</b>		
Marriage/Civil Partnership Accommodation Fee	91.50	94.00
Saturday Supplement	121.00	124.00
Sunday/P Hol Supplement	174.50	179.00
Administration Fee (Marriage)	22.50	23.00
Marriage/Civil Partnership fees for Outside Venues (Mon-Fri during office hours)	136.50	140.00
Marriage/Civil Partnership fees for Licensed Premises (Saturday/Sunday/P Hol between 12.00 midday - 4.00 pm)	167.50	172.00

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