

# Central Office of Information

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## Introduction

1. This Estimate covers the Central Advisory Service for publicity advice provided centrally.
2. Symbols are explained in the Introduction to this booklet.

## Part I

	£
<b>Request for Resources 1: Achieving maximum communication effectiveness with best value for money</b>	<b>716,000</b>
<b>Total net resource requirement</b>	<b>716,000</b>
<b>Net cash requirement</b>	<b>711,000</b>

Amounts required in the year ending 31 March 2005 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
	£	£	£
<b>RfR 1</b>	716,000	322,000	394,000
<b>Total net resource requirement</b>	716,000	322,000	394,000
<b>Net cash requirement</b>	711,000	320,000	391,000

## 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
<b>RfR 1: Achieving maximum communication effectiveness with best value for money</b>									
-	716	-	716	-	716	-	-	716	716
<b>Spending in Departmental Expenditure Limits (DEL)</b>									
<i>Central Government spending</i>									
A COI - publicity and advisory service									
-	716	-	716	-	716	-	-	716	716
<b>Total for Estimate:</b>									
-	716	-	716	-	716	-	-	716	716

## Part II: Resource to cash reconciliation

	£'000		
	2004-05 Provision	2003-04 Provision	2002-03 Outturn
<b>Net Total Resources</b>	716	716	716
<b>Voted capital items</b>			
Capital	-	-	-
Less Non-operating A-in-A	-	-	-
<b>Total net voted capital</b>	-	-	-
<b>Accruals to cash adjustment</b>			
Adjustments to remove non-cash items:			
Cost of Capital charges	-	-	-
Depreciation	-	-	-
New provisions and adjustments to previous provisions	-	-	-
Profit/loss on sale of assets	-	-	-
Prior period adjustments	-	-	-
Other non-cash items	-5	-5	-5
Increase (+) / Decrease (-) in stock	-	-	-
Increase (+) / Decrease (-) in debtors	-	-	-
Increase (-) / Decrease (+) in creditors	-	-	-
Use of provisions	-	-	-
<b>Total accruals to cash adjustments</b>	-5	-5	-5
<b>Excess cash to be CFERd</b>	-	-	-
<b>Net Cash Requirement</b>	711	711	711

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

No CFER income or receipts are expected in 2004-05. None were received in 2003-04 or 2002-03.

## Forecast Operating Cost Statement

	2004-05 Provision	2003-04 Provision	2002-03 Outturn	£'000
<b>Net administration costs:</b>				
RfR 1	-	-	-	-
<b>Net programme costs:</b>				
RfR 1	716	716	716	
<b>Total net programme costs</b>	<u>716</u>	<u>716</u>	<u>716</u>	716
<b>Total Net Operating Cost</b>	716	716	716	716
<i>of which:</i>				
<b>Net Resource Outturn</b>	716	716	716	716
CFERs	-	-	-	-
Non-voted expenditure	-	-	-	-
<b>Resource Budget Outturn</b>	716	716	716	716

## Notes to the Main Estimate

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

	£'000		
	2004-05 Provision	2003-04 Provision	2002-03 Outturn
<b>Net Resource Outturn (Estimates)</b>	<b>716</b>	<b>716</b>	<b>716</b>
<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	-	-	-
Other adjustments	-	-	-
<b>Net Operating Cost (Accounts)</b>	<b>716</b>	<b>716</b>	<b>716</b>
<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	-	-	-
<b>Resource Budget Outturn (Budget)</b>	<b>716</b>	<b>716</b>	<b>716</b>
<i>of which:</i>			
Departmental Expenditure Limits (DEL)	716	716	716
Annually Managed Expenditure (AME)	-	-	-

### Reconciliation of capital expenditure between Estimates and Budgets

	£'000		
	2004-05 Provision	2003-04 Provision	2002-03 Outturn
<b>Net Voted Capital Outturn (Estimates)</b>	-	-	-
<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	-	-	-
<b>Capital Budget Outturn (Budget)</b>	-	-	-
<i>of which:</i>			
Departmental Expenditure Limits (DEL)	-	-	-
Annually Managed Expenditure (AME)	-	-	-

## Notes to the Main Estimate *(continued)*

### Explanation of Accounting Officer responsibilities

The Treasury has appointed the Chief Executive of the Central Office of Information, Alan Bishop, as Accounting Officer with overall 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)*

### Administration cost limits and Departmental Expenditure Limits

Departmental Expenditure Limits (DEL)	£'000		
	Voted*	Non-voted	Total
Resource DEL	716	—	716
Capital DEL	—	—	—
Less depreciation			
Total DEL	716	—	716

- \* 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 £716,000 is the same as both the final provision and the forecast outturn for 2003-04.