

UK STATISTICS AUTHORITY

Minutes

**Meeting of Friday 11 December 2009
Board Room, Statistics House, Newport**

Present

UK Statistics Authority

Sir Michael Scholar (Chair)

Professor Sir Roger Jowell (Deputy Chair, Official Statistics)

Mr Richard Alldritt

Mr Partha Dasgupta

Ms Jil Matheson

Ms Moira Gibb

Mr Steve Newman

Professor Steve Nickell

Mr Stephen Penneck for items 1 to 12

Professor David Rhind

Secretariat

Mr Robert Bumpstead

Mr Mervyn Stevens

Apologies

Lord Rowe-Beddoe (Deputy Chair, ONS)

Other Attendees

Mr Richard Laux (Monitoring and Assessment) for items 8 to 13

Mr Ross Young (Secretariat, UK Statistics Authority) for item 9

1. Apologies

- 1.1 Apologies were received from Lord Rowe-Beddoe who was engaged in parliamentary business.

2. Declarations of Interest

- 2.1 There were no declarations of interest.

3. Minutes and Matters arising from the Previous Meeting

- 3.1 The minutes of the previous meeting held on 20 November 2009 were accepted as a true and fair account. There were no matters arising.

4. Reports from Committee Chairs

Audit Committee

- 4.1 Professor Rhind reported on the meeting of the Audit Committee held on 1 December 2009. The Committee had considered Reports from Internal Audit and endorsed the National Audit Office's Audit Strategy for 2009/10.
- 4.2 The Committee would be having a Self-Assessment workshop on 1 February, 2009 to evaluate the Committee's effectiveness.

Assessment Committee

- 4.3 Sir Michael Scholar reported on the meeting of the Assessment Committee held on 1 December 2009. Seven Assessment Reports had been discussed and these would be considered by the Authority later in the meeting.

Office for National Statistics Board

- 4.4 In Lord Rowe-Beddoe's absence, Professor Nickell reported on the meeting of the Office for National Statistics (ONS) Board held earlier that day. The Board had discussed Information Technology issues and considered the budgetary position for ONS.

5. Census 2011

- 5.1 Ms Matheson reported that, since the last meeting of the Authority, the *Census Order* had been debated and approved by both Houses of Parliament.

6. UK Statistics Authority Annual Report and Accounts 2009/10 [SA(09)68]

- 6.1 Mr Bumpstead introduced a paper which outlined plans for producing and publishing the Authority's Annual Report and Accounts for 2009/10.
- 6.2 The meeting endorsed these outline proposals and agreed that draft content should be submitted to the Authority in due course. It was also agreed that the secretariat should investigate the possibilities for reducing the number of printed copies of the Annual Report while still fulfilling the Authority's statutory obligations to lay printed copies before the UK Parliament and the devolved legislatures.

7. Royal Statistical Society (RSS) Official Statistics Awards [SA(09)69]

- 7.1 Mr Bumpstead presented a paper which set out proposals for RSS awards for excellence in delivery of Official Statistics. The Authority's involvement in these awards included:
- membership of the National Statistician and the Head of Assessment on the judging panel;
 - membership of Authority staff on the working group to oversee the process, and;
 - sponsorship of the awards ceremony.

7.2 The Authority welcomed this initiative and endorsed the proposals.

8. Monitoring Report 5: *Barriers to Trust in Crime Statistics* - Revised Interim Report [SA(09)70]

8.1 Mr Alldritt presented a draft of interim Monitoring Report 5: *Overcoming Barriers to Trust in Crime Statistics*. This revised draft reflected the discussion of a previous draft at the November Authority meeting. It was proposed that this Report would be published on the Authority's website. There would be an open meeting to discuss the interim Report and its recommendations with users and producers of crime statistics. Comments received would be considered for the final Report that would be published later in 2010.

8.2 It was agreed that, subject to some textual revisions, the interim Report should be published on the Authority's website.

