

Report to Policy & Resources Committee: Fees and Charges in Life Events.....

Registration Services: proposed fees and charges 2021/22

MARRIAGE AND CIVIL PARTNERSHIP FEES

Brighton Town Hall

The fees below are for statutory ceremonies (marriages and civil partnerships).
 Although the type of ceremony is statutory (marriage or civil partnership) the fees are set locally.
 We pay a room hire charge for each use of the Council Chamber
 We pay a larger room hire fee to the Mayor's Parlour and Old Police Cells for each use.
 Fees are inclusive of room hire and registrars (2 staff for Regency Suite and 3 staff for Council Chamber)
 Ceremony slots are 45 minutes for the Regency Suite, 1 hour for MP & OPC & 1.5 hours for CC
 Propose to remove discounted morning fee for smaller room – not cost-effective as overheads remain the same.

COVID-19 amendment to above. All Regency Suite ceremonies now 60 minutes to allow for ventilation and sanitisation of room between ceremonies. All other BTH ceremonies 90 minutes. This schedule likely to continue until end 2021. Restrictions on numbers also assumed until end 2021. Propose mid-year review

Service	What is charged for	Fee 2020/21	Proposed Fee 2021/22	Percentage increase/decrease
Regency Suite Fitzherbert Room capacity 10 & Regency Room Capacity 50 (FHR & RR) COVID-19 all ceremonies in RR to allow social distancing max 10 attendees as per RA	Monday to Thursday	£188	£193	2.5%
	Friday	£288	£293	2%
	Saturday & Sunday	£413	£423	2.5%
	Bank Holiday	£538	£548	2%
	Fitzherbert Room discounted fee Mon, Wed, Thu a.m . only	£138	DELETE	
Council Chamber Capacity 120 attendees (CC) COVID-19 max attendees subject to government limits but max 24 to allow social distancing as per RA	Monday to Thursday	£513	£523	2%
	Friday	£588	£598	1.75%
	Saturday & Sunday	£638	£648	1.5%
	Bank Holiday	£688	£698	1.5%
Mayors Parlour & Old Police Cells Capacity 30 (MP & OPC) COVID-19 max attendees 8 in MP, Currently no RA for OPC	Monday to Thursday	£363	£373	2.5%
	Friday	£438	£448	2.5%
	Saturday & Sunday	£638	£648	1.5%
	Bank Holiday	£838.	£838	0%

Approved Premises

Approved Premises fees are for the attendance of 2 registrars at an authorised venue for a marriage or civil partnership. The venue charges their own separate fees for their services.

Ceremonies are booked for a 2 hour slot which allows for travel between venues.

COVID-19 We have kept proposed fees to minimum due to current impact on hospitality venues and reduced numbers able to attend in line with government restrictions. Propose mid-year review.

Service	What is charged for	Fee 2020/21	Proposed Fee 2021/22	Percentage increase/decrease
Approved Venues	Monday to Thursday	£493	£498	1%
	Friday	£538	£548	2%
	Saturday & Sunday	£553	£558	1%
	Bank Holiday	£638	£648	1.5%

NON-STATUTORY CEREMONY FEES

Non-statutory, or discretionary, ceremonies and services are provided under the Wellbeing Powers of the Local Government Act 2003. These are additional, often complimentary services that may be provided locally, allowing fees to be charged to cover the costs of provision and generate income for the Local Authority.

A bespoke script is created for each ceremony and the ceremony is led by a registrar acting in the capacity of celebrant.

Proposed reduction of some fees to remain competitive against neighbouring districts and independent celebrants. Rise in Council Chamber fees to reflect overheads (3 staff required for health and safety)

COVID-19 there may be future increased demand for 'happy ever after'/renewal of vows ceremonies for those who married with restricted numbers this year and wish to have a ceremony to include everyone. Propose consideration of £50 discount for couples who married/civil partnered in Brighton and Hove during restrictions.

Service	What is charged for	Fee 2019/20	Proposed fee for 2020/21	Percentage increase/decrease
Regency Suite	Monday to Friday	£200	£250	25%
	Saturday & Sunday	£400	£450	25%
	Bank Holiday	£500	£500	0%
Council Chamber	Monday to Friday	£500	£500	0%
	Saturday & Sunday	£550	£600	9%
	Bank Holiday	£650	£750	15%
Approved Venues	Monday to Friday	£475	£350	-26%
	Saturday & Sunday	£500	£400	-20%
	Bank Holiday	£625	£500	-20%

Private Citizenship Ceremonies

All new British Citizens are required to attend a naturalisation ceremony.

