

# Cabinet Office (CO)

## Strategic Asset Management Plan - Executive Summary

### Key Statistics

|   | Outturn for FY 18/19 |
|---|----------------------|
| Total office estate running cost (annual, gross) <sup>1</sup> | £27.65 million       |
| Office Occupations (number) <sup>1</sup>                      | 30                   |
| Floorspace (offices) sq.m <sup>1</sup>                        | 32547.29             |
| Staff number (headcount/ FTE)                                 | 6,148 <sup>2</sup>   |

### Our Business

#### Overview

The Cabinet Office is changing rapidly, as is our role at the centre of government, as we adapt to a range of increasingly complex challenges. In addition to our role supporting the Prime Minister and providing the Cabinet secretariat, we play a wider role at the centre of government, coordinating delivery and driving change across all departments. Our ultimate goal is world-class public services, delivered with maximum value for the taxpayer.

We are getting better at what we do and how we do it - 'A Brilliant Civil Service' is one that better reflects the people and places that it serves; with a diverse, professional, capable workforce, working flexibly across the whole of the UK; with cutting-edge expertise, not just in policy and diplomacy, but in all the elements needed for effective delivery in a modern, digital economy, including data, technology, commerce and artificial intelligence. And one that collaborates across traditional boundaries to produce innovative solutions and world-class services.

Our **Functional model** is one example of the way in which we will deliver the necessary transformation in what we deliver and how we deliver it. The **Functions** form a framework for professional, collaborative working across departmental boundaries, enabling the government to achieve efficiencies and deliver better public services. It does this in three ways: by setting standards of excellence, building professional skills and capability, and shaping innovative, complex cross-government strategies.

---

<sup>1</sup> Includes CSHR and GDS. Does not include Government Property Agency and Crown Commercial Service

<sup>2</sup> as at end of March 2019

## ***Our Business***

### **Strategic Objectives**

The Cabinet Office Single Departmental Plan (SDP)<sup>3</sup> covers our activity for 2019-20. It forms part of a wider, longer-term, departmental planning process that will dovetail with the **2019 Spending Review**. It will then become an element of a three-year costed departmental plan once the Spending Review is concluded. Our SDP sets out our strategic objectives:

- *to maintain and strengthen the integrity of the Union, co-ordinate the security of the realm and sustain a flourishing democracy;*
- *to support the design and implementation of HM Government's policies and the Prime Minister's priorities;*
- *to ensure the delivery of the finest public services by attracting and developing the best public servants and improving the efficiency of government;*
- *to work with other departments to prepare for and deliver an orderly exit from the European Union and to establish new relationships with the European Union and with the rest of the world; and*
- *to deliver excellent corporate services, make the Cabinet Office a great place to work, and create a department that better represents the people and places it serves.*

We are ensuring that our Strategic Asset Management Plan is aligned with and supports these objectives. Within the SDP there are a number of property specific targets.

### **Single Departmental Plan - property related targets<sup>4</sup>**

#### **3.8 Deliver the Government Estate Strategy**

*How we will achieve this*

- Locate more civil service roles outside London and the South East, providing great places to work through the Smarter Working, Whitehall Campus and Government Hubs Programmes (contributes to SDG 11).
- Deliver value through better asset management to drive efficiencies, deliver transformational change, and improve data and sustainability by pulling all relevant data into one place.
- Achieve the five-year target of £5 billion in property sales by 2020; work with the Ministry for Housing, Communities and Local Government to release land for housing (contributes to SDG 11).

---

<sup>3</sup> Available at:

<https://www.gov.uk/government/publications/cabinet-office-single-departmental-plan/new-sdp>

<sup>4</sup> using SDP numbering for reference

## **5.0 Deliver excellent corporate services, make Cabinet Office a great place to work, and create a department that better represents the people and places it serves**

- We are aiming for excellence in everything we do - not only in our engagement externally, but also in our own corporate services. We want the Cabinet Office to be a great place to work for all its people, with a clear sense of purpose, direction and structure.

## **5.2 Review our location strategy, with an ambition to base new Business Units, and to move significant numbers of roles, including Senior Civil Service roles, out of London and the South East as part of the Places for Growth programme**

*How we will achieve this*

- Contribute to the government's commitment to move at least 1000 civil service roles into the regions and nations of the UK by 2022 with thousands more by 2030 (contributes to SDG 11), by implementing the CO location strategy.

### ***Our Estate***

The Cabinet Office estate is primarily made up of offices in central London and a range of cities across the UK. These offices are held on agreements with the Government Property Agency (GPA) who provide and manage our accommodation on behalf of the department.

Our office assets and our property & facilities management team were formally transferred to the GPA in 2018. At the same time an Intelligent Client Function (ICF) was created. In strengthening the ICF in 2019 we will create a formal performance reporting methodology with the GPA as our service provider.

The department's estate related priorities for 2019/20 to deliver our strategic business objectives are:

- Alignment with the Government Estate Strategy<sup>5</sup> (SDP 3.8):
  - **Places for Growth** - Review our location strategy, with an ambition to base new Business Units, and to move significant numbers of roles, including Senior Civil Service roles, out of London and the South East. We will develop an implementation plan to deliver this strategy in summer 2019.
  - **Whitehall campus** - our key London buildings at 70 Whitehall and 1 Horse Guards Road will form parts of the Campus.
  - **Government Hubs** - we have in principle already committed to taking accommodation in seven Hubs across the UK.

---

<sup>5</sup> Available at:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/738217/Government\\_Strategy\\_Final\\_AW\\_v2.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/738217/Government_Strategy_Final_AW_v2.pdf)

- We are committed to achieving **Smarter Working** accreditation by 2021 – we will produce an implementation plan, including a number of smart working pilots.
- Deliver excellent Corporate Services (SDP 5):
  - Develop the ICF team - implementing user feedback, monthly reports and KPIs to manage GPA performance.
  - Maintain our commitment to Environmental Sustainability through contributing to Greening Government Commitments and ISO14001 Accreditation.

### ***Our Capability***

We have created an ICF within the Cabinet Office which is focussed on developing skills in estates strategy, client services, contract management and project management. CCS as an Arm's-Length Body has its own ICF function.

As our property services are provided by the GPA we are assured that all the GPA staff are either RICS or appropriately professionally qualified or supervised to maintain service quality and best practice. As client needs develop or change, the GPA only seeks to recruit suitably professionally qualified resources to meet these changing needs. In addition, the GPA use the capabilities of a range of external service partners to provide services.