9. Monitoring Report 6: *Review of Pre-release Access* - First Draft Report [SA(09)71]

9.1 Mr Alldritt presented a first draft of Monitoring Report 6: *Review of Pre-release Access*. A further draft would be submitted to the Authority at its meeting in January 2010 with the aim of publishing a Report at the end of January.

9.2 The meeting considered the historical background to the pre-release legislation and subsequent developments. It was agreed that a further draft should be submitted for consideration to the January meeting of the Authority.

10. Monitoring Report 7: *Communicating the Measurement of Inflation* - Draft Specification [SA(09)72]

10.1 Mr Laux presented a draft Specification for Monitoring Report 7: *Communicating the Measurement of Inflation*. The Authority had agreed at the meeting on 20 June 2008 that this should be the subject of a Monitoring Report.

10.2 In considering the draft Specification the Authority recognised that the Office for National Statistics (ONS) already had work in hand to deliver improvements to the Consumer Price Index (CPI). This work was being overseen by the Consumer Prices Advisory Committee (CPAC). The meeting agreed that CPAC might have a role to play in considering the communication issues highlighted in the draft Specification for a Monitoring Report.

10.3 It was agreed that the ONS should take this forward as part of the ONS Improvement Programme for the CPI. The Monitoring and Assessment Team could provide an independent Assessment of that work to the Authority in due course and publish a Monitoring and Assessment Note on their findings if necessary.

10.4 As a first step, the Monitoring and Assessment Team should discuss with ONS and report back proposals to the next meeting of the Authority.

11. Assessment Programme Progress Report [SA(09)73]

11.1 Mr Laux presented a Progress Report on the Assessment Programme. The Programme was proceeding well and 27 Assessment Reports would be published by the 31 December 2009. It was anticipated that the Assessment of a total of 200 sets of National Statistics would be completed during the year ending 31 March 2010.

Minutes of the UK Statistics Authority Meeting 11 December 2009

11.2 The Assessment Team had reviewed the evidence by producers about the way that Assessment Report requirements had been implemented and the Authority agreed that National Statistics designation be confirmed for the following sets of statistics:

- Road Casualty Statistics (Department for Transport);
- Migration Statistics (Office for National Statistics), and;
- Statistics on International Development and the ODA:GNI Ratio (Department for International Development).

12. Issues Arising from the Assessments Conducted During 2009 [SA(09)74]

12.1 Mr Laux presented a paper which described the main issues that had emerged from the first Assessments undertaken by the Monitoring and Assessment Team. The primary issue concerned code compliance in respect of the needs of the users of Official Statistics.

12.2 The Authority agreed that a Monitoring and Assessment Note on the emerging findings should be considered at the next meeting.

12.3 It was also agreed that the Monitoring and Assessment Team should draft a paper on maximising the value for money of Assessment. The *Code of Practice* could be reviewed in 2010 in the light of experience.

13. Draft Assessment Reports 21,22,23,24,25,26and 27 [SA(09)75,76,77,78,79,80,81]

13.1 Mr Laux presented the following seven draft Assessment Reports which had all been considered at the meeting of the Assessment Committee on 1 December:

- Assessment Report 21: 18 Weeks Referral to Treatment Statistics;
- Assessment Report 22: Agriculture in the UK and Selected Crop and Livestock Statistics;
- Assessment Report 23: Child Benefit Statistics;
- Assessment Report 24: Producer Price Indices;
- Assessment Report 25: Services Producer Price Indices;
- Assessment Report 26: Scottish Household Survey, and;
- Assessment Report 27: Scottish Labour Market Statistics.

