

EAST RENFREWSHIRE COUNCIL

CABINET

26 November 2020

Report by Deputy Chief Executive

CORPORATE AND COMMUNITY SERVICES DEPARTMENT  
CHARGING FOR SERVICES 2021/22

**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 2021/22.

**RECOMMENDATIONS**

2. It is recommended that the Cabinet:-
- (a) Increase all non-statutory fees and charges by 1.9%, for 2021/22 in line with the forecasted rate of inflation; and
  - (b) Note that the statutory fees are set by National Records of Scotland (NRS) in November each year.

**IMPACT OF CHARGES FOR 2020/21**

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 income.

**DEPARTMENTAL OBJECTIVES FOR CHARGING**

4. Most charges for the Registration Service are nationally prescribed by NRS, although the Council has discretion over the non-statutory elements (see Appendix 1).

5. At this stage there is no confirmed increase for statutory fees but further announcements are usually made around November of each year.

**SERVICE REVIEWED AND PROPOSED CHARGES FOR 2021/22**

6. The service has focussed on supporting changes to Registration as a result of the pandemic. Emergency legislation was passed to allow Registrars to process Death registrations over the phone. Birth registrations were suspended in March then reintroduced face to face on 29<sup>th</sup> June. Marriages are now taking place with restrictions. A large proportion of ceremonies have been cancelled, postponed and re-arranged to 2021 due to the suspension of marriages for a period and restrictions, with a few weddings having taken place.

7. We have benchmarked with other Local Authorities and to date there is no data available in relation to their non-statutory fees for 2021/22.

8. It is recommended that Cabinet approve the increase of all non-statutory fees and charges by 1.9% in line with inflation for 2021/22.

### **IMPLICATION OF THE PROPOSALS**

9. Based on the recommendations, it is estimated that the proposed changes in charges will generate approximately £878.00 additional income from the Registration Services in 2021/22. This estimate is based on data from previous years and the information we have to date.

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) Increase all non-statutory fees and charges by 1.9%, for 2021/22 in line with the forecasted rate of inflation; and
- (b) Note that the statutory fees are set by National Records of Scotland (NRS) in November each year.

Deputy Chief Executive

November 2020

Report Author: Sarah Jane Hayes Customer Service Manager

### Appendix 1 – Non Statutory Registration Fees

<b>TYPE OF FEE (NON STATUTORY)</b>	<b>2020/21</b>	<b>Proposed 2021/22</b>
Marriage/Civil Partnership Accommodation Fee	£94.00	£96.00
Saturday Supplement	£124.00	£126.50
Sunday/Public Holiday Supplement	£179.00	£182.50
Administration Fee (Marriage)	£23.00	£23.50
Marriage/Civil Partnership fees for outside Venues (Mon-Fri during office hours)	£140.00	£142.50
Marriage/Civil Partnership fees for Licensed Premises (Saturday/Sunday/Public Holiday between 12.00 midday - 4.00 pm)	£172.00	£175.00

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