

Correctional Service of Canada

2017 to 2018

Fees Report

The Honourable Ralph Goodale, P.C., M.P.

Minister of Public Safety and Emergency Preparedness

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Minister's message

On behalf of the Correctional Service of Canada, I am pleased to present the 2017 to 2018 Fees Report.

On June 22, 2017, the Service Fees Actⁱ received royal assent, thereby repealing the User Fees Actⁱⁱ.

The Service Fees Act introduces a modern legislative framework that enables cost-effective delivery of services and, through enhanced reporting to Parliament, improved transparency and oversight. The act provides for:

- a streamlined approach to consultation and the approval of new or modified fees;
- a requirement for services to have service standards and reporting against these standards, along with a policy to remit fees to fee payers when standards are not met;
- an automatic annual fee adjustment by the Consumer Price Index (CPI) to ensure that fees keep pace with inflation; and
- annual detailed reporting to Parliament in order to increase transparency.

This 2017 to 2018 Fees Report is the first report to be prepared under the Service Fees Act. The report includes new information such as a detailed listing of all fees along with future-year fee amounts. Additional fee information will be included starting next fiscal year, once the Correctional Service of Canada fully transitions to the Service Fees Act regime.

I welcome the increased transparency and oversight that the Service Fees Act's reporting regime embodies, and I am fully committed to transitioning CSC to this modern framework.

Sincerely,

The Honourable Ralph Goodale, P.C., M.P.
Minister of Public Safety and Emergency Preparedness

General fees information

The tables that follow provide information on each category of fees, including:

- the name of the fee category
- the date that the fee (or fee category) was introduced and last amended (if applicable)
- service standards
- performance results against these standards
- financial information regarding total costs, total revenues and remissions

In addition to the information presented by fee category, there is a summary of the financial information for all fees as well as a listing of fees under the department's authority. This listing includes the existing fee dollar amounts and the adjusted dollar fee amount for a future year.

General and financial information by fee category

General information

Fee category	Fees for processing requests filed under the Access to Information Act
Fee-setting authority	Access to Information Act ⁱⁱⁱ
Year introduced	1983
Year last amended	2018
Service standard	A response is provided within 30 days following receipt of a request; the response time may be extended under section 9 of the Access to Information Act.
Performance results	In fiscal year 2017-2018, CSC received 474 formal access requests and had 327 requests outstanding from fiscal year 2016-2017 for 801 requests. CSC responded to 377 access to information requests, representing a compliance rate of 47% (of the total number of requests received and outstanding from the previous reporting period).
Other information	<p>Effective March 31, 2015 no fees are required other than the \$5.00 application fee. This is a result of direction from the Treasury Board Secretariat on transforming the Access to Information Act, which has been confirmed in the TBS Interim Directive on the Administration of the Access to Information Act.</p> <p>Under the Access to Information Act, fees under \$25 may be waived when deemed to be in the public interest. Fees waived during 2017–18 totalled \$20.</p>

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Financial information (dollars)

2016 to 2017 Revenue	2017 to 2018 Revenue	2017 to 2018 Cost*	2017 to 2018 Remissions†
1,845	1,815	624,609	20

* The amount includes direct and indirect costs, where such costs are identifiable and material.

† A remission is a partial or full return of a fee paid. Under the Service Fees Act, departments are required to develop policies that determine when fees will be remitted to fee payers should service standards not be met. The requirement for departments to remit is anticipated to come into effect on March 31, 2020. This effective date allows departments time to develop remissions policies and adjust service standard tracking and remittance systems. During fiscal year 2017 to 2018, some departments may have issued remissions, in accordance with the authority of their enabling legislation or regulation, as opposed to the authority given by the Service Fees Act. It is remissions issued under enabling legislations or regulations that are shown above.

Fees under the department's authority

Based on an analysis of Correctional Service of Canada's activities, there are no fees under the department's authority.

Endnotes

- i. Service Fees Act, <https://laws-lois.justice.gc.ca/eng/acts/S-8.4/index.html>
- ii. User Fees Act, <https://laws-lois.justice.gc.ca/eng/acts/U-3.7/20040331/P1TT3xt3.html>
- iii. Access to Information Act, <https://laws-lois.justice.gc.ca/eng/acts/A-1/page-1.html>