
Supply Estimate 2008-09

House of Commons: Administration

Main Supply Estimate

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2008-09

for the year ending 31 March 2009

Supply Estimate

House of Commons: Administration

*Presented by the Speaker on behalf of
the House of Commons Commission
Pursuant to Section 3 of the House of Commons (Administration) Act 1978*

Ordered by the House of Commons to be printed

21st April 2007

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Section 1. Introduction

1. Supply Estimates are the means by which the House makes provision for its spending each year. The Main Estimates start this process and are presented to Parliament around the start of the financial year to which they relate.
2. The relationship between Supply Estimates and the administrative control arrangements, and the way in which Parliament considers the Supply Estimates are described in the Government Supply Estimates 2008-09 (HC479). The arrangements for the House's own Administration Estimate broadly follow the same pattern.
- 2008-09 Main Supply Estimates** 3. The total resource expenditure for which authority is sought in the 2008-09 Main Estimate for the House of Commons: Administration is £244.0 million.
4. The total forecast outturn for expenditure on a resource basis in 2007-08 is about £238 million. The net resource requirement sought through Supply for 2008-09 is about £6 million higher than the forecast net resource outturn for 2007-08.
- Supplementary budget information** 5. Table 1 shows the House of Commons: Administration resource budget split into voted and non-voted spending, 2003-04 to 2010-11, and Table 2 shows the capital budget split into voted and non-voted spending, 2003-04 to 2010-11.
- Abbreviations and symbols** 6. The following abbreviations have been used in the tables:
 - OCS: Operating Cost Statement;
 - RfR: Request for Resources;
 - CFER: Consolidated Fund Extra Receipt;
 - AinA: Appropriations in Aid.

Section 2. Summary of Resource-based Supply arrangements

1. Parliament is asked to approve the consumption of resources as well as the spending of cash, under the authority of the House of Commons (Administration) Act 1978 as amended by the Government Resources and Accounts Act 2000 and the Appropriation Act 2004.

- Structure**
2. The Estimate at Section 5 is accompanied by explanatory notes containing basic information intended to put it into context, including a general description of the expenditure involved, an explanation of the Accounting Officer's responsibilities for the Estimate, and an indication of any important features.
3. The core elements of the Estimate, which consist of the sums and services to be voted in the resource-based Main Supply Estimate, are produced in three parts.

Part I 4. **Part I** of the Main Supply Estimate contains the following :

- (i) the net provision sought in resource and cash;
- (ii) a formal description of the services to be financed from the Estimate (known as its Ambit);
- (iii) who will account for the Estimate; and
- (iv) any amounts, resources and cash, which have already been allocated in the Vote on Account.

5. The net resource requirement, net cash requirement and the Ambit will be reproduced in the Appropriation Act. Together they provide the statutory authority for the expenditure.

- Parts II and III**
6. The first section of **Part II** of the Estimate provides a breakdown of the expenditure for which approval is sought.
7. The different types of expenditure within the Estimate are shown in the vertical breakdown of the table. Columns 1 to 4 are within the resource budget and show all voted current expenditure scored on an accruals basis. Columns 1 and 2 show direct expenditure by the House. Column 3 shows grants payable. All of these three columns include amounts in respect of the current consumption of assets, but do not include the amounts associated with the acquisition of capital items.
8. This Estimate operates on a net control basis, within the authority set out in the House of Commons (Administration) Act 1978, with the income generated being offset against the expenditure incurred. The House of Commons Commission can direct that any excess income should be retained and applied for the service of a particular year.
9. Column 5 shows the non-resource budget elements of the Estimate. Again, it is scored on an accruals basis and operates on a net control basis. Columns 6 and 7 provide comparative figures for the previous two years.
10. The second section of Part II gives a detailed reconciliation between the net resource total and the net cash requirement.

11. **Part III** of the Estimate shows any Consolidated Fund Extra Receipts (CFERs) payable to the Consolidated Fund on an income and receipts basis.

