



Office for Place

OFFICE FOR PLACE

(A Company Limited by Guarantee)

(Registered number: 15060222)

ANNUAL REPORT AND ACCOUNTS

FOR THE PERIOD 1 April 2024 to 31 March 2025

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1. PERFORMANCE REPORT

OVERVIEW

INTERIM CHAIRMAN'S REPORT

I was pleased that the Housing Minister recognised in Parliament the exemplary work carried out by the Office for Place team, establishing and embedding the principles of good design and placemaking across the planning and development sectors. Putting design and quality at the heart of the agenda is key to increasing housing supply in this country.

As can be seen from this report, the Office for Place achieved much during its tenure: I am proud of these successes, and of the officials and interim board that worked hard to realise them.

Nicholas Boys Smith

Interim Chair of the board

INTERIM CHIEF EXECUTIVE'S REPORT

It was announced in July 2023 that the Office for Place, previously a small team in the then Department for Levelling Up, Housing and Communities, would become an arm's-length body to drive work to help support the creation and stewardship of popular, healthy, beautiful, and sustainable places.

The Office for Place was legally constituted in August 2023 and on 1 April 2024, became financially independent from the Ministry of Housing, Communities and Local Government (MHCLG). Set up was continuing during 2024, in particular, to become a legal employer with a TUPE transfer of staff out of MHCLG planned for 31 March 2025.

It was announced on 12 November 2024 that the decision had been taken to close the Office for Place. Support to improve the quality and design of new homes and places would instead be delivered from within MHCLG.

Accordingly, this annual report (pages 3 to 17) reflects the eight month period of the 2024-25 financial year that the Office for Place was in operation.

I am pleased that, within our period of operational independence from MHCLG, we were able to publish a package of research, tools and training on Getting Started with Design Codes; expand our Design Code library of best practice; support 10 local authority area Design Code Pathfinders, establish a regional design advocates programme, and fund 113 training places at Code School; and host a virtual conference attended by over 700

design and planning professionals. Our training and events consistently achieved attendance by over 100 different local authority, planning or urban design organisations.

This was alongside work to build the external presence of the Office for Place as a new arm's-length body; engage externally with local government, developers, sector experts, housebuilders, planning professionals, other design organisations and government bodies; recruit permanent board members, and a team of officials based in Stoke-on-Trent.

Whilst policy on authority-wide design codes has been amended under the new government, the National Design Guide and National Model Design Code remain as government guidance, alongside capacity and capability support for local planning authorities, including on urban design. Following the Office for Place closure announcement, funding and support for the 10 local authority area Pathfinders, and Planning Advisory Service regional local authority design advocates, has continued. This has allowed for ongoing delivery support, as well as the embedding of lessons from Office for Place research and tools into a national evidence base.

I would like to thank the interim board and officials for all their hard work to make the Office for Place a success, and I am pleased that these skills and experience will be retained within MHCLG.

PURPOSE AND ACTIVITIES

The Office for Place was set up to support local authorities and communities to implement government policy and legislation by enabling them to set standards of design that all new development should meet. Its vision was to catalyse change, within and across government, communities and the sector; and to empower both those designing and building healthy and sustainable places, and those living in them, to work together in their creation.

The Office for Place aimed to achieve this by creating efficiencies in the planning system through supporting local authorities to produce higher design standards, creating more beautiful places, and to de-risk development by providing certainty, reducing community opposition and facilitating an increase in supply of new homes.

KEY ISSUES AND RISKS

The Office for Place operated within a risk management framework based on the methodology set out in The Orange Book (the cross-government guide to the principles and concepts of risk management), and the principles in MHCLG's risk management framework. This included an Audit and Risk Assurance Committee, which would have been further strengthened through the planned appointment of permanent board members. The framework's aim was to provide an assurance and governance infrastructure to support the delivery of the Office for Place's programme, financial and

operational objectives. It also sought to promote a proactive and inclusive approach to risk management and establish a holistic view of risk of the organisation's activities. Further information is given in the governance statement below.

OUTPUTS FOR 2024-25

On its establishment as an arms-length body, MHCLG provided its delivery expectations to the Office for Place for its first year of operation. Alongside the aim of transitioning to full organisational independence, these delivery expectations fell into five broad areas within the Office for Place's vision, with progress being made in all of these areas prior to November 2024.

Supporting and Accrediting

The Office for Place funded 10 Pathfinder areas (each of which had been awarded a share of £1million in 2023-24) to develop design codes. As part of the Pathfinder expert support package, the Office for Place hosted 9 workshop and roundtable sessions for these local authorities, and provided tailored 1-to-1 support sessions. This work continues to be delivered by MHCLG.

The Office for Place published an infographic on The Benefits of Design Codes, and a suite of case study videos, The Case for Design Codes, in July 2024. These were brought together with other resources and advice aimed at local authority teams in Top Tips for Getting Started with Design Codes, published in October 2024.