Brighton and Hove offers one group ceremony per month which takes place in the Council Chamber and is attended by the Mayor or the Lord Lieutenant or a Deputy or other dignitary.

A fee of £80 is included in the fees paid to the Home Office at the time of application. This is remitted to the local authority once the citizen has attended a ceremony.

Private ceremony on demand for an additional fee if more flexible option required by citizen. These are the fees shown below. Propose no increase. Review mid-year.

COVID-19 reopening for group ceremonies in January 2021 (10 people per ceremony, 3 ceremonies per month = 30). Capacity to add extra ceremonies if demand requires. Private ceremonies on request as per below.

Service	What is charged for	Fee 2020/21	Proposed Fee 2021/22	Percentage increase/decrease
Private Citizenship Ceremonies: Town Hall	Monday to Thursday	£100	£100	0%
	Friday	£150	£150	0%
	Family Monday - Friday	NEW FEE	£200	
	Weekend	£300	£300	0%
	A/P Monday to Sunday	£500	£500	0%

Additional Fees

The fees below are 'add-ons' for special services.

The premium appointment fee applies specifically to Notice of Marriage and Civil Partnership outside of service opening times, usually on a Saturday.

The evening ceremony fee also applies to later ceremonies outside usual service times (5pm onwards).

Cancellation fees apply to appointments and ceremonies and are published in our terms and conditions

Pre-ceremony meetings are optional for couples who wish to have a meeting to discuss their ceremony in detail with one of our ceremony team.

The ceremony amendment fee is for a postponement or change of day to a ceremony booking.

Service	What is charged for	Fee 2020/21	Proposed Fee 2021/22	Percentage increase/decrease
Extra Fees	Premium Appointment fee	£15	£15	0%
	Evening ceremony supplement (5pm onwards)	£100	£150	50%
	Notice Appointment Cancellation Charge	£35	£35	0%
	Pre-ceremony meeting Monday to Friday	£35	£50	40%
	Pre-ceremony meeting Saturday	£100	£100	0%
	Ceremony amendment fee	£40	£50	25%
	Non-refundable ceremony booking fee	£140	£150	7%

Approved Premises Licensing

Approved premises have to be licensed for a minimum of 3 years and a renewal must be applied for in good time to ensure the license doesn't lapse.

We have 33 Approved Premises including the Royal Pavilion, The Pier, i360, AMEX Stadium, Bandstand amongst many other venues and hotels.

COVID-19. On renewal next licence will run for 4 years rather than 3 as venues have lost a years' worth of business on their current licence.

Fees levels 'sense-checked' and amended as successive % increases have skewed differentials. BHCC licence fees are high compared to other districts, many of whom have a flat rate with no extra room charges. A 2% increase on the current 3-room rate would make BHCC more expensive than all other SERB districts in that category. Some offer reduced rate for renewal compared to first licence.

Service	What is charged for	Fee 2020/21	Proposed Fee 2021/22	Percentage increase/decrease
Venue Licensing Fees	One Room	£1802	£1820	0%
	Two Rooms	£2234.	£2250	0.75%
	Three Rooms	£2680	£2680	0%
	Additional Rooms	£288	£300	4%
	Licence Amendment Fee	£40	£50	25%

Statutory and fixed fees

Statutory services are enshrined in law and administered according to the regulations set out in the Births and Deaths Registration Act 1953, the Marriage Act 1949 and the Civil Partnership (Registration Provisions) Regulations 2005, The Nationality, Immigration and Asylum Act 2002 and the British Nationality (General) Regulations 2003.

Statutory fees are set nationally by Fees Order and agreed by parliament.

Service	What is charged for	Fee 2019/20	Proposed Fee 2020/21	% +/-	Statutory Yes/No
Preliminaries for Marriages & Civil Partnerships	Enter notice of marriage/civil partnership	£35.00	£35.00	0%	Yes
	Statutory Referral Fee	£24.00	£24.00	0%	Yes
Marriage/CP	Statutory RO M/CP 1 p/w	£46.00	£46.00	0%	Yes
	CP Conversion	£45.00	£45.00	0%	Yes
	CP Conversion (part 2)	£27.00	£27.00	0%	Yes
General Register Office: Statutory Fees	Space 17	£40.00	£40.00	0%	Yes
	Waiver	£20.00*	£20.00*	0%	Yes
	Local FD Consideration	£50.00	£50.00	0%	Yes
	GRO FD Consideration	£28.00*	£28.00*	0%	Yes
	Local Authorised Correction	£75.00	£75.00	0%	Yes
	GRO Authorised Correction	£32.00*	£32.00*	0%	Yes
	Registrar's General Licence	£15.00	£15.00	0%	Yes

