

MR WHITMORE

Rt

Civil Service



10 DOWNING STREET

From the Private Secretary

15 March, 1982

Dear Adrian

Departmental Running Costs

On 8 February, I wrote to Terry Mathews setting out the Prime Minister's comments on the Chief Secretary's minute of 1 February, in which he reported on the 1981 scrutiny of departmental running costs.

In particular, I said that the Prime Minister not only attached great importance to the role and work of the central departments in consolidating the scrutiny as part of the continuing machinery of good management, but also would like your Minister to take a particular interest in this on her behalf.

The purpose of this letter is to let you know that the Prime Minister would very much like Mr. Heyhoe to report to her in person, in the near future, on

- a) Intentions for developing and using the scrutiny in 1982-83;
- b) Movements in the volumes of resources consumed since the Administration was formed which are acceptable or which require action; and
- c) Intended action to retrench worrying expenditures.

Caroline Stephens here will be in touch with you shortly to arrange a suitable time.

I am copying this to Jim Buckley (Office of the Chancellor of the Duchy of Lancaster), John Kerr (H.M. Treasury), Terry Mathews (Chief Secretary's Office), Jeremy Colman (H.M. Treasury), David Wright (Cabinet Office) and Clive Priestley (Sir Derek Rayner's Office).

Yours ever

Willie Rickett

Adrian Carter, Esq.,
H.M. Treasury

Off for date
late faxed
Tuesday 20 April
at 1645 hrs
rearranged for
27 April at 1200