Training and Events

During 2024-25, the Office for Place funded two intensive five-day online Design Code Schools. These events offered free training places for representatives from 102 local planning authorities (LPAs), who benefitted from peer-to-peer support and learning, and mentorship from 28 speakers. The Case for Design Codes, a webinar held in July 2024, brought together perspectives on design codes from LPAs, developers and urban designers.

Following the success of the Places at Pace Conference in March 2024, where approximately 180 attendees met in person to discuss how government and industry can better work together to develop better places, we held a follow-up event online in September 2024. This mini-conference saw 770 attendees come together to join sessions on a variety of topics to explore how the sector can help deliver the government's mission to deliver 1.5m new homes.

As part of our Masterclass series from September to November 2024, more than 1,600 attendees from 170 LPAs joined over 6 sessions for insight into topics which, in response to feedback, provided learning on themes such as Digital Thinking for Design Codes and Creating an Effective Evidence Base.

Research

During the reporting period, the Office for Place commissioned a range of research projects on design and placemaking, to support its work and build an evidence base. In July 2024 we published International Design Codes, a comprehensive report looking at design coding around the world, including in Ireland, New Zealand and Abu Dhabi. Further research initiated by the Office for Place during 2024-25 into the viability of medium-density housing in areas of lower land values will support MHCLG and Homes England housing delivery policy and practice.

Celebrating and Advocating

The Office for Place created an online design code library to share best practice in the sector, with each code categorised against key elements of the National Model Design Code, available to download and supported by other resources and tools.

By November 2024, we had engaged with 88% of English local planning authorities and engaged with multiple external stakeholders such as Design South East, and Office for Place delegates had spoken at major sector events such as UKREiIF, Regen24 and Housing 2024.

Advising

During 2024-25, the Office for Place worked with the Planning Advisory Service to establish a design advocates programme across each of the 9 English regions, which aimed to share best practice, enable peer-to-peer learning and networks, and provide capacity support to local authorities.

As part of catalysing a cultural shift within the sector, the Office for Place engaged with other arms-length bodies including Active Travel England, the Planning Inspectorate, and Homes England, as well as with MHCLG around the consultation on proposed changes to the National Planning Policy Framework, and regarding revisions to the National Model Design Code.

FINANCIAL PERFORMANCE

Budget and outturn for 2024-25

The financial statements, as set out on pages 18 to 25, have been prepared in accordance with the Government's Financial Reporting Manual (FRM). The budget for the Office for Place agreed at the Supplementary Estimate in Autumn 2024 following the closure decision was £2,639k, consisting of £2,395k Resource DEL and £244k on Capital DEL. The outturn variance evident in table 1 on Resource DEL was due to Office for Place activities being wound down, including redeployment of staff to other positions within MHCLG.

Table 1

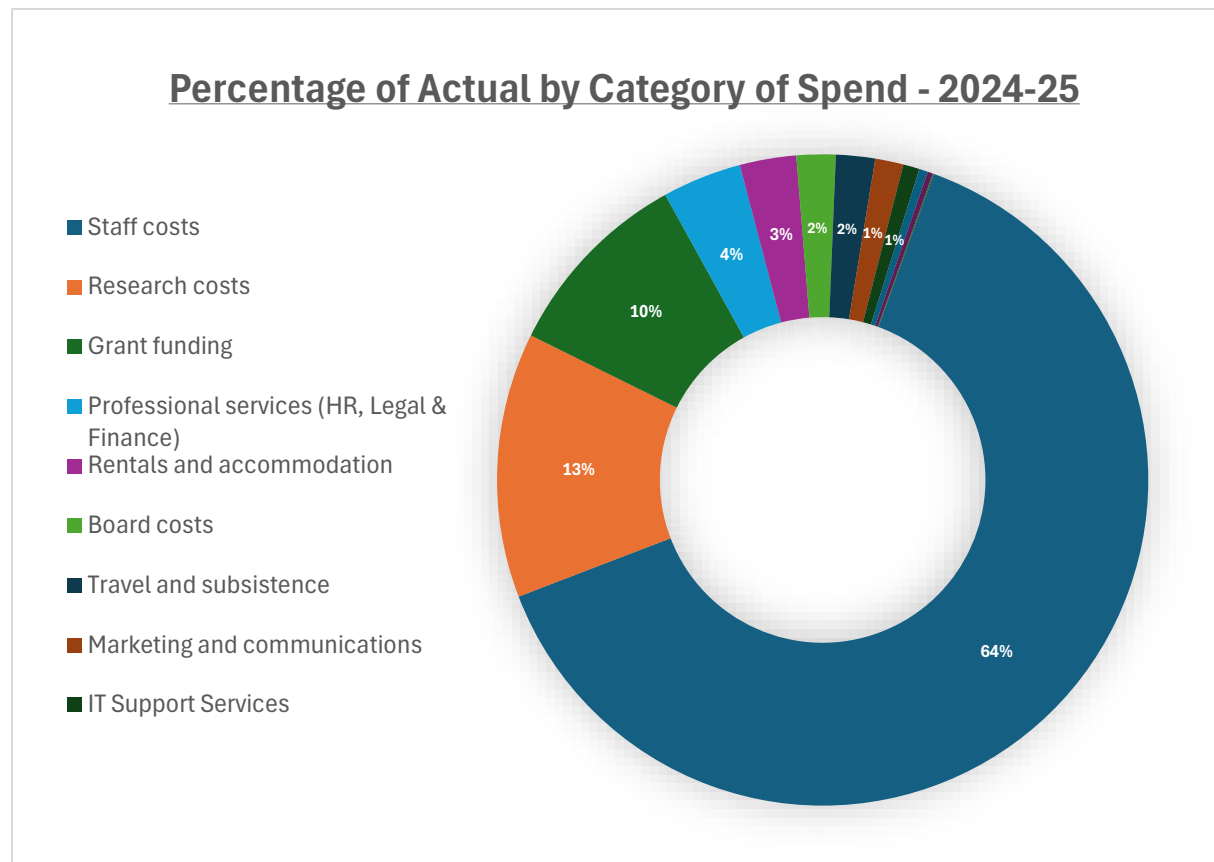
Budget	Budget (£'000)	Actual (£'000)	Variance (£'000)
Programme	2,395	1,630	765
Total Resource DEL	2,395	1,630	765
Total Capital DEL	244	244	-
Total DEL (voted)	2,639	1,874	765
Total Managed Budget	2,639	1,874	765

