
Central Office of Information

Introduction

1. This Estimate covers the Central Advisory Service for publicity advice provided centrally.
2. Further details of COI expenditure can be found in the Resource Accounts published later this year.
3. Symbols are explained in the Introduction to this booklet.

Central Office of Information

Part I

	£
Request for Resources 1: Achieving maximum communication effectiveness with best value for money	682,000
Total net resource requirement	682,000
Net cash requirement	666,000

Amounts required in the year ending 31 March 2010 for expenditure by the Central Office of Information on:

RfR 1: Achieving maximum communication effectiveness with best value for money

Advice to government centrally on publicity matters and associated non-cash items.

The **Central Office of Information** will account for this Estimate.

	£		
	Net total	Allocated in Vote on Account	Balance to complete
RfR 1	682,000	318,000	364,000
Total net resource requirement	682,000	318,000	364,000
Net cash requirement	666,000	311,000	355,000

Part II: Subhead detail

£'000

2009-10 Provision						2008-09 Provision	2007-08 Outturn		
Resources						Capital			
Admin	Other Current	Grants	Gross Total	A in A	Net Total	Capital	Non- operating A in A	Net Total Resources	Net Total Resources
1	2	3	4	5	6	7	8	9	10
RfR 1: Achieving maximum communication effectiveness with best value for money									
-	673	9	682	-	682	-	-	708	345
Spending in Departmental Expenditure Limits (DEL)									
<i>Central Government spending</i>									
A	COI - publicity and advisory service								
-	673	9	682	-	682	-	-	708	345
Total for Estimate:									
-	673	9	682	-	682	-	-	708	345

Part II: Resource to cash reconciliation

£'000

	2009-10 Provision	2008-09 Provision	2007-08 Outturn
Net Resource Requirement	682	708	345
Voted capital items			
Capital	-	-	-
Less Non-operating A-in-A	-	-	-
Total net voted capital	-	-	-
Accruals to cash adjustment			
Adjustments to remove non-cash items:			
Cost of Capital charges	-9	-9	-9
Depreciation	-	-	-
New provisions and adjustments to previous provisions	-	-	-
Profit/loss on sale of assets	-	-	-
Prior period adjustments	-	-	-
Other non-cash items	-7	-7	-5
Increase (+) / Decrease (-) in stock	-	-	-
Increase (+) / Decrease (-) in debtors	-	-	-
Increase (-) / Decrease (+) in creditors	-	-	-
Use of provisions	-	-	-
Total accruals to cash adjustments	-16	-16	-14
Excess cash to be CFERd	-	-	-
Net Cash Requirement	666	692	331

Part III: Extra receipts payable to the Consolidated Fund

No CFER income or receipts are expected in 2009-10 or 2008-09. None were received in 2007-08.

Forecast Operating Cost Statement

£'000

	2009-10 Provision	2008-09 Provision	2007-08 Outturn
Net Programme Costs			
RfR 1	682	708	345
Total Net Programme costs	682	708	345
Total Net Operating Cost	682	708	345
<i>of which:</i>			
Net Resource Requirement	682	708	345
Non-voted expenditure	-	-	-
Consolidated Fund Extra Receipts	-	-	-
Reduction in planned spend unable to be included in Estimate	-	-	-
Resource Budget	682	708	345

Notes to the Main Estimate

Reconciliation of resource expenditure between Estimates, Accounts and Budgets

£'000

	2009-10 Provision	2008-09 Provision	2007-08 Outturn
Net Resource Requirement (Estimates)	682	708	345
<i>Adjustments to remove:</i>			
Provision voted for earlier years	-	-	-
<i>Adjustments to additionally include:</i>			
Non-voted expenditure in the OCS	-	-	-
Consolidated Fund Extra Receipts in the OCS	-	-	-
Reductions in planned spend unable to be included in Estimate	-	-	-
Other adjustments	-	-	-
Net Operating Cost (Accounts)	682	708	345
<i>Adjustments to remove:</i>			
Gains / losses from sale of capital assets	-	-	-
Capital grants	-	-	-
European Union income related to capital grants	-	-	-
Voted expenditure outside the budget	-	-	-
<i>Adjustments to additionally include:</i>			
Other Consolidated Fund Extra Receipts	-	-	-
Resource consumption of non departmental public bodies	-	-	-
Unallocated resource provision	-	-	-
Other adjustments	-	-	-
Resource Budget (Budget)	682	708	345
<i>of which:</i>			
Departmental Expenditure Limits (DEL)	682	708	345
Annually Managed Expenditure (AME)	-	-	-

Reconciliation of capital expenditure between Estimates and Budgets

£'000

	2009-10 Provision	2008-09 Provision	2007-08 Outturn
Net Voted Capital (Estimates)	-	-	-
<i>Adjustments to remove:</i>			
Provision voted for earlier years	-	-	-
<i>Adjustments to additionally include:</i>			
Other Consolidated Fund Extra Receipts	-	-	-
Capital spending by non-departmental public bodies	-	-	-
Capital grants	-	-	-
European Union income related to capital grants	-	-	-
Supported capital expenditure (revenue)	-	-	-
Capital spending by levy funded bodies	-	-	-
Unallocated capital provision	-	-	-
Reductions in planned spend unable to be included in Estimate	-	-	-
Other adjustments	-	-	-
Capital Budget (Budget)	-	-	-
<i>of which:</i>			
Departmental Expenditure Limits (DEL)	-	-	-
Annually Managed Expenditure (AME)	-	-	-

Notes to the Main Estimate (*continued*)

Explanation of Accounting Officer responsibilities

The Accounting Officer prepares resource accounts for each financial year.

The following Accounting Officer appointments have been made for the Request for Resources within this Estimate:

Request for Resources 1: Mark Lund, Chief Executive

Mark Lund, has personal responsibility for the proper presentation of the resource accounts and their transmission to the Comptroller and Auditor General. Mark Lund 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 (including any Accounts Direction) 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 *Financial Reporting Manual* (FReM), or an organisation's version of it, 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 safeguarding assets, are set out in chapter 3 of *Managing Public Money* issued by the Treasury.

Notes to the Main Estimate (*continued*)

Departmental Expenditure Limits and Administration budgets

	£'000		
	Voted	Non-voted	Total
Resource DEL	682	-	682
<i>of which: †</i>			
Administration budget	-	-	-
Near-cash in RDEL	666	-	666
Capital DEL ††	-	-	-
Less Depreciation †††	-	-	-
Total DEL	682	-	682

† The total of the 'Administration Budget' and 'Near-cash in Resource DEL' figures may well be greater than total resource DEL, due to the definitions overlapping.

†† Capital DEL includes items treated as resource in Estimates and accounts but which are treated as Capital DEL in budgets.

††† Depreciation, which forms part of resource DEL, is excluded from total DEL since capital DEL includes capital spending and to include depreciation of those assets would lead to double counting.

Comparison of provision sought with final provision and forecast outturn for the previous year

The total net resource sought for 2009-10 of £682,000 is 3.7 per cent lower than the final net provision for 2008-09 of £708,000 and the forecast outturn for 2008-09 of £708,000.

Cash which may be retained to offset expenditure

	£'000		
	2009-10 Provision	2008-09 Provision	2007-08 Outturn
Cash which may be retained by the department to offset expenditure in the year due to its relationship with income (operating and non-operating) that has been, or will be, appropriated in aid.	-	-	-

