

Appendix 4 Administration Options

Options	Option A – Status Quo	Option B – Council Administration	Option C – Community Sector Administration	Option D – Commercial Delivery Model	Option E – Trust Model
Description	No change from status quo.	PNCC would remain the Landlord and lease management would remain with PNCC Infrastructure.	<p>PNCC would remain the Landlord and lease management would remain with PNCC Infrastructure.</p> <p>All day to day administration of HCH would be transferred to this organisation. Other obligations that could be included:</p> <ul style="list-style-type: none"> - Advocacy (the tenants voice); - Health & safety; - Reception / information desk; - Investigating shared service opportunities; - Point of contact for PNCC and the Tenants; - Day to day queries for both PNCC and the Tenants. <p>PNCC to provide an operational budget for communal areas.</p>	<p>PNCC would remain the Landlord and lease management would remain with PNCC Infrastructure.</p> <p>All management and administration (apart from the requirements under the lease agreements) would be transferred to a third-party building management company.</p>	<p>A Trust could be established to manage and operate HCH.</p> <p>PNCC would remain the Landlord and lease management would remain with PNCC.</p>
Benefits	This option would add no additional cost to either PNCC or the Tenants, however no increased level of benefit would be generated, and all the risks and issues remain.	<ul style="list-style-type: none"> - Keeps rents low. - PNCC would be have greater control. 	<p>This community sector organisation:</p> <ul style="list-style-type: none"> - May be able to leverage grant funding for the communal benefit of the Tenants. - Would have a good understanding of the community sector. - Probably have a good understanding of the tenants. - May already have a physical presence in the building. - If the organisation was a tenant at HCH there may be an opportunity for resource efficiencies, thereby reducing the rates impact. 	<ul style="list-style-type: none"> - High level of expertise and accountability. 	<ul style="list-style-type: none"> - The Trust's sole purpose and focus would be HCH. - This option would provide longevity for the Tenants and it would enable a future vision for HCH to be maintained. - A Trust could advocate on the Tenants behalf. - A Trust could apply for grant funding to the communal benefit of the Tenants.

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Challenges	As discussed in previous sections.	<ul style="list-style-type: none"> - Conflict of interest – weaker advocacy. - Subject to political and organisational changes. - Dedicated resources would be required by PNCC to manage HCH onsite. - The administration cost would generate a rates impact. - PNCC would not be in a position to obtain / apply for non-Council grant funding for the communal benefit of the Tenants. 	<ul style="list-style-type: none"> - May not have expertise and mandate. - Potential conflicts accessing grants. 	<ul style="list-style-type: none"> - May not necessarily understand the social sector to the extent that a public or social sector organisation would. - Tenants would be required to pay market rates for building management and administration services. - All costs associated with this option would be passed on to Tenants or ratepayers. - A commercial organisation would not be in a position to apply for grant funding to support communal activities or services at HCH. 	<ul style="list-style-type: none"> - There are significant costs and time required to establish a Trust. A minimum of a 12-month lead in time would be required to establish the Board, set up Terms of Reference, the Trust Deed and legal requirements before the Trust would be fully operational - Difficult to find Trustees with skills and expertise. A Trust is only as good as it's Trustees. - Additional costs would be required to manage and operate a Trust. For example, a Trust would be required to be audited. Funding for this would be an additional cost to PNCC.

