

Forward Compliance Cost Plan for Survey Activity within BIS and its Partner Organisations: 2011/12, 2012/13 & 2013/14

Key Points

- Total **compliance cost** for the proposed **2011/12** BIS surveys is currently projected to be around **£2.4 million**.
- The proposed BIS surveys cover a projected total of around **210,000 contacts**.

Background

1. Compliance costs are an estimate, in monetary terms, of the time taken by businesses and local authorities to complete a survey. They are estimated using the time taken to complete a survey multiplied by an hourly rate of pay that is dependent on the experience of the person completing the survey. Hourly rates of pay are provided each year by the Office for National Statistics (ONS).
2. This annex provides projected costs for 2011/12, 2012/13 and 2013/14.

Forthcoming Methodological Changes

3. In April 2011, ONS introduced a new methodology for calculating compliance costs. The changes to their methodology are that 1) the cost to non-respondents will no longer be included in the compliance cost calculation and 2) the rates of pay used will change from ONS rates to ASHE rates. The new methodology will apply to the next Annual Report for 2011/12 and Forward Plan for 2012/13-2014/15.

New English Business Survey

4. Central and local government need timely information about the current local economic and business conditions across England to meet their policy aims of promoting economic growth and regional rebalancing. Official information on sub-national economic and business conditions, business output and investment is scant or available with a long time lag. To address this gap, the Government intends to seek a commercial partner to gather intelligence and provide a sub-national assessment of economic and business conditions. As part of the development of this new model, the Government is looking to improve the quality and usefulness of the intelligence. One element of the intelligence function will be a new business survey – the English Business Survey. This new survey will not only mean that information and data gathering continues, but it will also represent an improvement on the surveys previously carried out by the RDAs – it will be more frequent and on a larger scale, enabling estimates for the smaller spatial areas important in the new local landscape.

5. This new business survey will take place once a month, and will have a target of 3,000 achieved responses per month (20,000 contacts). This will mean around 36,000 responses (240,000 contacts) per year with an associated annual compliance cost of £1.2m under the current methodology. This increase in compliance cost is justified by the improved frequency of evidence and spatial disaggregation that will be generated by this survey. The new survey will replace numerous smaller surveys previously conducted by the RDAs. One example is the bi-annual National Business Survey, which had an estimated annual compliance cost of at least £0.6 million.

Summary

- Total compliance cost for the proposed 2011/12 BIS surveys is currently projected to be around £2.4 million. The proposed BIS surveys cover a projected total of around 210,000 contacts.
- Total compliance cost for the proposed 2011/12 surveys in partner organisations is projected to be £3.1 million, covering 240,000 contacts.
- Further to the known activity for 2011/12 there are also likely to be a number of as yet un-planned surveys throughout the year. Based on the number and cost of such surveys in previous years, for 2011/12–2013/14 an additional £350,000 has been added to the BIS forecasted compliance cost. Similarly, £300,000 has been added to the partner organisation compliance cost.

Kelly Taylor

**BIS and Partner Organisation Forward
Compliance Plan Summary**

Appendix B1

Table B1: Compliance Cost; Actual 2009/10-2010/11, Forecast 2011/12-2013/14 ^{a, b, c}

Survey Type	Compliance Cost (£ thousands)				
	Actual 2009/10	Actual 2010/11	Forecast 2011/12	Forecast 2012/13	Forecast 2013/14
BIS					
Regular surveys	1,172	1,908	2,032	3,280	1,907
Ad-hoc surveys	540	108	45		
Unplanned			350	350	350
Subtotal	1,711	2,017	2,427	3,630	2,257
POs					
Regular surveys	2,794	652	2,773	583	2,776
Ad-hoc surveys	293	16			
Unplanned			300	300	300
Subtotal	3,087	668	3,073	883	3,076
All					
Regular surveys	3,966	2,561	4,805	3,863	4,683
Ad-hoc surveys	832	124	45		
Unplanned			650	650	650
Total	4,798	2,684	5,500	4,513	5,333

