



LFSQR(01)

Labour Force Survey Quality Review

Project Initiation Document

Project Name: Labour Force Survey Quality Review

Project Code: LFSQR

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1. Introduction

- 1.1 The Government's White Paper – Building trust in statistics – includes a commitment to assuring the quality of national statistics and refers to a programme of thorough reviews of key outputs. This Project Initiation Document (PID) relates to the review of the Labour Force Survey (LFS).
- 1.2 The LFS is used by a wide and varied number of organisations, both within and outside government and devolved administrations. For example, the LFS is used to produce key headline statistics published monthly by ONS; DWP, DfES and NAW use the LFS on a quarterly and annual basis to monitor key policy areas; figures from the LFS are fed into National Accounts used widely both within and outside government; and LFS data are required, by Regulation, to be provided to Eurostat.

2. Aims and Scope of the Review

- 2.1 The main aims of this review are to:
 - ascertain the key uses of the LFS;
 - establish the requirements of the LFS in terms of frequency, timeliness, coverage and quality (both sampling and non-sampling) of outputs;
 - determine whether, how and why the various uses of the LFS interact;
 - establish the principles of the LFS to enable prioritisation of uses;
 - assess how well the current LFS is meeting requirements in terms of effectiveness and quality of outputs
 - assess how well the current LFS is meeting requirements in terms of the appropriateness of survey design and methodology
 - make recommendations for future work on the LFS, including, if appropriate, options for how to better meet requirements.
- 2.2 Whilst there are very many uses and users of the LFS, the review needs to identify the key drivers which should influence the design and methodology behind the survey. The uses of the LFS can be categorised into thirteen main areas:
 - 2.2.1 The Labour Market Picture: The LFS is the primary source to gain an overall and coherent picture of the Labour Market in the UK. It is against this background that employment policies, both in the UK and in Europe, are formulated. The LFS was originally carried out in the UK as a condition of membership of the EU, for this purpose. Indeed, the LFS continues to be the subject of EU regulations which stipulate the structure and content of the survey for EU purposes. The regulations are regularly reviewed which can have effects on the overall survey.
 - 2.2.2 Macro-economic Monitoring: The most publicly prominent activity driving the need for LM statistics is the monthly assessment of the factors affecting inflationary pressures in the economy - by the Bank of England's Monetary Policy Committee - in order to set the Bank's repo rate of interest. In addition to the latest information about changes in earnings, these assessments take into account a wide range of statistical information about employment, unemployment, inactivity and so on which have relevance to whether labour market conditions are, or are likely to become, inflationary. While much of the statistical information needed is available, there is strong pressure from the Bank and the Treasury for more relevant and more up-to-date information to be produced to meet these needs. DWP also use these data to look at the macro position but only to brief ministers. Continuing

attention will be paid also to the way in which labour market statistics interact with the National Accounts compiled by ONS statisticians. We should also be aware of the emerging requirements of the European Central Bank's Monetary Policy Committee. Quarterly data is not frequent enough for such users.

2.2.3 UK Employment and Welfare Policy: LFS data are used by departments such as DWP to influence and monitor employment policies. The Government's goal - of creating and sustaining employment opportunities for all - involves taking an integrated approach across a wide range of economic and social policy areas. Objectives include: improving productivity; enhancing standards of education and training; reforming the tax and benefit system and making work pay; meeting the needs of both employers and of those people and communities suffering the greatest disadvantages in the labour market; and reducing child poverty. Both the Treasury and the Department for Work and Pensions have a close interest in using labour market statistics to inform a number of elements of this policy. In particular, this information is used to monitor four key PSA targets relating to "Welfare to Work" and a number of national and local targets relating to training and education standards. The monthly data are vital for assessing the overall situation in the labour market. Much of the detailed analysis is carried out utilising quarterly data.

