

Dear Councillor Freehill,

I am coming back to you in relation to your access to office areas of the Civic Offices complex.

I am advised that apart from the Chief Executive's Office, Councillors do not have access to other office areas of the Civic Offices without prior arrangements having been made and there is a need to access the officer area (i.e. to meet specific officials, attend meetings etc.)

It is important to point out that while access to the office area is restricted the Planning Department always endeavours to provide a prompt, efficient service to Councillors and to meet their requirements for information, documentation etc. so there should be no need for you to have to come in to the office area. A phone call to a senior staff member is all that is required to ensure your request is dealt with.

I think this restriction is reasonable and in the interests of proper office management. If you are unhappy with the continuation of the restriction you can of course raise the matter at the Protocol Committee.

Regards

Owen