Certificates	Certificate inc. 2 nd Class postage	£11.00	£11.00	0%	Yes
	Priority certificate inc 1 st Class postage	£35.00	£35.00	0%	Yes
	Overseas P&P	£8.00	£8.00	0%	Yes
	Special Delivery P&P	£10.00	£10.00	0%	Yes

Citizenship Ceremony	Group Ceremony 1 p/month	£80.00	£80.00	0%	Yes*
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* Fee payable to LA (after remittance to GRO)

* Fee paid direct by Home office after ceremony has taken place

Retail Items

Service	What is charged for	Fee 2020/21	Proposed Fee 2021/22	Percentage increase/decrease
Retail Items	Bubble Blowers	£1.00	£1.00	0%
	Confetti	£3.00	£3.00	0%
	Birth Wallets	£3.00	£3.00	0%
	Wedcast	£50.00	£50.00	0%
	Paper Fan	£2.00	£2.00	0%
	Commemorative Certificate	£5.00	£5.00	0%

BENCHMARKING SERB REGION

MARRIAGE/CP FEES 2020/2021 <u>Excluding certs</u>	Decommissioned Room					
	Mon - Thurs	Fri	Sat	Sun	BHol	Comments on pricing structure
Bracknell Forest	£180.00	£180.00				10 guests
	£420.00	£500.00	£500.00	£575.00	£575.00	56 guests
Brighton & Hove	£138.00					Fitzherbert room capacity 8 guests am only
	£188.00	£288.00	£413.00	£413.00	£538.00	Regency Room capacity 50 guests
	£513.00	£588.00	£638.00	£638.00	£686.00	Council Chamber capacity 120 guests
Buckinghamshire	£235.00					Short ceremony with 10 guests only available at £235, restricted timeslots Monday-Thursday
	£335.00	£335.00	£335.00	£480.00	£480.00	
East Sussex	£155.00	£280.00	£280.00			5 Tiers of ceremony fee, based on size of room and grandeur of building. 2 x certs & 1 x comm cert are included on top of these fees - customers are quoted the total price but they can remove the certs and/or comm certs if they request it
	£195.00	£320.00	£320.00	£320.00	£445.00	
	£280.00	£405.00	£405.00	£405.00	£530.00	
	£325.00	£450.00	£450.00	£450.00	£575.00	
	£375.00	£500.00	£500.00	£500.00	£625.00	
Hampshire	£241.00	£276.00	£356.00			Booking fee £69.00
	£461.00	£533.00	£604.00	£649.00	£649.00	
Isle of Wight	£140.00	£140.00	£140.00			Currently charging £46 due to reduced capacity
Kent	£295 - £870	£295 - £870	£460 - £1140	£460 - £1140	£460 - £1140	Different rooms on different days have different pricing structures. Kent has 4 price bands depending on the size of the room.
Medway	£247.00	£247.00	£297.00	£297.00	£297.00	
Oxfordshire	£310.00	£310.00	£585.00	£650.00	£650.00	
Portsmouth	£335.00	£385.00	£435.00			

Reading	£160.00	£267.00	£267.00	£485.00	£485.00	
Windsor & Maidenhead	£250.00	£300.00	£300.00	£480.00	£590.00	Sat: £300 up to and including 12pm slot, £400 for after 12pm
Slough	£173.00	£200.00	£300.00	£500.00	£500.00	
Southampton	£198.00	£218.00	£248.00			
	£273.00	£383.00	£433.00			
	£437.00	£537.00	£637.00	£737.00	£737.00	
Surrey	£225.00	£295.00	£375.00			
West Berkshire	£229	£229	£299			
West Sussex	£228.00	£291.00	£321.00	£321.00	£415.00	
	£271.00	£328.00	£387.00	£387.00	£501.00	
	£466.00	£516.00	£629.00	£629.00	£693.00	
		£837.00	£915.00	£915.00	£992.00	
Wokingham	£162.00	£283.00	£324.00	£457.00	£457.00	
Average Cost	£275.89	£367.44	£414.56	£511.21	£570.79	
Highest Cost	£513.00	£837.00	£915.00	£915.00	£992.00	
Lowest Cost	£138.00	£140.00	£140.00	£297.00	£297.00	