Related to this overall policy approach is the role of the Low Pay Commission (LPC) in advising the Government on the level to be set for the National Minimum Wage. The LPC's work, and also that of the DTI and the Treasury in this field, draw heavily on statistics which are produced under the labour market theme. Quarterly or annual data are probably adequate for these purposes.

2.2.4 UK Employment Relations Policy: HMT, DTI & DWP use LFS data for setting and monitoring policies in area of employee relations: information about working hours and conditions, about union recognition and membership and about pay is important, as well as health and safety at work, disability affecting work and sickness absence from work. In addition, Employment Tribunals use labour market data in assessing awards. Quarterly or annual data are probably adequate for these purposes.

2.2.5 UK Education and Training: The Labour Force Survey is vital to the DfES and NAW as a source of information on the characteristics of young people and adults in the following key policy areas:

- participation in education, training and learning,
- transition from learning to the labour market,
- educational attainment (both academic & vocational),
- skills supply,
- job-related training and employer investment in training,
- entry to HE & labour market status of graduates,
- earnings and rates of return of academic/vocational qualifications,
- employment & unemployment,
- equal opportunities monitoring,

The Labour Force Survey is also vital to DfES and NAW in monitoring and developing policy initiatives. For example, the Labour Force Survey is used to measure the DfES owned National Learning Targets and certain DfES PSA targets. The DfES, LSC, NAW and the National Council-ELWa will all use these databases to develop future targets on participation in lifelong learning and attainment of skills/ qualifications.

Access to the new boosted Labour Force Survey will allow (for the first time) reliable statistics on education and labour market issues to be disaggregated to LADs, LEAs, Learning Partnerships, Local Learning Skills Councils and the regions of the National Council-ELWa. This will improve greatly their capacity to understand their local labour markets, improve local strategic plans and better target resources, for example, to achieve National Targets and LSC/National Council-ELWa Targets.

Quarterly or annual data are probably adequate for these purposes.

- 2.2.6 Intercensal Demographic Indicators: The LFS is the largest regular household survey in the country. Because of its size and because the characteristics of the survey are well known, it is a prime source of a range of demographic indicators, as well as the labour market indicators which are its main focus. For example the LFS produces high quality estimates between population censuses of the ethnic make up of the British population, marital status and other living arrangements, numbers and types of households and families, and details of housing tenure.
- 2.2.7 Regional & Local: Demand for regional and local LFS data has increased substantially over recent years and continues to grow. Use of the LFS to provide Regional and Local data has been the driver for many of the changes that have occurred to the LFS in recent years – e.g. development of the Local LFS for England and for Wales. With policy increasingly having strong regional and local dimensions, much of the labour market information needed at national level is also required at sub-national level also. At regional and local area level also there is a pressure for increased labour market information across a wide spectrum. Demand is growing for more detailed information to allow local versions of the Welfare-to-Work PSAs to be set and for local monitoring of the National Adult Learning Targets. Moreover, there are strong pressures for improved information for Scotland, Wales and Northern Ireland in order to meet the needs of GB Departments and the devolved administrations. (Employment policy is a reserved area.) The LFS is a key source of information for NI Departments in relation to the monitoring and evaluation of the Equality Agenda (including Targeting Social Need and Equality Impact Assessments). The LFS provides the main measure of labour market community differentials and also estimates for other Section 75 groups – including age, gender, disability and dependents.
- 2.2.8 EU Employment Policy: Implementation of the LFS is a requirement of EU membership. There are increasing pressures for the speedy delivery of labour market information for the UK on a basis harmonised across all Union Member States. Paralleling the Bank of England's needs in the domestic UK context, is the European Community Bank's demand for labour market information to assess inflationary pressures - which will become more intense should the UK move towards adopting the Euro. Separately from this, are the pressures from the European Commission for harmonised labour market statistics in order to inform the European Employment Strategy. The current strategy is reaching the end of its 5 year term and discussions about the future direction of the strategy are taking place. In particular, a number of targets for the achievement of employment goals - relating to the general Treaty objective of achieving a high level of employment across the Union - have been set at successive European Council meetings. Demand for data from the LFS on discrimination grounds are also likely to increase through Article 13 which covers discrimination on the grounds of gender, ethnicity, disability, religion and sexual orientation.