The operating expenditure for the period, which remained within the allocated budget, was £1,874k, (2023-24: £0). The largest area of expenditure was staff costs (£1,199k) and accounts for 64% of the total operating expenditure (2023-24: 0%). Table 2 and figure 1 (below) provide a breakdown of how the Office for Place utilised resources, shown by financial reporting category and linked to note 3 to the accounts (page 23).

Table 2

Expenditure	Budget (£'000)	Expenditure (£'000)	% of Total Budget Utilised	% of Total Expenditure
Staff costs	1,410	1,199	84%	64%
Research costs	244	244	100%	13%
Grant funding	653	179	27%	10%
Prof services (HR, Legal & Finance)	80	73	91%	4%
Rentals and accommodation	55	52	95%	3%
Board costs	75	36	48%	2%
Travel and subsistence	51	36	71%	2%
Marketing and communications	30	26	87%	1%
IT Support Services	20	15	75%	1%
Conference and events	10	8	80%	0%
Training and other staff costs	10	5	50%	0%
Bank charges	1	1	100%	0%
Total	2,639	1,874		100%

Figure 1



2. ACCOUNTABILITY REPORT

CORPORATE GOVERNANCE REPORT

DIRECTORS REPORT

The Interim Chief Executive and Accounting Officer was Suzanne Kochanowski.

In 2024-25 the interim board comprised the following

- Nicholas Boys Smith, interim Chair (from 9 August 2023)
- Cathy Francis, MHCLG departmental director (from 9 August 2023)
- Robert Adam*
- Victoria Hills*
- Esther Kurland*
- Paul Monaghan*
- Adrian Penfold*

*Term as a publicly-appointed non-executive director ran from 13 November 2023 until 14 November 2024 (removed as a company director on 12 March 2025).

The interim board was appointed by the Secretary of State for the Ministry of Housing, Communities and Local Government (MHCLG).

While in operation, the Office for Place maintained a register of interest for interim board members, which was regularly reviewed, updated and recorded as necessary.

THE STATEMENT OF ACCOUNTING OFFICER'S RESPONSIBILITIES

Under the terms of the Accounts Direction Letter from MHCLG, the Office for Place is required to prepare for each financial year a statement of accounts giving a true and fair view of the state of affairs and the use of funds delegated to Office for Place (see page 26). The accounts are prepared on an accruals basis. In preparing the accounts, the Accounting Officer is required to comply with the requirements of the Government Financial Reporting Manual and in particular to:

- observe the Accounts Direction issued by the Secretary of State, including the relevant accounting and disclosure requirements, and apply suitable accounting policies on a consistent basis.
- make judgements and estimates on a reasonable basis.
- state whether applicable accounting standards as set out in the Government Financial Reporting Manual (FRM) have been followed, disclose and explain any material departures in the accounts.
- prepare the accounts on a going concern basis, if appropriate.
- confirm that the Annual Report and Accounts as a whole is fair, balanced and understandable and take personal responsibility for the Annual Report and

Accounts and the judgements required for determining that it is fair, balanced and understandable.

The Chief Executive of the Office for Place is also the appointed Accounting Officer. Funding is delegated to the Accounting Officer by the Principal Accounting Officer of MHCLG. The responsibilities of the Accounting Officer include responsibilities for the propriety and regularity of the public finances for which the Accounting Officer is answerable, for keeping proper records and for safeguarding Office for Place assets, as set out in Managing Public Money published by HM Treasury. As the Accounting Officer, I have taken all the necessary steps to make myself aware of any relevant audit information that is required and ensure that it is complete and freely available. I confirm that the Annual Report and Accounts as a whole is fair, balanced and understandable and that I take responsibility for the Annual Report and Accounts and the judgements required for determining that it is fair, balanced and understandable. The accounts are prepared on an accruals basis and must give a true and fair view of the state of affairs of the Office for Place and of its income and expenditure, Statement of Financial Position and cash flows for the financial year.

