

읍면동 행정청사 리모델링 가이드라인 연구

A Study on Remodeling Guideline for Public Administration Building of Eup-Myeon-Dong

여혜진 Yeo, Hae Jin
김은희 Kim, Eun Hee

(a u r i

A Study on Remodeling Guideline for Public Administration Building of Eup·Myun·Dong

SUMMARY

Yeo, Hae Jin
Kim, Eun Hee

Chapter 1. Introduction

As the lowest authority of the local administration, the public administration building of Eup·Myeon·Dong has played the most closely with the residents' life. But with the development of the internet complaints service and the aging of the buildings, it gradually became a public building which the citizens do not seek and the administrative function is reduced. Recently, some municipalities have turned to the Dong administrative office as a base of social services that provide active citizen convenience, and to return to the citizens as a platform for living autonomy that contributes to the mobilization of community. In addition, the new government is in line with the philosophy of national politics that aims to reduce welfare blind spots and realize universal welfare. Accordingly, the Ministry of Public Administration and Security has established a plan to promote the pilot project to remodel about 3,500 Eup·Myeon·Dong public administration building nationwide to provide more citizens' autonomous space. However, the existing standard of Eup·Myeon·Dong public administration building and related remodeling regulations is insufficient. It is required to establish a project promotion system to realize the policy goal because it shows the difference and limitations of competence such as lack of experience of space-related projects by local governments in order to find out space and program demands by regions. The purpose of this study is to propose a remodeling guideline for the demonstration project of Eup·Myeon·Dong public administration building by defining the role and cooperation system of participating actors orchestrating the needs of spatial remodeling contents.

Chapter 2. Eup·Myeon·Dong Public Administration Building related Policy and Operation Status

Since the government failure of the market economy in the 1980s and the IMF economic crisis, the Korean government has maintained a similar policy stance of the decentralization of powers and the provision of user-centered services in the Kim Dae jung government. Moreover, the new government's policies are focused on strengthening the decentralization and visibility of local autonomy in the context given. In this situation, the public administration building of Eup·Myeon·Dong, which is the closest to the citizens' life, is a proper space unit to carry out the 'area-based initiative' and needs to be viewed as an important social/spatial unit that enables community initiatives.

The total number of Eup·Myeon·Dong public administration buildings in Korea is 3,492, with an average land area of 2,355m² and an average floor area of 1,393m². The average installation rate of the nation is about 82%, and the case where the Eup·Myeon·Dong public administration building and the citizen autonomy center are supplied as the combined government office is dominant over the case where it is installed separately. There are 204 units in general administration, civil affairs, and welfare departments in the office. In terms of spatial scale, the cultural center, office, citizens' convenience facilities, multipurpose room, private meeting room, and civil affairs room are in big order. User-friendly facilities are including staff welfare space, separate entrance for allowing night and weekend access for citizens, wheelchair access of use windows, elevator installation for disabled persons, etc. However, citizens' self-governing centers have a separate entrance for night/weekend use only about 35%, and night and weekend openings are only about 48%. On the other hand, in the citizen autonomy center, programs such as meeting room, book cafe, computer room, fitness room, general store, multipurpose room, and citizens' self-government room are commonly used. Recently, shared kitchen, art hall, toy bank, a theater, a town broadcasting station, a child care meeting room, a free laundromat, a women's work center, a jjimjilbang are springing up according to local demands. The average number of people using the Eup·Myeon·Dong citizens' autonomy centers is about 4,600. It means, the daily average of 11 ~ 20 people is prevalent on average, and the program is also focused on simple cultural programs. However, some municipalities are in the process of activating programs related to local autonomy such as civic education, youth related programme, community welfare, citizen autonomy, and

community promotion.

Through the analysis of the facilities and operation program of the Eup·Myeon·Dong public administration building, it was confirmed that the status and importance of Eup·Myeon·Dong in the local administrative policy is increasing. However, there is not enough activity space that can be used autonomously by citizens' association for the settlement of self-government in the center of actual Eup·Myeon·Dong. As a public building that effectively responds to the rehabilitation of living-related welfare and neighborhood self-help services in the new government's decentralization and local autonomy policy, it is necessary to reorganize the spatial structure of the Eup·Myeon·Dong administration office. It is important to prepare remodeling standards for the conversion of the Eup·Myeon·Dong public administration building to the citizens friendly-used space for more complex supply location.

