

Section

Cabinet Office

15

Departments included in this chapter:

- Cabinet Office
- Privy Council Office
- Central Office of Information

Section 15 | Cabinet Office

This asset register covers the central Cabinet Office, its executive agencies that were within the departmental boundary for resource accounts for the accounting period 1999-00, and the Buying Agency which is a trading fund and was outside of the departmental boundary.

The main areas of work in the Cabinet Office and its executive agencies are listed below.

Cabinet Office

- No. 10 Downing Street
- Parliamentary Business Support
- Secretariats
- Cross-Cutting Issues
- Public Service Delivery
- Civil Service Management Matters
- Information and Corporate Resources
- Security Facilities Division

Executive Agencies

Central Computer and Telecommunications Agency (CCTA)

The IT centre of expertise within the government. Its aim is to help the public sector to improve the delivery of public services through the best use of IT.

Government Car and Despatch Agency (GCDA)

The aim of the agency is to be the first choice supplier of secure transport, distribution and mail related services to central government departments, the wider public sector and other approved customers.

Property Advisers to the Civil Estate (PACE)

The primary role of the Agency is to co-ordinate activity on the Government's Civil Estate where wider Exchequer savings can be demonstrated.

Civil Service College (CSC)

The purpose of the College has been to help develop managerial and professional skills among civil servants and promote best practice throughout government in both management and key professional areas. From 1/4/00 the Civil Service College became an integral part of the Centre for Management and Policy Studies (CMPS) and is no longer an Executive Agency.

Trading Fund

The Buying Agency (TBA)

The primary aim of the agency is to provide a centre of procurement excellence that delivers a responsive, flexible and value-for-money service to both the public sector and private sector.

Note: The figures stated for TBA relate to their accounting period ended 31 December 1999. They are currently changing their accounting period to 31 March 2001 to bring it in line with other government bodies and agencies.

Post Balance Sheet Event

In April 2000 a new Office of Government Commerce (OGC) was set up with the remit of improving the efficiency and effectiveness of the Government's civil procurement budget. From 1 April 2000, CCTA, PACE and TBA transferred to the OGC.

SUMMARY OF NET BOOK VALUES AS AT 31 MARCH 2000

Cabinet Office & Executive Agencies	£'000
Tangible assets	155,774
Intangible assets	2,700
Investments	1,110
Total	159,584
<hr/>	
The Buying Agency	
Tangible assets	404
Grand Total	159,988

Annual Reports and Accounts

The figures are consistent with the Cabinet Office 1999-2000 consolidated resource accounts and the individual accounts of the executive agencies and TBA. The published reports and accounts of the agencies and TBA can be obtained from The Stationery Office bookshops and other good bookshops. The Cabinet Office resource accounts will be published shortly and will be available from the same outlets.

Departmental Investment Strategy

The Department records assets on fixed asset registers, within the Cabinet Office and individually within the agencies and at The Buying Agency, which are subject to independent audit each year. Further information on future investment plans, asset management and utilisation is set out in the Cabinet Office's Departmental Investment Strategy, which can be accessed through the Cabinet Office website at www.cabinet-office.gov.uk.

Any additional information can be obtained from:

Rik Bowman
Room 169
Queen Anne's Chambers
28 Broadway
London SW1H 9JS

Tel 020 7210 0574

E-mail: rbowman@cabinet-office.gsi.gov.uk

CABINET OFFICE

Land & Buildings

Leasehold improvements relate to departmental expenditure to make leased buildings suitable for occupation.

Location	Use and Size	Value (£000)
10-12 Downing Street, London SW1	Operational building – Freehold. Site area 3,743 sqm	20,083
53 Parliament Street, London SW1	Operational building – Freehold. Site area 329 sqm	3,618
36 Whitehall, London SW1	Operational building – Freehold. Site area 1,084 sqm	7,492
36 Whitehall, London SW1	Operational building – Freehold. Site area 5,169 sqm	17,968
Admiralty House, Whitehall, London SW1	Operational building – Freehold. Site area 1,181 sqm	9,512
Chadwick Street Recreation Centre, Westminster SW1	Freehold – leased to Civil Service Sports Council. Site area 1,627 sqm.	4,415
Civil Service Club, 13-15 Great Scotland Yard, London SW1	Freehold – leased to Civil Service Club Site area 483 sqm	3,170
St Christopher House, Southwark St., London SE1	Leasehold improvements.	10
New Headquarters		
Admiralty Arch, The Mall, London SW1	Operational building – Freehold. Site area 2,650 sqm	28,344
Under construction		
Kirkland House\Ripley Block, Whitehall, London SW1	Freehold. Site area 0.25 acres. Purchase cost plus ongoing development	15,293
Total Land & Buildings	109,905	

Plant & Machinery

Item	Description	Value (£000)
Fixtures and Fittings	Various office and general furniture, and equipment.	597
ICT	Hardware for provision of services and office support.	2,698
Other	Other plant and machinery	16
Total Plant & Machinery		3,311

Art & Antiques

Non-operational art and antiques situated in Whitehall buildings (mainly No. 10 Downing Street and 70 Whitehall).

