



A very optimal setting for training is one that is close to the Municipal Hall so that trainees who rely on buses, car pools or drop-offs can walk to the training facility and, at the same time, is separate from the Municipal Hall so that trainees are not recalled by supervisors, tempted to drop into the "office" for phone messages, or otherwise disrupt the continuity of the training experience.

It is very desirable to have staff training in a facility which houses another, preferably compatible, function for economic reasons.

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#### OPTIONS:

After considering several options including existing Corporation buildings, lease space, rental and use of Burnaby School Board facilities, staff have concluded that a community recreation or art facility is particularly desirable. There is greater opportunity to optimize the use of the rooms because so many of the community recreation and arts programs take place in the evenings and on week-ends when staff training is not taking place. In most cases such a facility has a staffed reception area where trainees can receive directions, there is likely to be a coffee break room which can be used by trainees who might otherwise wander about offices causing disruption. In the case of arts facilities, such as studio rooms, there is a shared need for sound-proofing, audio-visual aids and instructional props. These are reasons why this particular construction seems to lend itself to serving a dual purpose for the Corporation.

Based on the requirements discussed in this report, Deer Lake Park and the Burnaby Arts Centre Complex is the best option available. However, consideration would have to be given to the feasibility of expanding the functional purpose of the buildings to incorporate facilities for staff training thus making the centre capable of serving both purposes.

In the next few months the Parks and Recreation Commission will be engaging an architect to develop a conceptual design for a Master Plan of the arts facilities at Deer Lake Park. Staff would like to have the training facility considered for placement within the Burnaby Arts Centre Complex and to this end, it would be necessary to include it within the architectural concept development.

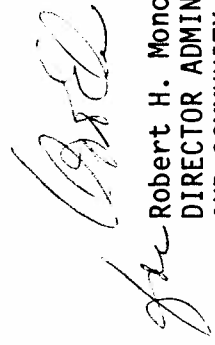
#### ESTIMATED COSTS AND REVENUE:

Based on construction costs of \$100.00 per square foot, the proposed facility would add approximately \$250,000 to the overall construction costs and approximately \$20,000 to furnish and equip. If the architectural study reveals that there is space which can be used for arts programming purposes and staff training purposes in turn, the cost will be significantly reduced.

There is a revenue stream which can be realized from a properly equipped and designed training facility. Staff research has shown that renting of this space to others requiring training or meeting accommodation can generate as much as \$10,000 annually, depending on the extent to which the rooms are available to be rented. In addition, current annual recovery from outside jurisdictions participating in Burnaby's staff training program is \$9,700 or 6% of the total in-service training budget. This figure would be maintained and possibly increased with a larger space.

#### CONCLUSION:

A need exists for a facility to accommodate staff training within the Corporation. This facility should be separate from the Municipal Hall complex but in close proximity. In order to maximize use, any facility should be available and suitable for community use. Given these requirements, the Deer Lake Park facilities provide the most viable option available at this time.

  
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