Fees for 2020/21	Approved Venue - show total fee including booking fee				
	Mon - Thurs	Fri	Sat	Sun	BHol
Bracknell Forest	£490.00	£595.00	£595.00	£650.00	£650.00
Brighton & Hove	£520.00	£565.00	£580.00	£580.00	£665.00
Buckinghamshire	£622.00	£622.00	£622.00	£672.00	£672.00
East Sussex	£573.00	£623.00	£623.00	£623.00	£673.00
Hampshire	£471.00	£533.00	£604.00	£649.00	£649.00
Isle of Wight	£475.00	£510.00	£535.00	£560.00	£560.00
Kent	£565.00	£565.00	£745.00	£745.00	£745.00
Medway	£537.00	£537.00	£637.00	£637.00	£637.00
Oxfordshire	£600.00	£600.00	£600.00	£650.00	£650.00
Portsmouth	£556.00	£586.00	£651.00	£751.00	£751.00
Reading	£390.00	£450.00	£450.00	£485.00	£485.00
Slough	£462.00	£462.00	£535.00	£700.00	£700.00
Southampton	£390.00	£480.00	£540.00	£590.00	£590.00
Surrey	£475.00	£525.00	£575.00	£625.00	£625.00
West Berkshire	£469.00	£469.00	£499.00	£569.00	£569.00
West Sussex	£466.00	£516.00	£629.00	£629.00	£693.00
Windsor & Maidenhead	£531.00	£589.00	£589.00	£653.00	£690.00
Wokingham	£448.00	£516.00	£516.00	£587.00	£587.00
Average Cost	£502.22	£541.28	£584.72	£630.83	£643.94
Highest Cost	£622.00	£623.00	£745.00	£751.00	£751.00
Lowest Cost	£390.00	£450.00	£450.00	£485.00	£485.00

Non-statutory ceremonies eg. namings, RoV including booking fee

Fees for 2020/21	Registration Office					Anywhere				
	Mon - Thurs	Fri	Sat	Sun	BHol	Mon - Thurs	Fri	Sat	Sun	BHol
	Bracknell Forest	180.00	180.00				£490.00	£595.00	£595.00	£650.00
Brighton & Hove	£200.00	£200.00	£400.00	£400.00	£500.00	£520.00	£565.00	£580.00	£580.00	£665.00
	£500.00	£500.00	£550.00	£550.00	£650.00					
Buckinghamshire	£330.00	£330.00	£330.00	£460.00	£460.00	£450.00	£450.00	£450.00	£590.00	£590.00
East Sussex	£250.00	£250.00	£250.00	£250.00	£250.00	£350.00	£350.00	£350.00	£350.00	£350.00
Hampshire	£185.00	£192.00	£292.00	N/A	N/A	£337.00	£446.00	£545.00	£545.00	£545.00
Isle of Wight	£100.00	£100.00	-	-	-	£175.00	£175.00	£175.00	£175.00	£175.00
Kent	£270.00	£270.00	£405.00	£405.00	£405.00	£510 - £575	£510 - £575	£690 - £755	£690 - £755	£690 - £755
Medway										
Oxfordshire	£400.00	£400.00	£410.00	£420.00	£420.00	£400.00	£400.00	£410.00	£420.00	£420.00

Portsmouth										
Reading	£156.00	£189.00	£189.00	£220.00	£220.00	£270.00	£270.00	£270.00	£270.00	£270.00
Slough	£175.00	£175.00	£273.00	£417.00	£417.00	£462.00	£462.00	£535.00	£700.00	£700.00
Southampton	£295.00	£405.00	£455.00	£565.00	£565.00	£450.00	£540.00	£600.00	£650.00	£650.00
Surrey	£202.00	£282.00	£360.00	n/a	n/a	£486.00	£552.00	£606.00	£666.00	£666.00
West Berkshire	£260 + £52 VAT	£260 + £52 VAT	£330 + £66 VAT			£310 + £62 VAT	£310 + £62 VAT	£370 + £74 VAT	£415 + £83 VAT	£415 + £83 VAT
West Sussex	£228.00	£291.00	£321.00	£321.00	£415.00	£466.00	£516.00	£629.00	£629.00	£693.00
	£271.00	£328.00	£387.00	£387.00	£501.00					
	£466.00	£516.00	£629.00	£629.00	£693.00					
		£837.00	£915.00	£915.00	£992.00					
Windsor & Maidenhead	£268.00	£309.00	£309.00	£458.00	£515.00	£376.00	£494.00	£494.00	£567.00	£597.00
Wokingham	£153.00	£314.00	£314.00	£411.00	£411.00	£332.00	£387.00	£387.00	£450.00	£450.00
Average Cost	£275.89	£367.44	£414.56	£511.21	£570.79	£502.22	£541.28	£584.72	£630.83	£643.94
Highest Cost	£513.00	£837.00	£915.00	£915.00	£992.00	£622.00	£623.00	£745.00	£751.00	£751.00
Lowest Cost	£138.00	£140.00	£140.00	£297.00	£297.00	£390.00	£450.00	£450.00	£485.00	£485.00