- 2.2.9 International Comparisons: LFS data are used widely by the International Community – e.g. ILO, OECD and other National Statistical Offices, to compare employment related characteristics on an international basis.
- 2.2.10 Other policy needs: The LFS is used for a wide range of other policy needs e.g. Health & Safety at Work, Sickness Absence, Transport, Nationality and labour market related equality monitoring.
- 2.2.11 Academic Research: The LFS is used widely by the academic community for research into many of the same areas considered within government.
- 2.2.12 General use within ONS: The LFS is used more generally within ONS, OGD's and devolved administrations to obtain a more general picture of the Labour Market.
- 2.2.13 Public Information: The LFS is used more widely than most surveys on a public basis by the Press, commercial researchers; MPs and others to consider a wide range of employment related characteristics. They are also the focus of attention from City Analysts, and are 'market-moving' data.
- 2.3 Identifying the detail of these key LFS uses - the drivers of the LFS - is the main aim of this review. Using a structured questionnaire, followed up by a series of bilateral interviews with users of data from the LFS in each of the categories listed above, the review team will compile the detailed information needed to answer the following questions:
- What is it that users are doing with LFS data that requires the information and why?
 - Frequency: How often are data required – annual, quarterly, monthly?
 - Timeliness: What production/publication deadlines need to be adhered to?
 - Coverage: What geographical areas/breakdowns are required?
 - Quality: Do users have any clearly defined quality requirements and, if so, what are the factors which determine these? For example, the precision of estimates for the whole population or sub-groups of the population, the bias arising out of non-response or other measurement error, the level of item non-response on key variables, the reliability (in the sense of repeatability) of key variables, the consistency of LFS data with other measures (both from administrative and other survey sources) or the continuity of LFS series over time.
 - Future use: Are there any known plans to use LFS data in ways it is not currently used.
- 2.4 A second phase of the review will be for the review team to analyse this detailed information about the LFS uses in order to assess:
- (a) How well the current LFS is meeting user needs in each of the categories identified, in terms of:
- Reference period for published estimates
 - Frequency
 - Timeliness
 - Population coverage
 - Topic coverage
 - Presentation of LFS outputs
 - Accessibility of data
 - Precision of estimates
 - Population non-response bias
 - Item non-response bias

- Response error
- Continuity of key time series

(b) The extent to which the different pressures on the LFS to meet such a wide range of users needs interact, and what are the positive or negative consequences of any such interactions. In doing this the principle reasons for carrying out the LFS must be established in order that the different pressures on the LFS can be prioritised.

2.5 Finally, if this analysis shows there is need for change to the LFS, the review team will assess what options there are for re-designing or modifying the LFS to meet all or some of these user needs more effectively than currently. In the case of each option a preliminary assessment will be given of its cost and operational practicability; and other relevant information will be provided also. Where appropriate, the review team would also expect to put forward to the Steering Group recommendations relating to the overall desirability of each of these options and to the priority which should be attached to resourcing of action aimed at taking them forward.

2.6 Any programme of work to introduce major changes to the LFS which may come out of the review would be subject to the normal processes of consultation and information with users in advance of implementation.

2.7 Early discussions within the Review Team have indicated a large number of issues covering all aspects of the LFS which will need to be addressed when considering the performance of the current LFS in relation to meeting requirements. It will be impossible to consider all such issues, in detail, as part of this review. Indeed there are other reviews which are either taking place or are about to take place which will address some of the issues (e.g. the planned review of the availability of population statistics). It is important, however, that we identify all issues and are seen to acknowledge their importance to individual users. It is, therefore, likely that the recommendations of this review identifies issues that will need further consideration at a later date.

