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# **Supply Estimate 2009-10**

## **House of Commons: Administration**

### **Main Supply Estimate**

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# Main Supply Estimate

## 2009-10

for the year ending 31 March 2010

### 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*

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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 2009-10 (HC514). The arrangements for the House's own Administration Estimate broadly follow the same pattern.

### **2009-10 Main Supply Estimates**

3. The total resource expenditure for which authority is sought in the 2009-10 Main Estimate for the House of Commons: Administration is £258 million.

4. The total forecast outturn for expenditure on a resource basis in 2008-09 is about £234 million. The net resource requirement sought through Supply for 2009-10 is about £24 million higher than the forecast net resource outturn for 2008-09.

### **Supplementary Budget Information**

5. Table 1 shows the House of Commons: Administration resource budget split into voted and non-voted spending, 2004-05 to 2011-12, and Table 2 shows the capital budget split into voted and non-voted spending, 2004-05 to 2011-12.

### **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 and 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 2009-10 (HC514) 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 2009-10 (HC514). 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**

	£
<b>RfR1: House of Commons Administrative Expenditure</b>	<b>254,254,000</b>
<b>RfR2: Grants to other bodies</b>	<b>3,746,000</b>
<b>Total resource requirement</b>	<b>258,000,000</b>
<b>Cash requirement</b>	<b>212,000,000</b>

Amounts required in the year ending 31 March 2010 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 History of Parliament Trust, various Parliamentary bodies and to the Association of Former Members of Parliament.

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

	<b>Total</b>	<b>Allocated in Vote on</b>	<b>Balance to</b>
	£	<b>Account (HC1136)</b>	<b>complete</b>
	£	£	£
<b>RfR1</b>	254,254,000	107,995,000	146,259,000
<b>RfR2</b>	3,746,000	1,805,000	1,941,000
<b>Total resource requirement</b>	<b>258,000,000</b>	<b>109,800,000</b>	<b>148,200,000</b>
<b>Cash requirement</b>	<b>212,000,000</b>	<b>86,265,000</b>	<b>125,735,000</b>

**Part II: Subhead detail**

<b>£'000 2009-10</b>					<b>£'000 2008-09 Provision</b>	<b>£'000 2007-08 Outturn</b>
<b>Resources</b>				<b>Capital</b>		
1 Admin	2 Other current	3 Grants	4 Net total resources	5 Net total capital	6 Net total resources	7 Net total resources
<b>RfR1: House of Commons Administrative Expenditure</b>						
254,254	-	-	254,254	19,500	239,989	226,559
<b>RfR2: Grants to other bodies</b>						
-	-	3,746	3,746	-	4,011	1,326
<b>Total</b>	<b>254,254</b>	<b>-</b>	<b>3,746</b>	<b>258,000</b>	<b>19,500</b>	<b>244,000</b>
					<b>244,000</b>	<b>227,885</b>

**Part II: Resource to cash reconciliation**

	<b>£' 000 2009-10 Provision</b>	<b>£' 000 2008-09 Provision</b>	<b>£'000 2007-08 Outturn</b>
<b>Total Resources</b>	<b>258,000</b>	<b>244,000</b>	<b>227,885</b>
<b>Voted capital items</b>			
Capital	19,500	12,000	9,631
<b>Total voted capital</b>	<b>19,500</b>	<b>12,000</b>	<b>9,631</b>
<b>Non-operating cost AinA</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Accruals to cash adjustments</b>			
Capital charges	-25,500	-25,500	-28,337
Depreciation	-18,000	-18,000	-17,000
Loss/gain on revaluation	-1,000	-1,000	-37
Loss/gain on disposal	-	-	-689
Other non-cash items	-100	-100	-100
Increase(+)/decrease(-) in stock	100	-	144
Increase(+)/decrease(-) in debtors	-	-	944
Increase(-)/decrease(+) in creditors	-	-	1,541
Provisions:			
Use of provision	8,100	7,850	5,372
Increase in provision	-29,100	-27,550	-31,180
<b>Total accruals to cash adjustments</b>	<b>-65,500</b>	<b>-64,300</b>	<b>-69,342</b>
<b>Cash Requirement</b>	<b>212,000</b>	<b>191,700</b>	<b>168,174</b>

**Part III: Extra receipts payable to the Consolidated Fund**

No CFER income or receipts are expected in 2009-10.

**FORECAST OPERATING COST STATEMENT**

for the year ended 31 March 2010

	<b>£' 000</b> <b>2009-10</b> <b>provision</b>	<b>£' 000</b> <b>2008-09</b> <b>provision</b>	<b>£'000</b> <b>2007-08</b> <b>outturn</b>
<b>Administration Costs</b>			
RfR1	254,254	239,989	226,559
RfR2	-	-	-
<b>Total Administration costs</b>	<b>254,254</b>	<b>239,989</b>	<b>226,559</b>
<b>Programme Costs</b>			
RfR1	-	-	-
RfR2	3,746	4,011	1,326
<b>Total Programme costs</b>	<b>3,746</b>	<b>4,011</b>	<b>1,326</b>
<b>Total Operating Cost</b>	<b>258,000</b>	<b>244,000</b>	<b>227,885</b>
<b>Resource Outturn</b>	<b>258,000</b>	<b>244,000</b>	<b>227,885</b>
<b>Resource Budget Outturn</b>	<b>258,000</b>	<b>244,000</b>	<b>227,885</b>

## NOTES TO THE MAIN ESTIMATE

### **Reconciliation of resource expenditure between Estimates, Accounts and Budgets**

There are no reconciliation adjustments for 2009-10.

### **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**

The 2009-10 Estimate has been prepared on the basis of International Financial Reporting Standards.

### **Contingent liabilities and assets**

The House of Commons has works of art on loan from various collections; these are indemnified to the value of £6,398,000 (at 31 March 2009).

### **Grants-in-Aid**

These total £3,746,000 (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**

	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12
	Outturn	Outturn	Outturn	Outturn	Provision	Estimate	Planned	planned
<b>Resource budget:</b>								
RfR1: Administration	188,681	319,357	209,306	226,559	239,989	254,254	259,729	258,110
RfR2: Grants to other bodies	1,200	1,202	1,302	1,326	4,011	3,746	3,771	4,890
<b>Total voted resource budget</b>	<b>189,881</b>	<b>320,559</b>	<b>210,608</b>	<b>227,885</b>	<b>244,000</b>	<b>258,000</b>	<b>263,500</b>	<b>263,000</b>
<b>Non-voted resource budget</b>	-	-	-	-	-	-	-	-
<b>Total resource budget</b>	<b>189,881</b>	<b>320,559</b>	<b>210,608</b>	<b>227,885</b>	<b>244,000</b>	<b>258,000</b>	<b>263,500</b>	<b>263,000</b>

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

	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12
	Outturn	Outturn	Outturn	Outturn	Provision	Estimate	planned	Planned
<b>Capital budget:</b>								
RfR1: Administration	10,801	10,154	12,295	9,631	12,000	19,500	33,000	32,000
RfR2: Grants to other bodies	-	-	-	-	-	-	-	-
<b>Total voted capital budget</b>	<b>10,801</b>	<b>10,154</b>	<b>12,295</b>	<b>9,631</b>	<b>12,000</b>	<b>19,500</b>	<b>33,000</b>	<b>32,000</b>
<b>Non-voted capital budget</b>	-	-	-	-	-	-	-	-
<b>Total capital budget</b>	<b>10,801</b>	<b>10,154</b>	<b>12,295</b>	<b>9,631</b>	<b>12,000</b>	<b>19,500</b>	<b>33,000</b>	<b>32,000</b>





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