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# **Supply Estimate 2012-13**

## **House of Commons: Administration**

### **Main Supply Estimate**

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# Main Supply Estimate

## 2012-13

for the year ending 31 March 2013

### Supply Estimate

#### House of Commons: Administration

*Presented to the House of Commons pursuant to Section 3  
of the House of Commons (Administration) Act 1978.*

*Ordered by the House of Commons to be printed*

*19th April 2012*

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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 Central Government Supply Estimates 2012-13 (HC1919). The arrangements for the House's own Administration Estimate broadly follow the same pattern.

### **2012-13 Main Supply Estimates**

3. The total resource expenditure for which authority is sought in the 2012-13 Main Estimate for the House of Commons: Administration is £224.0 million. The provision for expenditure on a resource basis in 2011-12 was reduced from £228.0 million to £208.4 million as the result of a one-off accounting adjustment of £19.6 million following a revaluation of the Parliamentary Estate.

## Section 2. Summary of resource-based Supply arrangements

1. Parliament is asked to approve the consumption of resources and capital, 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.

**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, and an explanation of the Accounting Officer's responsibilities for the Estimate.

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 in resource, capital and cash sought;
- (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) amounts which have already been allocated in the Vote on Account.

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

**Parts II and III** 6. These sections provide a breakdown of the expenditure for which approval is sought.

7. 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.

8. Resource Estimates are accompanied by a Statement of Comprehensive Net Expenditure & Reconciliation Table.

9. 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.

## **Section 3. Supply Estimates and the control of public expenditure**

1. The Central Government Supply Estimates 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. The House of Commons: Administration Estimate follows the same broad principles.



## **Section 5. House of Commons Supply Estimate**

### **Introduction**

1. This Estimate provides for the administrative costs of running the House of Commons during 2012-13.

2. Other costs incurred by and on behalf of Members of Parliament are met through both the Estimate laid by the Independent Parliamentary Standards Authority (IPSA) and the House of Commons Members Estimate which is part of the Central Government Supply Estimate.

**Part I**

	Voted	Non-Voted	Total
<b>Departmental Expenditure Limit equivalent</b>			
Resource	224,000,000	-	224,000,000
Capital	30,900,000	-	30,900,000
<b>Non-Budget Expenditure</b>	-	-	-
<b>Total Net Budget</b>			
Resource	<b>224,000,000</b>	-	<b>224,000,000</b>
Capital	<b>30,900,000</b>	-	<b>30,900,000</b>
<b>Net cash requirement</b>	<b>201,600,000</b>	-	<b>201,600,000</b>

Amounts required in the year ending 31 March 2013 for expenditure by the House of Commons: Administration on:

**Departmental Expenditure Limit equivalent:**Expenditure arising from:

- General administration including staff costs, accommodation, stationery, printing, security, broadcasting, IT, catering, general expenses and associated non-cash costs;
- Some travel costs of Members of Parliament in connection with select committees and delegations to international parliamentary assemblies;
- Costs incurred on international parliamentary activities, and grants-in-aid to the History of Parliament Trust, certain parliamentary bodies and to the Association of Former Members of Parliament.

Income arising from:

- Catering receipts, rental income, sales of goods and services, fees received and receipts in connection with parliamentary activities.

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

**Part I**

	<b>Total</b>	<b>Allocated in Vote on Account (HC1840)</b>	<b>Balance to Complete</b>
£			
<b>Departmental Expenditure Limit equivalent</b>			
Resource	224,000,000	100,800,000	123,200,000
Capital	30,900,000	13,905,000	16,995,000
<b>Non-Budget Expenditure</b>	-	-	-
<b>Total Net Budget</b>			
Resource	224,000,000	100,800,000	123,200,000
Capital	30,900,000	13,905,000	16,995,000
<b>Net cash requirement</b>	201,600,000	90,000,000	111,600,000

**Part II: Subhead detail**

£000

2012-13 Plans						2011-12 Provision	
Resources Administration			Capital			Resources Administration	Capital
Gross 1	Income 2	Net 3	Gross 4	Income 5	Net 6	Net 7	Net 8
Departmental Expenditure Limit equivalent							
235,500	-11,500	224,000	30,900	-	30,900	208,400	20,000

