

# **WESTMINSTER CITY COUNCIL**

## **STATEMENT OF DECISION**

### **SUBJECT: WESTMINSTER REGISTRATION SERVICE FEES AND CHARGES**

Notice is hereby given that Councillor Steve Summers, Cabinet Member for Sports, Leisure and Open Spaces, has made the following executive decision on the above mentioned subject for the reasons set out below.

#### **Summary of Decision**

1. That the following are approved:
  - the proposals for ceremony fees at Mayfair Library (3% to 17% increases)
  - the proposals for Approved Venue fees (2% to 4% increases)
  - the proposal to increase the booking fee (by £25)
  - the proposals for ceremony fees at the partnership venueas set out in the benchmarking and proposed fees set out in the report.
2. That the taking Notice of Intention (to marry) fees in advance of the appointment as opposed to on the day be approved
3. That the ability to charge new citizens a cost recovery fee for attending a group citizenship ceremony hosted at an external venue be approved.

#### **Reason for the Decision**

1. The service reviews its charges at least annually and uses benchmarking analysis and customer demand to inform this process, as well as working towards a strategic objective of becoming cost neutral to the Council.
2. Any new bookings are made based on the latest approved fees and charges. Due to the nature of bookings being in advance, there is a lead in time for financial impacts, therefore the annual cycle of review is recommended to be earlier in the financial year.

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