

Appendix A – price increase of 1% (with roundings) or held at 2015 prices

2016/17 Fees & Charges – Improvement and Corporate Services. Charges with effect from 1st January 2016

Note: Fees & Charges shown as shaded are statutory charges and the rate is set nationally.

Name of F&C	Charge for 2015 (£)	Proposed charge for 2016 (£)	Percentage Increase
Improvement and Corporate Services			
Marriages - Outside Venue Monday - Friday	425.00	430.00	1%
Marriages - Outside Venue Saturday	500.00	505.00	1%
Marriages - Outside Venue Sunday	560.00	565.00	1%
Civil Partnerships - Outside Venue Monday - Friday	360.00	364.00	1%
Civil Partnerships - Outside Venue Saturday	425.00	430.00	1%
Civil Partnerships - Outside Venue Sunday	490.00	495.00	1%
Celebratory Services - Approved Premises - outside venue - weekdays	210.00	212.00	1%
Celebratory Services - Approved Premises - outside venue Saturdays	275.00	278.00	1%
Celebratory Services - Approved Premises - Local Authority venue - weekdays	230.00	233.00	1%
Celebratory Services - Approved Premises - Local Authority venue - Saturdays	285.00	288.00	1%
Approved Premises Licence Fee (Three year) First application (minimum fee for 2 rooms only - £100 to be added for each	1,410.00	1,425.00	1%

Name of F&C	Charge for 2015 (£)	Proposed charge for 2016 (£)	Percentage Increase
Improvement and Corporate Services			
Citizenship Ceremonies - Individual Ceremony (VAT n/a)	115.00	115.00	0%
Approved Premises Licence Fee (Three year) Renewal (minimum fee for 2 rooms only - £100 to be added for each additional room)	1,035.00	1,035.00	0%
Civil Funerals	215.00	215.00	0%
Express Certificates (includes statutory fee)	21.00	21.00	0%
Postage for certificates	1.00	1.00	0%
Notice of Civil Partnership	35.00	35.00	0%
Attending a marriage at the register office	46.00	46.00	0%
Signing by the civil partnership registrar of the civil partnership schedule	46.00	46.00	0%
Standard certificate of birth, death or marriage - from closed register	10.00	10.00	0%
Short birth cert from closed register	10.00	10.00	0%
Short birth cert issued at time of registration	Free	Free	0%
Any other short birth cert issued at time of registration	4.00	4.00	0%
Any other short birth cert issued after the time of registration	7.00	7.00	0%
Standard certificate of birth, death or marriage - at the time of registration	4.00	4.00	0%
Standard certificate of birth, death or marriage - after the time of registration	7.00	7.00	0%
Civil Partnerships - certified copy or extract issued at the time of registration	4.00	4.00	0%
Civil Partnerships - certified copy or extract issued after the time of registration	10.00	10.00	0%
Attesting a notice of marriage away from his/her office for a housebound person.	47.00	47.00	0%
Attesting a notice of marriage away from his/her office for a detained person.	68.00	68.00	0%
Attendance of an authorised person at a place other than one provided by the registration authority, for the purpose of	47.00	47.00	0%
Attendance of an authorised person at a place other than one provided by the registration authority, for the purpose of	68.00	68.00	0%
Attending a marriage at the residence of a housebound person.	84.00	84.00	0%
Attending a marriage at the residence of a detained person.	94.00	94.00	0%
Attending a marriage at a registered building.	86.00	86.00	0%
Attending a marriage at the residence of a housebound person.	81.00	81.00	0%
Attending a marriage at the residence of a detained person.	88.00	88.00	0%
Attendance of the civil partnership registrar for the purpose of signing the civil partnership schedule for house-bound persons.	81.00	81.00	0%
Attendance of the civil partnership registrar for the purpose of signing the civil partnership schedule for detained persons.	88.00	88.00	0%
Conversion of Civil Partnership to Marriage - Standard procedure	45.00	45.00	0%

Name of F&C	Charge for 2015 (£)	Proposed charge for 2016 (£)	Percentage Increase
Improvement and Corporate Services			
Conversion of Civil Partnership to Marriage - Two stage procedure	27.00	27.00	0%
Conversion of Civil Partnership to Marriage - Certificate issued on the day of conversion.	4.00	4.00	0%
Conversion of Civil Partnership to Marriage - Certificate issued after the day of conversion.	10.00	10.00	0%
Certificate of worship for religious worship	29.00	29.00	0%
Registration of a building for the solemnization of marriage between a man and a woman (building not already registered for	123.00	123.00	0%
Registration of a building for the solemnization of marriages of same sex couples (building not already registered for the	123.00	123.00	0%
Joint application for the registration of a building for the solemnization of marriage of a man and woman and same sex	123.00	123.00	0%
General Search of the Indexes	18.00	18.00	0%
Supply of transcript of inquest on CD	5.00	5.00	0%
Additional copies of CD	5.00	5.00	0%
Charge for paper copies per document of 10 pages or less	5.00	5.00	0%
Charge for paper copies for each additional page	0.50	0.50	0%
Fee for transcription of an inquest hearing of 360 words or less	6.20	6.20	0%
Fee for transcription of an inquest hearing of between 361 and up to and including 1439 words	13.10	13.10	0%
Fee for transcription of an inquest hearing of 1440 words or more, for the first 1440 words	13.10	13.10	0%
Fee for transcription of an inquest hearing of 1440 words or more, after the first 1440 words, per each additional 72 words or part	0.70	0.70	0%
Freedom of Information:			
Requests that require 18 hours or less to compile	No charge	No charge	0%
Requests that require 18 hours to compile	450.00	450.00	0%
Additional cost per hour or part thereof	25.00	25.00	0%
Disbursement Costs:			
Postage under £20	No charge	No charge	0%
Postage £20 or over	Actual cost	Actual cost	0%
E-mail Transmission	No charge	No charge	0%
CD / DVD per disk	5.50	5.50	0%

Name of F&C	Charge for 2015 (£)	Proposed charge for 2016 (£)	Percentage Increase
Improvement and Corporate Services			
Elections:			
For each register per 1000 names or part thereof - data format	£20.00 plus £1.50 per 1,000 (or part thereof)	£20.00 plus £1.50 per 1,000 (or part thereof)	0%
For each register per 1000 names or part thereof - printed format	£10.00 plus £5.00 per 1,000 (or part thereof)	£10.00 plus £5.00 per 1,000 (or part thereof)	0%
Local Land Charges:			
Full Residential Search (LLC1 and Con29)	133.00	133.00	0%
Full Commercial Search (LLC1 and Con29)	201.00	201.00	0%
LLC1 Certificate of Search	20.00	20.00	0%
Con 29 Local Enquiries (Residential)	113.00	113.00	0%
Con 29 Local Enquiries (Commercial)	181.00	181.00	0%
Part II optional	15.00	15.00	0%
Solicitors own question	25.00	25.00	0%
Additional parcel of land	13.50	13.50	0%
Personal Search	Free	Free	0%
Copy documents	2.24	2.24	0%
Human Resources:			
Disclosure and Barring Service (DBS) Checks -			
Cost Per DBS check			
Standard	26.00	26.00	0%
Enhanced	44.00	44.00	0%
Administrative Charge	21.50	21.50	0%
Local Taxation:			
Cost of Collection -			
Administration charge on Court Costs - Council Tax	83.00	83.00	0%
Administration charge on Court Costs - NNDR	83.00	83.00	0%