13.2 All seven Reports were approved for publication.

14. Any Other Business

14.1 The Chair reported that the non-executive director recruitment process was still on-going.

14.2 The next meeting of the Authority Board would be held on Friday 22 January in London at 11:15 a.m.

14.3 There was no other business.

UK STATISTICS AUTHORITY

Agenda

Friday, 11 December, 2009

Board Room, Statistics House, Newport, 11:15 - 15:00

Chair: Sir Michael Scholar
Apologies: Lord Rowe-Beddoe

1	Minutes and matters arising from previous meeting. Declarations of interest	Meeting of 201109
2	Reports from Committee Chairs: <ul style="list-style-type: none">● Audit Committee● Assessment Committee● ONS Board	Professor Rhind Sir Michael Scholar Professor Nickel
3	Census 2011	Oral Report Ms Jil Matheson
4	UK Statistics Authority Annual Report and Accounts 2009/10	SA(09)68 Secretariat
5	RSS Official Statistics Awards	SA(09)69 Secretariat
6	Monitoring Report 5: <i>Barriers to Trust in Crime Statistics</i> - Revised Interim Report	SA(09)70 Mr Richard Alldritt
7	Monitoring Report 6: <i>Review of Pre-release Access</i> - First Draft Report	SA(09)71 Mr Richard Alldritt Mr Ross Young
8	Monitoring Report 7: <i>Communicating the Measurement of Inflation</i> - Draft Specification	SA(09)72 Mr Richard Alldritt
9	Assessment Programme Progress Report	SA(09)73
	Issues Arising from the Assessments Conducted During 2009	SA(09)74 Mr Richard Laux

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Agenda continued

	Draft Assessment Reports (AR)	Mr Richard Alldritt and Mr Richard Laux
10	AR 21: 18 Weeks Referral to Treatment Statistics	SA(09)75
11	AR 22: Agriculture in the UK and Selected Crop and Livestock Statistics	SA(09)76
12	AR 23: Child Benefit Statistics	SA(09)77
13	AR 24: Producer Price Indices	SA(09)78
14	AR 25: Services Producer Price Indices	SA(09)79
15	AR 26: Scottish Household Survey	SA(09)80
16	AR 27: Scottish Labour Market Statistics	SA(09)81
17	Any other business	

Next Meeting: Friday, January 22, 2010
Statistics House, London, 11:15 - 15:00

UK STATISTICS AUTHORITY

SA(09)68

UK Statistics Authority Annual Report and Accounts 2009/10

Purpose

1. This paper presents proposals for the UK Statistics Authority's Annual Report and Accounts 2009/10.

Timing

2. The departmental Report and Accounts must be laid before the UK Parliament and the devolved legislatures before the Summer recess in July 2010.
3. Arrangements are already in place for the Report and Accounts to be reviewed by the National Audit Office (NAO) and certified by the Comptroller and Auditor General (C&AG) in late June and early July 2010.
4. Approval of, or initial comments upon, the proposals described below are requested at this meeting, in order to meet future drafting, design and production deadlines.

Recommendations

5. Members of the Authority are invited to:
 - i. endorse the proposal for a combined Annual Report and Accounts, as produced in 2008/09;
 - ii. consider and comment on the proposed outline contents of the Report, comprising distinct chapters which reflect the Authority's different areas of responsibility, and;
 - iii. note the proposed timetable for the production of the Report and Accounts (see **Annex A**).

Discussion

6. Under the terms of the *Statistics and Registration Service Act*, the Authority is required to produce a report at the end of each financial year "*on what it has done during the year, what it has found during that year, and, what it intends to do during the next financial year*" (section 27 (1)). The report is to be laid before the UK Parliament and the devolved legislatures (section 27 (2)).
7. The Authority is also required to lay its annual accounts before the UK Parliament under the *Government Resource and Accounts Act 2000* (section 6(4)).
8. To fulfil these obligations, as in 2008/09, it is proposed to produce a single combined UK Statistics Authority Annual Report and Accounts. For the first time in 2008/09, the UK Statistics Authority Annual Report and Accounts replaced three separate publications: the Office for National Statistics (ONS) Annual Report and Accounts; the National Statistics Annual Report, and; the Statistics Commission's Annual Report and Accounts. It is proposed that this approach should be taken again for 2009/10.
9. It is proposed that the Annual Report and Accounts 2009/10 is comprised of the chapters as set out below. More detailed plans for the contents of each chapter will be developed in consultation with the Chair, the National Statistician, the Head of Assessment and the Director General of ONS over the coming weeks and months.
 - Volume One, to include the following chapters:
 - Introduction from the Chair and an 'About the Authority' section;
 - Introduction from the Head of Monitoring and Assessment and the Monitoring and

