

Appendix 1

REVISED OFFICE ACCOMMODATION STRATEGY: PRINCIPLES

The revised office accommodation strategy is intended to support the efficient running of the council. By facilitating the transformation of services, it will contribute to the improvement of services for local people through the provision of a modern working environment. This will be achieved by adopting the following principles:

- Maximise the use of 160 Tooley Street by ensuring that any remaining services that do not need to be located locally are transferred to the facility;
- Provide a fit for purpose working environment for all staff and prioritise moving staff from the least satisfactory accommodation first;
- Ensure that council facilities are welcoming and usable for all residents, visitors and staff, conforming to high standards of disability access and customer service;
- Release strategic sites for regeneration schemes;
- Ensure that council presence is felt in all areas of the borough and that council staff and partners are well placed to understand and engage with local people;
- Reduce to a minimum the total number of administrative office sites to:
 - Minimise the revenue costs of managing the residual estate;
 - Generate revenue savings through cost effective ways of working that at least cover any additional costs occupying improved accommodation;
 - Minimise the future investment costs that would otherwise be required to maintain the retained estate and comply with modern standards of accessibility and sustainability;
 - Maximise capital receipts for reinvestment in council priorities
 - Minimise the financial, reputational and human resources risks of operating from old and un-refurbished property;
 - Maximise the opportunity for modern ways of working, including the opportunities for work across departments and with partners in ways that better meet the needs of residents
 - Maximise the council's opportunity to improve environmental sustainability;
- Ensure that the estate is flexible and adaptable to future needs;
- Investigate sharing facilities and accommodation with neighbouring boroughs, integrating with plans for shared services;
- Provide for a limited number of highly accessible shared customer access points for transactional services on an assisted self-service basis to improve the council's ability to consistently deliver customer needs, reduce barriers to access and make doing business with the council easier.