3. Roles and Responsibilities

Review Team

3.1 The structure of the Review Team is as follows:

Barry Werner	ONS, LMD	Chair & Project Sponsor
Elaine Chamberlain	ONS, IHD	Project Manager
David Fry	ONS, LMD	Team Leader & LMD Co-ordinator
Ian Knight	ONS, SSD	Leading Producer
Allan Smith	ONS, LMD	Team Member
Cathy Gibbins	ONS, SSD	Team Member, SSD LFS Project Manager
Charles Lound	ONS, MG	Team Member, Methodology
Iain Bell	DWP	Team Member, LLFS Commissioner
Neil Ross	DfES	Team Member, LLFS Commissioner
Karin Phillips	NAW	Team Member, LLFS Commissioner
Graham Thompson	ONS, LMD	Secretariat

The responsibilities of the Review Team are as follows:

- to agree the PID and any subsequent changes to it;

- to consult users and prepare a scoping document;
- to develop options and recommendations for the future of the LFS;
- to report to the LFSQR Steering Group.

Chair & Project Sponsor

3.2 The responsibilities of the Chair and Project Sponsor are:

- to oversee the LFSQR Review Team meetings;
- to ensure that the Review Team meets regularly;
- to be aware of the risks to the project in the context of his corporate management responsibilities;
- to help overcome barriers to the successful completion of the project which are brought to his attention; and
- to sit on the LFSQR Steering Group.

Project Manager

3.3 The responsibilities of the project manager are:

- to manage the project on a day to day basis;
- to produce, and maintain a record of changes to, the plans and timetable;
- to ensure that the Project Risk Register is maintained;
- to prepare draft PID and reports for discussion by the Review Team;
- to ensure the Review Team is regularly informed of progress;
- to liaise between Team members between meetings of the whole Team;
- to consult as necessary with team members and other interested parties on the subject matter of the review;
- to report regularly to the Team Leader and Chair & Project Sponsor;
- to produce necessary papers for Project Steering Group;
- to attend Steering Group meetings;
- to maintain a documentation and decision log.

Team Leader

3.4 The responsibilities of the Team Leader are:

- to co-ordinate input from LMD;
- to advise the Project Manager of other key developments e.g. arising from the Labour Market Statistics Framework Review or from LMD contacts with departments;
- to ensure outputs meet required standard and are to timetable;
- to advise Project Sponsor of any significant problems;
- to work with the Project Manager to overcome any problems;
- to advise on contacts with users.

Review Team Members

3.5 The responsibilities of the Team Members are:

- to contribute papers, as necessary, on issues of particular interest or importance to themselves;
- to fully participate in discussions on review subject matter, seeking, where necessary views from colleagues;

- to advise the Project manager of any problems which may affect their participation;
- to attend Project Team Meetings, contributing and developing ideas and supplying any necessary documentation as appropriate.

Steering Group

3.6 The structure of the LFSQR Steering Group is as follows:

Susan Linacre	ONS, MG	Chair
Barry Werner	ONS, LMD	Project Sponsor
Joy Dobbs	ONS, SSD	SSD Director for LFS
Ole Black	ONS, EEPD	Key LFS User
Bill Wells	DWP	Key LFS User
Paul Bland	DTI	Key LFS User
Fiona Hepper	NI, DETI	NI LFS Commissioner
Ian Bond	Bank of England	Key LFS User
Peter Elias	Univ. of Warwick	Non-government/academic user
Graham Thompson	ONS, LMD	Secretariat

The responsibilities of the Steering group are as follows:

- to agree scope for the review;
- to assure the projects technical and business integrity;
- to consider emerging findings throughout the period of the review;
- to oversee the commitment of any necessary resources;
- to consider and agree final report, containing recommendations for the future of the LFS, to be submitted to the National Statistician.

4. Quality Review Procedures

4.1 The conduct of quality reviews by data producers is a key element of the National Statistics approach set out in the Framework document. In each case, these reviews should involve thorough consultation with data users and incorporate a quality assurance procedure involving outside experts.

