

NATIONAL INSTITUTE FOR RESEARCH IN NUCLEAR SCIENCE

GENERAL PURPOSES COMMITTEE

CONTROL OF EXPENDITURE

Note by the Secretary

1. Hitherto, the Institute's capital expenditure has been entirely on the 7 GeV proton synchrotron under construction. Complete arrangements for control of this expenditure were made at the start of the project (N.I.(G.P.)(57) 2).

Recurrent expenditure, with the exception of salaries, travelling and subsistence, has hitherto been on A.E.A. services.

In both cases, additional types of expenditure will be necessary in future. Arrangements for control are suggested below:

2. Capital Expenditure will be required for example on the proton linear accelerator and on research equipment for use with it. Projects costing £25,000 or over have to be referred through the Institute to the A.E.A. (Paper N.I. (57)3).

For smaller projects it is desired to give the General Purposes Committee adequate control, and at the same time to avoid excessive reference to them. It is suggested that where provision for projects has been made in estimates the Director, Rutherford Laboratory should be authorised to approve items costing up to £1,000, but should consult the Chairman over larger items and subject to the Chairman's discretion should seek the prior approval of the General Purposes Committee for projects costing over £5,000. The figures of £1,000 and £5,000 should be reviewed later if necessary, in the light of experience.

3. Recurrent Expenditure

- (a) Direct Expenditure of the N.I.R.N.S.

- (i) Salaries, superannuation etc. of Institute staff. Control will be by approval of complement and salary scales by the Institute.

- (ii) Travelling and subsistence expenses of members of the Institute and their Committees and staff, and of others (not from abroad) invited to visit the Laboratory.

Appropriate arrangements for the control of this expenditure have already been made (Paper N.I. (G.P.)(58) 5).

- (iii) Foreign travel of people other than the National Institute and their staff.

A proposal on this subject, including the control of expenditure, will be made at a later date.

- (iv) University Agreements. It is suggested that authority to approve agreements within the terms of paper N.I. (58) 19, and not exceeding in value £5,000 in any year for any one agreement, should be delegated to the Director, Rutherford Laboratory, who would have the advice of the Visiting Committee. The Chairman should be consulted in any case of doubt or difficulty. The figure of £5,000 should be reviewed if necessary later, in the light of experience.

(v) General Administrative expenses. It is suggested that authority to approve miscellaneous expenditure up to a stated total sum should be delegated to the Director, Rutherford Laboratory from time to time. For 1958/59 and 1959/60, the following sums are proposed:-

	1958/59	1959/60
Entertainment	£100	£100
Other miscellaneous expenses	£500	£2,000

(b) Services Provided by the A.E.R.E.

By inviting the A.E.A. to design and construct the proton synchrotron, and to operate and maintain the proton linear accelerator, the Board have in effect authorised expenditure on certain A.E.R.E. services. Further, it is accepted that many other A.E.R.E. services will be provided to the Rutherford Laboratory. It is suggested that where services are provided in the same way as to an A.E.R.E. Division, that is to say to the normal A.E.R.E. standards and subject to A.E.R.E. priorities, no mechanism of approval within the Institute is needed, but that to establish an appropriate formal position, the Institute should delegate to the Director, Rutherford Laboratory authority to incur the cost of all A.E.R.E. services provided on this basis.

If, however, the Director Rutherford Laboratory feels it necessary to ask the A.E.R.E. for special treatment in any particular service (such as for example the services of specific numbers of personnel) it is suggested that in addition to seeking the agreement of the Director, A.E.R.E., he should obtain the approval of the General Purposes Committee to the special requirements.

4. General

Following the procedure established for the 7 GeV accelerator construction project, it is proposed that at each quarterly meeting of the General Purposes Committee, the Director, Rutherford Laboratory should report on the expenditure committed by him under delegated authority, and on any proposed action during the coming quarter which would require the prior approval of the General Purposes Committee because it was outside his delegated powers.

A procedure used by the General Purposes Committee on the 7 GeV project might be very helpful on occasions; namely the granting of authority for a project in advance of a firm price quotation, subject to the latter proving not to exceed the sum stated by more than 10%.