

	<p>ACTION TAKEN UNDER DELEGATED POWERS BY OFFICER</p> <p>11 June 2015</p>
<p style="text-align: center;">Title</p>	<p>Approval of Premises for Weddings and Civil Partnership Registrations: Finchley Golf Club, Nether Court, Frith Lane, Mill Hill NW7 1PU</p>
<p style="text-align: center;">Report of</p>	<p>Chief Executive</p>
<p style="text-align: center;">Wards</p>	<p>Mill Hill</p>
<p style="text-align: center;">Status</p>	<p>Public</p>
<p style="text-align: center;">Enclosures</p>	<p>None</p>
<p style="text-align: center;">Officer Contact Details</p>	<p>Mark Rimmer, Head of Registration and Nationality, mark.rimmer@barnet.gov.uk; mark.rimmer@brent.gov.uk 020 8937 1011</p>

Summary

This report details the decision taken by the Chief Executive using the urgency provisions in the Constitution to approve an application received from Finchley Golf Club to be licensed as a venue for marriages and civil partnership registrations in pursuance of Section 46A of the Marriage Act 1949 and the Marriages and Civil Partnerships (Approved Premises) Regulations 2005 and in pursuance of Section 6 (3A) (a) the Civil Partnerships Act 2004.

Decisions

Approval of the application received from Finchley Golf Club to be licensed as a venue for marriages and civil partnership registrations for a period of three years from the date of approval.

1. WHY THIS REPORT IS NEEDED

- 1.1 An application has been received from Finchley Golf Club to be licensed as a venue for marriages and civil partnership registrations in pursuance of Section 46A of the Marriage Act 1949 and the marriages and civil Partnerships (Approval Premises) Regulations 2005 and in pursuance of Section 6 (3A)(a) the Civil Partnerships Act 2004.
- 1.2 Council at its meeting held on 3 March 2015 resolved to delegate its functions in relation to approving premises for marriages and the formation of civil partnerships to the General Functions Committee. The General Functions Committee is not scheduled to meet until 23 June 2015 and a wedding is scheduled to take place at the venue on 20 June 2015. As such, the Chief Executive will exercise his urgency powers in order to discharge this function.
- 1.3 In accordance with the requirements of the Constitution, the Leader and Chairman of the General Functions Committee have been consulted and have agreed to the approach.

2. REASONS FOR DECISIONS

- 2.1 The Registrar General has issued guidance to local authorities for the approval of premises as venues for civil marriages and civil partnerships (May 2014).
- 2.2 The Authority may grant approval only if it is satisfied that:-
 - The application has been made in accordance with the Regulations.
 - The premises fulfil the requirements set out in the Regulations
 - The premises fulfil any other reasonable requirements which the authority considers appropriate.

Local requirements were agreed by the former Policy & Resources Committee in 1995.

- 2.3 The application has been made in accordance with the Regulations and the necessary public notice has been given. No objections or other comments have been made.
- 2.4 The premises have been inspected to ensure that they are suitable for this purpose and meet Health and Safety requirements.
- 2.5 The premises were found to be a seemly and dignified venue for the solemnisation of marriages and registration of civil partnerships. A separate room is available for the couple to be interviewed prior to the ceremony. The area proposed for marriages and civil partnership registrations consists of the following room:
 - Ground Floor Main Function RoomThe premises will be available for regular use by the general public for both the solemnisation of marriages and the registration of civil partnerships.

- 2.6 The London Fire and Emergency Planning Authority approve the premises and agree to the approval being issued subject to:
- The Council's standard conditions; and
 - An up to date fire risk assessment having been carried out by a competent person
- 2.7 The premises are not religious premises and the room in which the ceremonies of marriage will be solemnised and civil partnerships registered is identifiable by the descriptions set out in paragraph 8.5 above as distinct parts of the premises.
- 2.8 The proper officer recommends that the application be approved.

3. ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

- 3.1 Not applicable.