Table B2: Number of Contacts; Actual 2009/10-2010/11, Forecast 2011/12-2013/14 ^{a, b, d}

Survey Type	Number of Contacts				
	Actual 2009/10	Actual 2010/11	Forecast 2011/12	Forecast 2012/13	Forecast 2013/14
BIS					
Regular surveys	44,793	77,481	207,702	319,852	277,630
Ad-hoc surveys	79,233	9,729	1,300		
Subtotal	124,026	87,210	209,002	319,852	277,630
POs					
Regular surveys	225,414	68,564	241,347	53,894	220,659
Ad-hoc surveys	76,983	1,515			
Subtotal	302,397	70,079	241,347	53,894	220,659
All					
Regular surveys	270,207	146,045	449,049	373,746	498,289
Ad-hoc surveys	156,216	11,244	1,300		
Total	426,423	157,289	450,349	373,746	498,289

Notes

- Forecasted figures for 2012/13 and 2013/14 are not very reliable as survey sponsors may not yet know of future survey work in their Divisions.
- Components may not sum to totals as a result of rounding.
- Hourly pay levels for each level of an organisation are set by the ONS. The rate of increase in hourly pay levels has been very variable since 1992. The estimated compliance costs for 2011/12 to 2013/14 are calculated based on the 2011/12 average increase (2%).
- There is often insufficient data to accurately forecast number of contacts.

Table B3: Number of Surveys; Actual 2009/10-2010/11, Forecast 2011/12-2013/14 ^a

Survey Type	Number of Surveys				
	Actual 2009/10	Actual 2010/11	Forecast 2011/12	Forecast 2012/13	Forecast 2013/14
BIS					
Regular surveys	20	14	12	16	10
Ad-hoc surveys	28	10	3		
Subtotal	48	24	15	16	10
POs					
Regular surveys	10	7	8	3	3
Ad-hoc surveys	22	4			
Subtotal	32	11	8	3	3
All					
Regular surveys	30	21	20	19	13
Ad-hoc surveys	50	14	3		
Total	80	35	23	19	13

Table B4: BIS/Partner Organisation Cost; Actual 2009/10-2010/11, Forecast 2011/12-2013/14 ^{a, b, c}

Survey Type	Cost to BIS/Partner Organisations (£ thousands)				
	Actual 2009/10	Actual 2010/11	Forecast 2011/12	Forecast 2012/13	Forecast 2013/14
BIS					
Regular surveys	531	528	2,253	1,516	1,237
Ad-hoc surveys	1,341	287	60	0	0
Subtotal	1,872	815	2,313	1,516	1,237
POs					
Regular surveys	236	477	60	434	2
Ad-hoc surveys	215	84	0	0	0
Subtotal	451	561	60	434	2
All					
Regular surveys	767	1,005	2,313	1,950	1,240
Ad-hoc surveys	1,556	371	60	0	0
Total	2,323	1,376	2,373	1,950	1,240

Notes

- Forecasted figures for 2012/13 and 2013/14 are not very reliable as survey sponsors may not yet know of future survey work in their Divisions.
- Components may not sum to totals as a result of rounding.
- There is often insufficient data to accurately forecast cost to BIS.

Table B5: Compliance Cost; Actual 2009/10-2010/11, Forecast 2011/12-2013/14 ^{a, b, c}

Survey Type	Compliance Cost (£ thousands)				
	Actual 2009/10	Actual 2010/11	Forecast 2011/12	Forecast 2012/13	Forecast 2013/14
Regular surveys	1,172	1,908	2,032	3,280	1,907
Ad-hoc surveys	540	108	45		
Unplanned			350	350	350
BIS Total	1,711	2,017	2,427	3,630	2,257

Table B6: Number of Contacts; Actual 2009/10-2010/11, Forecast 2011/12-2013/14 ^{a, b, d}

