

EXERCISE OF DELEGATED POWERS - DECISIONS TAKEN
REPORTED TO CABINET – 20.02.24

Governance - Registration Service

- **Review of Non-Statutory Registration Fees**

The Council manages the Registration Service which has several statutory functions including the registration of births, deaths, civil marriages, and civil partnerships. The service is based at Llwynegryn Hall, Mold and has custody of archived records from which copy certificates are issued. The service also licences venues for civil ceremonies across the County and conducts a variety of non-statutory celebratory services.

The fees relating to statutory services are prescribed by statute and cannot exceed the cost of providing the service. However, the Council has scope to set fees for non-statutory services.

The nature of the Registration Service means some services such as marriage are booked up to 24 months in advance and consequently non-statutory fees need to be set in advance to allow couples to plan. The fees were last updated on 1st April 2022 using the Council's Fees and Charges Cost Recovery Template, and they were set for three years. The report:

- Refreshed the published fees for 2024-25 and 2025-26 for reasons outlined in the report
- Set the fees for 2026-27 to ensure the Registration Service continues to publish three year fees.

Copies of the Delegated Powers reports are retained by the Team Leader – Committee Services and available to view on request by Members.