

MR PATTISON

THE RAYNER PROJECT: CONFERENCE FOR "YOUNG TURKS", 17 - 18 SEPTEMBER

1. We spoke.
2. Sir Derek Rayner has asked me to show you the attached programme for a conference at the Civil Service College, Sunningdale, for the officials carrying out the "Rayner projects" in departments, in case it is of interest to the Prime Minister.
3. The purpose of the conference is to enable the officials to compare notes as their projects move to a conclusion; to draw out lessons of general application; and to enable Sir Derek Rayner to advise on the analysis of findings and the drafting of reports.
4. Most of the time will be given up to brief accounts by the officials on progress with and likely recommendations on their exercises, the accounts being grouped provisionally thus (marked A/ - E/ on the draft programme):
 - aspects of organisation
 - aspects of administration
 - services
 - aspects of regulation
 - other (Road Construction Units and paper handling).
5. Sir Derek Rayner knows that the possibility of the PM's visiting is remote, so - alternatively - he would if she would like bring a few of the officials to meet her and describe their exercises.

CP
C PRIESTLEY

30 August 1979



31 AUG 1979

THE RAYNER PROJECT: PROGRAMME FOR CONFERENCE AT CIVIL SERVICE COLLEGE,
SUNNINGDALE

FIRST SESSION, 1630 - 1830, Monday 17 September

<u>TIME</u>	<u>SUBJECT</u>	<u>SPEAKER</u>
1630 - 1640	<u>Scene setting</u> : purpose of the conference; what has happened since 28 June (paperwork; projects; conventions; managerial role of Ministers; Quangos; E & W in local government).	Sir D Rayner
1640 - 1730	<u>Brief accounts of progress made</u> : types of issue encountered, lessons to be drawn from experience so far.	
	(a) <u>Projects on aspects of organisation</u>	
1640	- Management information for Ministers, DOE	Mr Bradley
1650	- FCO/ODA merger	Mr Adams or Mr McCulloch
1700	- Organisation of the London Collections, C & E	Mr Welling
1710	- Skillcentre network (and TOPS allowances), MSC	Mr Phillips
1720	- Research and development, DEn	Mr West
1730 - 1745	<u>Questions and answers</u>	
1745 - 1830	<u>Brief accounts</u> , (b) <u>Projects on aspects of administration</u>	
1745	- Capital grants for farmers, MAFF	Miss Timms
1755	- Payment of social security benefits, DHSS	Mr Walker
1805	- Unemployment Benefit Office staffing, DE	Mr Lewis
1815	- Consultative Committee on the Curriculum, SO	Mr Martin

SECOND SESSION, 2000 - 2200, Monday 17 September

2000 - 2010 | Questions and answers on Brief accounts (b)

SECOND SESSION (Contd)

<u>TIME</u>	<u>SUBJECT</u>	<u>SPEAKER</u>
2010 - 2100	<u>Brief accounts, (c) Projects on services</u>	
1940 <i>c//</i>	- Charging for Civil Service College courses, CSD	Mr Saunders
1950	- Estate Management in Kingston, PSA	Mr Donaldson
2000	- Procurement of food, MOD	Mr Ponting
2010	- Statistical services, DI	Mr Holmes
2020	- Services to exporters, DT	Dr Spencer
2100 - 2115	<u>Questions and answers</u>	
2115 - 2135	<u>Management in the Civil Service</u>	<u>Mr Nickson</u>
2135 - 2200	<u>General discussion</u>	

THIRD SESSION, 0815 - 1030, Tuesday 18 September

0815 - 0905	<u>Brief accounts, (d) Projects on aspects of regulation</u>	
0815 <i>D//</i>	- Form P45, IR	Mr Pinder
0825	- Attachment of earnings for debt, LCD	Mr Tye
0835	- Public debt and rate collection, NI	Mr McKeown
0845	- Regulation of radio frequencies, HO	Mr Janes
0855	- Controls over highway authorities, WO	Mr Loveluck
0905 - 0920	<u>Questions and answers</u>	
0920 - 0950	<u>Brief accounts, (e) Other projects</u>	
0920 <i>E//</i>	- Road Construction Units, D Tpt	Miss Crafts
0930	- Registry system and paper handling, HM Tsy	Mr Jones
0940	- Correspondence with the public, DNS	Mr Lee
0940 - 0950	<u>Questions and answers</u>	
0950 - 1030	<u>General comments</u>	Mr Janes Mr Nickson Mr S D Walker
1030 - 1045	<u>Coffee</u>	

FOURTH SESSION, 1045 - 1230, Tuesday 18 September

<u>TIME</u>	<u>SUBJECT</u>	<u>SPEAKER</u>
1045 - 1215	<u>General discussion</u> , including; - Questions to Messrs Janes, Nickson and Walker - Questions about the drafting of reports - Comments by officials on their exercises and suggestions about the future examination of activities and functions.	
1215 - 1230	<u>Closing remarks</u>	Sir D Rayner