

February 15, 2022

FROM - Alan Sullivan, Advisor on Government Assets

FOLLOW UP

Review of Centralised Office Space Strategy

SUMMARY

1. Following the recent efforts to centralise government office space as a cost-saving measure, it is now time to review the effectiveness of this strategy. We need to assess the implications on operational efficiency, inter-departmental communication, employee satisfaction, and overall budgetary savings. The Government Property Agency has been integral in the execution of this strategy and will play a key role in the review process.

RECOMMENDATION

2. We recommend the initiation of a comprehensive review process for the centralised office space strategy. Does the Minister approve of this review process?

TIMING

3. A decision by March 1, 2022, would be optimal. This will allow us to promptly address any issues that may have arisen from the implementation of the centralization strategy.

BACKGROUND

4. The centralised office space strategy was initiated as a cost-saving measure and to foster better inter-departmental communication:
5. **STRATEGY IMPLEMENTATION:** The centralization strategy, managed by the Government Property Agency, aimed to consolidate office spaces to improve efficiency and cost-effectiveness.
6. **REVIEW PURPOSE:** The purpose of the review is to assess the overall effectiveness of the centralization strategy. It will cover areas such as operational efficiency, communication, employee satisfaction, and budgetary impact.
7. **OUTCOME:** The results of the review will guide any necessary adjustments to the strategy, ensuring it meets its objectives effectively.
8. Initiating a comprehensive review of the centralised office space strategy will ensure we continue to maximise efficiency and savings.

CLEARANCE LIST

Team	Clearance necessary?	Named lead who has cleared
SCS	Yes	Sir Winston Radcliffe

Perm Sec	No	
Second Perm Sec	No	
Communications (inc named Press Officer)	Yes	Lara Chambers
Finance/Fiscal Events	No	
HR	No	
Legal	No	
Parliamentary Unit	No	
Devolution	No	
Analysis	No	
HMTC	Yes	Isabella Sinclair
Other	Yes	Government Property Agency, Ministry of Housing, Communities, and Local Government