

CHAPTER 2

FOREIGN AND COMMONWEALTH OFFICE

Departments included in this chapter:

- I. Foreign and Commonwealth Office

Introduction

The Foreign and Commonwealth Office (FCO) National Asset Register covers the core department, Wilton Park Executive Agency and the British Council; the latter being the only FCO sponsored NDPB with material fixed asset holdings.

The bodies covered in this NAR are :

a) FCO

All fixed assets held at home and abroad are included.

b) Wilton Park

Wilton Park (WP) is the Department's only agency; it is also the smallest Next Steps Executive Agency. Its accounts are prepared in accordance with the Accounts Direction issued by HM Treasury and are on an accrued basis.

c) The British Council

This NDPB receives grants-in-aid from both the FCO and DFID. It also generates income from a number of fee bearing services. Its accounts are drawn up on an accrued basis.

The basis on which the NAR has been drawn up for each of these bodies is as follows:

a) FCO

The National Asset's Register has been put together in accordance with Treasury guidelines - the details being derived from the FCO's fixed asset's database. The FCO's fixed asset policy is consistent with generally accepted accounting practice and current central guidelines.

b) Wilton Park

Wilton Park capitalises all tangible assets purchased for £500 or more. Assets are revalued annually and depreciated over their estimated useful life. The accounts contain a building enhancement figure but no reference is contained in the NAR because its value cannot be realised as the property itself is rented.

c) The British Council

All tangible fixed assets are included in the British Council accounts at current costs, except for the collection of works of art which is recorded at the cost of acquisition. The revaluation takes place quarterly. All assets, except freehold land and works of art, are depreciated by the straight line method over the estimated useful life of the relevant asset category

Further information is available in the published accounts of both Wilton Park and the British Council.

FCO Asset Register

Core Department

The register has been compiled from details as at 31 March 1997 and covers the main categories of property, vehicles, equipment and IT as follows:

Property - The FCO has over 1,440 owned properties. These range from small stores, garages and apartments within a compound to large embassies. They can be summarised as follows:

Office	=	'The Mission' for example Embassy, High Commission or Consulate General. General offices are also included.
Residence	=	The residence of the Head of Mission.
Accommodation	=	The living quarters of other Mission personnel
Other	=	Garage, guard room, store, tennis court etc.
Gifted/Restricted	=	Properties shown as gifted and restricted are "gifted" for the duration of our stay. The FCO has title to them for as long as the mission remains in situ.

A full register of properties is attached at Annex A. The table below summarises these details by geographical area:

AREA	OFFICE	RESIDENCE	ACCOMMODATION	OTHER
United Kingdom	4	0	0	0
Africa	23	27	262	3
Americas	20	42	201	16
Central and Eastern Europe	30	16	49	32
Middle East and North Africa	19	15	174	33
North Asia and Pacific	13	14	134	5
South and South East Asia	9	15	43	0
Western Europe	18	28	191	5
Totals	136	157	1054	94

Home Properties

OPO Main Building, Whitehall, King Charles St, London SW1A 2AH

The property dates from 1856 and is Grade I listed. It is situated on the west side of Whitehall, and is bounded by Downing Street to the north and King Charles Street to the south. It includes a basement, up to seven floors of office accommodation and a restaurant

22/24 Whitehall/Kirkland House, London SW1A

The office building dates from the inter-war period, and is situated on the west side of Whitehall. It was previously owned by the Royal Bank of Scotland and bought by the Foreign and Commonwealth Office in 1996. It includes a basement, ground floor reception and six floors.

Hanslope Park: Hanslope, Milton Keynes, MK19 7BH

Hanslope Park is situated in rural countryside about 5 miles north of Milton Keynes. The Freehold property occupies about 44.5 hectares, including some grazing land. Buildings are of a mixed age and range from a refurbished 17th Century house to modern office blocks.

Old Admiralty Building, Whitehall, London, SW1A 2AF

The building which is technically part of the FCO estate will be vacant from the start of November 1997. It is currently part of the Whitehall Accommodation Review to determine whether it will remain in FCO hands or be transferred to another government department.

Note - In addition to occupying the above properties plus a number of leased/rented offices, the FCO also makes use of the following:

Chevening - an estate managed by the Chevening Trust whose chairman is the Lord Privy Seal and whose members include the Director of the Victoria and Albert Museum; persons appointed by the Prime Minister; and one person appointed by the Secretary of State for the Environment. The FCO makes regular use of the estate's conference facilities thereby contributing indirectly to its maintenance and upkeep.