- Assessment Annual Report;
 - Introduction from the National Statistician and the Government Statistical Service (GSS) Annual Report;
 - Introduction from the Director General of ONS and the ONS Annual Report, and;
 - Corporate and Summary Financial Information.
- Volume Two, to include one chapter made up of the:
 - Statement of Accounting Officer's Responsibilities;
 - Statement on Internal Control;
 - Remuneration Report;
 - Certificate and Report of the Comptroller and Auditor General to the House of Commons, and;
 - Notes to the Resource Accounts.
10. The accounts in Volume Two will be presented as one consolidated set, that is, covering all Authority expenditure (about 98% of which is attributable to ONS).
11. While the Report will be mainly retrospective, all chapters will also include an element detailing high-level plans for the year ahead, in accordance with the requirements of the *Statistics and Registration Service Act* and as a basis on which to report progress the following year.
12. It is suggested that both volumes are packaged together in a folder, as in 2008/09, which will be laid before Parliament and the devolved legislatures as a single document. This format has been approved as acceptable for laying purposes by the relevant parliamentary authorities.
13. Positive feedback was received on the overall design and layout of last year's Report, and it is intended that while the design will be refreshed, the overall format of the 2008/09 Report will be maintained for 2009/10.
14. The timetable at Annex A indicates how the Authority Board and its sub-committees will be given the opportunity to give consideration to, and comment upon, the various chapters as they develop over the next six months.

Alex Elton-Wall, Secretariat, UK Statistics Authority, December 2009

List of Annexes

Annex A Proposed Timetable for UK Statistics Authority Annual Report and Accounts 2009/10

Annex A Proposed Timetable for UK Statistics Authority Annual Report and Accounts 2009/10

- 22 January Paper to Authority Board asking for comments on outline/contents of Authority chapters
- 9 February Paper to Assessment Committee asking for comments on outline/contents of Monitoring and Assessment chapter
- 12 February Paper to ONS Board asking for comments on outline/contents of ONS chapter
- 26 February Paper to Authority Board asking for comments on draft Authority chapter
- 9 March Paper to Committee for Official Statistics asking for comments on draft National Statistician/GSS chapter
- 12 March Paper to ONS Board asking for comments on draft ONS chapter
- 12 March Paper to Audit Committee asking for comments on with draft 'Statement On Internal Control'
- 23 April Paper to Authority Board seeking approval of text of all chapters (excluding accounts)
- 4 May Accounts ready for audit and signed of by Chief Financial Officer
- 25 May Paper to Audit Committee asking for comments on full text of Annual Report and Accounts
- 25 June Audit Committee to approve Annual Report and Accounts and NAO Audit Completion Memorandum
- 30 June Final review of Annual Report and Accounts by NAO
- 5 July Accounting Officer to sign Annual Report and Accounts
- w/c 12 July C&AG to certify and sign Annual Report and Accounts
- w/c 12 July Annual Report and Accounts laid before Parliament and devolved legislatures.
- Mid/late July Annual Report and Accounts printed and published by The Stationary Office

UK STATISTICS AUTHORITY

SA(09)69

RSS Official Statistics Awards

Purpose

1. This paper sets out proposals for Royal Statistical Society (RSS) awards for 'Excellence in Service Delivery of Official Statistics' and for the Authority's involvement in those awards.

Timing

2. It is proposed that work will begin in early 2010 in order that the first awards ceremony can be held in July 2010.

Recommendation

3. The Authority are invited to consider and endorse these proposals.

Discussion

4. The idea for these awards came through an exchange of letters between the Chair and Professor David Hand, President of the RSS in the early part of this year. The Chair welcomed the proposal and agreed that the Head of Assessment and Martin Dougherty, Executive Director at the RSS should develop more detailed proposals.
5. Detailed proposals have now been completed and are attached at **Annex A** in paper that will be considered by the Executive Committee of the RSS at their meeting on 9 December 2009.
6. Under these proposals the Authority's involvement in these awards will include:
 - membership of the National Statistician and the Head of Assessment on the judging panel;
 - membership of Authority staff on the working group to oversee the process (Ross Young), and;
 - sponsorship of the awards ceremony.