Other statements and notes 12. Resource Estimates are accompanied by a **Forecast Operating Cost Statement**, a **Reconciliation Table** reflecting the format of the outturn Operating Cost Statement, reconciliation of net operating costs to net resource outturn and budgets, and a **reconciliation of the Capital Estimate and Budget** which is included in the House's resource accounts.

13. The Estimate and supporting statements provide an explanation of the expenditure that the House of Commons proposes to finance from funds made available by Parliament.

Contingent liabilities 14. The Notes to the Estimate include details, where appropriate, of any contingent liabilities in force, which, if they matured, would necessitate the voting of additional expenditure through the Estimate.

Section 3. Supply Estimates and the control of public expenditure

The main spending aggregates 1. The Central Government Supply Estimates 2008-09 (HC479) provide details of the resource-based system for the control of public expenditure. The House of Commons: Administration Estimate follows the same broad principles.

Section 4. Parliamentary Procedure

1. Parliament's consideration of the Supply Estimates is part of its Supply procedure, by which it approves all requests for funds.
2. The process consists of a number of stages and full details are provided in the Central Government Supply Estimates 2008-09 (HC479). The House of Commons: Administration Estimate follows the same broad principles.

Section 5. House of Commons Supply Estimate

Introduction

1. This Estimate covers:

- general administration including staff costs, general expenses, stationery, printing, broadcasting, IT, catering, accommodation services and associated non-cash costs;
- some travel costs of Members of Parliament in connection with select committees and delegations to international parliamentary assemblies; and
- grants-in-aid to various Parliamentary bodies, the History of Parliament Trust and to the Association of Former Members of Parliament.

The main costs of Members' salaries, allowances and other related expenditure are borne on the House of Commons: Members Estimate.

2. Abbreviations are explained in the introduction to this booklet.

Part I

	£
RfR1: House of Commons Administrative Expenditure	239,989,000
RfR2: Grants to other bodies	4,011,000
Total resource requirement	244,000,000
Cash requirement	191,700,000

Amounts required in the year ending 31 March 2009 for expenditure by the House of Commons: Administration on:

RfR1: House of Commons Administrative Expenditure:

General administration: including staff costs, general expenses, stationery, printing, broadcasting, IT, catering and accommodation services; associated non-cash items; and some travel costs of Members of Parliament in connection with select committees and delegations to international parliamentary assemblies.

RfR2: Grants to other bodies:

Grants-in-aid to various Parliamentary Bodies, the History of Parliamentary Trust and to the Association of Former Members of Parliament.

The Clerk of the House of Commons will account for this Estimate.

	Total	Allocated in Vote on	Balance to
	£	Account (HC12)	complete
	£	£	£
RfR1	239,989,000	104,283,000	135,706,000
RfR2	4,011,000	611,000	3,400,000
Total resource requirement	244,000,000	104,894,000	139,106,000
Cash requirement	191,700,000	77,985,000	113,715,000

Part II: Subhead detail

2008-09					2007-08 Provision	£'000 2006-07 Outturn
Resources			Capital			
1 Admin	2 Other current	3 Grants	4 Net total resources	5 Net total capital	6 Net total resources	7 Net total resources
RfR1: House of Commons Administrative Expenditure						
239,989	-	-	239,989	12,000	236,942	209,306
RfR2: Grants to other bodies						
-	-	4,011	4,011	-	1,358	1,302
Total	239,989	-	4,011	244,000	12,000	238,300
					238,300	210,608

Part II: Resource to cash reconciliation

	2008-09 Provision	2007-08 Provision	£'000 2006-07 Outturn
Total Resources	244,000	238,300	210,608
Voted capital items			
Capital	12,000	10,000	12,295
Total voted capital	12,000	10,000	12,295
Non-operating cost AinA	-	-	-
Accruals to cash adjustments			
Capital charges	-25,500	-27,600	-27,855
Depreciation	-18,000	-17,300	-16,240
Loss/gain on revaluation	-1,000	-1,000	83
Loss/gain on disposal	-	-	-
Other non-cash items	-100	-100	-100
Increase(+)/decrease(-) in stock	-	-	-210
Increase(+)/decrease(-) in debtors	-	-	3,657
Increase(-)/decrease(+) in creditors	-	-	-5,151
Provisions:			
Use of provision	7,850	6,000	4,230
Increase in provision	-27,550	-35,000	-24,159
Total accruals to cash adjustments	-64,300	-75,000	-65,745
Cash Requirement	191,700	173,300	157,158

