

# **Estates Strategy Update**

**15<sup>th</sup> August 2017**

# Background

- Elected Member workshop held on 7<sup>th</sup> October 2015 to discuss proposals suggested by the Shadow Council regarding relocation of Council non front line services
- March 2016 Elected Members discussed the workshop options
- November 2016 Elected Members agreed option 2
- Option 2 primarily involved the relocation of Environmental Services staff to Riada House and the Limavady Offices and the Planning Staff to Cloonavin.
- Option 2 also involved reconfiguration of Leisure and Development and Finance within Cloonavin.
- Option 2 required office reconfiguration work to enable maximisation of space

# Estates Strategy Objectives

- The need to retain a geographical spread of non-front line services across the new Council area
- Create the opportunity to rationalise the number of facilities operated by the Council
- To reduce cost
- To improve operational efficiency and effectiveness of services
- To improve customer service
- To create a culture change by physically integrating the Planners with other Council staff.
- Creating the opportunity to potentially improve the Planning service by aligning the Planning staff with Building Control

# Overview

- To date there has been 136 staff moves. Some of these moves are interim moves to allow work to be carried out
- The relocation of Environmental Services to Riada House and Limavady is complete with the exception of the Enforcement Team
- Staff all appear happy with the new arrangements and there is a visible positive atmosphere in both Riada House and the Limavady offices
- All moves have been carried out in house by Council staff
- All refurbishment works have been undertaken by Council staff except for the lighting upgrade
- Preparations are underway for the relocation of 49 Planning staff to Cloonavin 25<sup>th</sup>- 28<sup>th</sup> August
- Finance and Leisure and Development will have a new office layout in Cloonavin in October. 89 staff will be potentially impacted
- No impact on service delivery to date

# Occupancy Levels Going Forward

- Cloonavin 201 staff
- Riada House 85 staff
- Limavady 59 staff
- Sheskburn House 11 staff, but also used on a hot desk basis as required.
- Options on future staff accommodation for Ballycastle are being looked at and a report will be presented to the Committee in the Autumn

# **Riada House**



RIADA HOUSE

# Riada House

- Full staff occupancy
- Building primarily used by Environmental Services/Registration Services
- Some office reconfiguration work has taken place
- Lighting upgrade work undertaken
- Additional meeting room space would enhance arrangements
- Future use on Council Chamber and Mayor`s Parlour requires direction by Elected Members





amanda

Carroll FAR

TOGETHER

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# **First Floor Cloonavin**

# Cloonavin

- First floor work completed and Building Control staff now in position
- New office arrangement has been designed for Planning staff who will be based on this floor along with Building Control
- New floor/office layout. Upgrade of lighting to low cost LED and new ICT cabling.
- Work to Liz Johnston suite underway to accommodate 9 Planning staff
- Work on new floor plan/office plan underway in ground floor Cloonavin in preparation for Planning staff move











# **Ground Floor Cloonavin**





# **Limavady Offices**



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LANSING LIPS

# Limavady Offices

- Current occupancy now 56 Staff
- Primarily Environmental services/Leisure and Development staff/Registration Services
- Potential for additional staff occupancy
- Many offices have been re designed to maximise occupancy/ ICT cable points installed
- Future use of the Council Chamber and Mayor`s parlour requires direction from Elected Members







NO ENTRY  
NO ENTRY  
NO ENTRY



# Summary

- Relocation of staff to Riada House and the Limavady offices is now complete. Both buildings are at maximum capacity and are operating very well. Staff appear content and there is a good atmosphere in both buildings
- Lighting upgrades, ICT and office redesign work planned to date is complete
- Planning staff will move to Cloonavin 25<sup>th</sup> -28<sup>th</sup> August.
- Relocation of Finance and Leisure and Development within Cloonavin is scheduled for October
- Options report on the potential relocation of Council staff to another facility in Ballycastle will be presented to Committee in October
- To date no impact on service continuity and delivery
- **Direction on the future use of Riada House and Limavady Council Chambers and Mayor`s Parlours is required**