1 Carlton Gardens - a Crown Estate owned Grade II listed property which serves as the Foreign Secretary's official residence.

Overseas Properties

These are listed at Annex A.

Vehicles - The FCO has some 850 motor cars (*), 220 light commercial and 60 heavy commercial vehicles, the majority of which are based overseas. Vehicles range in shape and size from small saloon cars to articulated lorries, water bowsers to snow ploughs. A PFI fleet management project is likely to reduce the number of FCO owned vehicles over the next few years.

(* the above figure includes 20 Private Official Post (POP) cars that are purchased by a number of small posts and hired to junior staff to save on high import duties)

Equipment - The Department has sufficient items of office equipment and furniture for its purposes.

IT -

Computers

In today's technical climate, providing our many offices with modern information technology is akin to painting the Forth Bridge: as soon as one programme of installation and training is complete, it is time to start on the next generation of systems. A worldwide review of IT assets is underway, which may result in amendments to the database upon which the following schedule is based.

Corporate systems

'Cedardata' financial and management accounting, purchasing and stock control system (Installed at Hanslope Park in 1996)

Departmental systems

80 multi-user classified automated registry systems (ARAMIS) in home departments

Automated visa system (Migration & Visa Dept)

Bar coding despatch system (Mails)

Purchasing, stock and logistics system (Overseas Estate Dept)

Library and Records database system (Minerva)

PUSD office system

Various prototype and training systems

Various small network and standalone unclassified office automation suites. Many of these are also linked to the main accounting system and E-mail facilities.

Overseas systems

252 small DOS-based systems

55 multi-user classified automated registry systems (ARAMIS)

145 multi-user unclassified office automation systems (RUISLIP)

Communications

UK installations:

Video conferencing systems in London & Hanslope Park

Central message handling switch for worldwide telegram distribution. Switchboards and telephone equipment.

Overseas installations:

Switchboards and telephone equipment

180 'EDUCATOR' (standalone PC & encryptor) systems

183 'Immarsat A' satellite packs

52 'Immarsat M' miniphones
 51 crypto-fax machines
 Various Faxlok and standard facsimile machines
 153 sets of local radio equipment (repeater, base station, handsets)
 (Note: The whole of the FCO's telecommunications is in the course of a PFI review)

Technical security equipment

The following are used in the UK:

Perimeter CCTV system at Hanslope Park
 Mail scanning equipment in London
 Various test, analysis and X-ray equipment for operational and training purposes

The following are installed in posts overseas:

160 small intruder detection systems
 22 large intruder detection systems
 153 incident alarm systems
 73 public address systems
 35 CCTV systems

Heritage Assets

- Paintings** - The FCO holds an inventory of all paintings supplied by the Government Art Collection (GAC). These paintings are owned by the GAC, who are responsible for repairing, maintaining and cleaning them, and for conducting periodic inventory checks.
- Items at Home** - The FCO's collections of heritage assets are primarily held in the Main Building and the Secretary of State's official residence at 1 Carlton Gardens. The majority of these items are in ministers' offices. Their main purpose is to preserve the high heritage standard of these properties and offices, which receive a large number of important visitors.
- The FCO are currently employing PA Design Consultants to compile an Antiques Assets Register for items held in home estate properties. The register will include descriptions, locations and photographs - and in due course valuations.
 - The exercise is complicated by the fact that much of the furniture of any value had its roots in the old India Office, then subsequently transferred to the British Library. As a result ownership and accurate title is still a matter of some doubt. The furniture is held in trust for the government and the FCO only has beneficial title of use.
 - The FCO are responsible for repairing, maintaining and cleaning the above items, and for conducting periodic inventory checks.

- Items Overseas**
- The great majority of FCO's heritage assets are held in some twenty six major Posts where the buildings are of exceptional historic and architectural interest. Antique furniture complements the architecture and interiors and contributes to preserving the high heritage standard of the buildings and to their representational quality.
 - At these posts, the FCO has recorded each antique worth more than £5,000. The records are comprised of descriptions, photographs and professional valuations. As few historic records survive, it is not possible to determine the origin of these assets and it is assumed that the majority were purchased.
 - Comparatively few antiques exist at the remaining Posts. The FCO will be undertaking an exercise to check the valuable item inventories of these Posts with a view to determining whether any further items need to be professionally valued and added to the antiques inventory. This exercise will be effected as appropriate qualified staff visit Posts in the normal course of their duties.
 - The FCO are responsible for repairing, maintaining and cleaning the above items, and for conducting periodic inventory checks.

