

CSPA Implementation: Extending the governance and support of the Architecture Working Group through to implementation and establishing the Technical Coordination Committee

I. Background

1. The Common Statistical Production Architecture (CSPA) has been developed over the past two years through High Level Group sponsored projects. The initial project in 2013 delivered CSPA V1.0 and several proof of concepts, the 2014 project will deliver production implementation of 8 statistical services and V1.1 of CSPA.

2. Implementation governance and support for the 2013 and 2014 projects was provided by a UNECE Project Manager and an Architecture Working Group (AWG). These arrangements were sufficient for the 2013 project and operated effectively for the initial phases of the 2014 project service definition, service specification and issue management related to templates and overall CSPA guidance. However as the development of statistical services moved into implementation the ability to support the ‘immediate’ technical needs of implementation teams became a significant issue, availability, skills and capabilities of AWG members were not sufficient to provide the support to implementation organizations. Additionally production implementation of CSPA compliant statistical services has been limited to date and it is not certain that all implementation impediments have been identified.

3. A review of the 2014 CSPA project has identified that the technical implementation governance and support is a significant area for improvement, the AWG is proposing a HLG project for 2015 which would see the expansion of the role of the governance and support offered by AWG to cover implementation and the establishment of a Technical Coordination Committee to support NSI’s and NSO’s who are developing or implementing CSPA compliant statistical services.

4. This project is important for the HLG’s broad programme of modernization of statistical production. As a component of the modernization programme, it will contribute to the goals of international collaboration and shared development and investment approaches. The HLG’s strategy document¹ states that “Statistical organizations should create environments that facilitate the reuse and sharing of methods, components, processes and data repositories Organizational changes are required to implement this strategy. This will require strategic leadership from top managers. It is recognized, however, that willingness, readiness and ability to change will vary between organizations”. The project is aligned with these aspirations since it will focus on introducing governance and support that will support CSPA implementation organizational change efforts.

¹ *Strategy to Implement the Vision of the HLG* available at <http://www1.unece.org/stat/platform/display/hlgbas/HLG+Strategy>

5. This project outline includes the objectives, scope and content of this project, as well as some practical project management issues.

II. Project objectives

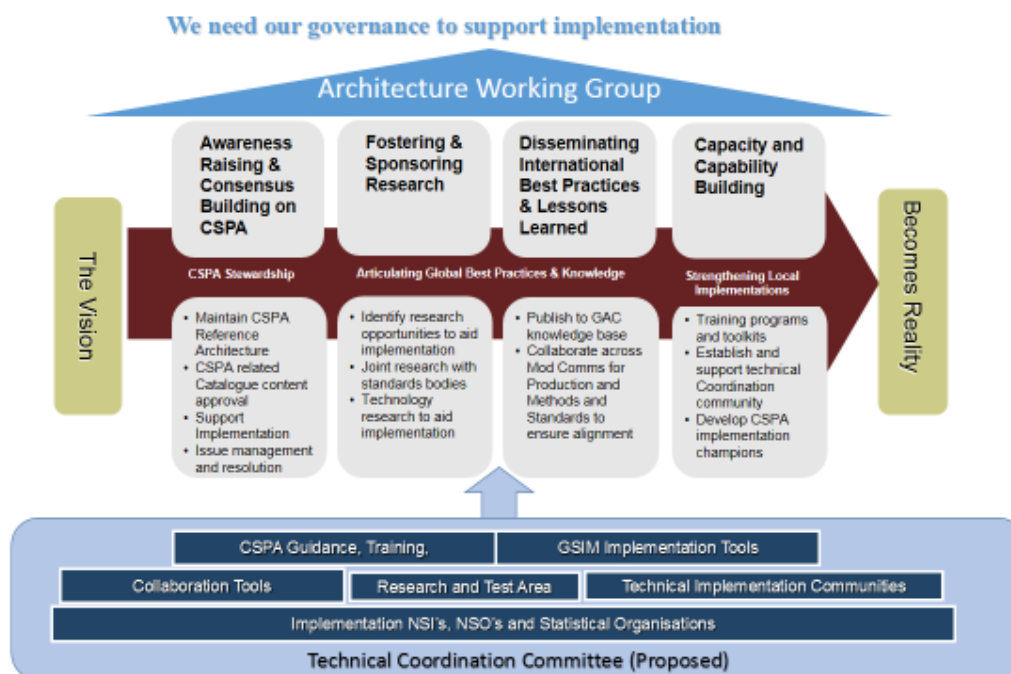
6. The project has three main objectives:

- To extend the governance and support offered by the AWG to the implementation of CSPA compliant statistical services,
- To establish and maintain a new Technical Coordination Committee which will provide full technical guidance to implementing organizations and put in place technical implementation communities,
- To facilitate the transitioning of CSPA governance from HLG project governance arrangements to the Modernization Committee for Production and Methods, currently this is an identified risk.

