

## **EXTERNAL CONSULTATION ON THE CONTENT OF DASA'S QUARTERLY CIVILIAN PUBLICATION CPS01**

### **Planned changes to DASA'S Civilian CPS01 National Statistics Publications**

1. Defence Analytical Services and Advice (DASA) plans to expand the presentation of statistics on civilian manpower currently published as National Statistics in its Quarterly Publication (CPS01). This is a continuation of DASA's improvements of its National Statistics, following the creation of the military Monthly Manning Report (MMR) and Quarterly Manning Report (QMR) in 2009 and the current open consultation.
2. Your views are sought on what you would like to be included in the new consolidated publication.

### **Reasons for the proposed changes**

3. DASA currently presents civilian personnel statistics in its quarterly National Statistic publication, CPS01, available at:  
<http://www.dasa.mod.uk/applications/newWeb/www/index.php?page=66&pubType=1>
4. DASA intend to enhance CPS01 by including information currently published in two additional products not currently available to external customers of the MOD. These publications feature strength and flow data compiled in isolation, making it difficult to get a comprehensive picture without referring to multiple publications. The creation of one quarterly National Statistics product, which presents strength and flow definitions should make it easier to refer to figures and establish a consistent and recognisable civilian manpower picture.
5. The current CPS01 has not been reviewed for content for a number of years. The MOD 2011-2012 Business Plan stipulates that increased transparency is required to help improve accountability, efficiency and effectiveness of the department. Since the announcement of the Strategic Defence and Security Review (SDSR), the requirements of the department have rapidly changed and this provides the opportunity to review the data currently presented for relevance and consider what, if any, new statistics can be incorporated or removed
6. A Statistics Commission review concluded that the presentation of data in DASA's annual publication 'UK Defence Statistics' (MOD's principal manpower National Statistics publication) would benefit from greater clarity and insight. The Code of Practice for Official Statistics<sup>1</sup>, Principle eight 'frankness and accessibility', Practice two says:

"Prepare and disseminate commentary and analysis that aid interpretation, and provide factual information about the

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<sup>1</sup> United Kingdom Statistics Authority, *Code of Practice for Official Statistics*, Edition 1.0, January 2009. Available at: <http://www.statisticsauthority.gov.uk/assessment/code-of-practice/index.html>.

policy or operational context of official statistics. Adopts formats for the presentation of statistics in graphs, tables and maps that enhance clarity, interpretability and consistency.”

7. The proposed expanded National Statistics publication will feature more information about the source of civilian data and its limitations, fuller definitions of the statistics, graphical presentation of these data to aid understanding and fuller commentary on the key issues.

### **The impact and benefits of these changes**

8. The new quarterly publication has not been finalised at this stage but will likely include more tables than are currently produced for CPS01, with the intention to provide a more coherent picture of manpower, focusing in greater detail on key statistics about the MOD Civilian population. Early considerations include:

### **Contents / Definitions**

- a) The report will contain 3 main sections:
  - i) Strengths by Top Level Budget (TLB), Grade, Gender
  - ii) Intake by TLB, Grade, Method of Entry to the department, Gender
  - iii) Outflow by TLB, Grade, Reason for leaving the department, Gender
- b) All strength tables to include time series data, the last 5 quarters plus April points for the past 4 years (tables and graphs).
- c) Intake and Outflow tables to include totals based on financial year, and quarter points showing the 12 month ending figures.
- d) Standardised approach to present data by TLB / Budgetary Area.
- e) All tables and totals to include Locally Engaged Civilians (LEC) and Royal Fleet Auxiliaries (RFA) as they are an integral part to the SDSR rundown.

### **Formatting / Structural**

- f) The report will have a new formal title page consistent with other DASA National Statistics Publications, with contact details added.
- g) Need for a section at the start of the publication with:
  - i) An introduction, commentary highlighting where changes of interest have occurred
  - ii) A link to Build Your Own Table (BYOT) explaining that additional information not included in the new publication can be accessed via BYOT

- iii) Statements on data sources, data quality and key data definitions and symbols presented within the publication
  - iv) Feedback details
9. The considerations at paragraph 7 are provided as early indications of potential changes and users should not constrain their thoughts on the content of the consolidated quarterly publication to these ideas alone. Additionally it is possible that information not previously presented is included in the new publication, depending on demand.
10. No information will be lost to users. All the tables and graphs we currently produce will be available to internal and external users on request in the short term and longer term may be available through DASA's Build Your Own Table (BYOT) tool available via DASA's website [www.dasa.mod.uk](http://www.dasa.mod.uk).

**Proposed Tables (All in FTE with some headcount versions):**

**a) Strength**

- i) Table 1 – Strength by TLB / Budgetary Area by grade equivalence
- ii) Graph 1 – Civilian Strength (Level 1, Level 0, Trading Funds, LEC ) since 1997
- iii) Table 2 – Strength TLB / Budgetary Area by gender
- iv) Table 3 – Strength by Diversity Areas

**b) Intake**

- i) Table 4 - Intake by TLB / Budgetary Area and Method of Entry to the department
- ii) Table 5 - Intake by Grade and Method of Entry to the department
- iii) Graph 2 – Total Intake by Financial Year to date
- iv) Graph 3 – Females as a percentage of Intake by Financial Year

**c) Outflow**

- i) Table 6 - Outflow by TLB / Budgetary Area and Reason for Leaving the department
- ii) Table 7 - Outflow by Extended Grade and Reason for Leaving the department
- iii) Graph 4 – Total Outflow by Financial Year to date
- iv) Graph 5 – Females as a percentage of Outflow by Financial Year

**Timetable for publication of reformatted National Statistics**

11. Subject to the feedback received from this external consultation process, our expected timetable is as follows:

- a). 16 February 2011. DASA initiate external consultation on the proposed expansion of CPS01.
- b). 13 May 2011. DASA publish CPS01 for figures as at 1 April 2011.
- c). 15 May 2011. The external consultation period ends.
- d). 27 May 2011. DASA publish the outcome of the internal and external consultation and a draft version of the new quarterly publication alongside the current version of CPS01 based on 1 April 2011 data.
- e). 29 July 2011. DASA publish its civilian manpower statistics for the period to 1 July 2011 in the format concluded as a result of internal and external consultation. Publication of CPS01 will cease.

**Providing feedback to DASA on our proposed changes**

- 12. We are seeking the views of all users inside and outside MOD, with particular reference to:
  - a). how and for what purposes CPS01 is currently used;
  - b). what additional analyses would be useful.
  
- 13. Please email [quadservice@dasa.mod.uk](mailto:quadservice@dasa.mod.uk) with your comments. Depending on the volume received we will either post your comments soon after receipt for consideration by other users or respond to them when we publish the outcome of the consultation on 20 May 2011.