Secretariat, UK Statistics Authority, December 2009

List of Annexes

Annex A RSS Paper - Excellence in Service Delivery of Official Statistics Awards

Annex A RSS Paper - Excellence in Service Delivery of Official Statistics Awards

**Royal Statistical Society
Executive Committee
9 December 2009**

Title of Paper:	Official Statistics Excellence in Service Awards.
Author:	Liam Murray, RSS
Purpose of paper:	Paper sets out a proposal for an RSS sponsored Government Statistics Service (GSS) award, to be presented as part of the Journalism and Honours awards event.
Recommendations:	That the proposal is approved.
Actions requested:	The Executive Director and President are given delegated authority to approve any further details, subject to any agreement reached at Council; Implementation of the award is delegated to Liam Murray.

Executive summary:

1. The proposal for a new series of awards excellence in service in the field of Official Statistics came about through an exchange of letters between the President, Professor David Hand, and Sir Michael Scholar, Chair of the UK Statistics Authority, earlier this year.
2. The proposal is to present the GSS awards at the same event as the RSS journalism awards, building on their success.
3. Initial proposals were developed by Liam Murray and Ross Young and circulated to a small group, including the RSS President and President Elect, the Head of Assessment at the UK Statistics Authority, Richard Alldritt, and the National Statistician, Jil Matheson.
4. This paper builds on the initial comments received, providing information about the award and the criteria that entries will be judged on; the nominations process; and the judging panel.
5. If the proposal is endorsed, Liam Murray will manage the implementation process, providing regular updates to Council. Any further decisions concerning details of the awards will be signed off by the Executive Director and President, with Council receiving regular updates.

Official Statistics Excellence in Service Awards - December 2009

Background

1. Following comments about a possible GSS awards event, David Hand wrote to Sir Michael Scholar in February this year proposing that the RSS expand their current 'Excellence in Journalism' awards to cover 'Excellence in Service Delivery of Official Statistics'. Sir Michael welcomed the proposal and agreed that Richard Alldritt, Head of Assessment at the UK Statistics Authority and Martin Dougherty would develop a more detailed proposal.
2. Following some initial discussions, Liam Murray and Ross Young developed the idea and sought feedback from the President, President Elect and Executive Director of the RSS, Richard Alldritt and the National Statistician.
3. Using this feedback, the following proposal for the 'Excellence in Service Delivery of Official Statistics' awards is presented to Council for approval.

Proposal

4. The awards will have 2 sub-categories: Communication and Dissemination; and Innovation and Development.

Communication and Dissemination

5. This award will be for the best example of clear presentation of Official Statistics, which takes account of the needs and understanding of its primary audience, and the full range of other potential users.
6. Nominees will have displayed a thorough understanding of the needs of the current and potential users of the statistics for which they are responsible and be able to demonstrate how they have tailored the statistical product to meet those needs, documented user requirements or otherwise to have consulted and sought feedback. The information will be accessible to a wide audience, providing appropriate points of contact for queries. They will also have pointers for further technical detail for more experienced users. The winning entry will be a clear example of good practice of user-focused presentation of statistics.

Innovation and Development

7. The award will be for the best example of an innovative statistical practice which has improved statistical information for users. The nominees will have either employed new statistical techniques to improve the statistical information available, or developed statistical systems and processes which have strengthened the quality and robustness of the statistics. The winning nominees will have demonstrated how they have identified the needs of users so as to innovate and further develop the service being provided to them as customers. Nominees are invited from across the spectrum of Official Statistics: from evidence-based policy and decision making through to improving the understanding and experience for the wider user community.
8. It is further proposed that a small working group should be convened to develop a marketing strategy for the awards scheme and oversee the implementation of the process. The group will consist of Liam Murray (RSS), Andrew Garratt (RSS), Ross Young (UK Statistics Authority) and [INSERT NAME] (GSS support Team) within the Authority. Jill Leyland has agreed to assist the working group, providing advice and overseeing any short-listing of nominations for panel members.