III. Scope

7. This project concerns the implementation of CSPA. It is believed that without this project being in place to support transition and wider implementation that implementation impediments will overwhelm implementation efforts in individual NSI's/NSO's and adversely impact intended collaboration efforts. It will tackle governance and support issues that are multi-national in nature, rather than those that are specific to individual organizations.

8. The scope of the project is represented in the diagram below

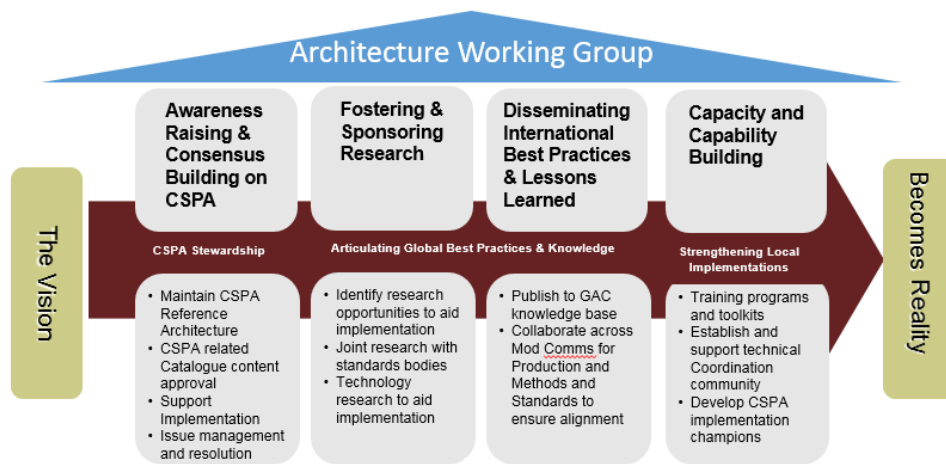


IV. Contents

9. This project comprises the four work packages outlined below. As a precursor to the project, the following activities are being undertaken by the 2014 CSPA project:

- Review of issues raised during the 2014 project and lessons learned
- Identification of current gaps in CSPA implementation Governance to understand and plan transition requirements
- Initial thoughts re the Technical Coordination Committee
- Identification of additional collaboration tools and environments to support implementation efforts

Work Package 1: Extend the governance and support offered by the AWG through to Implementation

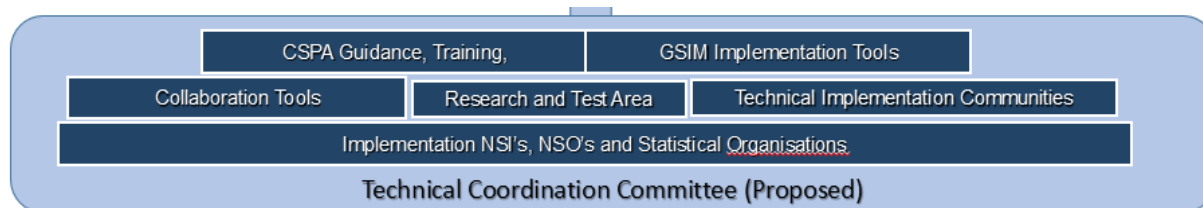


10. This work package will focus on findings and lessons learned from the CSPA 2014 to extend the governance and support offered by the AWG to the implementation of CSPA compliant statistical services. This will be achieved through the following activities:

- Review of implementation issues and lessons learned during the 2014 project
- Identification of AWG activities required to support CSPA implementation i.e. Awareness, Research, Best Practices and Capacity and Capability Building
- Implementation of identified activities
- Establish and provide ongoing assistance to CSPA Technical Coordination Committee and extend support for implementation projects in NSI’s/NSO’s

11. The output from this work package will take the form of CSPA implementation resources, this will consist of guidelines, training material and processes. The task of maintaining the content after its initial formulation will be overseen by the HLG’s Modernisation Committee on Production and Methods.

