

## **CORPORATE WORKPLACE FRAMEWORK REPORTING – REFERRAL REPORT**

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### **EXECUTIVE SUMMARY**

The Corporate Workplace Framework Policy was adopted by Council on 2003 November 03 to ensure that workplace infrastructure is developed in the context of a long-range plan. The policy provides vision, principles and structure to aid in the decision making process regarding workplace infrastructure to house City staff, vehicles, equipment and materials. The policy responds to the growth of The City, changes to service delivery and the need for accountability and fiscal responsibility.

Since the direction to revisit the Framework, Council has approved a similar work on an expanded scope and vision that includes public facing facilities, community needs and partnership build models. As a result the workplace needs will be enveloped into civic facility planning with the broader scope and integrated project delivery. Reporting separately is no longer relevant or efficient. The aspects of corporate workplace frameworks and plans will be reported on as part of the newly formed Integrated Civic Facility Planning Program to address Council's vision for civic facilities.

### **ADMINISTRATION RECOMMENDATION(S)**

That the Land and Asset Strategy Committee recommend that Council refer the Council directions (Attachment 1) of Report LAS2014-50, Administrative and Operations Workplace Accommodation, to be addressed within the reporting on the Integrated Civic Facility Planning Program, developed in response to CPC2015-010 Motion Arising on centralized civic facility planning, previously directed to return to Council through the Land and Asset Strategy Committee no later than 2015 Q4.

### **RECOMMENDATION OF THE LAND AND ASSET STRATEGY COMMITTEE, DATED 2015 JUNE 25:**

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That the Administration Recommendation contained in Report LAS2015-16 be approved.

### **PREVIOUS COUNCIL DIRECTION / POLICY**

On 2015 January 12 Council approved CPC2015-010 Motion Arising directing Administration to commence planning and implementation of civic facilities in a comprehensive, coordinated corporate-wide approach to achieve economies for municipal needs and funds, improved services to communities and citizens and inclusion of mixed-uses, and that the program include consideration of build models with private sector locations and tenancies and report back to Council through the Land & Asset Strategy Committee on the program for this work no later than 2015 Q4.

On 2014 November 03, Council approved LAS2014-50 directing Administration to:

1. Continue to explore innovative and sustainable funding options and a funding strategy for city-wide corporate accommodation needs, including the Operations Workplace Centre program and building lifecycle needs, and report back on progress no later than Q3, 2015;
2. Review and update Council's approved Corporate Workplace Framework to reflect changes in workplace strategies and report back to Council through the Land and Asset

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Strategy Committee no later than 2015 Q2; and funding strategy for city-wide corporate accommodation needs, including Operations Workplace Centers program and building lifecycle needs; and

3. Develop a long term city-wide facility plan for the Corporate Accommodation Building Portfolio, and report back to Council no later than 2015 Q4.

### **BACKGROUND**

Over the past several years, Corporate Properties & Buildings have brought forward several reports to Committee and Council regarding implementation plans; workplans; strategies; and updates for administrative and operations workplace accommodation needs.

Corporate Properties & Buildings has been working on a number of initiatives and projects that relate to the Corporate Workplace Framework in order to ensure The City is providing the necessary sites and facility infrastructure for service delivery, maintaining assets and protecting investments.

### **INVESTIGATION: ALTERNATIVES AND ANALYSIS**

Since the Council direction in LAS2015-50, Council has provided Administration with workplace and facility activities of broader scope, most specifically, Councillor Keating's Motion Arising from the 2015 January 12 Council meeting to "Direct Administration to commence planning and implementation of civic facilities in a comprehensive, coordinated corporate-wide approach to achieve economies for municipal needs and funds, improved services to communities and citizens and inclusion of mixed-uses, and that the program include consideration of build models with private sector locations and tenancies and report back to Council through Land and Asset Strategy Committee on the program for this work no later than 2015 Q4." This new work will envelope the update to the Corporate Workplace Framework Policy and apply it beyond the facilities stewarded by Corporate Properties & Buildings to all City-owned facilities within the deliverables of the recently created Integrated Civic Facility Planning Program. Accordingly, Corporate Properties & Buildings will now report on the workplace framework through this Program.

### **Stakeholder Engagement, Research and Communication**

There are no implications associated with this request.

### **Strategic Alignment**

There are no implications associated with this request.

### **Social, Environmental, Economic (External)**

There are no implications associated with this request.

### **Financial Capacity**

### **Current and Future Operating Budget:**

There are no implications associated with this request.

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### **Current and Future Capital Budget:**

There are no implications associated with this request.

### **Risk Assessment**

There are no implications associated with this request.

### **REASON(S) FOR RECOMMENDATION(S):**

The Corporate Workplace Framework Policy is now part of a larger City-wide civic facility framework, warranting a shift of reporting to the Integrated Civic Facility Program reporting.

### **ATTACHMENT(S)**

Attachment 1: LAS2014-50 - Decision 2014 November 03 (Council Consent Agenda)