

1935

1935

38053

KENYA

CO 533/456

38053

FINANCIAL.

REPLICATION OF EXPENSES OF SPECIAL COMMITTEES.

Previous			
241	18/1		
309	26/12		
Mr. Swanton	26		
R. Hood	1		
298	28/2		
297	2/3		
Mulpaunt	6/3		
297	.		

Financial.

Suggests that, in future, reports by special committees should contain a statement showing the expense incurred. Quotes example from C.M.D. 3554 and requests information as to how the figures are arrived at.

45584/20

As regards the practice in the U.K., the instructions are laid down in the Treasury Circular of 13 Sept. 1920, namely, that there shall be prepared to all reports by Committees or Royal Commissions which are published, a statement giving an estimate of the cost of preparation of the report, to include expenditure on

- salaries & wages,
- travelling & incidental expenses,
- the accommodation
- furniture fuel & light,
- rates,
- telephones,
- printing & publishing.

But the estimated cost is not to include an apportionment of salaries of permanent officials (unless they are actually seconded for the purposes of a Committee), or expenses in respect of rent, fuel etc of rooms ordinarily occupied for departmental purposes.

Where the ^{whole} cost of ~~the~~ a Committee is borne on Colonial Funds, no estimate of cost of producing the report appears on the printed copy, but a statement is made that "The cost of the enquiry is chargeable to Colonial funds."

99236/31

I have no doubt that Account
Department could produce
Statements of expenditure on
various reports, but?
it will suffice if a copy
of the Treasury Circular of
13th Sept. 1920 is sent to
Sir J. Byrne
C. Furnwith
26/9/21.

If the time of permanent officials is excluded,
Sir J. Byrne's figure still stands as high
as 458.

26.

Sir C. Bottomley
Sir J. Byrne wants to know how the
cost is calculated Dept. here will
1-14-21
27

Noted
2 To Sir J. Byrne (1 am.) etc 28/2/35
1/11/21
1/11/21

3
L

C. O.

Mr. Flood. 27 2

Mr.

Mr.

Mr. Parkinson

Sir G. Tomlinson

X Sir C. Bottomley 27.2 to

Sir J. Shuckburgh

Permt. U.S. of S.

Parly. U.S. of S.

Secretary of State.

Semi-official for Sir C. Bottomley's signature

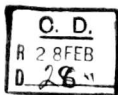
J. J.

Downing Street,

28 February, 1935.

Personal & Confidential

Reg. del. Byrne....

DRAFT.SIR JOSEPH BYRNE, G.C.M.G., K.B.E.,
C.B.

I have looked into the question which you raised in your letter to me of the 2nd of February about the method followed in calculating the expenses of Royal Commissions and so forth and I find that the matter is governed by rules ^{provided} ~~laid down~~ by the Treasury.

The rule as laid down is this:- When any Report by a Committee or Royal Commission is published a statement shall be prefixed giving an estimate of the cost of preparation of the Report and an estimate of the cost of printing and publishing it. Where an interim

FURTHER ACTION.

Report

Report is published the cost incurred up to the date of publication should be given and the total cost should appear in the final Report.

The estimate of the cost of preparation is to include the expenditure on salaries, wages, travelling and incidental expenses, and any other expenditure by the Committee or Commission. The estimate should also include any expenditure on office accommodation, furniture, fuel and light, rates and telephones.

It is, however, laid down that the estimated cost is meant to include only actual disbursements in respect of the Committee or Commission and no attempt should be made to include portions of salaries of permanent officials (unless they are entirely seconded for the purposes of the Committee's work, or of expenses in respect of rent, fuel, etc. of rooms which are ordinarily occupied for Departmental purposes.

The upshot of all this is that a
Committee

C. O.

Mr.

Mr.

Mr.

Mr. Parkinson

Sir G. Tomlinson

Sir C. Bottomley

Sir J. Shuckburgh

Parlt. U.S. of S.

Parly. U.S. of S.

Secretary of State.

DRAFT.

FURTHER ACTION.

Committee consisting wholly of Govt. officials, with its typing done by the ordinary staff of an office and meeting in one of the office rooms, would have no expenditure other than the actual cost of printing and publishing and the travelling expenses of any witnesses who might be summoned before it.

Applying this criterion to the statement of expenses set out in the enclosure to your letter it would not be proper to charge anything in respect of the salaries of Mr. Sanford, Mr. La Fontaine, Mr. Waters, Mr. Thornton and Mr. Liversage.

Deducting the figures put down ^{for them} this would leave a total of £458, but this too would ~~probably~~ be subject to reduction in case any of the typing was done by Govt. regular staff, or in case anything is included in the cost of printing to cover the salaries of the Govt. printers.