Nomination Process

9. Nominations will be in the form of 1-2 paragraphs, 300-500 words, setting out how the entry meets the criteria. If a particular statistical area is to be considered for both categories, a separate nomination form will be submitted clearly describing how the criteria for each award have been met.
10. Nominations will be sourced from both users and producers, including self nominations. In the case of self nominations, references or names of people that the judging panel can contact will be requested as part of the nomination. A strategy for marketing the awards will be developed by the

Annex A - SA(09)69 - RSS Official Statistics Awards

working group and agreed by the Executive Director and President for the RSS, and the Head of Assessment for the UK Statistics Authority.

Judging Panel

11. It is proposed that the judging panel consist of 6 members as follows:

The RSS President
RSS User Community Theme Director
RSS Official Statistics Section Lead
National Statistician
Head of Assessment, UK Statistics Authority
A representative of the media

12. The panel will score each of the short-listed nominations against the relevant criteria for the particular category.
13. The panel will meet in meeting early June to discuss the nominations and agree an overall winner and runner up for each category. They may choose joint winners instead should they be unable to decide between two entries. Should there be any disagreement about the overall outcome for each category following the panel discussion, the President of the RSS will get the deciding vote.
14. The panel will also consider whether an overall award should be presented in the case where a nomination is considered to have demonstrated excellence in the delivery of Official Statistics across the broad range of criteria.

Event Ceremony and High Level Timetable

15. The Excellence in Service Delivery of Official Statistics awards will be presented at the expanded RSS Journalism and Honours awards, which will follow the RSS AGM in Summer 2010.

- December 2009 – Formal sign off of proposal by RSS Council and UK Statistics Authority
- January/February 2010– Judging Panel members formally invited to take part / Implementation Team prepare materials and begin to market awards.
- March/April 2010 – nomination process opens
- Beginning May 2010 – nomination process closes
- Mid May 2010– nominations collated, initial sift conducted if necessary and judging packs issued
- Beginning June 2010 – Panel meet and agree winner and runner up for each category
- Mid July 2010 – Awards ceremony

16. It is proposed that the event continues to be held at Errol Street. If the awards prove successful, there would be the potential to further expand the awards into other statistical domains in partnership with other organisations. If this were to happen, a larger venue may need to be considered.

Finance

17. The awards ceremony will seek the usual sponsorship. Liam will be working with Paul Gentry, Jonelle Lewis-Chamberlain and other RSS staff to develop proposals. The UK Statistics Authority have agreed in principle to provide sponsorship for the event. Discussions with them are happening in parallel.

UK STATISTICS AUTHORITY

SA(09)70

***Monitoring Report 5:
Barriers to Trust in Crime Statistics - Revised Interim Report***

Purpose

1. To agree the final text of the interim Report on Overcoming Barriers to Trust in Crime Statistics.

Timing

2. The interim Report is due to be published on the website in the week beginning 14 December. An open meeting to discuss the Report will be held on 18 January 2010 at the Royal Statistical Society (RSS).

Recommendations

3. Members of the Authority are invited to agree to publish the Report on the Authority's website.

Discussion

4. The Authority discussed the draft Report and agreed publication arrangements at its last meeting (20 November). That Report has now been edited in the light of comments at the meeting. In addition, it has been re-structured slightly, a foreword has been added and it has been updated with references where relevant to the White Paper on Policing published on 2 December and an accompanying Report by Jan Berry, the Independent Reducing Bureaucracy Advocate. Members of the Board may be interested to know that Jan Berry reflects in her Report on whether the collation and publication of recorded crime statistics should be transferred to an independent third party, but concludes that it is too early to make a judgement on the effect of the new arrangement for statistics.
5. The latest draft of the Report has been sent to the Home Office, the Ministry of Justice (MoJ) and the Project Board for the Review, in order to allow for any final comments on points of accuracy prior to publication. This also allows time for the Home Office and MoJ to prepare briefing.
6. The proposed next steps are to publish the interim Report on the Authority's website and to hold an open meeting to discuss the Report and its recommendations with users and producers of crime statistics. Comments will also be invited via the Authority's consultations mailbox. The open discussion, written comments and the views of the Project Board will inform the final Report. This is now scheduled for publication in April 2010, following approval by the Authority Board at its March meeting.

