



Management and Personnel Office

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Chancellor of the Duchy of Lancaster

22 December 1981

Mike Pattison
10 Downing Street
LONDON SW1

Dear Mike,

ACHIEVEMENTS IN 1981 AND OUTLOOK FOR 1982

In response to your letter of 17 December to John Halliday I attach the CSD/MPO contribution.

I have not copied this round Cabinet.

*Yours sincerely,
Jim Buckley.*

J BUCKLEY

CIVIL SERVICE DEPARTMENT/MANAGEMENT AND PERSONNEL OFFICE
MAIN ACTIVITIES AND ACHIEVEMENTS IN 1981

In 1981, the Civil Service Department produced a White Paper on Efficiency in the Civil Service (Cmnd 8293) which reported progress on improving efficiency in the Civil Service, eliminating waste, and promoting methods of administration which would enable and encourage staff to give the best possible value to the taxpayer.

OUTLOOK FOR 1982

On 9 December the Chancellor of the Duchy announced an efficiency strategy for 1982 to keep up the momentum of the last couple of years by bringing together in a single coherent plan the broad thrust of efficiency work. The four strands to the strategy are:

- a smaller, carefully selected programme of departmental scrutinies;
- reviews of use and control of resources in executive operations;
- reviews of departmental running costs; and
- a personnel review.

The MPO will provide central oversight and co-ordination, with assistance from the Treasury and elsewhere. And the Second Permanent Secretary, Mr Cassels, will exercise general direction over the reviews of resource control, running costs and personnel work.

The Chancellor also announced on 9 December that the Management and Personnel Office will publish early in the New Year an action document setting out what it intends to achieve in 1982/83 and how it intends to achieve it. This will follow a review by the Office in the next few weeks of the tasks lying ahead and the

resources we have to do them.

The MPO will be setting up an experimental scheme for monitoring of ethnic minorities in the Civil Service to establish sound methods of monitoring. The Government wants to give a lead in combating the twin problems of racial disadvantage and racial discrimination. Hopefully other large employers will follow this example.