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Qa 06205To: PRIME MINISTER
From: JOHN SPARROWms
5
5 January 1983CPRS Staffing Plans

1. During our conversation on 24 December, I told you of my proposals to reduce the staff numbers in the CPRS and I am now writing to confirm what I then told you.
2. Our present establishment is 20 which in formal terms represents 17 CPRS and 3 Nationalised Industry Review Staff: in practice, the boundaries implied by this formal distinction are less clearly drawn.
3. I propose to reduce the combined establishment to 17 by the middle of 1983, which I can do without disturbing the arrangements under which people already here are seconded to us. Apart from making the CPRS a more manageable unit, closer in numbers to its traditional size, this will enable us to integrate our accommodation and so improve internal communications. A further consequence is that it will enable us to reduce the complement of secretaries by three, making a total staffing reduction by the middle of 1983 of six people.
4. After the middle of 1983 I would expect to maintain the establishment at 17, although there would certainly be times when we would be operating below establishment, as we are at present. This inevitably arises when secondments in cannot be exactly married up with people returning to their parent organisation, and it will continue to be our practice in these circumstances to run below establishment for a while rather than to overlap and go above establishment.
5. We agreed that there was no need for this note to go into detail about specific staff movements, but I have covered these separately in a memorandum to Sir Robert Armstrong, to whom I am sending a copy of this minute.

B.

16 JAN 1983

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ccld

10 DOWNING STREET

From the Principal Private Secretary

STAFF IN CONFIDENCE

MR SPARROW

CPRS STAFFING PLANS

The Prime Minister has seen and noted your minute of 5 January about proposals to reduce the staff numbers in the CPRS.

I am copying this minute to Sir Robert Armstrong.

Angela Horden

F.F.R. BUTLER

(signed in his absence)

7 January 1983

AH