Survey Type	Number of Contacts				
	Actual 2009/10	Actual 2010/11	Forecast 2011/12	Forecast 2012/13	Forecast 2013/14
Regular surveys	44,793	77,481	207,702	319,852	277,630
Ad-hoc surveys	79,233	9,729	1,300		
BIS Total	124,026	87,210	209,002	319,852	277,630

Table B7: Number of Surveys; Actual 2009/10-2010/11, Forecast 2011/12-2013/14 ^a

Survey Type	Number of Surveys				
	Actual 2009/10	Actual 2010/11	Forecast 2011/12	Forecast 2012/13	Forecast 2013/14
Regular surveys	20	14	12	16	10
Ad-hoc surveys	28	10	3		
BIS Total	48	24	15	16	10

Table B8: BIS Cost; Actual 2009/10-2010/11, Forecast 2011/12-2013/14 ^{a,b,d}

Survey Type	Cost to BIS (£ thousands)				
	Actual 2009/10	Actual 2010/11	Forecast 2011/12	Forecast 2012/13	Forecast 2013/14
Regular surveys	531	528	2,253	1,516	1,237
Ad-hoc surveys	1,341	287	60	0	0
BIS Total	1,872	815	2,313	1,516	1,237

Notes

- a. Forecasted figures for 2012/13 and 2013/14 are not very reliable as survey sponsors may not yet know of future survey work in their Divisions.
- b. Components may not sum to totals as a result of rounding.
- c. Hourly pay levels for each level of an organisation are set by the ONS. The rate of increase in hourly pay levels has been very variable since 1992. The estimated compliance costs for 2011/12 to 2013/14 are calculated based on the 2011/12 average increase (2%).
- d. There is often insufficient data to accurately forecast the number of contacts or cost to BIS.

Table B9: Provisional List of Surveys 2011/12

Directorate	Sponsor	Survey Title	Frequency	Compliance Cost	Number of Contacts	Cost to BIS
Business & Skills	Economic Development Directorate	English Business Survey	Regular Monthly	£603,840	120,000	£1,000,000
Business & Skills	Economic Development Directorate	English Business Survey Pilot	Ad-Hoc	£10,880	200	£0
Business & Skills	Laura Hart and Sophie Daniel	SMEs access to skills	Ad-Hoc	£1,214	300	£0
ESBR	Keith Folwell	Annual Minerals Raised Inquiry	Regular Annual	£4,076	1,400	£15,500
ESBR	Keith Folwell	Building Materials Inquiries	Regular Monthly	£141,612	2,808	£107,255
ESBR	Tim Andrews	International Trade in Services	Regular Quarterly	£268,298	18,063	£0
Market Frameworks	Phil O'Donnell	Potential Transfer of consumer credit to FCA – market scoping project	Ad-Hoc	£33,088	800	£60,000
Market Frameworks	Brigid van Wanrooy	Workplace Employment Relations Survey - sixth in series (WERS6)	Regular Other	£775,712	48,672	£1,000,000
UKTI	Heather Booth di Giovanni	Awareness and internationalisation tracking survey	Regular Annual	£29,364	4,500	£60,000
UKTI	Heather Booth di Giovanni	Evaluation of specified UKTI services survey	Regular Annual	£18,273	1,000	£35,000
UKTI	Heather Booth di Giovanni	Evaluation of specified UKTI services survey	Regular Annual	£18,273	1,000	£35,000
UKTI	Heather Booth di Giovanni	International Trade Support Performance and Impact Monitoring Survey (PIMS)	Regular Annual	£149,603	8,800	£0
UKTI	Heather Booth di Giovanni	Performance and Impact Monitoring Survey (PIMS) Inward Investment	Regular Annual	£4,568	300	£0
UKTI	Heather Booth di Giovanni	Survey of non-user exporters	Regular Annual	£11,520	750	£0
UKTI	UKTI DSO BD Market Analysis	UKTI DSO Survey of Defence Exports	Regular Quarterly	£7,125	409	£0
Subtotal				£2,077,445	209,002	£2,312,755
Unplanned				£350,000		
BIS Total				£2,427,445	209,002	£2,312,755

