Mini-Presentation: Office Administrative and Support Activities (ISIC 821)

Kat Pegler, ONS, UK
Market conditions

- Just 0.1% of UK economy
- Majority of companies have <10 employees
- Majority of turnover generated by companies with >300 employees

<table>
<thead>
<tr>
<th>Employees</th>
<th>Companies</th>
<th>Turnover</th>
<th>Companies %</th>
<th>Turnover %</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-9</td>
<td>4765</td>
<td>739,222</td>
<td>92.6</td>
<td>25.8</td>
</tr>
<tr>
<td>10-49</td>
<td>310</td>
<td>466,099</td>
<td>6.0</td>
<td>16.3</td>
</tr>
<tr>
<td>50-99</td>
<td>41</td>
<td>178,065</td>
<td>0.8</td>
<td>6.2</td>
</tr>
<tr>
<td>100-299</td>
<td>24</td>
<td>264,231</td>
<td>0.5</td>
<td>9.2</td>
</tr>
<tr>
<td>&gt;300</td>
<td>8</td>
<td>1,217,790</td>
<td>0.2</td>
<td>42.5</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>5148</strong></td>
<td><strong>2,865,407</strong></td>
<td><strong>100</strong></td>
<td><strong>100</strong></td>
</tr>
</tbody>
</table>
UK SPPI

- Covers ‘Secretarial Services’
- Developed c.1995
- Six product groups:
  - Response management (weight 5.0%)
  - Laser personalisation (weight 15.1%)
  - Fulfilment solutions (weight 7.1%)
  - Polythene mailing solutions (weight 2.3%)
  - Paper enclosing & mailing services (weight 30.0%)
  - Other (weight 40.6%)
- Collected via business survey
Pricing mechanism & methods

• Pricing mechanisms
  – Unit value eg price per 1,000 letters
  – Contract pricing eg price for ongoing Fulfilment Services contract
  – Time-based eg price per hour

• Pricing methods
  – Direct use of repeated services
  – Contract pricing
  – Time-based methods
UK Experience

• Index is 20 years old and has not been well maintained
  – Current structure not fully aligned to classification
  – ‘Other’ category represents 40% of turnover
  – At 0.1% of the economy, how much do we care?!

• No apparent problems with the regular collection of data
Summary

- Very small part of UK economy
- Unit value, captured as direct use of repeated services, most common pricing mechanism
- Regular price collection, via business survey, poses no real problems
- Maintenance, in light of changing classifications and industry structure, poses main challenge.