

The National Archives: Public Record Office and Historical Manuscripts Commission

Introduction

1. This Estimate covers the cost of the administration of the public records system of the United Kingdom under the Public Records Acts of 1958 and 1967 and the promotion of the highest standards of care and public access for archives of historical value outside the public records.
2. For detail of the expenditure contained in this Estimate, refer to section 10 of the Department for Constitutional Affairs Departmental Report (Cm 6210).
3. Symbols are explained in the Introduction to this booklet.

Part I

	£
Request for Resources 1: Promoting the study of the past in order to inform the present and the future by selecting, preserving and making publicly available public records of historical value and by encouraging high standards of care and public access for archives of historical value outside the public records	36,731,000
Total net resource requirement	36,731,000
Net cash requirement	30,379,000

Amounts required in the year ending 31 March 2005 for expenditure by the National Archives: Public Record Office and Historical Manuscripts Commission on:

RfR1: Promoting the study of the past in order to inform the present and the future by selecting, preserving and making publicly available public records of historical value and by encouraging high standards of care and public access for archives of historical value outside the public records

Payments for expenditure by the Public Record Office and Historical Manuscripts Commission on administration and operational associated non-cash costs.

The National Archives: Public Record Office and Historical Manuscripts Commission will account for this Estimate

	Net total	Allocated in Vote on Account	Balance to complete
	£	£	£
RfR 1	36,731,000	16,084,000	20,647,000
Total net resource requirement	36,731,000	16,084,000	20,647,000
Net cash requirement	30,379,000	13,223,000	17,156,000

Part II: Subhead detail

£'000

2004-05						2003-04 Provision	2002-03 Outturn		
Resources						Capital		Net Total Resources	Net Total Resources
Admin	Other Current	Grants	Gross Total	A in A	Net Total	Capital	Non- operating A in A		
1	2	3	4	5	6	7	8	9	10
RfR 1: Promoting the study of the past in order to inform the present and future by selecting, preserving and making publicly available public records of historical value and by encouraging high standards of care and public access for archives of historical value outside the public records									
38,336	-	-	38,336	1,605	36,731	3,315	-	38,806	33,451
Spending in Departmental Expenditure Limits (DEL)									
<i>Central Government spending</i>									
A Public Record Office									
37,187	-	-	37,187	1,600	35,587	3,300	-	37,655	32,329
B Historical Manuscripts Commission									
1,149	-	-	1,149	5	1,144	15	-	1,151	1,122
Total for Estimate:									
38,336	-	-	38,336	1,605	36,731	3,315	-	38,806	33,451

Part II: Resource to cash reconciliation

	£'000		
	2004-05 Provision	2003-04 Provision	2002-03 Outturn
Net Total Resources	36,731	38,806	33,451
Voted capital items			
Capital	3,315	5,184	2,244
Less Non-operating A-in-A	-	-	-
Total net voted capital	<u>3,315</u>	<u>5,184</u>	<u>2,244</u>
Accruals to cash adjustment			
Adjustments to remove non-cash items:			
Cost of Capital charges	-3,403	-3,405	-3,270
Depreciation	-6,094	-6,099	-3,706
New provisions and adjustments to previous provisions	-110	-110	-363
Profit/loss on sale of assets	-	-	-
Prior period adjustments	-	-	-
Other non-cash items	-60	-60	-59
Increase (+) / Decrease (-) in stock	-	-	-
Increase (+) / Decrease (-) in debtors	-	-	-
Increase (-) / Decrease (+) in creditors	-	-	646
Use of provisions	-	-	-
Total accruals to cash adjustments	<u>-9,667</u>	<u>-9,674</u>	<u>-6,752</u>
Excess cash to be CFERd	-	-	-
Net Cash Requirement	<u>30,379</u>	<u>34,316</u>	<u>28,943</u>

Part III: Extra receipts payable to the Consolidated Fund

In addition to appropriations in aid the following income relates to the Department and is payable to the Consolidated Fund (cash receipts being shown in italics):-

	£'000					
	2004-05 Provision		2003-04 Provision		2002-03 Outturn	
	Income	<i>Receipts</i>	Income	<i>Receipts</i>	Income	<i>Receipts</i>
Operating income not classified as AinA	-	-	-	-	578	578
Non-operating income not classified as AinA	-	-	-	-	-	-
Other amounts collectable on behalf of the Consolidated Fund	-	-	-	-	-	-
Excess cash receipts to be surrendered to the Consolidated Fund	-	-	-	-	-	-
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>578</u>	<u>578</u>

