



**City of Richmond**

**Report to Committee**

**To:** General Purposes Committee  
**From:** Gerry De Cicco  
Manager, Oval Sport & Business

**Date:** September 28, 2006  
**File:**

**Re:** **Office Space at BC Secretariat's and VANOC Headquarters**

**Staff Recommendation**

That Council approve a designated office space for Richmond Staff at BC Secretariat's and VANOC offices, 3585 Graveley Street, Vancouver, as outlined in a report dated September 28, 2006, from the Manager, Oval Sport & Business.

Gerry De Cicco  
Manager, Oval Sport & Business  
(4689)

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<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>	
Budgets .....	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Information Technology .....	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
<b>REVIEWED BY TAG</b>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	<b>REVIEWED BY CAO</b>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

## **Origin**

VANOC has acquired a new office facility to facilitate bringing together VANOC and the 2010 Olympic Games Partners management function to operate from one convenient location. The City of Vancouver and the Municipality of Whistler have secured office space, as have the Province, RCMP, and international and national sponsors, General Electric and Bell, respectively.

The City of Richmond Olympic Business Office has the opportunity to also utilize designated office space at the VANOC Head Office on Graveley Street in Vancouver. This Staff Report has been prepared to seek approval for the City to be represented at the 2010 Games offices.

## **Analysis**

There is a significant strategic benefit in having a physical presence in these offices because it will allow staff to be aware of emerging issues, interests, and discussions much earlier than is currently the case. It will also encourage greater communications and relationship building between Richmond, VANOC and the other Olympic partners.

The office space, consisting of one enclosed office and one cubicle would be predominantly utilized by the Director of the Olympic Business Office. As well, additional staff from the Olympic Business Office and Major Projects who attend meetings at VANOC offices on a frequent basis would also benefit from this office space. It is becoming increasingly apparent that by not being fully immersed at VANOC, the flow of important information to Richmond staff is often delayed.

As the Oval construction phase and the start of the 2010 Winter Games draw closer, it is crucial to continue building the relationship between the City of Richmond and VANOC. As a Venue City, it is vital that the City of Richmond be aware of and fully involved in the day-to-day happenings at VANOC. Though Richmond staff have good communication with VANOC through scheduled meetings and phone conversations, the current situation is less than optimal and Richmond would be better served if the Director of the Olympic Business Office spent considerably more time being directly involved in important discussions and negotiations that occur at the VANOC offices. Richmond staff are handling critical issues around legacy trust, pre-Games operations, sponsorship and event planning. Utilizing office space at VANOC is integral to achieving Richmond's desired outcomes around the Oval and the Olympics.

As previously noted, the City of Vancouver, Municipality of Whistler, RCMP, the Provincial Secretariat, General Electric and Bell are the other Olympic partners represented at the VANOC offices. For all intent and purposes, Richmond is the anomaly and as such, is at a significant disadvantage and liability compared to the other Olympic partners.

### **Financial Impact**

- Capital Costs: \$14,000 – One time costs to be funded from the City’s corporate provision account.
- Annual Operating Costs: Approximately \$3,600 annually and will be funded from the existing Oval Business Office budget.
- There will also be some minor IT related costs that will be funded within the existing IT budget.

### **Conclusion**

The interests of the community would be well served if Richmond staff had a greater presence at the VANOC offices. Important discussions regarding legacy trust, pre-Games operating, sponsorship, event planning etc., are underway. To ensure that Richmond is always represented on these matters, greater presence at VANOC headquarters is necessary. The modest costs associated with obtaining office space at VANOC will be of great benefit, and will provide a positive return on investment.



Gerry De Cicco  
Manager, Oval Sport and Business  
Olympic Business Office