

## KENT COUNTY COUNCIL – RECORD OF DECISION

**DECISION TAKEN BY**

**Mike Hill**  
**Cabinet Member for Community and Regulatory Services**

**DECISION NO:**

**18/00011**

**For publication**
**Key decision\***

Yes –

**Subject:** Libraries, Registration and Archives review of fees and charges

**Decision:**

As Cabinet Member for Community and Regulatory Services, I agree to the decision to:

- (i) the decision to implement and publish revised fees and charges changes for Libraries and Archives services;
- (ii) for the LRA service to progress to inform customers of these changes;
- (iii) fees for Archives Services to be reviewed and agreed in consultation with the Cabinet Member for Community and Regulatory Services once work on implementing upgrades to management and cataloguing systems is completed; and
- (iv) that the annual review and agreement of the LRA fees be delegated to the LRA Head of Service in consultation with the Cabinet Member for Community and Regulatory Services

**Reason(s) for decision:**

Each service within Libraries Registration and Archives (LRA) has a range of fees which are either for income generation, statutory fee provision or a combination of both. Statutory fees for some Registration Services are set by the General Register Office.

LRA's approach, which is consistent with wider KCC transformation, is to become more commercial, which this review is part of. Over recent years, there have been some changes and increases to the services' income targets. The integration of Registration into Libraries and Archives has resulted in the service needing to restructure, transform and adapt its delivery model to suit the integrated business. In addition, wider transformation activity across all the services means that as a result LRA has not had the opportunity for a fundamental review of its fees and charges until now.

The review has also highlighted that there is currently no regular review of fees and charges and this report therefore also recommends that in future, fees and charges are reviewed annually.

**Cabinet Committee recommendations and other consultation:**

The proposals were discussed and endorsed by Members of the Growth, Economic Development and Communities Cabinet Committee at their meeting on 7 March.

**Any alternatives considered:**

**Any interest declared when the decision was taken and any dispensation granted by the Proper Officer:**

None

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 signed

 .....  
 date

Name:

MIKE HILL

26 March 2018