



## COVERSHEET

|                               |  |                             |                            |
|-------------------------------|--|-----------------------------|----------------------------|
| <b>Minister</b>               | Hon Chris Hipkins  | <b>Portfolio</b>            | Minister of State Services |
| <b>Title of Cabinet paper</b> | Report Back: Mandate Changes for the Delivery of the Government Office Accommodation Programme | <b>Date to be published</b> | 30 May 2019                |

### List of documents that have been proactively released

| <b>Date</b>     | <b>Title</b>  | <b>Author</b>  |
|-----------------|---|--|
| 12 June 2018    | Mandate Changes for the Delivery of the Government Office Accommodation Programme | Office of the Minister of State Services                           |
| 4 December 2018 | GOV-18-MIN-0091   | Cabinet Government Administration and Expenditure Review Committee |

### Information redacted

**YES / NO** (please select)

Any information redacted in this document is redacted in accordance with MBIE's policy on Proactive Release and is labelled with the reason for redaction. This may include information that would be redacted if this information was requested under Official Information Act 1982.





# Cabinet Government Administration and Expenditure Review Committee

## Minute of Decision

*This document contains information for the New Zealand Cabinet. It must be treated in confidence and handled in accordance with any security classification, or other endorsement. The information can only be released, including under the Official Information Act 1982, by persons with the appropriate authority.*

### Mandate Changes for the Delivery of the Government Office Accommodation Programme

**Portfolio**                      **State Services**

On 4 December 2018, the Cabinet Government Administration and Expenditure Review Committee:

- 1        **noted** that in September 2018, GOV agreed in principle, subject to a report back on any required changes to the Government Property Group mandate:
  - 1.1      to a portfolio approach for government office accommodation;
  - 1.2      that the government office accommodation portfolio focus on meeting the government's expectations with respect to citizen/community focus, collaboration between agencies, workplaces that value people, and value for money;

[GOV-18-MIN-0063]
- 2        **noted** that the mandate changes to support the delivery of the Government Office Accommodation Programme (the Programme) are to authorise the Property Functional Lead to:
  - 2.1      enable and encourage a range of accommodation options and arrangements (e.g. individual, co-tenanted, co-located, and co-working space and workspaces as a service) within the Programme;
  - 2.2      assess and approve all processes and transactions for office accommodation and public interface areas relating to the Programme in accordance with the government's expectations for the property portfolio;
  - 2.3      acquire, obtain and hold future government accommodation properties, either owned or on long term lease, on behalf of the Crown, as appropriate and subject to obtaining all necessary approvals and funding;
  - 2.4      allocate and direct office accommodation and public interface space to agencies within the Programme, as appropriate;
  - 2.5      convene a group of Chief Executives to govern the Programme;
  - 2.6      establish outcomes measures, and identify benefits and risks, for the Programme;

- 3 **noted** that mandate changes that reflect the new expectations for agencies to:
- 3.1 adopt an open, collaborative, and committed approach to the Programme and the Government's expectations for the property portfolio;
  - 3.2 identify and advise preferred functional or sectorial agencies or groups appropriate for co-location;
  - 3.3 identify and advise preferred metro and regional locations to support business needs and/or meet the government's expectations for the property portfolio;
  - 3.4 provide data on all office accommodation and public interface areas into the Government Property Portal, ensuring this information is complete, accurate and up to date;
  - 3.5 ensure that all plans and arrangements for the provision of office accommodation and public interface areas and needs are included within the Programme;
  - 3.6 obtain the approval of the Property Functional Lead:
    - 3.6.1 before undertaking any process for office accommodation and public interface areas within and outside the Programme; and
    - 3.6.2 before committing to any transaction for office accommodation and public interface areas within the Programme;
- 4 **noted** that minor editorial changes have been incorporated in the new mandate to reflect changes in agencies since the original mandate was formulated;
- 5 **approved** the revised Property Functional Leadership Mandate attached at Annex One to the paper under GOV-18-SUB-0091;
- 6 **agreed** that the Property Functional Lead, through the Government Property Group, is to acquire and hold future government accommodation properties, as a central holding agency;
- 7 **invited** the Minister of State Services to communicate the government's expectations for the property portfolio to Chief Executives and agencies in December 2018.

Rachel Clarke  
Committee Secretary

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**Present:**

Rt Hon Winston Peters  
Hon Grant Robertson (Chair)  
Hon Phil Twyford  
Hon Dr Megan Woods  
Hon Chris Hipkins  
Hon David Parker  
Hon Stuart Nash  
Hon Ron Mark  
Hon Tracey Martin  
Hon Shane Jones  
Hon James Shaw  
Hon Julie Anne Genter

**Hard-copy distribution:**

Minister of State Services

**Officials present from:**

Officials Committee for GOV