

LICENSING HEALTH AND SAFETY AND GENERAL PURPOSES COMMITTEE**22 MARCH 2017**

REPORT TITLE	PERIODIC REVIEW OF LICENSING FEES FOR MARRIAGE PREMISES LICENCES
REPORT OF	MANAGING DIRECTOR FOR DELIVERY

REPORT SUMMARY

The purpose of this report is for Members of the Licensing Health and Safety and General Purposes Committee to review and approve the licence fees in respect of Marriage Premises with effect from 1 April 2017.

RECOMMENDATION

That Members of the Licensing Health and Safety and General Purposes Committee approve the Marriage Premises Licence fee of £970 with effect from 1 April 2017.

SUPPORTING INFORMATION

1.0 REASON/S FOR RECOMMENDATION/S

- 1.1 It is a statutory requirement for this Committee to approve the licence fee.

2.0 OTHER OPTIONS CONSIDERED

- 2.1 There is no provision for other options to be considered.

3.0 BACKGROUND INFORMATION

- 3.1 The Council are legally entitled to charge such a fee for licences that they consider reasonable with a view to recovering the full cost of providing the service. It is therefore appropriate for the Council to recover all administrative and other associated costs.
- 3.2 The current fee for a Marriage Premises Licence is £370. This was set following a review in 2015 which considered an increase in cost to the service resulting in a 2.2% rise in staffing costs. To date any review of this fee has not taken into consideration the full potential cost to the service of issuing this type of licence. These costs can include at least one inspection of the premises, the cost of staff resources which includes input from the Superintendent Registrar and the fact that the application may be referred to a Licensing Panel for determination. This full cost review has now been undertaken and consideration has been given to the fact that from April 2017 the licensing function will be subject to a 1% increase in staffing costs. Members are therefore asked to approve an increase in the licensing fee for Marriage Premises to £970 to reflect the average cost of the administration of the licence and other associated costs.

4.0 FINANCIAL IMPLICATIONS

- 4.1 There are implications to the Council in undertaking this legal duty and this is recognised in the legislation which gives provision for the Council to recover the costs of administering the scheme and to ensure compliance.

5.0 LEGAL IMPLICATIONS

- 5.1 A decision of this Committee can be subject to a legal challenge.

6.0 RESOURCE IMPLICATIONS: ICT, STAFFING AND ASSETS

- 6.1 There are no specific implications arising from this report.

7.0 RELEVANT RISKS

- 7.1 There are risks that the costs associated with the administration of licences for Marriage Premises may not be recovered should the licence fee not be increased.

8.0 ENGAGEMENT/CONSULTATION

- 8.1 Consultation is not a legal requirement when setting this fee.

9.0 EQUALITY IMPLICATIONS

9.1 There are no specific implications arising from this report.

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APPENDICES

None

REFERENCE MATERIAL

None

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Licensing, Health and Safety, and General Purposes Committee	28 January 2015
Licensing Health and Safety and General Purposes Committee	16 March 2016