Wilton Park Executive Agency

Wilton Park is the FCO's sole agency. It holds sufficient plant and machinery, fixtures and fittings and computers to run its business. Wiston House, the home of the agency is leased but has had building enhancements capitalised. As these sums are not realisable they do not form part of the NAR. The house is set in its own grounds and is used for the Wilton Park International Conferences, which are held throughout the year, and are the reason for the Agency's existence.

Further details are contained in the published accounts, a copy of which can be obtained from Wilton Park, the address being:

Wiston House Conference Centre
Wiston House
Steyning
West Sussex
BN44 3DZ

INFORMATION ON NDPBS

As stated in the Introduction, the British Council is the only FCO sponsored NDPB with material fixed asset holdings.

The required details are:-

The Council is a registered charity with its main objective being to:-

- i) promote a wider knowledge of the United Kingdom
- ii) develop a wider knowledge of the English language
- iii) encourage cultural, scientific, technological and other educational co-operation between the UK and other countries or
- iv) otherwise promote the advancement of education.

The Council has some 6600 employees of which some 1200 are employed in the UK and the rest overseas spread across over 100 countries.

The net value of fixed assets as at 31 March 1997 was:-

	£m
Freehold Land & Property	46.75
Leasehold Land & Property	39.63
Furniture & Equipment	11.55
Vehicles & Plant	2.82
Art Collection	2.10
	102.85

The Art Collection has a current estimated value of £25.25 million but is included in the accounts at cost as it is not held for investment or re-sale but to increase the understanding and appreciation of British art.

The Council's annual report and accounts as available from its London Headquarters located at:

10, Spring Gardens,
London
W1A 2JA

FOREIGN AND COMMONWEALTH OFFICE

ANNEX A

FIXED ASSETS HELD AT 31 MARCH 1997

Category : Country	Property Location/Post	Description				Gifted	Restricted
		Office	Residence	Accommodation	Other		
Albania	Tirana	1	0	0	0	Y	
Angola	Luanda	1	1	3	0		
Antigua	St Johns	0	1	0	0		
Argentina	Buenos Aires	1	1	20	1		
Armenia	Yerevan	1	0	0	0		
Australia	Brisbane	0	1	1	0		
Australia	Canberra	0	1	23	0		
Australia	Canberra	1	0	0	0	Y	
Australia	Melbourne	0	1	1	0		
Australia	Perth	0	1	1	0		
Australia	Sydney	0	1	2	0		
Austria	Vienna	1	2	3	0		
Bahrain	Bahrain	0	0	9	1		
Bahrain	Bahrain	1	1	0	0	Y	
Bangladesh	Dhaka	1	1	0	1	Y	
Barbados	Bridgetown	1	1	7	0		
Belgium	Brussels	0	2	18	0		
Belize	Belmopan	1	1	3	0		
Bolivia	La Paz	1	1	0	0		
Botswana	Gaborone	1	1	5	0		
Brazil	Brasilia	1	1	20	3		
Bulgaria	Sofia	0	1	0	1	Y	
Burma	Rangoon	1	0	5	0	Y	

Category : Country	Property Location/Post	Description				Gifted	Restricted
		Office	Residence	Accommodation	Other		
Canada	Montreal	0	1	1	0		
Canada	Ottawa	1	1	27	0		
Canada	Toronto	0	1	1	0		
Canada	Vancouver	0	1	0	0		
Chile	Santiago	0	1	7	0		
Colombia	Bogota	1	1	11	0		
Costa Rica	San Jose	0	1	0	8		
Cote d'Ivoire	Abidjan	2	1	2	0		
Cyprus	Nicosia	4	1	9	1		
Czech Republic	Prague	2	1	0	0		
Denmark	Copenhagen	0	0	15	0		
Denmark	Copenhagen	2	0	3	0	Y	
Ecuador	Quito	0	2	0	0		
Egypt	Alexandria	3	1	7	0		
El Salvador	San Salvador	0	1	0	0		
Estonia	Tallinn	1	0	0	0		
Ethiopia	Addis Ababa	1	1	1	1	Y	Y
Falkland Islands	Stanley	0	1	2	0		
Fiji	Suva	1	1	2	0		
Finland	Helsinki	0	1	12	0		
France	Bordeaux	0	1	0	0		
France	Lille	0	1	0	1		
France	Lyon	0	1	0	0		
France	Marseilles	1	1	0	1		
France	Paris	2	1	49	2		
France	Strasbourg	0	1	1	0		
Germany	Berlin	0	2	5	0		
Germany	Bonn	1	1	2	0		
Germany	Munich	0	1	0	0		
Ghana	Accra	1	2	18	0		