4.2 The machinery of the review has been set up, as detailed above. It is normally assumed that a quality review of this nature will take approximately six months to conduct. However, this review needs, in particular, to take into account the work taking place on another quality review currently underway: the Labour Market Statistics Framework Review. This review is not due to be completed until January 2002, so it may be sensible to allow time for consideration of the outcome of this review before making recommendations for the LFS. The situation will become clearer as the reviews progress. A suggested timetable for the review is given under section 6 of this PID.

4.3 The procedure for the remainder of this review is as follows:

- (a) Project manager/team consults users and prepares a scoping document identifying the major issues to be reviewed;
- (b) Steering Group considers/agrees scope for review;

- (c) Project manager/team undertakes studies and develops options, discusses these with users and other stakeholders and prepares a report of emerging findings;
- (d) Steering Group considers/agrees emerging findings;
- (e) Project manager/team produces final report and recommendations;
- (f) Steering Group considers/agrees final report;
- (g) Final report submitted to National Statistician and published on NS website.

5. Communication and Consultation Plan

- 5.1 As stated in para 2.3, identifying the drivers of the LFS is the main aim of this review. In order to do this it will be necessary to consult with all key users of the LFS and some of the many general users of the LFS. Initial discussions have taken place with some key users whilst formulating the scope of the review. In addition to this the review team will be undertaking a major consultation exercise.
- 5.2 The review team are currently drawing up plans for this exercise, which will commence as soon as possible. Consultations will be undertaken by all members of the review team, within a pre-defined framework, which again is currently being prepared.
- 5.3 The uses of the LFS can be categorised into thirteen main areas, as set out in section 2.2. Some LFS users have specific interest in one particular area, others in a number of areas. The review team are currently compiling a list of users whom we intend to consult. A detailed questionnaire, aimed at focussing users to provide only the information we require for the purposes of this review, will be sent in advance of any interviews held.
- 5.4 The consultation phase of the review aims to obtain both of the two strands of information we require. The first, broadly set out in para 2.3 deals with what information users require and why. The second, broadly set out in para. 2.4(a) will be seeking users views on how well the current LFS meets their requirements. In addition to this we will be consulting with other international bodies who run LFS type surveys, to seek their experiences and may feed into the International Benchmarking Project currently being proposed.
- 5.5 Initial discussions have already highlighted a number of issues relating to the performance of the LFS. It has been widely assumed that this review will address these issues. The review team, will address these in as much detail as time allows during the analytical phase of the review (para 2.4), but, in preparation, will compile information during the consultation phase.
- 5.6 As stated previously, there are other reviews taking place which may have an impact on this review. In particular some of the key variables being considered in the Labour Market Statistics Framework Review (LMSFR) originate from the LFS. Mechanisms have been put in place to ensure close liaison is maintained between the Project Managers and Team Leaders of this review and the LMSFR.

