

Single Member Cabinet Decision

**Executive  
Forward Plan  
Reference**

**E2883**

Ceremony Fee Increases for the Registration Service and The Guildhall, Bath.

<b>Decision maker/s</b>	Cllr Martin Veal, Cabinet Member for Community Services
<b>The Issue</b>	<p>There have been no recent increases in the charges made by the Registration Service for Ceremonies, most notably for those held in The Guildhall, Bath, and consequently they have now become significantly out of step with the market and contain some internal inconsistencies.</p> <p>This has been highlighted by a service review and changes to prices are now recommended.</p>
<b>Decision Date</b>	01/08/2016
<b>The decision</b>	The Cabinet Member agrees to increase the charges for ceremonies undertaken by the Registration Service (with the exception of those ceremonies with a statutory set fee), with effect from 1st October 2016, to increase the Approved Premises Licence fees in line with increased costs, with effect from 1st October 2016 and to honour all existing bookings until 31st March 2017 at the current rates.
<b>Rationale for decision</b>	<p>The increased charges are needed to support the increasing cost to deliver the ceremonies in The Guildhall.</p> <p>The increase in Approved Premises licence fee reflects the cost to deliver this licensing activity.</p>
<b>Financial and budget implications</b>	<p>The increased charges will help the Registration service fully recover its costs in delivering its service and to catch up with inflation as the fees have not been reviewed since 2013.</p> <p>There is an increasing demand from customers to make their wedding/civil partnerships individual and bespoke events. For all ceremonies, it is proposed that the time will be extended from 30 minutes to 1 hour to allow and encourage greater personalisation of ceremonies by customers. There are some increased staffing costs to achieve this service improvement that are covered by these increases.</p>
<b>Issues considered (these are covered in more detail in the report)</b>	Social Inclusion; Customer Focus; Sustainability; Human Resources; Corporate; Health & Safety; Impact on Staff; Other Legal Considerations
<b>Consultation undertaken</b>	Staff; Other B&NES Services; Other Public Sector Bodies; Section 151 Finance Officer; Chief Executive; Monitoring Officer
<b>How consultation was carried out</b>	These charges are being increased to align with current costs; there has been internal consultation on the proposals with key Members and officers and extensive research with other Council's and external providers.

<b>Other options considered</b>	None
<b>Declaration of interest by Cabinet Member(s) for decision, including any dispensation granted:</b>	<i>The nature of interest and whether interest is a disclosable pecuniary interest or an-other interest, including any conflict of interest, (as defined in Part 2, A and B of the Code of Conduct and Rules for Registration of Interests). Any Member who needs to clarify any matters relating to the declaration of interests is recommended to seek advice from the Council's Monitoring Officer or a member of their staff before taking the decision.</i>
<b>Any conflict of interest declared by anyone who is consulted by a Member taking the decision:</b>	None

<b>Signatures of Decision Makers</b>	
<b>Date of Signature</b>	01/08/2016
<b>Subject to Call-in until 5 Working days have elapsed following publication of the decision</b>	