THE GOVERNANCE STATEMENT

The purpose of this governance statement is to provide a clear and candid review of the financial year, highlighting risks and issues, offering assurance, and demonstrating how I, as Chief Executive & Accounting Officer for the Office for Place, have discharged my responsibilities in managing and controlling the resources under my remit.

I had full responsibility for the day-to-day management of the Office for Place and for ensuring effective systems of governance, risk management, and internal control. In conjunction with the Board, I shared the responsibility of adhering to the draft framework document with our sponsor, MHCLG. This agreement delineated our relationship and operational framework, emphasising the necessary assurances regarding the adequacy, effectiveness, efficiency, control, and governance of our systems and processes. This governance statement reflects and reports on these assurances.

Based on the assurances provided to me across the organisation, I conclude that the Office for Place has operated effectively, with no significant issues or weaknesses identified.

Scope of responsibility

The Accounting Officer had responsibility for maintaining a sound system of internal control that supported the achievement of the Office for Place's policies, aims and objectives, whilst safeguarding the public funds and departmental assets for which they are personally responsible, in accordance with the responsibilities assigned in Managing Public Money. The key risks for 2024-25 were set out in the Office for Place's risk register and reviewed by the board and Audit and Risk Assurance Committee. During 2024-25, for

line management purposes, the Accounting Officer reported to the Director, New Towns, Infrastructure & Housing Delivery, who also serves as a non-executive director of the Office for Place.

The governance framework

During its operational period in 2024-25, day-to-day operations of the Office for Place were overseen by the interim Chief Executive Officer and the Executive team, made up of the Assistant Director – Service Delivery, the Assistant Director – Policy and Engagement, and the interim Chief Finance Officer.

During the same period, the Office for Place interim Chair led the interim board of non-executive directors. The key responsibilities of the interim Chair were to ensure that the Office for Place fulfilled the aims and objectives agreed with MHCLG and the Secretary of State and operated in accordance with the Office for Place articles of association. The key responsibilities of the interim board were to support the interim Chair, to monitor and advise on the Office for Place's performance, and to provide oversight on compliance.

From 1 April 2024 until 31 October 2024, the interim board met monthly, with the interim Chief Executive Officer and Office for Place officials also in attendance. (The closure of the Office for Place was announced on 12 November 2024.)

The interim board appointed an Audit & Risk Assurance Committee (ARAC), which met quarterly from the start of the financial year until the closedown announcement. The purpose of the committee was to support the Office for Place interim board and the interim Chief Executive as Accounting Officer (AO) by independently reviewing and monitoring the comprehensiveness and reliability of assurances about governance, risk management, the control environment and the integrity of the financial statements. The committee, which operated under Terms of Reference agreed by the interim board in March 2024, met with the interim Chief Executive Officer and Office for Place officials also in attendance, and reported to the interim board at each subsequent meeting.

Chair:	Victoria Hills
Members:	Adrian Penfold
	Paul Monaghan

The Audit and Risk Committee also included representatives from the National Audit Office (NAO) and the Government Internal Audit Association (GIAA), who were appointed respectively as external and internal auditors.

As a newly established company and arms'-length body, the Office for Place was conscious of the quantity, diversity and complexity of the risks it faced. A risk management framework, adopting a "three lines of defence" model, was approved by ARAC at its meeting in May 2024. Following this, the committee approved a risk management structure at its September 2024 meeting, also endorsing a risk reporting approach that would see ARAC providing assurance to the board on mitigations to ensure

appropriate risk review and management. At the same meeting, the committee reviewed a refreshed risk register.

REMUNERATION AND STAFF REPORT

REMUNERATION

Board members' emoluments and expenses

Interim board members (non-executive directors) were directly appointed by the Secretary of State and received a fee based on the fixed number of days in attendance at the board and other board-approved meetings. All board members' emoluments are non-pensionable, apart from the departmental director, who is paid in line with Civil Service pay grades which, in turn, are set each year through negotiations with the HMT pay remit process.

Senior executive

The salary of the Interim Chief Executive Officer is in line with Civil Service pay grades which, in turn, are set each year through negotiations with the HMT pay remit process.

Salary

'Salary' includes gross salary, bonus, overtime, any inclusion (where appropriate) of London weighting or London allowances, recruitment and retention allowances and any other allowance to the extent that it is subject to UK taxation. This report is based on accrued payments by the Office for Place and thus recorded in these accounts.

Table 3

Official	Salary	Bonus Payments	Pension benefits (**)	Total
	2024-25	2024-25	2024-25	2024-25
	£000	£000	£000	£000
Suzanne Kochanowski (from 29 August 2023 until 31 March 2025) * Interim Chief Executive and Accounting Officer	80-85	5-10	60-65	150-155

* The interim CEO started a new role in MHCLG on 29 January 2025. However, they continued in their role as Chief Executive and Accounting Officer for the Office for Place until 31 March 2025.