6. Project Timetable

- 6.1 The proposed timetable for the main stages of the project is given below and detailed in Annex 1 attached. Annex 1 will be developed into a working timetable, being expanded and updated as the project progresses. All future Review Team and Steering Group meetings have now been scheduled and are shown in the plan. This timetable is linked closely with that of the Labour Market Statistics Framework Review, as there will be common areas of interest between the two reviews. The risk assessment, which might affect the achieved timetable, is given in section 7.
- 6.2 **Review team agree PID, including scope** (*end August*) The scope of the project, incorporated in this PID, will be discussed and agreed. The PID will then be presented to the Steering group for approval (item 6.3).
- 6.3 **First meeting of Steering Group** (*mid September*) The main purpose of this meeting will be for the group to approve the PID, especially the scope of the project, the proposed timetable and suggested procedures. The steering group should note that, once agreed, the full PID will be published on the National Statistics website.
- 6.4 **Consultation Phase** (*mid September – mid November*) Initial plans on the consultation phase of the project are given in section 5. During this period (*end October*) a progress report will be circulated (i) setting out how the work is developing, (ii) indicating key issues which have arisen, and (iii) reassessing the timetable and risk elements, making what modifications needed. The report will go to the steering group for comment, in writing, rather than through a meeting. At the end of this period an ‘emerging findings’ report will be circulated, which will summarise the results of the consultation phase and will detail the work plan for the analytical phase of the review. This report will be considered by the Steering Group (item 6.5)
- 6.5 **Second meeting of Steering Group** (*early December*) The group will consider the ‘emerging findings’ report. The main purpose of this meeting will be for the group to ensure that the project is proceeding satisfactorily and to plan. The group will also advise on particular aspects of the work and on any other issues the review team might raise.
- 6.6 **Analytical Phase** (*mid November – mid January*) As set out in para 2.4, the analytical phase of the review will consider how well the current LFS is meeting user needs. Users views on this will have been gathered during the consultation phase, and the review team will use these together with their detailed knowledge of the LFS to formulate a detailed assessment. In addition to this the review team will consider how the wide range of user needs interact, assessing the consequences of these interactions. During this phase (*end December*) a progress report will be circulated focusing on similar issues to the first progress report: (i) setting out how the work is developing, (ii) indicating key issues which have arisen, and (iii) reassessing the timetable and risk elements, making what modifications needed. It will also include an outline of the structure of the final report. Again, this report will go to the steering group for comment, in writing, rather than through a meeting.
- 6.7 **Future Options** (*January*) During the final stages of the analytical phase, the review team will start to consider whether the work being carried out indicates a need for change to the LFS. If so they will consider what options there are for re-designing and will assess the cost and operational practicability of any options suggested.

- 6.8 **Preparation of the Final Report** (*mid January – early February*) The review team will prepare a draft final report, with a recommended course of action. This will be considered by the Steering Group (item 6.9)
- 6.9 **Third meeting of Steering Group** (*mid February*) The group will consider the draft of the final report (item 6.8). The main purpose of this meeting will be for the group to ensure that the project has been satisfactorily undertaken and to approve, subject to drafting comments, the final report. The group will also ensure that certain procedural and operational issues, such as proposals for further work (see paragraph 6.11) are properly dealt with.
- 6.10 **Final report and dissemination** (*end February*) The aim is to present the final report, incorporating comments made by the Steering Group (item 6.9), to the National Statistician by the end of February 2002. The final report will be published.
- 6.11 It should be noted that, within three months of the report being published, a plan for the implementation of recommendations and/or progress made on implementation, should be made available. This aims to show users the progress that is being made against the recommendations and also should indicate the priority given to the recommendations. The plan should be published on the National Statistics website.

7. Project Risk Register

Risk No:	1.1 Risk	Likelihood	Impact	Implication and Counter-measure
1	Staff Changes, including Project Manager, in the Review Team	Medium	Medium	This may lead to a delay in completion of the work. Solution: Ensure adequate documentation is maintained in order to facilitate any staff changes with the minimum of impact.
2	Other work deemed to be of higher priority	Medium	High	Again this may lead to a delay in the completion of the work but more importantly to the quality or thoroughness of the review. Solution: Ensure key staff are aware of their responsibilities towards this review and that senior managers give adequate commitment.
3	Unplanned expansion of the scope of the review.	Medium	Medium	The scope of the project will be agreed with the Steering Group. Solution: Ensure as many issues as possible are considered when formulating the scope and keep this under review when reporting on “emerging findings”. The Project Manager will seek Steering Group Advice if the scope seems to be changing.

4	New issues emerging during the consultation process	Medium	Low	A low level risk as most key stakeholders have been consulted in drawing up the list of issues. Solution: Project Manager should monitor consultation process closely and report any potential problems to the Steering Group.
5	Inability of Review Team and Steering group to reach agreement	Low	High	It is vital that key stakeholders are fully committed both to the Review itself and to the outputs of the review. Solution: The Project Manager will seek guidance from the Steering Group on any points of contention and will liaise closely with the chairperson who will be responsible for resolving any disagreement in the group.
6	Unexpected intervention at high level which has major implications on LFS e.g. unexpected change to major policy need.	Low	High	A low level risk as ONS Exec. have been fully consulted re scope of Review Solution: Review Team members should alert PM if anything likely to have major impact on Review emerges.

