

Notice of:	LEADER OF THE COUNCIL
Decision Number:	PH10/2020
Relevant Officer:	Mark Towers, Director of Governance and Partnerships
Relevant Cabinet Member:	Councillor Simon Blackburn, Leader of the Council
Date of Decision:	17 February 2020

FEES AND CHARGES – GOVERNANCE AND PARTNERSHIPS 2020/2021

1.0 Purpose of the report:

1.1 To consider and approve the fees and charges for Democratic Governance and Legal Services for the financial year 2020/ 2021.

2.0 Recommendation(s):

2.1 To agree the fees and charges for Legal Services and associated notes as set out in Appendix A for the period 1 April 2020 to 31 March 2021.

2.2 To note the statutory fee for the sale of the electoral register as set out in paragraph 5.1.

3.0 Reasons for recommendation(s):

3.1 The charge for sale of the register is in line with legislation.

The fees for Legal Services have been compiled based on the costs of providing the service, market conditions and an increase for inflation costs factored in.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council's approved budget? Yes

3.3 Alternative Options to be considered

Not to increase the fees and charges.

To increase the fees and charges by a different rate.

4.0 Council Priority:

4.1 The relevant Council Priorities are:

“The economy: Maximising growth and opportunity across Blackpool.”

“Communities: Creating stronger communities and increasing resilience.”

5.0 Background Information

5.1 By law, specified organisations (government departments and credit reference agencies) are entitled to a copy of the full or edited register, on payment of a statutory fee:

- in data format, £20 plus £1.50 for each 1,000 entries (or remaining part of 1,000 entries) in it.
- in printed format, £10 plus £5 for each 1,000 entries (or remaining part of 1,000 entries) in it.

5.3 The fees and charges for Legal Services have been reviewed and proposals are attached at Appendix A. They have been reviewed to be in line with other local authorities and the cost of providing the service. A proposed 2.5% increase is recommended on existing charges but some new charges have now been added based on the work now being undertaken, again these are based on cost recovery.

5.4 Does the information submitted include any exempt information? No

5.5 List of Appendices:

Appendix A – proposed legal services charges 2020/2021

6.0 Legal considerations:

6.1 The proposed fees and charges reflect the costs of providing the service.

6.2 Under paragraphs 113 and 114 of the Representation of the People (England and Wales) Regulations 2001 (as amended), government departments and credit reference agencies are entitled to receive copies of the Electoral Register for a prescribed fee.

7.0 Human Resources considerations:

7.1 The proposals are either based on the costs of resourcing the proposed charges or are set on a statutory basis.

8.0 Equalities considerations:

8.1 In terms of an equality impact analysis, the service has reflected on the impact of the proposed charges and is not aware of any adverse impacts on any particular groups by the proposals.

9.0 Financial considerations:

9.1 The proposed fees aim to cover employee resources and time.

10.0 Risk management considerations:

10.1 None.

11.0 Ethical considerations:

11.1 None.

12.0 Internal/ External Consultation undertaken:

12.1 Not applicable.

13.0 Background papers:

13.1 None.

14.0 Key decision information:

14.1 Is this a key decision? No

14.2 If so, Forward Plan reference number: N/A

14.3 If a key decision, is the decision required in less than five days? No

14.4 If **yes**, please describe the reason for urgency:

15.0 Call-in information:

15.1 Are there any grounds for urgency, which would cause this decision to be exempt from the call-in process? No

15.2 If **yes**, please give reason:

TO BE COMPLETED BY THE HEAD OF DEMOCRATIC GOVERNANCE

16.0 Scrutiny Committee Chairman (where appropriate):

Date informed: N/A Date approved: N/A

17.0 Declarations of interest (if applicable):

17.1 None.

18.0 Executive decision:

18.1 The Leader of the Council agreed the recommendations as outlined above namely:

1. To agree the fees and charges for Legal Services and associated notes as set out in Appendix A for the period 1 April 2020 to 31 March 2021.
2. To note the statutory fee for the sale of the electoral register as set out in paragraph 5.1.

18.2 Date of Decision:

17 February 2020

19.0 Reason for Decision:

The charge for sale of the register is in line with legislation.

The fees for Legal Services have been compiled based on the costs of providing the service, market conditions and an increase for inflation costs factored in.

19.1 Date Decision published:

17 February 2020

20.0 Executive Members in attendance:

20.1

21.0 Call-in:

21.1

22.0 Notes:

22.1