** The value of PCSPS and CSOPS pension benefits accrued during the year is calculated as (the real increase in pension multiplied by 20) plus (the real increase in any lump sum) less (the contributions made by the individual). The real increase excludes increases due to inflation or any increase or decrease due to a transfer of pension rights.

Table 4**Pension Benefits**

Official	Accrued pension as at 31 March 2025 and related lump sum	Real increase in pension and related lump sum at pension age	CETV at 31 March 2025	CETV at 31 March 2024	Real increase in CETV
	£000	£000	£000	£000	£000
Suzanne Kochanowski (from 29 August 2023 until 31 March 2025)* Interim Chief Executive and Accounting Officer	30-35	2.5-5	579	513	43

*The interim CEO started a new role in MHCLG on 29 January 2025. However, they continued in their role as Chief Executive and Accounting Officer for the Office for Place until 31 March 2025.

Non-executive board members – fee entitlements

Below are the annual fees plus expenses paid to the non-executive board members of Office for Place eligible for fees. The total amounts due for the year to each person were in the following ranges:

Table 5

Board Members	Fees (£'000)	Full-Year Equivalent (£'000)	Fees (£'000)	Full-Year Equivalent (£'000)
	2024-25	2024-25	2023-24	2023-24
Nicholas Boys Smith (interim Chair) *	20-25	45-50	-	-
Robert Adam	0-5	5-10	-	-
Victoria Hills**	-	5-10	-	-
Esther Kurland	5-10	5-10	-	-
Paul Monaghan	0-5	5-10	-	-
Adrian Penfold**	-	5-10	-	-

*Interim Chair was appointed on a two day per week basis, all other board members were appointed on a one day per month basis.

**Interim board member opted not to claim fees or expenses during the reporting period.

Fair Pay Disclosures (Pay Multiples)

The Office for Place is required to disclose the relationship between the remuneration of the highest paid Director in the organisation and the median and quartile remuneration of the organisation's workforce.

The banded remuneration of the highest paid Director in the Office for Place in the financial year 2024-25 (inclusive of bonus) was within the remuneration banding of £90-£95k (2023-24: £0). Figures for remuneration bands comprise bonus added to salary band. This was 1.7 times (2023-24: 0) the median remuneration of the workforce. The median in 2024-25 was £55,017 (2023-24: £0).

Remuneration ranged from a lowest FTE band of £30,000-£34,999 to a highest band of £90,000-£95,000 (2023-24: No comparative).

Table 6

	Total pay and benefits*	
	2024-25	2023-24
25th percentile pay ratio	1.9	n/a
Median pay ratio	1.7	n/a
75th percentile pay ratio	1.6	n/a
25th percentile remuneration	£49,639	n/a
Median pay remuneration	£55,017	n/a
75th percentile remuneration	£57,174	n/a

*Total salary figure is the same as total remuneration for each of the percentiles

Total remuneration in this section includes salary, non-consolidated performance related pay, benefits in kind as well as severance payments. It does not include employer pension contributions and the CETV pensions.

STAFF REPORT

Office for Place staff were employed by MHCLG, recruited as per civil service recruitment standards on fair and open competition, and subject to MHCLG policies. The Office for Place was in the process of developing its own policies and processes to be able to legally employ people from 1 April 2025.

Average Staff numbers

The average number of Full-Time Equivalent (FTE) persons during the year (from 1 April 2024 to 31 March 2025) working on Office for Place related activities was as follows:

Table 7

	Permanently employed	Others	2024-25 Total	2023-24 Total
Directly employed	14	-	14	n/a
Other	-	1	1	n/a
Total	14	1	15	n/a

1. The average number of staff is calculated by summing the FTE at the end of each month within the period and dividing this by the number of months in the period.
2. 'Permanently Employed' includes permanent Civil Servants (including fixed term contracts) working in the UK.
3. 'Other Staff' includes agency staff, inward secondees and fast streamers working on Office for Place objectives.

Staff composition

The following table reports workforce gender diversity for Office for Place. It includes diversity data for all Civil Servants (including SCS) engaged in Office for Place-related activities. The count of 13 represents the number of Office for Place staff as at 31st March 2025.

Table 8

	Number 2024-25	Percentage 2024-25	Percentage 2023-24	Variance 2024-25 to 2023-24
Female	6	46%	n/a	n/a
Male	7	54%	n/a	n/a
Total	13	100%	n/a	n/a

Age Profile as at 31 March 2025

The largest number of Office for Place staff as at 31 March 2025 were within the 40-50 age range.

Sickness absence data

The average working days lost (AWDL) for the 12 month period to 31/03/2025 was 5.3 days.

Staff turnover percentage

Staff turnover percentage during the reporting period was 6.9%.

