

Notice of:	LEADER OF THE COUNCIL
Decision Number:	PH28/2021
Relevant Officer:	Mark Towers, Director of Governance and Partnerships
Relevant Cabinet Member:	Councillor Lynn Williams, Leader of the Council
Date of Decision:	26 February 2021

FEES AND CHARGES- GOVERNANCE AND PARTNERSHIPS 2021/2022

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 2021/ 2022.

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 2021 to 31 March 2022.

2.2 To note the statutory fee for the sale of the electoral register as set out in paragraph 6.1.

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 and market conditions.

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

3.3 Is the recommendation in accordance with the Council’s approved budget? Yes

4.0 Other alternative options to be considered:

4.1 Not to increase the fees and charges.

To increase the fees and charges by a different rate.

5.0 Council priority:

5.1 The relevant Council priorities are both:

- “The economy: Maximising growth and opportunity across Blackpool”
- “Communities: Creating stronger communities and increasing resilience”

6.0 Background information

6.1 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.

6.2 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 nil increase is recommended on most existing charges these are based on cost recovery.

6.3 Does the information submitted include any exempt information? No

7.0 List of Appendices:

7.1 Appendix A; Legal Services fees and charges 2021/2022

8.0 Financial considerations:

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

9.0 Legal considerations:

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

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

10.0 Risk management considerations:

10.1 None.

11.0 Equalities considerations:

11.1 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.

12.0 Sustainability, climate change and environmental considerations:

12.1 None directly.

13.0 Internal/external consultation undertaken:

13.1 None.

14.0 Background papers:

14.1 None.

15.0 Key decision information:

15.1 Is this a key decision? No

15.2 If so, Forward Plan reference number:

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

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

16.0 Call-in information:

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

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

TO BE COMPLETED BY THE HEAD OF DEMOCRATIC GOVERNANCE

17.0 Scrutiny Committee Chairman (where appropriate):

Date informed:

Date approved:

18.0 Declarations of interest (if applicable):

18.1 None.

19.0 Executive decision:

19.1 The Leader of the Council agreed the recommendation 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 2021 to 31 March 2022.
2. To note the statutory fee for the sale of the electoral register as set out in paragraph 6.1.

20.0 Date of Decision:

20.1 26 February 2021

21.0 Reason(s) for decision:

21.1 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 and market conditions.

22.0 Date Decision published:

22.1 26 February 2021

23.0 Executive Members in attendance:

23.1

24.0 Call-in:

24.1

25.0 Notes:

25.1