Table B10: Compliance Cost; Actual 2009/10-2010/11, Forecast 2011/12-2013/14^{a, b, c, d}

Survey Type	Compliance Cost (£thousands)				
	Actual 2009/10	Actual 2010/11	Forecast 2011/12	Forecast 2012/13	Forecast 2013/14
Regular surveys	2,794	652	2,773	583	2,776
Ad-hoc surveys	293	16			
Unplanned			300	300	300
PO Total	3,087	668	3,073	883	3,076

Table B11: Number of Contacts; Actual 2009/10-2010/11, Forecast 2011/12-2013/14^{a, b}

Survey Type	Number of Contacts				
	Actual 2009/10	Actual 2010/11	Forecast 2011/12	Forecast 2012/13	Forecast 2013/14
Regular surveys	225,414	68,564	241,347	53,894	220,659
Ad-hoc surveys	76,983	1,515			
PO Total	302,397	70,079	241,347	53,894	220,659

Table B12: Number of Surveys; Actual 2009/10-2010/11, Forecast 2011/12-2013/14^{a, b, c}

Survey Type	Number of Surveys				
	Actual 2009/10	Actual 2010/11	Forecast 2011/12	Forecast 2012/13	Forecast 2013/14
Regular surveys	10	7	8	3	3
Ad-hoc surveys	22	4			
PO Total	32	11	8	3	3

Table B13: Partner Organisation Cost; Actual 2009/10-2010/11, Forecast 2011/12-2013/14^{a, b, c}

Survey Type	Cost to Partner Organisations (£ thousands)				
	Actual 2009/10	Actual 2010/11	Forecast 2011/12	Forecast 2012/13	Forecast 2013/14
Regular surveys	236	477	60	434	2
Ad-hoc surveys	215	84			
PO Total	451	561	60	434	2

Notes

- a. There is often insufficient data to accurately forecast.
- b. Forecasted figures for 2012/13 and 2013/14 are not very reliable as survey sponsors may not yet know of future survey work.
- c. Components may not sum to totals as a result of rounding.
- d. Hourly pay levels for each level of an organisation are set by the ONS. The rate of increase in hourly pay levels has been very variable since 1992. The estimated compliance costs for 2011/12 to 2013/14 are calculated based on the 2011/12 average increase (2%).

Table B14: Provisional List of Surveys 2011/12

Directorate	Sponsor	Survey Title	Frequency	Compliance Cost	Number of Contacts	Cost to POs
Insolvency Service	Melanie Charlton	Business Confidence in Enforcement Regime (NoPs)	Regular Annual	£37,147	4,188	£57,586
Insolvency Service	Melanie Charlton	Creditors User Questionnaire	Regular Annual	£776	200	£0
Insolvency Service	Melanie Charlton	Directors User Questionnaire	Regular Annual	£0	4,500	£0
Insolvency Service	Melanie Charlton	Insolvency Practitioners Questionnaire	Regular Annual	£7,044	1,800	£0
National Measurement Office	The National Measurement Office	Annual Customer Satisfaction Survey	Regular Annual	£1,668	498	£0
National Measurement Office	National Measurement Office	Section 70 returns	Regular Annual	£19,662	161	£0
UKCES	Carol Stanfield	Customer Satisfaction Questionnaire	Continuous	£59,381	10,000	£0
UKCES	Mark Langdon	UK Employer Skills Survey	Regular Other	£2,646,838	220,000	£2,330
Subtotal				£2,772,516	241,347	£59,916
Unplanned				£300,000		
PO Total				£3,072,516	241,347	£59,916