Staff policies applied for disabled staff

Office for Place staff were recruited as per civil service recruitment standards on fair and open competition, and subject to MHCLG policies including for disabled staff. At the time of closure, all Office for Place staff were employed by MHCLG, an accredited Level 3 Disability Confident Leader.

Trade union facility time

Office for Place staff were not involved in any trade union facilitation during 2024-25.

Health, safety, and wellbeing

The Office for Place safety performance remained consistent and diligent during 2024-25. No accidents were reported to the Health and Safety Executive under Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR) in 2024-25.

Diversity and inclusion

15 FTE staff were working directly on Office for Place-related activities up to November 2024. Staff were covered by MHCLG HR policies and processes, and diversity and inclusion action plans.

Reporting of compensation schemes

There were no redundancies or other exit payments made to staff in 2024-25.

Off-payroll engagements

Office for Place followed HM Treasury guidance in respect of the engagement of temporary staff. Where agency staff falling within the definition of IR35 were required, they were contracted via umbrella company arrangements ensuring that the payroll taxes and national insurance were deducted at point of payment. During the reporting period, two temporary members of staff were contracted pending the employment of permanent staff in the same positions.

Table 9

Highly paid off-payroll worker engagements as at 31 March 2025, earning £245 per day or greater.

Categorisation	Office for Place
Total no. of existing engagements as of 31 March 2025	-
Of which:	
No. that have existed for less than one year at time of reporting.	-
No. that have existed for between one and two years at time of reporting.	-
No. that have existed for between two and three years at time of reporting.	-
No. that have existed for between three and four years at time of reporting.	-
No. that have existed for four or more years at time of reporting.	-

Table 10

All highly paid off-payroll workers engaged at any point during the year ended 31 March 2025, earning £245 per day or greater.

Categorisation	Office for Place
No. of temporary off-payroll workers engaged during the year ended 31 March 2025	2
Of which:	
Not subject to off-payroll legislation	-
Subject to off-payroll legislation and determined as in-scope of IR35	2
Subject to off-payroll legislation and determined as out-of-scope of IR35	-
No. of engagements reassessed for compliance or assurance purposes during the year. Of which:	2
No. of engagements that saw a change to IR35 status following the review.	-

Table 11

For any off-payroll engagements of Board Members, and/or senior officials with significant financial responsibility, between 1 April 2024 and 31 March 2025.

Categorisation	Office for Place
Number of off-payroll engagements of board members and/or senior officials with significant financial responsibility during the financial year.	-
Total no. of individuals both on and off-payroll that have been deemed "board members and/or senior officials with significant financial responsibility", during the financial year.	5

3. PARLIAMENTARY ACCOUNTABILITY AND AUDIT REPORT

REGULARITY OF EXPENDITURE (LOSSES AND SPECIAL PAYMENTS)

The Office for Place has no losses and/or special payments to report for the financial year 2024-25.

REMOTE CONTINGENT LIABILITIES

The Office for Place has no remote contingent liabilities to report for the financial year 2024-25.

AUDIT REPORT

In accordance with the Companies Act 2006, section 415A, the Office for Place qualifies for an exemption from the requirement to have an external audit due to its status as a small company. As a result, no external audit was conducted for the financial year.

However, to ensure robust internal controls and governance, the organisation engaged the Government Internal Audit Agency (GIAA) to perform internal audit services. The GIAA conducted a thorough audit of the procurement process and provided a substantial assurance opinion, indicating that the controls in place were suitably designed and effectively operated.



S Kochanowski

Interim Chief Executive Officer and Accounting Officer

12th June 2025

4. FINANCIAL STATEMENTS

FINANCIAL STATEMENTS

Statement of Comprehensive Net Expenditure for the year ended 31 March 2025

	Note	2024-25 £'000	2023-24 £'000
Staff costs	2	1,199	-
Purchase of goods and services	3	122	-
Other operating expenditure	3	553	-
Total operating expenditure		1,874	-
Net expenditure for the year		1,874	-
Total comprehensive net expenditure/(net income) for the year ended 31 March		1,874	-

FINANCIAL STATEMENTS

Statement of Financial Position as at 31 March 2025

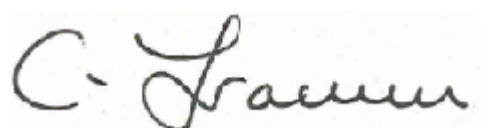
	Note	2024-25 £'000	2023-24 £'000
Current assets			
Trade and other receivables	4	-	-
Cash and cash equivalents		-	-
Total current assets		-	-
Current liabilities			
Trade and other payables	6	(158)	-
Obligation under lease		-	-
Total current liabilities		(158)	-
Total assets less total liabilities		(158)	-
Taxpayers' equity			
General fund		158	-
Total taxpayers' equity		158	-

The notes on pages 22 to 27 form part of these accounts.

For the period ended 31 March 2025, as a small company, the Office for Place is exempt from the requirement to undergo an external audit under the Companies Act 2006. This exemption is applicable due to our company meeting the criteria set forth for small companies, including thresholds related to turnover, balance sheet total, and number of employees.