Chapter 3. Eup·Myeon·Dong Public Administration Building Remodeling Contents Investigation

The pilot project for remodeling the public administration building of the Ministry of Public Administration and Security has set up a software program that considers the needs of citizens and citizens in a comprehensive way, which is the content of the space, which leads to the remodeling of the physical space. Since the study can not decided remodeling contents on the reality basis, Eup·Myeon·Dong is classified as the general, urban agriculture, extinction crisis, urban agriculture integration and extinction crisis group. A total of 50 municipalities were selected. A total of 1,499 individuals (206 civil servants, 1,293 citizens(441 Eup citizens, 472 Myeon citizens, 586 Dong citizens) participated in the self-filling interview survey.

Public officials and local citizens alike recognize the need for community centers and public facilities management, and recognize the need for love delivery services, volunteer program management, helping the poor, and rural service. Various community events, autonomous crime prevention, and safe return activities are recognized as important activities for community revitalization. Regarding the program in which the government and citizens cooperate for the development of the community, it has been revealed that there is a high interest in the administrative participation of the citizens, such as local development, coordination of the interests among the citizens. For convenience of citizens' lives, the service that needs to be provided by Eup·Myeon·Dong is the welfare service, and the need for health care, safety and jobs is high. In the case of public officials, office space and staff welfare space are needed. Instead, citizens have a high desire to improve their space mainly for citizens convenience

facilities, civil service rooms, and cultural setters.

This analysis shows that there is a need to consider the overwhelmingly high demand for unitary welfare services and the demand for healthcare and safety services throughout remodelling of the office. It is a good sign that the recognition of the cooperation between the administration and the citizens seems to enter into the maturity stage. The space demands to be considered first in the pilot project of the public administration building of the Eup·Myeon·Dong public administration building appears to be a support space for the citizen autonomy rather than the simple culture and convenience functions. On the other hand, it was also recognized that there was a need for a process of collecting opinions on the viewpoints of conflict between public officials and citizens.

Based on the results of the analysis of the service demand of the Eup·Myeon·Dong public administration building, the public and citizen service programmes are divided into the basic type and the recommended type. We have constructed and presented a service pool for each type of Eup·Myeon·Dong that can be used as reference materials for remodelling contents.

Chapter 4. Investigation and Analysis of the Remodeling Criteria and Promotion Cases

In this section, the study reviews the standards of the public sector building design standard and the remodeling standard work as a standard related to remodeling of the Eup·Myeon·Dong public administration building. As a result of the analysis, Eup·Myeon·Dong public administration building is transforming the visit-oriented administrative space to the community needs-oriented space.

In the case of Seoul's reorganization projects of Dong public administration building, the citizen organization, general citizens, architectural experts and administration have established a cooperation system from the planning stage. And the programs are diversified, and specialized spaces such as incubation support space, neighborhood theater, shared kitchen, and free laundromat are closely related to the demands of actual citizens. However, due to the limitation of the remodeling project budget, remodeling scope of the office building is rarely large insufficient of major repair including structural change.

Accordingly, seven policy implications were derived. First, integrating the public service and community service of the Eup·Myeon·Dong public administration building and reorganizing the citizen-friendly delivery system. Second, the provision of priority services for the local government-citizen cooperative services. Third, detailed space remodeling design such as utilization of idle space, utilization of internal and external space integration, creation of multipurpose space, expansion of

open time, and efficient relocation of furniture. Fourth, focusing on user perspective. Fifth, the establishment of cooperation system between participating parties, simplification of administrative procedures such as ordering and permission. Sixth, selection method of Eup·Myeon·Dong. Seventh, efficient budget execution plan considering remodeling priority.