Forecast Operating Cost Statement

	2004-05 Provision	2003-04 Provision	2002-03 Outturn	£'000
Net administration costs:				
RfR 1	36,731	38,806	33,451	
Net programme costs:				
RfR 1	-	-	-578	
Total net programme costs	-	-	-578	
Total Net Operating Cost	36,731	38,806	32,873	
<i>of which:</i>				
Net Resource Outturn	36,731	38,806	33,451	
CFERs	-	-	-578	
Non-voted expenditure	-	-	-	
Resource Budget Outturn	36,731	38,806	32,873	

Notes to the Main Estimate

Reconciliation of resource expenditure between Estimates, Accounts and Budgets

	£'000		
	2004-05	2003-04	2002-03
	Provision	Provision	Outturn
Net Resource Outturn (Estimates)	36,731	38,806	33,451
<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	-	-	-578
Other adjustments	-	-	-
Net Operating Cost (Accounts)	36,731	38,806	32,873
<i>Adjustments to remove:</i>			
capital grants to local authorities	-	-	-
capital grants financed from the Capital Modernisation Fund	-	-	-
European Union income and related adjustments	-	-	-
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 Outturn (Budget)	36,731	38,806	32,873
<i>of which:</i>			
Departmental Expenditure Limits (DEL)	36,731	38,806	32,873
Annually Managed Expenditure (AME)	-	-	-

Reconciliation of capital expenditure between Estimates and Budgets

	£'000		
	2004-05	2003-04	2002-03
	Provision	Provision	Outturn
Net Voted Capital Outturn (Estimates)	3,315	5,184	2,244
<i>Adjustments to remove:</i>			
gains / losses from sale of capital assets	-	-	-
<i>Adjustments to additionally include:</i>			
other Consolidated Fund Extra Receipts	-	-	-
capital spending by non-departmental public bodies	-	-	-
capital grants to local authorities	-	-	-
capital grants financed by the Capital Modernisation Fund	-	-	-
local authority credit approvals	-	-	-
capital spending by levy funded bodies	-	-	-
unallocated capital provision	-	-	-
Other adjustments	-	-	-
Capital Budget Outturn (Budget)	3,315	5,184	2,244
<i>of which:</i>			
Departmental Expenditure Limits (DEL)	3,315	5,184	2,244
Annually Managed Expenditure (AME)	-	-	-

Notes to the Main Estimate *(continued)*

Explanation of Accounting Officer responsibilities

The Treasury has appointed Mrs Sarah Tyacke, who is the Permanent Head of the Public Record Office and the sole Historical Manuscripts Commissioner, as Accounting Officer of the Department with responsibility for preparing the Department's Estimate.

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 Department's assets, are set out in the Accounting Officers' Memorandum, issued by the Treasury and published in *Government Accounting*.

Notes to the Main Estimate *(continued)*

Analysis of appropriations in aid (A in A)

	£'000					
	2004-05 provision		2003-04 provision		2002-03 outturn	
	Operating A in A	Non- operating A in A	Operating A in A	Non- operating A in A	Operating A in A	Non- operating A in A
RfR 1: Promoting the study of the past in order to inform the present and the future by selecting, preserving and making publicly available public records of historical value and by encouraging high standards of care and public access for archives of historical value outside the public records						
Records, registration and surveys	1,605	—	4,755	—	4,183	—
Total RfR 1	1,605*	—	4,755	—	4,183	—

*Amount that may be applied as appropriations in aid in addition to the net total, arising from charges for the sale of copies of documents; sale of publications and other items and services; professional fees; sale of fixed assets and grants received to carry out specific projects.

Notes to the Main Estimate *(continued)*

Administration cost limits and Departmental Expenditure Limits

Administration costs limits £'000

	Gross provision	Income	Total administration costs limit
Gross administration costs limits	38,336	–1,605	36,731
Net administration costs limits	—	—	—

Departmental Expenditure Limits (DEL) £'000

	Voted*	Non-voted	Total
Resource DEL	36,731	—	36,731
Capital DEL	3,315	—	3,315
Less depreciation	–6,094	—	–6,094
Total DEL	33,952	—	33,952

- * i. Capital DEL includes items treated as resource in Estimates and Accounts, but which are treated as part of Capital DEL, under stage 2 of Resource Accounting and Budgeting, as implemented in the 2002 Spending Review
 ii. Excludes EU receipts included in Estimates, but excluded in Budgets

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

The total net resource sought for 2004-05 of £36,731,000 is 5.3 per cent lower than the final provision for 2003-04 of £38,806,000 and 1.8 per cent lower than the forecast outturn of that year of £37,400,000.

Notes to the Main Estimate (continued)**Cash which may be retained to offset expenditure****£'000**

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

	2004-05 provision	2003-04 provision	2002-03 outturn
	1,605	4,755	4,183
