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Town of Aurora

## Motion

Notice given September 19, 2023

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**Re:**           **Town Administration SWOT/Space Allocation Analysis and Economic Review**

**To:**           Mayor and Members of Council

**From:**       **Councillor Rachel Gilliland**

**Date:**       September 26, 2023

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Whereas Municipalities across the Province and the private sector have shifted into hybrid working models; and

Whereas Town offices and administration spaces are often observed as underutilized at various times; and

Whereas the Town has shown to have programming space deficits; and

Whereas the Town could benefit from a SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis of its administration office spaces to identify its highest and best use; and

Whereas it would be feasible to have an economic review of our administrative assets to cut waste, and allocate appropriate use to avoid any future financial liabilities;

1. Now Therefore Be It Hereby Resolved That staff report back with either a SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis and/or space allocation review; and
2. Be It Further Resolved That staff provide an economic review of the Town's administrative office spaces to ensure we are utilizing its best and highest use, including solutions, community benefits, and financial impacts.