

CABINET MEMBER DECISION

The Cabinet Member for Communities not being available to take this decision the Leader of the Council took the decision on his behalf.

The Scheme of Delegation in the Constitution provides:

The Cabinet Member making the decision will be the Member allocated the appropriate responsibilities by the Leader, except that (1) where that Member is unable to act (whether through a conflict of interest, illness or absence) another Member of the Cabinet may exercise the function on their behalf.

Decision:

REGISTRATION SERVICES: CHANGES TO FEES AND CHARGES

(i) Details of decision

1) That the following changes to fees and charges for the Registration Service be approved with immediate effect:

- Civil partnership fees and charges to be aligned to those for marriages.
- Non-statutory ceremony fees and charges to be aligned to those of marriages/civil partnerships

2) That the proposed increase to fees and charges for 2024/25 in line with inflation be approved (as detailed in Annex 1).

(ii) Reasons for decision

These recommendations will level up fees and charges for marriage ceremonies, civil partnership ceremonies and other non-statutory ceremonies, to ensure parity for customers and best value for the service. Increasing fees and charges for 2024/2025 in line with inflation will also enable the Registration & Nationality Service to continue to offer a high-quality service to customers, as well as continue to provide an important source of income for Surrey County Council.

(iii) Details of any alternative options considered and rejected

None

(iv) Details of any consultation and representations received not included in the published report

None

Conflicts of Interest and any Dispensations Granted

(Any conflict of interest declared by any other Cabinet Member consulted in relation to the decision to be recorded and any dispensations granted by the Audit and Governance Committee)

None.

Decision taken by:

- (i) Name: [Tim Oliver](#)
- (ii) Portfolio: Leader of the Council

Date of Decision: 31 May 2022

Date of Publication of Record of Decision: 31 May 2022

Date decision effective (i.e. 5 working days after date of publication of record of decision unless subject to call-in by the Communities Select Committee):

9 June 2022

Annex 1

Proposal is to:

- Align current charges for civil partnership ceremonies, non-statutory ceremonies & marriage ceremonies

Location	Day	2022/23 – Civil Partnership	2022/23 - Marriages	Variance in %
CP with Ceremony Register Office Large Room	Mon - Thurs	£317	£380	20%
	Fri	£317	£380	20%
	Sat & Sun	£383	£460	20%
	Bank Hols	£417	£500	20%
CP with Ceremony Licensed Venue	Mon - Thurs	£458	£550	20%
	Fri	£458	£550	20%
	Sat	£542	£640	20%
	Sun	£542	£650	20%
	Bank Hols	£558	£670	20%

- For 2024/25 add 5% increase to 2023/24 charges, in line with inflation.

A regional benchmarking exercise was carried out to show the SCC fees and charges compared to other Registration Services in the South East Region .

The blue column at the end of the table shows the price difference between 2023/24 and 2024/25:

Location	Day	Surrey 2023/24	Surrey 2024/25	Buckinghamshire	East Sussex	Hampshire	Kent	Oxfordshire	Variance between
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									2023/24 to 2024/25
Register Office Decommissioned Ceremony Room	Mon - Thurs	£410	£431	£409	£375	£227	£870	£325	£21
	Fri	£410	£431	£409	£500	£473	£870	£325	£21
	Sat	£500	£525	£409	£500	£545	£1140	£600	£25
	Sun	£500	£525	£573	£500	£591	£1140	£665	£25
	Bank Hols	£550	£578	£573	£625	£591	£1140	£665	£25
Approved Venue	Mon - Thurs	£580	£609	£706	£620	£410	£595	£630	£29
	Fri	£580	£609	£706	£620	£484	£595	£630	£29
	Sat	£660	£693	£706	£620	£566	£785	£630	£33
	Sun	£660	£693	£758	£670	£602	£785	£665	£33
	Bank Hols	£700	£735	£758	£670	£602	£785	£665	£35