Category : Country	Property Location/Post	Description				Gifted	Restricted
		Office	Residence	Accommodation	Other		
Greece	Athens	1	1	4	0		
Grenada	St Georges	0	1	0	0		
Guatemala	Ciudad de Guatemala	0	1	0	0		
Guyana	Georgetown	1	0	2	0		
Hong Kong	Hong Kong	1	0	0	0		
Hungary	Budapest	1	1	4	1		
Iceland	Reykjavik	0	1	1	0		
India	Bombay	0	1	2	0		
India	Calcutta	1	0	2	0		
India	Madras	1	1	0	0		
India	New Delhi	1	0	10	1	Y	
Indonesia	Jakarta	1	1	3	0		
Iran	Tehran	4	1	47	20		
Ireland	Dublin	1	1	13	0		
Israel	Jerusalem	1	1	0	0		
Israel	Tel Aviv	1	1	8	0		
Italy	Naples	1	1	0	0		
Italy	Rome	1	1	11	0		
Jamaica	Kingston	1	1	14	0		
Japan	Tokyo	2	2	10	0	Y	
Jordan	Amman	1	1	1	0		
Kenya	Nairobi	0	1	34	0		
Korea	Seoul	1	1	5	0		
Kuwait	Kuwait	2	1	0	0	Y	Y
Laos	Vientiane	1	1	6	0	Y	
Latvia	Riga	1	1	3	0		
Lebanon	Beirut	0	1	0	0		
Lesotho	Maseru	1	1	4	0		
Luxembourg	Luxembourg	0	1	0	0		
Malawi	Lilongwe	1	1	15	0		

Category : Country	Property Location/Post	Description				Gifted	Restricted
		Office	Residence	Accommodation	Other		
Malaysia	Kuala Lumpur	1	1	6	0		
Malaysia	Kuala Lumpur	0	0	1	0	Y	
Malta	Valletta	0	1	1	0		
Mauritius	Port Louis	2	1	4	1		
Mexico	Mexico City	2	1	0	0		
Montserrat	Plymouth	1	1	1	0		
Morocco	Rabat	0	1	1	0		
Mozambique	Maputu	1	1	2	0		
Namibia	Windhoek	1	1	3	0		
Nepal	Kathmandu	1	1	7	1		
Nepal	Kathmandu	0	0	0	1	Y	Y
Netherlands	Amsterdam	1	1	0	0		
Netherlands	The Hague	1	1	14	1		
New Zealand	Auckland	0	1	1	0		
New Zealand	Wellington	1	1	14	0		
Nigeria	Kaduna	1	0	1	0	Y	
Nigeria	Lagos	1	1	38	0		
Norway	Oslo	1	1	11	0		
Oman	Muscat	0	0	13	0		
Oman	Muscat	1	1	6	0	Y	Y
Pakistan	Islamabad	2	1	38	0	Y	
Pakistan	Karachi	1	1	1	0		
Panama	Panama	1	0	0	0		
Panama	Panama	0	0	1	0	Y	
Papua New Guinea	Port Moresby	1	1	3	0		
Paraguay	Asuncion	0	1	0	0		
Peru	Lima	2	1	2	4		
Philippines	Manila	1	1	0	0		
Poland	Warsaw	0	0	3	0		
Poland	Warsaw	0	1	0	0	Y	Y