We are committed to maintaining high standards of financial reporting and transparency. Our internal controls and financial management practices ensured that Office for Place financial statements provide a true and fair view of the company's financial position.

The financial statements were approved by the board of directors on 7 April 2025 and were signed on its behalf by:



C Francis
Director

FINANCIAL STATEMENTS

Statement of Cash Flows

for the year ended 31 March 2025

	Note	2024-25 £'000	2023-24 £'000
Cash flows from operating activities			
Net operating cost	SoCNE	(1,874)	-
Adjustment for non-cash transactions			
Decrease/(Increase) in trade and other receivables		-	-
(Decrease)/Increase in trade and other payables		158	-
Net cash outflow from operating activities		(1,716)	-
Cash flows from financing activities			
Grant in aid received from sponsoring Department	TpEq	1,716	-
Net cash inflows from financing activities		1,716	-
Net (decrease)/increase in cash and cash equivalents for the period		-	-
Cash and cash equivalents at the beginning of the period		-	-
Cash and cash equivalents at the end of the period		-	-

The notes on pages 22 to 27 form part of these accounts.

FINANCIAL STATEMENTS

Statement of Changes in Taxpayers' Equity

for the year ended 31 March 2025

		2024-25
		General Fund
	Note	£'000
Balance at 31 March 2024		-
Grants from sponsoring Department		(1,716)
Comprehensive net expenditure for the year	SoCNE	1,874
Balance at 31 March 2025		158

The notes on pages 22 to 27 form part of these accounts.

Note 1. Statement of accounting policies

The Office for Place closed on 12 November 2024 following a written ministerial statement but continued to carry out transactions until 31 March 2025. It has been directed by the sponsoring Department, MHCLG, to prepare its accounts to 31 March 2025.

1.1. Basis of preparation

These financial statements have been prepared in accordance with the 2024-25 Government Financial Reporting Manual (FReM) issued by HM Treasury and the Accounts Direction letter from MHCLG. The accounting policies contained in the FReM apply International Financial Reporting Standards (IFRS) as adapted or interpreted for the public sector context.

The accounting policies also meet the accounting and disclosure requirements of the Companies Act 2006 to the extent these are appropriate. Where the FReM permits a choice of accounting policy, the accounting policy which is judged to be most appropriate to particular circumstances of the Office for Place for the purpose of giving a true and fair view has been selected.

The accounting policies have been applied consistently in dealing with items that are considered material to the financial statements. All policies adopted for the Office for Place are described below.

1.2. Going Concern

On 12 November 2024, it was announced via a [written ministerial statement](#) that the Office for Place would be closing down and the expertise of its staff redeployed within MHCLG.

The Companies Act 2006 is the prevailing statutory requirement for preparing the accounts of the Office for Place. As the company has ceased operations, the accounts have been prepared by the directors on a basis of small company accounts status and FReM with no going concern.

1.3. Grant in Aid (GIA)

GIA is received from MHCLG. The GIA is recognised as funding from the sponsoring Department and is therefore treated as financing in accordance with the FReM. This reflects ownership of the Office for Place as a Non-Departmental Public Body (NDPB) of MHCLG.

1.4. Property, plant and equipment

The Office for Place has no property, plant or equipment. Office space is provided on a rental basis by Stoke on Trent City Council. Information technology equipment such as laptops remain the property of the Ministry of Housing, Communities and Local Government.

1.5. Intangible Assets

The Office for Place has no intangible assets. Software licences remain the property of the Ministry of Housing, Communities and Local Government.

1.6. VAT

The Office for Place is not VAT registered. Where goods and services include a charge for VAT the VAT-inclusive cost is charged to the relevant expenditure category.

1.7. Interest rate risk

The Office for Place financial assets/liabilities carry nil rates of interest and are therefore not exposed to interest rate risk.

1.8. Financial instrument risk

The Office for Place does not engage in the use of financial instruments. As such, there are no financial assets or liabilities that fall under the definition of financial instruments as per the relevant accounting standards.

Note 2. Staff costs

Staff costs comprise:

	Note	2024-25 £'000	2023-24 £'000
Wages and salaries		754	-
Social security costs		80	-
Other pension costs		209	-
Agency staff costs		137	-
Untaken leave in year		19	-
Total staff costs		1,199	-

Please see the Remuneration and staff report (from page 11) for further detail on staff costs and numbers.

‘Salary’ includes gross salary, overtime, reserved rights to London weighting or London allowances, recruitment and retention allowances, and any other allowance to the extent that it is subject to UK taxation. This report is based on accrued payments made by the Office for Place and thus recorded in these accounts.