4. POST DECISION IMPLEMENTATION

- 4.1 There will be a mobilisation/implementation period for Finchley Golf Club to plan for the implementation of the service delivery

5. IMPLICATIONS OF DECISION

5.1 Corporate Priorities and Performance

- 5.1.1 Approval of this decision will widen the local choice of venues for marriages and civil partnerships and will generate additional income and therefore, supports the corporate priority of "promote responsible growth, development and success across the borough".
- 5.1.2 The premises conform to the suitability criteria adopted by the Council following the decision made by the Policy and Resources Committee on 5th April 1995 to the approach to suitability of premises to be adopted and standard additional conditions to be attached to any grant of approval.
- 5.1.3 The Policy and Resources Committee decided on 5th April 1995 the approach to suitability of premises to be adopted and standard additional conditions to be attached to any grant of approval. The premises conform to the suitability criteria adopted by the Council following this decision.

5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)

- 5.2.1 The application fee of £875.00 has been received from Finchley Golf Club.

5.3 Legal and Constitutional References

5.3.1 The functions relating to the approval of premises under the 2005 regulations have been delegated to the General Functions Committee. Regulation 3 requires that where the approval of premises is not delegated to the proper officer, the authority should seek and have regard to the recommendation of the proper officer in relation to the application.

5.3.2 Council Constitution, Responsibility for Functions, Urgency Provisions – Section 7.2 states that in cases where a decision on the issue is so urgent that there is insufficient time to call a committee, then arrangements can be made to discharge the function through the Chief Executive in consultation with the Leader or the Chairman of the relevant Committee. The decision must be reported back to the parent committee at its next meeting or if it is a general Council matter then it should be reported to the next meeting of full Council.

5.4 Risk Management

5.4.1 The approval of this application is unlikely to raise significant levels of public concern or give rise to policy considerations as the application has been publicised by notice in the local press for three weeks without any objections being made.

5.4.2 If the taking of this decision was delayed until the next scheduled meeting of the General Functions Committee on 23 June 2015, the premises would be unlicensed for a wedding that has been booked to take place on 20 June 2015.

5.5 Equalities and Diversity

5.5.1 The Marriage and Civil Partnership (Approved Premises) Regulations 2005 provide for the joint approval of premises for both civil marriages and civil partnerships.

5.5.2 Finchley Golf Club is fully accessible for persons with a physical disability.

5.6 Consultation and Engagement

5.6.1 This application has been publicised by notice in the local press for three weeks without any objections being made.

5.6.2 There will be communications of the approval of this application by Finchley Golf Club.

6.0 BACKGROUND PAPERS

6.1 Application Papers received from Finchley Golf Club.

6.2 Notice placed in Hendon and Finchley Times

- 6.3 London Fire and Emergency Planning Authority Approval.
- 6.4 Council, 3 March 2015, Report of the Head of Governance, Statutory Proper Officer for Births Death and Marriages – Council Confirm the Head of Customer Strategy and Programmes as statutory proper officer births, marriages and deaths and Delegated its functions in relation to approving premises for marriages and the formation of civil partnerships under the Marriage Act 1949 and the Marriages and Civil Partnerships (Approved Premises) Regulations 2005 to the General Functions Committee:
<http://barnet.moderngov.co.uk/ieListDocuments.aspx?CId=162&MID=7819#A111562>

7. DECISION TAKER'S STATEMENT

- 7.1 *I have the required powers to make the decision documented in this report. I am responsible for the report's content and am satisfied that all relevant advice has been sought in the preparation of this report and that it is compliant with the decision making framework of the organisation which includes Constitution, Scheme of Delegation, Budget and Policy Framework and Legal issues including Equalities obligations.*

8. OFFICER'S DECISION

I authorise the following action

- 8.1 **The application from Finchley Golf Club to be licensed as a venue for marriages and civil partnership registrations is approved subject to the statutory conditions and additional conditions mentioned above.**
- 8.2 **The applicant and the Superintendent Registrar to be notified of the decision as soon as practicable.**
- 8.3 **The approval to be recorded by the Superintendent Registrar in the register of Approved Premises**
- 8.4 **Copy of the entry in the Register to be delivered by the Superintendent Registrar to the Registrar General.**

Signed Andrew Travers, Chief Executive

Date 11 June 2015