

REPORT

To: GENERAL PURPOSES COMMITTEE		Subject: REGISTRATION, COATBRIDGE
From: DIRECTOR OF ADMINISTRATION		
Date: 1 October 2004	Ref: JAF/IL	

1. **Purpose of Report**

- 1.1 The report advises the Committee of the outcome 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.
- 2.2 Following consideration of a report of 19 August 2004, the Committee noted that work had not as yet started on the new baths site development and that consideration required to be given to interim measures to provide disabled access to the registration service. The Committee further noted two options.

3. **Current Position and Proposals**

- 3.1 Two options were 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.
- 3.2 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.
- 3.3 Following consultation with colleagues in the Departments of Housing and Property Services and Planning and Environment, it has been identified that the construction of temporary accommodation on the ground floor of the Registration Office premises is not a viable option. The sole option available, in the short term, is, accordingly, the provision of limited registration facilities within the Council's First Stop Shop at Coatbridge. This option will require the provision of a bell alert system together with the purchase of additional computer hardware and it is proposed, as an interim measure, that this be done. It is proposed, also, that the operation of this arrangement be monitored with a view to evaluating its viability in both the short and medium term pending confirmation of the position of the baths site development.

4. **Recommendation**

4.1 It is recommended that the Committee approve the foregoing proposal.

J. Fleming

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.