

THE CORPORATION OF THE
CITY OF WHITE ROCK
CORPORATE REPORT



DATE: June 5, 2025

TO: Internal Community Hub Steering Committee

FROM: Darcy Dupont, Senior Project Manager, Community Hub

SUBJECT: City Hall Needs Assessment – Recommendation Report

RECOMMENDATION

THAT the Internal Community Hub Steering Committee:

1. Receive the Needs Assessment Report for White Rock City Hall for information; and,
 2. Recommend that Council consider the Moderate Growth Scenario (~25,500 sq. ft.) as the baseline for future design and feasibility planning related to the Community Hub or standalone City Hall redevelopment.
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EXECUTIVE SUMMARY

The purpose of this report is to submit the finalized Needs Assessment for White Rock City Hall (attached as Appendix A) to the Internal Community Hub Steering Committee (ICHSC) and seek endorsement for its consideration by Council.

INTRODUCTION/BACKGROUND

In Q2 2025, staff initiated a rapid Needs Assessment to evaluate the current and future space requirements of City Hall. The assessment responds to longstanding operational challenges – fragmented services, overcrowded conditions, and inefficient layouts across multiple buildings – and provides an evidence-based framework to guide future infrastructure planning.

Staff interviews, jurisdictional comparisons, and industry benchmarks were used to identify spatial deficiencies, evaluate planning scenarios, and recommend an appropriate size and configuration for a new or redeveloped civic facility.

KEY FINDINGS

- White Rock's current City Hall (constructed in 1963) no longer meets the spatial, functional, or operational needs of a modern municipal administration.
- The City's 83 office-based staff are currently distributed across five locations, totaling 18,750 sq. ft. of fragmented space. This model reduces collaboration, limits customer service quality, and creates storage, security, and accessibility challenges.

- The Moderate Growth Scenario (~25,500 sq. ft.) balances existing requirements with 10–15% anticipated growth, while remaining aligned with industry standards and peer municipalities.

Respectfully submitted,



Darcy Dupont
Senior Project Manager, Community Hub

Comments from the Chief Administrative Officer

I concur with the recommendation(s) of this corporate report.



Guillermo Ferrero
Chief Administrative Officer

Appendix A: Needs Assessment Report for White Rock City Hall