Note 3. Other operating costs

	2024-25 £'000	2023-24 £'000
Purchase of goods and services		
Professional services (HR, Legal & Finance)	73	-
Marketing and communications	26	-
IT Support Services	15	-
Conference and events	8	-
	122	-
Other Operating Expenditure		
Research costs	244	-
Grant funding	179	-
Rentals and accommodation	52	-
Travel and subsistence	36	-
Board costs	36	-
Training and other staff costs	5	-
Bank charges	1	-
	553	-
Total	675	-

Note 4. Trade and other receivables

		2024-25	2023-24
	Note	£'000	£'000
Amounts falling due within one year:		-	-
Prepayments and accrued income		-	-
Balance at 31 March 2025		-	-

Note 5. Cash and cash equivalents

		2024-25	2023-24
	Note	£'000	£'000
Cash at bank at 1 April		-	-
(Decrease)/Increase in cash for the year (*)	SCF	-	-
Cash at bank and held at 31 March		-	-
The following balance at 31 March was held at:			
Government banking services		-	-

(*On 31st March 2025, due to the closure of Office for Place, all cash was transferred to MHCLG)

Note 6. Trade and other payables

		2024-25	2023-24
	Note	£'000	£'000
Amounts falling due within one year:			
Trade payables		-	-
Accruals		139	-
Untaken leave and other creditors		19	-
Balance at 31 March		158	-
(Decrease)/Increase in trade and other payables		158	-

Accruals include staff recharges - £89k, GPA accommodation charges - £49k and charges to move OfP IT assets - £1k.

Note 7. Provisions

The Office for Place has no provisions for the current year.

Note 8. Pensions

Office for Place staff pension contributions are administered and managed by the Ministry of Housing, Communities and Local Government pension provider, MyCSP.

Note 9. Capital commitments

The Office for Place has no capital commitments.

Note 10. Right-of-use assets

The Office for Place has no right-of-use assets.

Note 11. Related party disclosures

Office for Place is sponsored by MHCLG, which is regarded as a related party, as are other entities that it sponsors. No Office for Place Board member, key management staff or other related parties have undertaken any material transactions during the period to 31 March 2025.

During the reporting period there were significant related party transactions. The values include the following:

- GIA of £2,634,700 (2023-24: £0) was received from MHCLG. GIA of 919,038.64 was returned to MHCLG before the year end.
- Office for Place is an NDPB and during the year it had various material transactions with the sponsoring Department but not with any other entity for which MHCLG is regarded as the parent Department

In addition, Office for Place has had various transactions with other government departments and other central government bodies which include:

- payments totalling £14,136 (2023-24: £0) were made to GIAA for internal audit services
- payments totalling £22,959 (2023-24: £0) were made to the Ministry of Justice for branding and publication services
- remittances were made to HMRC for social security costs of £79,472 (2023-24: £0)

Note 12. Events after the reporting period

The Office for Place has no events after the reporting period to disclose other than that the annual reports and accounts will be deposited into the library of the appropriate House.

Accounts Direction

ACCOUNTS DIRECTION GIVEN BY THE SECRETARY OF STATE WITH THE CONSENT OF THE TREASURY, IN ACCORDANCE WITH SECTION 94 OF THE CLEAN NEIGHBOURHOODS AND ENVIRONMENT ACT 2005

1. The annual accounts of Office for Place (hereafter in this accounts direction referred to as "OfP") shall give a true and fair view of the income and expenditure and cash flows for the year and the state of affairs at the year end. Subject to this requirement, the annual accounts for 2024-25 and for subsequent years shall be prepared in accordance with:
 - a) the accounting and disclosure requirements given in Managing Public Money and in the Government Financial Reporting Manual issued by the Treasury ("the FReM"), as amended or augmented from time to time and as applicable to ALBs.
 - b) any other relevant guidance that the Treasury may issue from time to time.
 - c) any other specific disclosure requirements of the Secretary of State.
2. Insofar as these requirements are appropriate to the Service and are in force for the year for which the Accounts are prepared, and except where agreed otherwise with the Secretary of State and the Treasury, in which case the exception shall be described in the Notes to the Accounts.
3. This direction shall be reproduced as an appendix to the annual Accounts.

Signed by authority of the Secretary of State [date signed]

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Department for Levelling Up, Housing and Communities

5. GLOSSARY & CONTACTS

ALB	Arm's Length Body
ARAC	Audit & Risk Assurance Committee
CETV	Cash Equivalent Transfer Value
DEL	Departmental Expenditure Limit
FReM	Financial Reporting Manual
FTE	Full Time Equivalent
GIAA	Government Internal Audit Agency
GIA	Grant in Aid
GPA	Government Property Agency
HMRC	His Majesty's Revenue and Customs
HMT	His Majesty's Treasury
IFRS	International Financial Reporting Standards
IR35	Inland Revenue off-payroll tax
MHCLG	Ministry of Housing, Communities and Local Government
MPM	Managing Public Money
MyCSP	My Civil Service Pension
NDPB	Non-Departmental Public Body
OfP	Office for Place
Regen24	Regeneration Conference
RIDDOR	Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013
SoCNE	Statement of Comprehensive Net Expenditure
SoFP	Statement of Financial Position
TpEq	Taxpayer's Equity
UKREiif	UK Real Estate Investment and Infrastructure Forum
VAT	Value Added Tax

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