I hope this will make the system quite clear to you. I agree

with

with you that the idea of showing the
cost is attractive and might have a good
effect with the Unofficials. If, however,
you do decide to publish a similar statement
and to base it on the practice followed in
this country, ^{it would be reasonable} ~~I think~~ it would be a good
~~thing~~ ^(as stated) to add in every instance that the
cost ^{takes} no account of the time spent by
officers of the Govt. Services. ^{Otherwise}
^{assume that} ^{did} ~~people might think~~ ^{the cost includes} such
^{matters}

YOURS SINCERELY

(Signed) W. C. BOTTOMLEY.

AIR MAIL
PERSONAL AND CONFIDENTIAL



S Recd 11/4/35
38053/38-1/2
GOVERNMENT HOUSE

KENYA

EAST AFRICA

RECEIVED
2nd February, 1935.

By near Bottomley, C. O. REC'D

As you are aware, Kenya is cursed with a super-abundance of Committees and the public are not adequately informed as to the expenditure that is thus incurred and as to the enormous amount of time the senior officials have to devote to this work. I believe if it were not for this class of work we could either reduce our staff or get more productive service out of them.

Annex (2)

A very glaring case arose during the Secretary of State's visit. Some time previously, on the motion of Mr. O'Shea, a demand was made to appoint an Economic Development Committee which according to him would produce some magic by which our economic ills would be cured. The Government at that time considered that if further loan money was forthcoming a committee of this nature might be of value in indicating how such monies could be productively spent. Sir Philip at interviews let it be known that there.....

that there was no hope at the present time of raising loans although he would sympathetically examine concrete development proposals. I then informed the unofficials that in these circumstances it would, in my opinion, be waste of time and money to appoint a Committee. There was a row in the House and the argument raised was that the Governor's word should never be broken (even if the conditions had completely changed since that word was given). During the short adjournment I consulted my senior officials and we decided with reluctance - having regard to this new factor of the Governor's word - to appoint the Committee. On my return to Government House Sir Philip was good enough to say that I did the right thing.

Well, the Committee has now reported and although it contains a mine of concisely written information for which Sandford and his colleagues deserve the utmost praise, the nett result, as was to be expected, is the production of a few sensible recommendations which could.....

could easily have been arrived at without all this expenditure. I called for an estimate of this expenditure and I annex a copy of a memorandum prepared in the Secretariat. What I am leading up to is that I consider in future we should adopt the same practice and insert a statement in each printed report showing the expenditure incurred. I have before me, for example, Command Paper CMD.3554 which contains the following:-

Copy attached

"The expenses incurred in connection with the Committee were £139.13.11. and the cost of printing and publishing this report is estimated by H. M. Stationery Office at £33.10.0."

Could you possibly obtain for me information as to how these figures are arrived at. For instance, is the time given up by officials included in the calculation?

Yours sincerely,

SIR W. C. BOTTOLLEY, K.C.M.G., C.B., C.B.E.,
COLONIAL OFFICE,
DOWNING STREET, S.W.1.

ECONOMIC DEVELOPMENT COMMITTEE.

The following are the details you require:-

Mr. Sandford.	44 half-days at £1,125 p.a.	£ 68.
Mr. La Fontaine.	25 half-days at £1,350 p.a.	£ 46.
Mr. Waters.	40 half-days at £1,500 p.a.	£ 82.
Mr. Thornton.	34 half-days at £1,100 p.a.	£ 51.
Lord Francis Scott.	24 attendances at Shs. 25/-.	£ 30.
Major Cavendish-Bentinck.	9 attendances at Shs. 10/-.	£ 4.
Mr. O'Shea.	3 attendances at Shs. 25/-.	£ 4.
Capt. Anderson.	44 attendances at Shs. 10/-.	£ 22.
Col. Griffiths.	Claim paid.	£115.
Mr. Puri.	44 attendances at Shs. 10/-.	£ 22.
Mr. Liversage.	44 half-days at £560 p.a.	£ 39.
Typing, etc.		£ 86.
Printing.		<u>£175.</u>
	TOTAL.	<u>£744.</u>

The amounts have been worked out to the nearest pound in each case.

2. I must emphasise that this figure of £744 is a definite underestimate for the following reasons:-

(a) I have assumed the meetings each lasted half a day; some, if not all, must have lasted a full day.

(b) Obviously, the Chairman and/or the Secretary must have spent a lot of time collecting information for the Committee, and drafting the report; no allowance is made for this.

(c) In the cases of Lord Francis Scott and Mr. O'Shea, no allowances are made for travelling en route to Nairobi; they may possibly have been coming for other purposes, and it is not clear how many journeys they made. They invariably claim the maximum they can.

(d).....

8

(d) No allowance has been made for Mr. La Fontaine's travelling.

(e) For part of the time Mr. Sandford was Acting Treasurer and Mr. La Fontaine was Acting Chief Native Commissioner and as such they were in receipt of acting allowances.

(f) No allowance is made for stationery or time of departmental clerical staff.

3. Bearing these points in mind, I would estimate the real cost of the Committee at £1,000 in round figures. The argument that some of the members have not yet claimed and that therefore their allowances should not be shown is no argument at all. They will claim and, in any case, their allowances are a definite liability which has been incurred by Government.

31st January, 1935.