

Appendix 5 - Departmental Operational Property Assets Utilisation Assessment Findings

- An apportionment of 1698.52sqm for the Guildhall across 6 floors, 238.24sqm for the Barbican across 2 floors and 77.25 sqm for New Street has been made for the Chamberlain's Department (directly occupied space).
- CHB's Guildhall average workplace area is 8.5sqm, for the Barbican is 8.82sqm and for New Street is 7.73sqm which are below BCO's (British Council's Offices) recommended requirements of 10sqm and above the HSE Workplace, Health, Safety and Welfare Regulations minimum of 4.9sqm.
- Overall, daily average occupancy at the Guildhall was 61% (above the City Surveyor's Department), 33% at the Barbican and 40% at New Street. Average occupancy levels range from 32% to 78% at the Guildhall.
- The space allocated to the Chamberlain's department has a low concentration of desks, particularly in the East end of the North Wing (2nd floor). Whilst there may be enough desks on a per FTE basis to support hybrid working, these being in small banks spread across multiple places are not sufficient to enable whole team days in the office unless work arounds are made.
- This review did not identify any surplus operational property assets and currently assets allocated for the delivery of services are partially utilised. However, occupancy rates will significantly increase following planned increased corporate occupancy requirements in 2024.