Item	Value (£000)
Furniture	5,203
Carpets	94
Clocks	189
Silver	193
European & Oriental Antiques	34
European Art	400
Ceramics	3
Total	6,116

Donated Assets

Non-operational assets donated to serving Prime Ministers, past and present.

Item	Value (£000)
Various items of jewellery	1,391
Other	49
Total	1,440

Intangible Assets

The following assets are all capitalised software and purchased software licences.

Item	Value (£000)
Pension administration software	840
Secure information network	938
Other	315
Total	2,093

Investments

Various loans made by the Cabinet Office, shown at historic cost.

Item	Value (£000)
London Hostels Association	544
Civil Service Sports Council	216
Public Dividend Capital	350
Total	1,110

Total Tangible Fixed Assets	120,772
Total Intangible Fixed Assets	2,093
Total Investments	1,110
Total Fixed Assets	123,975

PACE

Land & Buildings

Location	Use and Size	Value (£000)
28 Thistle Street, Edinburgh	Operational building – Freehold. Site area 1,170.9 sqm	745
Beaufort Court, Bristol	Operational building – long leasehold. Site area 801.3 sqm	974
George Street, Birmingham	Leasehold improvements.	42
Total		1,761

Plant & Machinery

Item	Description	Value (£000)
Fixtures and Fittings	Various office and general furniture, and equipment.	283
ICT	Hardware for provision of services and office support.	347
Other	Whitehall District Heating System – boilers and heating equipment	9,074
	Whitehall Standby Distribution System – emergency generators	6,597
Total		16,301

Intangible Assets

Item	Value (£000)
Software licences	230
Total	230

Total Tangible Fixed Assets	18,062
Total Intangible Fixed Assets	230
Total Investments	0
Total Fixed Assets	18,292

CCTA

Land & Buildings

Location	Use and Size	Value (£000)
Steel House, 11 Tothill St, London SW1	Leasehold improvements.	356

Plant & Machinery

Item	Description	Value (£000)
Fixtures and Fittings	Various office and general furniture, and equipment.	255
ICT	Hardware for provision of services and office support.	721
Vehicles	6 cars	42
Other	Other plant and machinery	133
Total		1,151

Intangible Assets

Item	Value (£000)
Software licences	377
Total	377

Total Tangible Fixed Assets	1,507
Total Intangible Fixed Assets	377
Total Investments	0
Total Fixed Assets	1,884

GCDA**Land & Buildings**

Location	Use and Size	Value (£000)
46 Ponton Road, London SW8	Leasehold improvements.	176

Plant & Machinery

Item	Description	Value (£000)
Fixtures and Fittings	Various office and general furniture, and equipment.	17
ICT	Hardware for provision of services and office support.	148
Vehicles	253 Government Car Service vehicles and InterDespatch vans	2,275
Other	Workshop plant & equipment	63
Total		2,503

Total Tangible Fixed Assets	2,679
Total Intangible Fixed Assets	0
Total Investments	0
Total Fixed Assets	2,679

CSC**Land & Buildings**

Location	Use and Size	Value (£000)
Sunningdale Park, Berkshire	Freehold accommodation for teaching, Office, and bedroom accommodation, and Restaurant\bar facilities. Site area 28.3 hectares. Market garden 2.3 hectares. Farm tenancy 11.3 hectares.	10,939

Plant & Machinery

Item	Description	Value (£000)
Fixtures and Fittings	Various office and general furniture, and equipment.	492
ICT	Hardware for provision of services and office support.	1,076
Other	Kitchen equipment & machinery 247	
Total		1,815

Total Tangible Fixed Assets	12,754
Total Intangible Fixed Assets	0
Total Investments	0
Total Fixed Assets	12,754

THE BUYING AGENCY

Item	Description	Value (£000)
Fixtures and Fittings	Various office and general furniture, and equipment.	104
ICT	Hardware for provision of services and office support.	300
Total		404

Total Tangible Fixed Assets	404
Total Intangible Fixed Assets	0
Total Investments	0
Total Fixed Assets	404

Changes since the last National Asset Register

The following represent the main additions and disposals since the last published National Asset Register. Values for additions are as at 31 March 2000. Disposal values are those corresponding to the year of disposal.

