

From: David Wallace  
Chief Executive Social Security Scotland  
[REDACTED]  
Chief Surveyor  
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Infrastructure and Investment

8 November 2019

Cabinet Secretary for Finance, Economy and Fair Work  
Cabinet Secretary for Social Security and Older People

## PROPOSED ACQUISITION OF HEADQUARTERS OFFICE ACCOMMODATION IN DUNDEE FOR SOCIAL SECURITY SCOTLAND

### Purpose

1. To invite you to note progress with [REDACTED - ] for Social Security Scotland's headquarters in Dundee. In addition a request to [REDACTED - ] and a proposal [REDACTED - .]

### Priority

2. Urgent – to allow negotiations for acquisition of permanent space to conclude with enough time to establish fitting-out works to be completed for occupation [REDACTED - .]

### Background

3. [REDACTED - ] responded to the initial market search for Social Security Scotland Headquarters properties in Dundee [REDACTED - .]
4. The alternative [REDACTED -

.] In order to deliver a building in time for anticipated staff recruitment, [REDACTED -

.] A combination of interim spaces have been secured, or are in the process of being secured, to service Social Security Scotland whilst it continues to grow [REDACTED - .]

## The Property Position

5. The options to meet the Social Security Scotland's requirement in Dundee [REDACTED -  
] A Full Business Case will set out a suite of options which could fulfil Social Security Scotland needs [REDACTED -  
] some alternative approaches [REDACTED -  
] high quality accommodation [REDACTED -  
.] It is [REDACTED -  
] it provides either the opportunity to locate all of Social Security Scotland's Dundee staff in one Headquarters building [REDACTED -  
.] The business case will explore all options and will include the opportunities and risks attached to [REDACTED -  
]
6. In order to provide financial clarity and properly assess the merits of [REDACTED -  
] have been progressed. This process has [REDACTED -  
] as follows:
- [REDACTED -  
.]
  - Social Security Scotland occupancy [REDACTED -  
] However, both [REDACTED -  
] Scottish Government. In addition this is [REDACTED -  
.]
  - [REDACTED -  
.]
- [REDACTED -  
]
7. [REDACTED -  
] Scottish Government's Chief Financial Officer has [REDACTED -  
.]
8. [REDACTED -

[REDACTED - ] Officials have discussed with  
] the possibility [REDACTED -

] Scottish Government [REDACTED -

] Discussions are ongoing and whilst further detail is required  
from [REDACTED - ]  
Scottish Government officials believe that [REDACTED -

] As  
such, [REDACTED -  
] [REDACTED - ] the Scottish Government's  
commitment to [REDACTED -

.]

9. Whilst there is agreement that [REDACTED - ] conclude commercial  
property discussions [REDACTED -

.]

10. It should also be understood that [REDACTED -

], which has been  
tested, is that [REDACTED -

] Scottish Government.

### **Potential Solutions**

11. [REDACTED - ]  
whereby mutually agreed [REDACTED

] would therefore be balanced by what would effectively be [REDACTED -  
.] This arrangement would however not  
[REDACTED -

.]

12. In setting up in Dundee, and in the Agency's current interim home at Dundee House,  
[REDACTED

.]

13. Other options that do not [REDACTED -

[REDACTED -  
further explored [REDACTED -

] so long as there are  
.] If any options were to be

]

14. Your approval for officials to explore SPFM compliant options [REDACTED -

[REDACTED -

] would allow

] This in turn  
would allow a Full Business Case to be completed and brought for consideration by  
Ministers. The question of which option is the best one to take forward requires  
further consideration at that stage. However, a business case lacking [REDACTED -

] in Dundee.

### Recommendation

You are invited to note the position with regard to negotiations with [REDACTED -  
] and preparation of the full business case. [REDACTED -

i) [REDACTED -

]

ii) Give permission for [REDACTED

.]

**David Wallace**  
**Chief Executive**

[REDACTED - ]  
**Chief Surveyor**

**Rachel Gwyon**  
**Infrastructure and Investment**

Copy List:	For Action	For Comments	For Information		
			Portfolio Interest	Constit Interest	General Awareness
Cabinet Secretary for Finance, Economy and Fair Work	X				
Cabinet Secretary for Social Security and Older People		X			

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DG OD&O, Lesley Fraser  
Barbara Allison  
Ainslie McLaughlin  
Stephen Kerr  
Gordon Wales  
Jeanette Campbell  
David Wallace  
Rachel Gwyon  
James Wallace  
Janet Richardson  
Miriam Craven  
[REDACTED -

]  
Social Security Directorate BMU  
Communications CSSE  
Social Security Scotland Communications  
[ REDACTED -

]

**Annex A - REDACTED**