Chapter 5. Regional Demand Customized Eup·Myeon·Dong Public Administration Building Remodeling Services Guidelines

The basic direction of the remodeling pilot project of Eup·Myeon·Dong public administration building is to set up the participation and collaboration, various spatial connections and communication, flexible and open use, and citizen-friendly use of Eup·Myeon·Dong public administration building to provide citizen-friendly public services. It is eventually improve the space required for the transition to a practical platform supporting the citizen's convenience.

a) Guideline for Remodeling of Eup·Myeon·Dong Public Administration Building

The guideline presents the scope and purpose of the application, the purpose and the basic direction, the reference rules, the role of the operating system and the subject, the main contents of the remodeling work. In particular, considering the characteristics of remodeling work, it is divided into planning stage work, architectural design stage work, construction support stage work, operation management stage work, and administrative work. It helps the understanding of the person in charge and the local citizens and makes it possible to carry out the step-by-step work systematically.

b) Procedures and Design Mentoring Operation Procedure for Remodeling Pilot Project

Pilot project implementation process is presented largely [Planning phase] Establishment of propulsion system, advance planning, demand survey, decision of business purpose and direction, and 1st and 2nd design mentoring → [Architectural design work stage] Review of existing space use, change, demolition by detail space, review of space program by detailed space, interior review by detailed space, 3rd design mentoring and opinion gathering through comprehensive presentation, design book creation and permission Administrative Affairs → [Supporting work stage during construction] Identification of inspection items during construction, response to changes, setting of scope of work, change of design book → [Operation management stage].

c) Establishment of Role of Project Management System

[Government] Ministry of Public Administration and Security and civilian experts in the field of architecture provide consulting services to help the general manager of the broad area business and the support public architect of Eup·Myeon·Dong creating excellent design works. [Self-governing local bodies] The (City/Do)municipalities support the project expenses at about 20%, and administratively support the Eup·Myeon·Dong municipalities. The basic autonomous bodies constitute a promotion council as Eup·Myeon·Dong officials, citizen organizations, general citizens. Contracts with the public architects, ordering of tasks, and remodeling planning consultations should be conducted. The Promotion Council shall consist of various inter-stakeholder consultations to minimize conflicts in the project process. [Experts & Architects] The broad-scope project planner will coordinate the pilot projects of multiple pilot units and recommend the competent and innovative public architects to help them collaborate with the project general planner. [Local Community] Local citizens are encouraged to remodel the Eup·Myeon·Dong public administration building in order to be broaden the range of citizen's self-management.

d) Utilization of Service Pool and Investigation of Demand According to Characteristics

Based on the results of sample demand survey by type of Eup·Myeon·Dong, the service pool classified basic and recommended types considering welfare, healthcare field expansion and activation of citizens' autonomy based on the expansion of public administration services of the Ministry of Public Administration and Security. The service pool is used as data for setting the basic direction of the service program for reference to the demand survey to reflect the demand of the citizens considering the actual local conditions.

For example, the basic types of services that are applied to the extinction crisis towns include basic civil affairs and welfare in the public service, public-private interest coordination through administrative-citizen cooperation programs, facility management. Among the recommended services, the public service is health/medical and safety, public facility management and operation. The general demand for self-help crime prevention and safety return activities, clubs, sports activities, and community-citizen cooperative programs was that community development and local government's suggestions on the promotion of the municipal district were found. Eup·Myeon·Dong should refer to the standards proposed in the research, but it is necessary to individually conduct user demand investigation and reflect the result in the remodeling project.

e) Basic plan of Remodeling Pilot Project of Eup·Myeon·Dong Public Administration Building

The basic planning stage of remodeling project should be based on the opinions of the service pool, the stake-holders of the project, the physical conditions of the building, and establish the space program and determine the scope of the remodeling and the construction method. The space program is largely referred to as facility management, volunteering, community revitalization, and administrative-citizen cooperation program, with reference to the space remodeling objects of the example and the precedent cases. In the public service sector, welfare, health care, safety, and jobs were presented in addition to the basic tasks. In the area of facility management, the citizens' self-governing center administration and public facility management were suggested. The volunteer area offered love delivery service and volunteer activity management program. The community activation field suggested various events, autonomous crime prevention and safe return activities. The administrative-citizen cooperation program area presented opinions on regional development and municipal and district promotion.

Keywords :

Eup·Myeon·Dong public administration building, Remodelling, Guideline, Citizen Autonomy, Design Mentoring