

**REPORT TO:** Executive Board

**DATE:** 20 September 2018

**REPORTING OFFICER:** Strategic Director, Enterprise, Community & Resources

**PORTFOLIO:** Environmental Services

**SUBJECT:** Variation of the non-statutory fees of Halton Registration Service for 2020/2021

**WARD(S)** Borough-wide

**1.0 PURPOSE OF THE REPORT**

1.1 To seek the approval of the Board to vary the non-statutory fees offered by Halton Registration Service for 2020/2021.

**2.0 RECOMMENDATION: That the Board approves the variations to the non-statutory fees of Halton Registration Service as set out in Appendix 1.**

**3.0 SUPPORTING INFORMATION**

3.1 The Marriage Act 1995 and the Civil Partnership Act 2005 allows local authorities to set fees for ceremonies in approved premises. In January 2011, the Executive Board Sub Committee agreed to set these non-statutory fees; outside the usual timeframe for setting fees due to ceremonies being planned up to two years in advance.

3.2 The proposed fee structure - Appendix 1 is for 2020/21, the fees have already been set for 2018/19 and 2019/20. The proposed fees for 2020/21 have been arrived at by taking account of inflationary increases. In addition where possible market research of neighbouring registration districts has also been carried out to ensure that our fees are both competitive and reflect the high standard of our venue and facilities.

3.3 The early setting of fees for 2020/21 is necessary as most ceremonies are arranged two years in advance. Therefore it will be advantageous to have a published fee structure in place so that customers understand the amount they will be expected to pay. The early setting of the fees will also enable the Service to forward plan more effectively to achieve its income targets.

#### 4.0 **POLICY IMPLICATIONS**

4.1 The above proposals are in line with the Authority's new governance arrangements for delivery of registration services as outlined in the White Paper "Civil Registration: Vital Change" (2002), which enables the authority to have the freedom to make policy decisions locally without recourse to the General Register Office.

#### 5.0 **FINANCIAL IMPLICATIONS**

5.1 The proposed fees will take effect from 1 April 2020.

#### 6.0 **IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

##### 6.1 **Children & Young People in Halton**

None identified.

##### 6.2 **Employment, Learning & Skills in Halton**

None identified.

##### 6.3 **A Healthy Halton**

None identified.

##### 6.4 **A Safer Halton**

None identified.

##### 6.5 **Halton's Urban Renewal**

None identified.

#### 7.0 **RISK ANALYSIS**

7.1 There are no anticipated risks associated with these recommendations.

#### 8.0 **EQUALITY AND DIVERSITY ISSUES**

8.1 An Equality Impact Assessment of 8<sup>th</sup> May 2012 found that there were no equality or diversity issues in the setting of the Registration Service fees, against any of the protected characteristic groups.

9.0

**LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF  
THE LOCAL GOVERNMENT ACT 1972**

<b>Document</b>	<b>Place of Inspection</b>	<b>Contact Officer</b>
New governance arrangements for the Halton Registration Service, Executive Board Sub Committee (29 March 2007)	Halton Register Office	Registration Service Manager Superintendent Registrar

## Appendix 1

### Halton Registration Service Price List 2020/21

#### Marriage, Civil Partnership and other non-statutory ceremonies (For venues under the 1994 / 2004 Acts)

Venue	2018/19	2019/20	2020/21
<b>Boston Suite and Lounge</b>			
Monday to Thursday	210.00	220.00	<b>230.00</b>
Friday	245.00	260.00	<b>275.00</b>
Saturday	285.00	300.00	<b>315.00</b>
Sunday (11am to 1pm)	360.00	380.00	<b>400.00</b>
Bank Holiday	460.00	480.00	<b>500.00</b>
<b>Civic Suite, Runcorn Town Hall</b>			
Monday to Thursday	315.00	330.00	<b>345.00</b>
Friday	325.00	340.00	<b>355.00</b>
Saturday	360.00	380.00	<b>400.00</b>
Sunday (11am to 1pm)	400.00	420.00	<b>450.00</b>
Bank Holiday	500.00	520.00	<b>540.00</b>
<b>Leiria or Members Room, Runcorn Town Hall</b>			
Monday to Thursday	285.00	300.00	<b>315.00</b>
Friday	295.00	310.00	<b>325.00</b>
Saturday	315.00	330.00	<b>345.00</b>
Sunday (11am to 1pm)	370.00	390.00	<b>410.00</b>
Bank Holiday	470.00	490.00	<b>510.00</b>
<b>Council Chamber Runcorn Town Hall and Approved Premises</b>			
Monday to Thursday	390.00	410.00	<b>430.00</b>
Friday	410.00	430.00	<b>450.00</b>
Saturday	470.00	490.00	<b>510.00</b>
Sunday	550.00	580.00	<b>610.00</b>
Bank Holidays	650.00	680.00	<b>710.00</b>