



# NSW DEPARTMENT OF COMMUNITY SERVICES

Head Office 4-6 Cavill Avenue, Ashfield NSW 2131 • Locked Bag 28, Ashfield NSW 1800  
DX 21212 Ashfield • Tel (02) 9716 2222 • Fax (02) 9716 2999

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18 AUG 2004

Mr K Greene, MP  
Chair  
Standing Committee on Public Works  
Parliament of NSW  
Macquarie Street  
SYDNEY NSW 2000

Dear Mr Greene

I refer to your letter seeking a submission from the NSW Department of Community Services (DoCS) to the NSW Legislative Assembly's Standing Committee on Public Works - Inquiry into the Joint Use and Co-location of Public Buildings.

A key program for DoCS over the next five years is the Enhanced Service Delivery Project. This project incorporates specific programs (including accommodation) as part of implementing the Government's increased funding initiatives for recruiting additional caseworkers and delivering services.

DoCS has a strong association with other human services agencies and non-government organisations. When the Department considers potential new office accommodation, priority is given to:

- co-tenancy arrangements with agencies such as the Department of Ageing, Disability and Home Care (DADHC), the Department of Housing, and NSW Health
- locating offices in Government Office Buildings managed by the Crown Property Portfolio

These arrangements allow DoCS to have flexibility in its office space through the sharing of Government facilities, such as conference rooms, meeting rooms, and PABX.

The Department leases and owns commercial office space of approximately 66,000m<sup>2</sup>. Recently, an extensive review of DoCS owned properties identified a number that are used by non-government organisations or community groups providing services such as child care or foster care.

To ensure its property portfolio is managed effectively, DoCS has recently developed the Total Asset Management (TAM) strategy. In preparing the strategy, DoCS identified that new policy and procedures were required for use of its properties by non-government organisations and community groups. The Department will be developing a policy paper on this over the next six months.

Should you require further information concerning DoCS' accommodation and property portfolio, please contact Mr Alan Ramsey, Executive Director Corporate Services on 9716 2890.

Yours sincerely

Neil Shepherd  
Director-General