Category : Country	Property Location/Post	Description				Gifted	Restricted
		Office	Residence	Accommodation	Other		
Portugal	Lisbon	1	1	3	0		
Portugal	Oporto	1	0	0	2	Y	Y
Portugal	Portimao	1	0	0	0		
Qatar	Doha	1	0	1	0	Y	Y
Brazil	Rio de Janeiro	0	1	0	0		
Romania	Bucharest	1	0	0	2		
Romania	Bucharest	0	0	0	1	Y	Y
Russian Federation	Moscow	1	1	0	1	Y	
Russian Federation	St Petersburg	1	1	5	0		
Brazil	Sao Paulo	0	1	0	0		
Saudi Arabia	Riyadh	1	0	36	0	Y	
Senagal	Dakar	1	1	2	0		
Seychelles	Victoria	0	1	1	0		
Sierra Leone	Freetown	1	1	5	0		
Singapore	Singapore	0	1	1	0		
Singapore	Singapore	0	0	32	0	Y	Y
Singapore	Singapore	1	0	2	0	Y	
Slovakia	Bratislava	1	1	3	0		
Solomon Islands	Honiara	0	1	2	0		
South Africa	Pretoria	1	0	0	0	Y	
South Africa	Pretoria	0	1	23	0		
South Africa	Cape Town	1	1	10	0		
South Africa	Durban	0	1	1	0		
South Africa	Johannesburg	0	1	5	0		
Spain	Alicante	1	0	0	0		
Spain	Barcelona	1	0	0	2		
Spain	Bilbao	1	0	0	0		
Spain	Las Palmas	1	0	0	0		
Spain	Madrid	1	1	13	0		
Spain	Malaga	1	0	0	1		

Category : Country	Property Location/Post	Description				Gifted	Restricted
		Office	Residence	Accommodation	Other		
Spain	Palma	1	0	0	0		
Spain	Seville	1	0	0	0		
Sri Lanka	Colombo	1	0	1	1		
Sri Lanka	Colombo	0	1	1	0	Y	
St Lucia	Castries	0	1	0	0		
St Vincent	Kingstown	1	1	0	0		
Sudan	Khartoum	1	1	0	0		
Swaziland	Mbabane	1	1	4	0		
Sweden	Stockholm	1	1	15	0		
Switzerland	Berne	1	1	4	0		
Switzerland	Geneva	0	1	15	0		
Switzerland	Zurich	0	1	0	0		
Syria	Damascus	0	1	1	0		
Tanzania	Dar es Salaam	0	1	18	1		
Thailand	Bangkok	1	1	16	1		
The Bahamas	Nassau	0	1	1	0		
The Gambia	Banjul	1	1	4	0		
Tonga	Nuku'alofa	1	1	0	0		
Trinidad & Tobago	Port of Spain	0	1	4	0		
Tunisia	Tunis	1	1	0	0	Y	Y
Turkey	Ankara	1	1	0	10	Y	
Turkey	Ankara	0	0	0	1		
Turkey	Istanbul	2	1	13	8	Y	Y
Uganda	Kampala	1	1	16	0		
Ukraine	Kiev	0	0	0	1		
United Arab Emirates	Abu Dhabi	1	1	31	3	Y	Y
United Arab Emirates	Dubai	0	1	14	9	Y	Y
United Kingdom	London	3	0	0	0		
United Kingdom	Milton Keynes	1	0	0	0		
United States of America	Atlanta	0	1	1	0		

Category : Country	Property Location/Post	Description				Gifted	Restricted
		Office	Residence	Accommodation	Other		
United States of America	Boston	0	1	0	0		
United States of America	Chicago	0	1	2	0		
United States of America	Cleveland	0	1	0	0		
United States of America	Houston	0	1	1	0		
United States of America	Los Angeles	0	1	1	0		
United States of America	New York	0	1	21	0		
United States of America	San Francisco	0	1	0	0		
United States of America	Seattle	0	1	0	0		
United States of America	Washington	3	1	71	0		
Uruguay	Montevideo	1	1	0	0		
Uzbekistan	Tashkent	1	1	1	0		
Vanuatu	Port Vila	0	1	1	0		
Venezuela	Caracas	1	1	0	0		
Vietnam	Ho Chi Minh City	1	1	0	0	Y	
Yugoslavia	Belgrade	2	0	2	0		
Yugoslavia	Belgrade	0	1	1	0	Y	Y
Zaire	Kinshasa	1	1	4	0		
Zambia	Lusaka	1	1	28	0		
Zimbabwe	Harare	0	1	13	0		
COLUMN TOTALS		136	157	1054	94		
GRAND TOTAL			1441				