**Part II: Resource to cash reconciliation**

	£000		
	2012-13 Plans	2011-12 Provision	2010-11 Outturn
<b>Net Resource Requirement</b>	<b>224,000</b>	<b>208,400</b>	<b>169,726</b>
<b>Net Capital Requirement</b>	<b>30,900</b>	<b>20,000</b>	<b>14,509</b>
<b>Accruals to cash adjustments:</b>			
<i>Adjustments to remove non-cash items:</i>			
Depreciation	-15,500	-16,500	-15,759
Loss/gain on revaluation	-	19,600	46,500
Provisions (new and adjusted)	-43,700	-43,500	-36,597
Other non-cash items	-100	-100	-306
<i>Adjustments to reflect movements in working balances:</i>			
Increase (+) / decrease (-) in stock	-	-	-86
Increase (+) / decrease (-) in debtors	-	-	1,070
Increase (-) / decrease (+) in creditors	-	-	-5,878
Use of provisions	6,000	5,400	7,402
<b>Total accrual to cash adjustments</b>	<b>-53,300</b>	<b>-35,100</b>	<b>-3,654</b>
<b>Net Cash Requirement</b>	<b>201,600</b>	<b>193,300</b>	<b>180,581</b>

Net resource requirement: Accounting adjustments:

The 2011-12 Provision was reduced by £19.6 million, from £228.0 million to £208.4 million, to reflect the revaluation of the Parliamentary Estate (HC1748). The 2010-11 Outturn included an adjustment of £46.5 million, which reduced the original outturn from £216.2 million to £169.7 million, following the decision to change the basis for indexing pensions from the Retail Prices Index (RPI) to the Consumer Prices Index (CPI).

**Part III Note A**  
**Statement of Comprehensive Net Expenditure & Reconciliation Table**

	2012-13 Plans	2011-12 Provision	£'000 2010-11 Outturn
<b>Gross Administration Costs</b>	<b>235,500</b>	<b>219,800</b>	<b>179,331</b>
Less: income	-11,500	-11,400	-9,605
<b>Total Net Administration Costs</b>	<b>224,000</b>	<b>208,400</b>	<b>169,726</b>
<b>Total Net Operating Costs</b>	<b>224,000</b>	<b>208,400</b>	<b>169,726</b>
<b>Total Resource Budget</b>	<b>224,000</b>	<b>208,400</b>	<b>169,726</b>
<b>Total Resource Estimate</b>	<b>224,000</b>	<b>208,400</b>	<b>169,726</b>

**Part III Note B**  
**Analysis of Income**

	2012-13 Plans	2011-12 Provision	£'000 2010-11 Outturn
<b>Voted Departmental Expenditure Limit equivalent</b>			
Administration: catering receipts, rental income, sales of goods and services, fees received and receipts in connection with parliamentary activities sales of goods and services	-11,500	-11,400	-9,605
<b>Total Voted Resource Income</b>	<b>-11,500</b>	<b>-11,400</b>	<b>-9,605</b>

**Part III Note C**  
**Analysis of Consolidated Fund Extra Receipts**

No CFER income or receipts are expected in 2012-13.



### **Part III Note D**

#### **Explanation of Accounting Officer responsibilities**

The Clerk of the House of Commons, Robert Rogers, has been appointed as Accounting Officer for the House of Commons: Administration Estimate.

He has personal responsibility for the preparation of the House of Commons Administration Resource Accounts, and is also responsible for the use of public money and stewardship of assets. In discharging these responsibilities, particular regard is given to:

- Observing any accounting and disclosure requirements and applying suitable accounting policies on a consistent basis;
- Making judgements and estimates on a reasonable basis;
- Stating whether applicable accounting standards as set out in the House of Commons Financial Reporting Manual (FReM) have been followed, and explain any material departures in the accounts; and
- Preparing the accounts on a going concern basis.

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 *Managing Public Money* issued by the Treasury.



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