

REPORT

To: GENERAL PURPOSES COMMITTEE		Subject: REGISTRATION, COATBRIDGE
From: DIRECTOR OF ADMINISTRATION		
Date: 19 August 2004	Ref: JAF/IL	

1. **Purpose of Report**

1.1 The report advises the Committee of the investigation of interim measures to facilitate access to registration services in Coatbridge.

2. **Background**

2.1 Coatbridge Registration Office, while internally well designed and equipped to meet the requirements of the service, is, in terms of location, fundamentally unsuitable and, at the meeting on 4 June 2003, the Committee agreed, in principle, that the Coatbridge Registration Office be relocated to the new development to be undertaken by the Council on the site of the former Municipal Baths, Main Street, Coatbridge.

3. **Current Position and Proposals**

3.1 Work has not as yet started on the new baths site development and consideration requires to be given to interim measures to provide disabled access to the registration service in Coatbridge.

3.2 Two options have been identified – the construction of temporary accommodation on the ground floor of the Registration Office premises which, combined with a bell alert system, could render possible the provision of basic registration services (other than civil marriages) on the ground floor of the current premises. It is, however, the case that the area on the ground floor is extremely limited and, even if feasible, this option can be regarded as only a very temporary improvement.

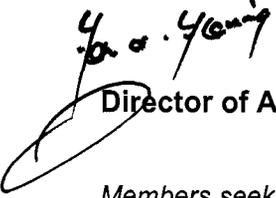
3.3 The alternative option available is, in liaison with colleagues in the Department of Housing and Property Services and in the Council's First Stop Shop, to provide the same limited registration facilities within the interview rooms of the First Stop Shop. This, however, has the additional significant disadvantage that the First Stop Shop is at some distance from the Registration Office, and again this option could serve only in the short term.

3.4 Both options will require some alteration to the current premises – in the latter case the alteration confined to the provision of the bell alert system. Both options will, also, require the staffing complement of the Airdrie/Coatbridge Registration Unit to be reviewed to take account of the need to staff more than one location. It is, however, considered that this can be achieved within the current staffing complement of the Registration Service as a whole.

3.5 Investigations of the feasibility of, in particular, the first option continue and further reports will be submitted to future meetings of the Committee.

4. **Recommendation**

4.1 It is recommended that the Committee note the position.

A handwritten signature in black ink, appearing to read "John Fleming", is written over the printed name. The signature is stylized and includes a large loop at the end.

**Director of Administration**

*Members seeking further information on the contents of this report are asked to contact John Fleming, Head of Central Services on Extension 2228.*