Work Package 2: Establish the Technical Coordination Committee



12. This work package will form the practical element of the project. This will be achieved through the following activities:

- Establishment of CSPA Technical Coordination Committee
- Review of implementation issues and lessons learned during the 2014 project
- Implementation of additional collaboration tools, testing environments and other implementation tools to support implementation efforts
- Guidance, training and assistance to implementation projects in NSI's/NSO's
- Support putting in place technical implementation communities (proposed to be short lived) which will allow fine grained focus and project management for the specific implementation

Work Package 3: Transition of governance and support to the Modernisation Committee Production and Methods

13. This work package comprises the formal transitioning for CSPA governance and support from HLG project structures to the Modernization Committee Production and Methods. The project will work with the Modernization Committee to:

- plan transition arrangements, appropriately store relevant project artefacts in the Global Artefact Catalogue
- Develop the ongoing support model for CSPA (including life-cycle management of statistical services)
 - Work with NSIs and NSOs to identify practical project opportunities to develop and implement CSPA services in full production and populate these in the Business Plans and Investment area of the Global Artefact Catalogue.
 - Work with Modernization Committee Production and Methods on the formal transitioning for CSPA governance and support from HLG project structures.

Work Package 4: Project management and coordination

14. This work package comprises the necessary project management activities to ensure the successful delivery of the other three work packages.

V. Definition of success

15. Overall, this project will be successful if it results in an improved implementation of CSPA compliant statistical services and a growth in confidence of implementing NSI's/NSO's. This will be reflected in NSI's/NSO's populating the Business Planning and Interest part of the Global Artefact Catalogue. Success criteria for the individual work packages are:

- Work package 1: Issues and lessons learned from CSPA 2014 are addressed and AWG support through to production implementation is in place.
- Work package 2: The Technical Coordination Committee is in place, collaboration environments and resources supporting technical implementation and organizational changes are in place, including access to experienced personnel across the community.
- Work package 3: Successful transition of CSPA management and maintenance to the Modernization Committee Production and Methods. NSI's/NSO's have confidence in the processes associated with developing, implementing and using CSPA compliant statistical compliant with CSPA.
- Work package 4: the project is completed on schedule, and delivers results that are of value to the international statistical community.

VI. Expected costs

16. The following table shows an estimate of the minimum resources and other costs needed to deliver the different work packages. Each organization involved in the project will be expected to cover the costs of their participation (including wages and any travel expenses for participants).

Work Package	Estimated resources	Source of resources	Other Costs (in US Dollars)
1: Extend the governance and support offered by the AWG through to Implementation	3 person months	Volunteer NSOs plus UNECE Secretariat	Travel costs for workshops or sprint sessions as necessary
2: Establish the Technical Coordination Committee	6 person months	Volunteer NSOs plus UNECE Secretariat	Travel costs for workshops or sprint sessions as necessary. Up to \$1,000 for costs associated with preparing and disseminating training materials and running training events
3: Transition of governance and support to the Modernisation Committee Production and Methods	15 person months	Volunteer NSOs plus UNECE Secretariat	None

4: Project management and coordination	6 person months	A project manager working in the UNECE Secretariat. Input from Executive Board and HLG members (in their role as project sponsors)	Up to \$500 for telecommunications and other incidentals
Total	32 Person months	UNECE Secretariat (9 person months) NSO / International organization staff (23 person months)	Up to \$1,500 total costs as described above, plus costs of hosting and participating in project events

VII. Timetable

17. The project will aim to complete the activities described by the end of 2015. There are, however, various unknowns which may affect the timetable:

- The availability of resources from national and international statistical organizations to support this project – if the necessary resources are not available, either the timetable will need to be extended, or the outputs will need to be re-defined (in terms of quality or quantity or both)
- The availability of project management and support resources in the UNECE Secretariat – to meet the resource requirements of this project will require the continuation of the current extra-budgetary post in the UNECE secretariat, through additional donor funding. As above, if this is not forthcoming, either the timetable will need to be extended, or the outputs will need to be re-defined.

18. All four work packages will run throughout the year, though substantial work should be completed by mid-November so that outcomes can be reported and demonstrated at the HLG Workshop.

VIII. Project governance

19. The project sponsor is the HLG. This is the group that has ultimate responsibility for signing off the project deliverables. In practice, this responsibility will be delegated to the Executive Board.

20. A project manager will have day-to-day responsibility for the running of the project, providing regular updates and signalling any issues to the Executive Board as necessary.