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*Civil Service.*  
*CF to note. I have*  
*spoken to Adrian Carter*  
*and explained the importance*  
*we attached to a paper in the*  
*autumn. I have told him*  
*that the end of January is an*  
*acceptable deadline.*

*Received*

*30/12*

23 December 1981

*Dear Willie,*

SCRUTINY OF DEPARTMENTAL RUNNING COSTS

We have been approached by the duty clerks several times in recent weeks about the submission to the Prime Minister of the results of this year's running costs exercise, which was commissioned by Mr Hayhoe's minute of 13 May to the Home Secretary and other Ministers in charge of Departments. It may be helpful to set out for you how we stand.

When Mr Hayhoe wrote he asked for replies by 18 September with a view to a report to colleagues in the Autumn. Departmental returns were late, and even now some have not been received despite several reminders. Treasury officials who have to prepare the report are now heavily engaged in the 1982-83 Estimates and other urgent work, and we shall want to consult Sir Derek Rayner and MPO officials about what the latest round shows by way of progress and how future rounds can best fit in with the general thrust towards better financial management.

All this means, I am afraid, that the exercise will take longer than originally envisaged. Nevertheless, we shall do all we can to enable a Treasury Minister to put forward a submission by the end of January.

*Yours sincerely,*

*Adrian Carter*

A A CARTER  
Private Secretary



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