

14.1 – Council House Accommodation Arrangements

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| File reference | P1028787-5 |
| Report author | Gary Clark, Acting Alliance Manager Governance |
| Other contributors | Bill Parker, General Manager Corporate Services |
| Reporting service unit and alliance | Governance, Corporate Services |
| Report author disclosure of interest | Nil |
| Date of report | 21 February 2020 |
| Nature of Council's role | Executive |
| Voting requirement | Simple Majority |
| Attachment/s | Nil |

Purpose

The purpose of this report is to provide administrative advice and comment on the following motion submitted by Chair Commissioner Hammond for consideration at the Council Meeting to be held on 25th February 2020.

“That the Chief Executive Officer;

1. Initiate a project to review the accommodation arrangements within Council House to:
 - a. Consolidate elected member meeting spaces, civic reception areas, councillor support facilities and Mayoral office;
 - b. Optimise the use of space for administrative purposes;
 - c. Make at least one additional floor available for commercial tenancy; and
2. Make provision for the planning stages of the project in the 2019/20 budget review with subsequent prioritised capital works to commence in 2020/21”.

Background

Chair Commissioner Hammond provided the following points in support of the proposed motion:

1. The current accommodation layout for all activities relating to Council decision making, civic engagement and functions and elected member services is housed over levels 9, 10 and 11 at Council House. This configuration has been in place since 1999.
2. Having had a good opportunity to use all these facilities in the capacity of both Commissioner and Chair Commissioner, I consider it timely to provide some comment and opinion on the current situation and make recommendations for the future.
3. The existing layout has the Council Chambers, two committee rooms and two large offices on level 9.

4. The now defunct dining room / bar area and commercial kitchen, nine regular offices and one large office with reception area is on level 10.
5. Level 11 accommodates a very large Mayoral office, reception area and four workstations/offices for support staff along with a civic reception area with break out space.
6. There is a business case for providing both long term recurrent revenue opportunities, through commercial tenancy and consolidated accommodation for elected members and the administration.

Details

It is timely to review accommodation requirements to ensure that the floor space in Council House is used effectively and efficiently.

Stakeholder engagement

There has been no external stakeholder engagement undertaken in relation to this report.

Strategic alignment

Strategic Community Plan

This item addresses the community's vision for the future and specifically the following Aspiration and Strategic Objective(s) contained in the Strategic Community Plan 2019 – 2029:

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| Aspiration: | Performance |
| Strategic Objective: | 5.5 A financial business model underpinned by a culture of cost management, best value and strategic financial analysis that is subject to ongoing oversight, transparency and accountability. |

A more effective and efficient use of the space within Council House will minimise costs and potentially generate additional revenue.

Legal and statutory implications

The legal implications for the project will be identified during the scoping and planning of the project.

Connection with mandates in the *City of Perth Act 2016*

8(1)(a) - to provide for the good government of persons in the City of Perth, including residents, ratepayers and visitors

Risk implications

| Impact of decision | |
|--------------------|-----|
| Organisation | Low |
| Community | Low |

| Risk domain | Consequence | Likelihood | Risk rating |
|-------------|-------------|------------|-------------|
| People | Moderate | Possible | Low |

| | | | |
|------------------------------|----------|----------|-----|
| Financial | Moderate | Possible | Low |
| Legal and Regulatory/Ethical | Moderate | Possible | Low |

Quality project planning methodology will mitigate any risks associated with the proposed project.

Approval implications

If the motion is endorsed, financial resources will be identified for the planning stages of the project in the 2019/20 budget review that will be presented to Council at the March Ordinary Council Meeting.

Financial implications

The financial implications for this decision will become known through the project planning process and incorporated into the draft 2020/21 Budget and Corporate Business Plan for future years. It is envisaged that the capital program will span across numerous years, with the elected member accommodation and facilities being a priority given the return of Councillors in October 2020.

Should additional floor space become available for commercial purposes, the City will generate additional revenue.

Policy references

A review of existing policies relating to office accommodation for elected members will influence the design of areas dedicated to supporting elected members.

Comments

Chair Commissioner Hammond's Notice of Motion is timely as the administration was considering a project to be included in the 2020/21 annual budget with regard to a redesign and rationalisation of office space at Council House.

The recent restructure and a subsequent reduction in the number of staff at Council House provided an opportunity to review the office accommodation to achieve greater efficiency, increase collaboration and address a range of historic building issues.

Combining the intent of Chair Commissioner Hammond's Notice of Motion with the work being undertaken by the administration provides an opportunity to look at the building holistically and maximise opportunities from both an administrative and elected member perspective.

Chair Commissioner Hammond's Notice of Motion is supported.

Notice of Motion from Chair Commissioner Hammond

That the Chief Executive Officer:

1. INITIATE a project to review the accommodation arrangements within Council House to:

- a. Consolidate current meeting spaces, civic reception areas, councillor support facilities and Mayoral office;
 - b. Optimise the use of space for administrative purposes;
 - c. Make at least one additional floor available for commercial tenancy; and
2. MAKE provision for the planning stages of the project in the 2019/20 budget review with subsequent prioritised capital works to commence in 2020/21.