8. Quality Assurance

8.1 Quality assurance will be achieved in a number of ways.

- There will be regular meetings of the Review Team who will have responsibility for quality assuring all documents which are sent out and for ensuring Quality Review procedures are adhered to.
- Records of all Review Team Meetings will be available to the Steering Group members on request.
- Membership of the Steering Group includes a representative from the academic community.
- The Steering group will be responsible for quality assuring the PID, the emerging findings report and the final report.
- The implications, including time, cost and quality, of any proposed changes to the LFS, of whatever form, will be thoroughly investigated, by the Review Team, before being put forward to the Steering Group.

9. Evaluation

9.1 At the end of the Review an Evaluation Report will be produced:

- to determine the extent to which the outcome of the Review has achieved its aims
- to determine how effectively the process of the project was managed
- to identify lessons learned which might be applied to future Quality Reviews.

To this end, an evaluation log will be kept throughout the life of the review, this being discussed at each Review Team meeting.

Elaine Chamberlain
Project Manager
September 2001

Labour Force Survey Quality Review Timetable: 3 December 2001

	Aug	September				October					November					December					January				February				March					Apr
	27	3	10	17	24	1	8	15	22	29	5	12	19	26	3	10	17	24	31	7	14	21	28	4	11	18	25	4	11	18	25	31		
Steering Group																																		
1.Steering Group Meetings												22															27				25			
Review Team																																		
2.Review Team Meetings																20					22			7				?						
Project Initiation Document & Scope																																		
3.Circulate draft PID to Review Team																																		
4.PID agreed by Review Team																																		
5.PID circulated to Steering Group																																		
6.PID agreed by Steering Group																																		
7.PID published on NS Website																																		
Reports																																		
8.Progress Report circulated																																		
9.Emerging Findings paper circulated																																		
10.Progress Report circulated																																		
11.Draft Final Report circulated																																		
12.Final Report to National Statistician																																		
Consultation Phase																																		
13.Review Team to agree plans																																		
14.Consultation papers sent out																																		
15.Review Team to interview users																																		
16.Compile consultation responses																																		
Analytical Phase																																		
17.Review Team to agree plans																																		
18.Review Team to undertake analysis																																		
Future Options																																		
19.Assess future options																																		
20.Review Team to agree recommendations																																		
International Benchmarking																																		
21.Consultation letter sent out																																		
22.Responses received																																		
23.Information incorporated into LFSQR																																		
24.Produce international report																																		
25.Circulate report for agreement																																		
26.Publish report																																		

NOTE: This timetable will be updated and expanded as the project proceeds. [See note below.](#)

Labour Force Survey Quality Review - Revision to Timetable

At the second meeting of Labour Force Survey Quality Review (LFSQR) Steering Group it was decided to amend the timetable for this project. The report of this review is now expected to be published in Spring 2002. Timetable attached.

Revisions were made for a number of reasons:

- a) The consultation phase of the review was due to be completed by mid November 2001, but due this was extended to end December 2001. Nearly 200 users of LFS were initially identified and invited to contribute. This resulted in additional users being suggested. The period of consultation was extended to give these users adequate time to respond.
- b) Over 30 key users were interviewed by members of the review team. Logistics of diaries etc. meant that this was not possible to organise by the original mid-November date. The majority of interviews were completed by end December 2001, but a few are also being carried out in the early part of January 2002.
- c) The outcome of the Labour Market Statistics Framework Review meant that a number of issues were passed to the LFSQR for consideration. It was agreed that more time would be required to ensure all issues raised in this, and during the consultation phase, were incorporated into the final report of the LFSQR.

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Project Manager