ACQUISITIONS

Acquisitions at NBV as at 31st March 2000 (£000s):

Cabinet Office

Item	1997-98	1998-99	1999-00
Admiralty Arch		28,344	
Kirkland House		8,500	
36 Whitehall improvements			416
New headquarters development			6,793
Pension software		492	348
Secure information software		266	672

PACE

Whitehall District Heating System, boiler replacement.	3,387	967	
--	-------	-----	--

GCDA

Replacement Vehicles	1,276	796	1,057
----------------------	-------	-----	-------

CCTA

IT equipment and air conditioning		1,129	
-----------------------------------	--	-------	--

Total	4,663	40,494	9,286
--------------	--------------	---------------	--------------

DISPOSALS

Disposals at NBV as at 31st March in the year of disposal (£000s):

Item	1997-98	1998-99	1999-00
------	---------	---------	---------

Cabinet Office

Alencon Link, Basingstoke			1,300
---------------------------	--	--	-------

GCDA

Receipts from sales arising from on-going vehicle replacement	191	286	195
---	-----	-----	-----

Total	191	286	1,495
--------------	------------	------------	--------------

Privy Council Office

The Privy Council Office is an autonomous government department whose Ministerial head is the President of the Council and whose Permanent Head is the Clerk of the Privy Council.

The department's functions fall into three main areas: acting as secretariat to the Privy Council; supporting the Judicial Committee of the Privy Council; supporting the President in her role as the President of the Council and Leader of the House of Commons; and assisting the President and Parliamentary Secretary in their non-Privy Council related Ministerial duties which have been assigned to them by the Prime Minister.

The total value of fixed assets as shown on the closing balance sheet for 1999-2000 is £2,504,000.

The Privy Council Office Asset Register has been drawn up to include those assets that would normally be capitalised on the balance sheet broken down into appropriate headings, and the valuation follows that adopted for the annual accounts.

The department owns no land or buildings.

PLANT AND MACHINERY

Description	Use	Value (£000s)
Equipment, furniture and computers	Everyday use	10
Antique furniture	Everyday use	132
Heritage antique silver	Non-operational	2,362
Total Plant & Machinery		2,504
Total Fixed Assets		2,504

Changes since the last Asset Register

Acquisitions

In 1997-98 the PCO spent £63,000 replacing its obsolete computers. In the years 1998-2000 another £48,000 was spent on bringing all other equipment up to Health and Safety Standards.

Disposals

There is no information on disposals which took place in 1997-98. In 1998-99 the net book value of disposals was £12,000, consisting in the main of the transfer of assets to the Cabinet Office when the Central Drugs Co-ordination Unit transferred there from the PCO. In 1999-2000 the net book value of disposals was £31,000. The bulk of this figure is made up by the transfer of the department's computers to NOVUS, the PCO's IT provider, and the rest is due to the transfer of the Lord Privy Seal's Office to the Cabinet Office and the subsequent transfer of their assets.

Central Office of Information

The role of the Central Office of Information (COI) trading fund is to provide a comprehensive publicity procurement service to Government departments and agencies. It also provides departments and agencies with expertise and advice on the most cost-effective achievement of their publicity objectives. The COI is the responsibility of the Minister for the Cabinet Office.

The net book value of COI's fixed assets at 31 March 2000 was £1.399 million.

The valuation of assets follows that adopted in the COI's 1999-2000 annual report and accounts (ISBN 0-10-556878-3, House of Commons paper 675, £7.90), copies of which are obtainable from The Stationery Office Ltd.

Fixed Asset Accounting Policies

Items of equipment are valued at cost uprated, using an appropriate index, for the effect of inflation, less depreciation. Depreciation is charged on the straight-line method at a rate chosen to recover the cost of the asset over its anticipated useful life. On items of information and communication technology (ICT) the costs of hardware and operating systems software are capitalised and depreciated over the anticipated useful life. Applications software is depreciated over 12 months. Items of equipment costing less than £100 are written off in the year of acquisition. Fully written down assets' lives are extended where appropriate to reflect the full remaining useful life. The resulting revaluation (written back depreciation) is credited to revaluation reserve.

LAND AND BUILDINGS

COI does not own any land or buildings.

PLANT AND MACHINERY

Items	No. of Units	Use	Value (£000s)
Equipment, Fixtures and Fittings			
Telecommunications and television/radio technical equipment	450	To satisfy client requirements for television/audio services	399
ICT			
Networked PCs together with peripheral equipment	500	IT infrastructure	1,000
Total plant & machinery			1,399

Total Plant and Machinery	1,399
Total Tangible Fixed Assets	1,399

Total Tangible Fixed Assets	1,399
Total Intangible Fixed Assets	0
Total Investments	0
TOTAL FIXED ASSETS	1,399

Changes since the last National Asset Register

Acquisitions

The value of acquisitions at historic cost since the last National Asset Register are as follows (£000s):

Year	Acquisitions at historic cost	
	ICT	Other
1997-98	851	40
1998-99	248	104
1999-2000	509	39

Disposals

The value of disposals at historic cost and at net book value since the last National Asset Register are as follows (£000):

Year	Disposals at historic cost		Disposals at NBV	
	ICT	Other	ICT	Other
1997-98	719	56	183	4
1998-99	346	177	18	27
1999-2000	206	40	22	9

No items with an individual value greater than £100,000 have been sold.

Assets are disposed of at the end of their useful economic life.

Further Information

COI's annual report and accounts is available on the Internet at: www.coi.gov.uk

For further information e-mail: enquiries@coi.gov.uk

