

## Management Board

### Accommodation Survey

*A note by the Director General of Facilities*

#### **Purpose**

This note is intended to update the Board on progress on the Accommodation Survey which it mandated in February 2008 and to outline the planned future work arising from it.

#### **Main Themes**

The survey has highlighted the following main themes:

- The DIS, DCCS (Committee directorate) and POST returns have all indicated that they have staff who could benefit from closer collaboration and that closer proximity would be desirable in achieving that aim. This reflects the Tebbit Report endorsement of closer co-operation between the then Clerks Department and Library to support select committees. It is proposed to achieve this closer proximity as part of the future accommodation plan.
- There is an aspiration to co-locate the Education Service, the HCIO, and Visitor Services in close proximity to the new Education Centre. How far this might be achieved will be considered as part of the future work.
- PICT is the only organisation forecasting a significant change in accommodation requirement. An increase in the size of the web centre (DIS staff but located in PICT) and a planned increase in PICT technical staff for infrastructure improvement work leads to a requirement for approximately 30 additional desks. It is seeking additional accommodation to facilitate this, at least in the medium term. The PICT accommodation requirement will form part of the future accommodation plan.

#### **Future Work**

James Robertson will produce options to allow the Board to agree on the most appropriate use of accommodation to meet the House's forecast business needs over the next ten years. The options will allow for a defensible position on accommodation for staff in the Palace as well as addressing major issues such as the relocation of DIS staff from 1 Derby Gate.

Between now and early October James and his team will challenge the departmental aspirations and develop accommodation proposals in conjunction with the Director of Parliamentary Estates and the Office of the Chief Executive. Proposals should be available for the Board meeting on 23 October and the agreed outcome from that board should form the basis of a further paper which will go the Administration Committee at its meeting on 25 November, at which the Chief Executive will be in attendance.

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