

MINISTRY OF INTERNATIONAL TRADE AND  
MINISTER RESPONSIBLE FOR THE  
ASIA PACIFIC STRATEGY AND MULTICULTURALISM

**DECISION NOTE**

Cliff #: 13244

Date: May 13, 2014

**PREPARED FOR:** Shannon Baskerville, Deputy Minister International Trade

**ISSUE:** Leading Workplace Strategies (LWS) Vancouver

**BACKGROUND:** Moving to LWS will allow the Ministry to consolidate Vancouver space, reduce our building portfolio, and locate work units together. This is motivated by government initiatives to strategically align/consolidate leases and support the development of LWS projects shifting towards a mandate of a more flexible and mobile work force while supporting client services and program delivery.

Currently staff reside in three locations. Multiculturalism is located at 605 Robson Street, the International Market teams of China and Japan/Korea are located at Robson Square and all other staff is at 999 Canada Place. The staff at Canada Place is in three (3) different suites, although they are on the same floor, there is no common access between offices.

The Labour Market & Immigration (LMI) Division from JTST will need to vacate their current offices located 360 West Georgia by the end of this fiscal year. There is a proposal put forward to move LMI to 605 Robson Street after applying LWS with the understanding the Multiculturalism staff would be relocated.

**BENEFITS OF LWS:**

People/HR - enhances engagement, supports collaboration, attracts and retains employees, provides choice and flexibility and it supports our vision and our values.

Technology - enables mobility through mobile devices, it enhances security and it supports the future work vision.

Financial - increases space utilization, reduces the real estate portfolio, optimizes resources, streamlines operations and facilitates ease of future change.

Sustainability - reduces the carbon footprint, office churn, saves costs over the asset lifecycle and reduces materials going to landfill.

**RECOMMENDATION:** Consolidate all Vancouver based MIT staff to the 7<sup>th</sup> Floor at 999 Canada Place.

Under the current conceptual floor plan, implementing LWS at 999 Canada Place would result in 92 work points. There is currently 84 positions in Vancouver (76 staffed and 8 positions vacant) allowing for growth opportunity.

Work points would consist of:

- 11 enclosed offices
- 38 resident work points
- 34 mobile work points
- 6 quiet rooms
- 3 privacy rooms

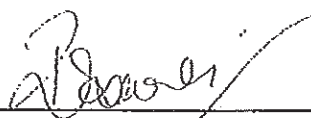
LWS would also include:

- 7 meeting rooms
- 2 privacy booths
- 2 lounges
- 1 huddle area

**ESTIMATED COST:**

**RECOMMENDED:**

Ramona Soares

  
\_\_\_\_\_  
Assistant Deputy Minister  
International Business Development  
Division

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Date

Christine Little

  
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**APPROVALS:**

George Farkas

  
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Assistant Deputy Minister  
Management Services Division

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