

# Central Office of Information

## Introduction

This Supplementary Estimate is required for the following purposes:

£			
Changes in budgets, non-budget voted provision and cash	Increases	Reductions	Total
Machinery of Government change to Cabinet Office.		-301,000	
<b>Total change in Resource DEL (Voted)</b>		<b>-301,000</b>	<b>-301,000</b>
Cash consequences of the Machinery of Government change to the Cabinet Office.		-301,000	
<b>Total change in Net cash requirement</b>		<b>-301,000</b>	<b>-301,000</b>

**Part I**

	Voted	Non-Voted	Total
<b>Departmental Expenditure Limit</b>			
Resource †	-301,000	-	-301,000
Capital	-	-	-
<b>Annually Managed Expenditure</b>			
Resource	-	-	-
Capital	-	-	-
<b>Total Net Budget</b>			
Resource	-301,000	-	-301,000
Capital	-	-	-
<b>Non-Budget Expenditure</b>	-		
<b>Net cash requirement †</b>	<b>-301,000</b>		

Supplementary amounts required in the year ending 31 March 2012 for expenditure by Central Office of Information on:

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

Administration costs incurred in providing market and communications services to Government and to other clients in the public sector; advising on marketing and communications policy and setting up a function to evaluate impact of marketing on policy outcomes.

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

† The functions of the Central Office of Information were transferred to the Cabinet Office on 1 April 2011 when the Central Office of Information ceased to be a non-Ministerial department. Within the overall changes sought in this Estimate, the specific changes relating to this Machinery of Government change are:

- a) the Departmental Expenditure Limit - Resource (voted) is decreased by £ 301,000; and
- b) the net cash requirement is decreased by £ 301,000.

## Part II: Changes Proposed

						£'000		
Present		Net Resources Changes		Revised		Present	Net Capital Changes	Revised
Admin	Prog	Admin	Prog	Admin	Prog	7	8	9
1	2	3	4	5	6			
<b>Spending in Departmental Expenditure Limits (DEL)</b>								
<b>Voted expenditure</b>								
-	301	-	-301	-	-	-	-	-
<i>Of which:</i>								
<i>COI - publicity and advisory service</i>								
-	301	-	-301	-	-	-	-	-
<b>Total Spending in DEL</b>								
		-	-301				-	
<b>Total for Estimate</b>								
		-	-301				-	
<i>Of which:</i>								
<b>Voted expenditure</b>								
		-	-301				-	
<b>Non-voted expenditure</b>								
		-	-				-	

£'000

	Present Plans	Changes	Revised Plans
<b>Net cash requirement</b>	<b>301</b>	<b>-301</b>	<b>-</b>

**Part II: Revised subhead detail including additional provision**

£'000

<b>Revised Plans</b>									
<b>Resources</b>						<b>Capital</b>			
<b>Gross</b>	<b>Administration</b>	<b>Net</b>	<b>Gross</b>	<b>Programme</b>	<b>Net</b>	<b>Gross</b>	<b>Income</b>	<b>Net</b>	
<b>1</b>	<b>Income</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>
<b>Spending in Departmental Expenditure Limits (DEL)</b>									
<b>Voted expenditure</b>									
-	-	-	-	-	-	-	-	-	
<i>Of which:</i>									
<i>COI - publicity and advisory service</i>									
-	-	-	-	-	-	-	-	-	
<b>Total Spending in DEL</b>									
-	-	-	-	-	-	-	-	-	
<b>Total for Estimate</b>									
-	-	-	-	-	-	-	-	-	
<i>Of which:</i>									
<b>Voted expenditure</b>									
-	-	-	-	-	-	-	-	-	
<b>Non-voted expenditure</b>									
-	-	-	-	-	-	-	-	-	

## Part II: Resource to cash reconciliation

£'000

	Present Plans	Changes	Revised Plans
<b>Net Resource Requirement</b>	<b>301</b>	<b>-301</b>	<b>-</b>
<b>Net Capital Requirement</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Accruals to cash adjustments</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>Of which:</i>	-	-	-
<i>Adjustments to remove non-cash items:</i>	-	-	-
Depreciation	-	-	-
New provisions and adjustments to previous provisions	-	-	-
Departmental Unallocated Provision	-	-	-
Supported capital expenditure (revenue)	-	-	-
Prior Period Adjustments	-	-	-
Other non-cash items	-	-	-
<i>Adjustment for NDPBs:</i>	-	-	-
Remove voted resource and capital	-	-	-
Add cash grant-in-aid	-	-	-
<i>Adjustments to reflect movements in working balances:</i>	-	-	-
Increase (+) / Decrease (-) in stock	-	-	-
Increase (+) / Decrease (-) in debtors	-	-	-
Increase (-) / Decrease (+) in creditors	-	-	-
Use of provisions	-	-	-
<b>Removal of non-voted budget items</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>Of which:</i>	-	-	-
Consolidated Fund Standing Services	-	-	-
Other adjustments	-	-	-
<b>Net Cash Requirement</b>	<b>301</b>	<b>-301</b>	<b>-</b>

## Part III: Note A - Forecast Operating Cost Statement & Reconciliation Table

	£'000
	Revised Plans
Gross Administration Costs	-
<i>Less:</i>	
Administration DEL Income	-
<b>Net Administration Costs</b>	-
Gross Programme Costs	-
<i>Less:</i>	
Programme DEL Income	-
Programme AME Income	-
Non-budget income	-
<b>Net Programme Costs</b>	-
<b>Total Net Operating Costs</b>	-
<i>Of which:</i>	
Resource DEL	-
Capital DEL	-
Resource AME	-
Capital AME	-
Non-budget	-
<i>Adjustments to include:</i>	
Departmental Unallocated Provision (resource)	-
Consolidated Fund Extra Receipts in the budget but not in the OCS	-
<i>Adjustments to remove:</i>	
Capital in the OCS	-
Non-Budget Consolidated Fund Extra Receipts in the OCS	-
Other adjustments	-
<b>Total Resource Budget</b>	-
<i>Of which:</i>	
Resource DEL	-
Resource AME	-
<i>Adjustments to remove:</i>	
Consolidated Fund Extra Receipts in the resource budget	-
Other adjustments	-
<b>Total Resource (Estimate)</b>	-

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**Part III: Note B - Analysis of Departmental Income**

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**£'000****Revised  
Plans**

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No departmental income is expected in 2011-12.

## **Part III: Note C - Analysis of Consolidated Fund Extra Receipts**

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No CFER income or receipts are expected in 2011-12.



## Part III: Note D - Explanation of Accounting Officer responsibilities

The Accounting Officer prepares resource accounts for each financial year.

The following individuals are responsible for the expenditure within this Estimate:

<b>Accounting Officer</b>	Ian Watmore
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Ian Watmore has personal responsibility for the proper presentation of the department's resource accounts and their transmission to the Comptroller & Auditor General, 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 (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 regularity and propriety of the public finances for which an Accounting Officer is answerable, for keeping proper records and safeguarding assets, are also set out in Chapter 3 of *Managing Public Money*.