Part III: Extra receipts payable to the Consolidated Fund

No CFER income or receipts are expected in 2008-09.

FORECAST OPERATING COST STATEMENT

for the year ended 31 March 2009

	2008-09	2007-08	£'000
	provision	provision	2006-07
			outturn
Administration Costs			
RfR1	239,989	236,942	209,306
RfR2	-	-	-
Total Administration costs	239,989	236,942	209,306
Programme Costs			
RfR1	-	-	-
RfR2	4,011	1,358	1,302
Total Programme costs	4,011	1,358	1,302
Total Operating Cost	244,000	238,300	210,608
Resource Outturn	244,000	238,300	210,608
Resource Budget Outturn	244,000	238,300	210,608

NOTES TO THE MAIN ESTIMATE

Reconciliation of resource expenditure between Estimates, Accounts and Budgets

There are no reconciliation adjustments for 2008-09.

Explanation of Accounting Officer's responsibilities

The Clerk of the House of Commons, Dr M R Jack, has been appointed as Accounting Officer for the House of Commons: Administration Estimate, with overall responsibility for preparing Estimates for the House of Commons.

The responsibilities of an Accounting Officer, including responsibility for the propriety and regularity of the public finances for which an Accounting Officer is answerable, for keeping proper records and for safeguarding the House's assets, are broadly in line with those set out in the Accounting Officers' Memorandum issued by the Treasury and published in *Managing Public Money*.

Analysis of Appropriations in Aid

The House of Commons: Administration Estimate operates under a net cost control regime within the overall authority set out in the House of Commons (Administration) Act 1978.

Change to accounting policies

There are no changes to accounting policies for 2008-09. The intention is to move towards preparing the Estimate on the basis of International Accounting Standards by 2009-10 at the latest.

Contingent liabilities and assets

The House of Commons has works of art on loan from various collections; these are indemnified to the value of £5,507,000 (at 31 March 2007).

Grants-in-Aid

These total £4,011,000 (RfR2) and represent payments to various Parliamentary bodies, the History of Parliament Trust and a modest grant-in-aid to the Association of Former Members of Parliament.

ANNEX A: SUPPLEMENTARY BUDGETARY INFORMATION**Table 1: House of Commons Administration resource budget: voted and non-voted**

	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11
	outturn	outturn	outturn	outturn	provision	Estimate	planned	planned
Resource budget:								£'000
RfR1: Administration	177,117	188,681	319,357	209,306	236,942	239,989	239,989	239,989
RfR2: Grants to other bodies	1,100	1,200	1,202	1,302	1,358	4,011	3,782	3,782
Total voted resource budget	178,217	189,881	320,559	210,608	238,300	244,000	243,771	243,771
Non-voted resource budget	-	-	-	-	-	-	-	-
Total resource budget	178,217	189,881	320,559	210,608	238,300	244,000	243,771	243,771

Table 2: House of Commons Administration capital budget: voted and non-voted

	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11
	outturn	outturn	outturn	outturn	provision	Estimate	planned	planned
Capital budget:								£'000
RfR1: Administration	10,309	10,801	10,154	12,295	10,000	12,000	12,000	12,000
RfR2: Grants to other bodies	-	-	-	-	-	-	-	-
Total voted capital budget	10,309	10,801	10,154	12,295	10,000	12,000	12,000	12,000
Non-voted capital budget	-	-	-	-	-	-	-	-
Total capital budget	10,309	10,801	10,154	12,295	10,000	12,000	12,000	12,000