Monitoring and Assessment Team, December 2009

List of Annexes

- Annex A Overcoming Barriers to Trust in Crime Statistics - Interim Report (revised draft)**

**Annex A Overcoming Barriers to Trust in Crime Statistics - Interim Report
(revised draft)**

This document has been published on the UK Statistics Authority website.

To see this document go to:

<http://www.statisticsauthority.gov.uk/reports---correspondence/reports/overcoming-barriers-to-trust-in-crime-statistics--england-and-wales---interim-report.pdf>

UK STATISTICS AUTHORITY

SA(09)71

***Monitoring Report 6:
Review of Pre-release Access – First Draft Report***

This document will be published on the UK Statistics Authority website in due course.

Published Monitoring Reports are available at:

<http://www.statisticsauthority.gov.uk/assessment/monitoring-reports/index.html>

UK STATISTICS AUTHORITY

SA(09)72

***Monitoring Report 7:
Communicating the Measurement of Inflation - Draft Specification***

Purpose

1. To seek the Authority's approval of the Specification for the planned Monitoring Report on *Communicating the Measurement of Inflation*.

Timing

2. It would be helpful to have Authority approval now to allow a final Report to be published in Autumn 2010. It was agreed at the meeting of the Authority on 20 November 2009 that a Monitoring Report on *Communicating the Measurement of Inflation* should be initiated.

Recommendation

3. The Authority is invited to consider and approve the draft Specification for this Report at **Annex A**.

Monitoring and Assessment Team, December 2009

List of Annexes

Annex A *Communicating the Measurement of Inflation - Draft Specification*

**Annex A Monitoring Report 7: Communicating the Measurement of Inflation –
Draft Specification**

This document will be published on the UK Statistics Authority website in due course.

Published Monitoring Reports are available at:

<http://www.statisticsauthority.gov.uk/assessment/monitoring-reports/index.html>

UK STATISTICS AUTHORITY

SA(09)73

Assessment Programme Progress Report

Purpose

1. This paper provides an update on progress with the Assessment Programme.

Timing

2. For consideration by the Authority Board at its December 2009 meeting.

Recommendations

3. Members of the Authority are invited to:
 - i. note recent staffing developments, which will result in the Assessment Team being fully staffed by the end of December;
 - ii. note both the proposed timetable for the discussion of draft Assessment Reports for the next few months (**Annex A**) and progress with current Assessments generally (**Annex B**) and;
 - iii. agree confirmation of designations for three sets of outputs, as listed in paragraph 13, and note progress toward implementation of requirements for other outputs (**Annex C**).

Discussion

Staffing

4. The Assessment Team expect to be fully staffed by the end of December.
5. Cecilia MacIntyre joined the Edinburgh Team as a new Assessment Team Leader (Grade 7) on 9 November on a three year loan from Scottish Government. Cecilia is an experienced government statistician and has spent the last three years working on population and migration statistics in the General Register Office for Scotland. She has previously worked as a statistician for Scottish Government and Scottish Homes (a non departmental public body) and before that as a lecturer in medical statistics at Edinburgh University.
6. We expect Kim Reimann to join the Edinburgh Team as an Executive Officer Statistician on 14 December on a one year loan from Scottish Government. Kim has just been successful at a Scottish Government Recruitment Board, having previously worked on a casual basis for Scottish Government on Indices of Multiple Deprivation for Scotland.
7. Rachel Beardsmore is due to go on maternity leave in February. Joe Cuddeford will be taking over her Senior Executive Officer role on temporary promotion for the six months Rachel is away. We have advertised for a Higher Executive Officer on secondment for a year, to provide cover for Rachel's maternity leave, with additional support before and after she is away.

Progress on Assessments

8. Four Assessment Reports, covering 16 outputs, were published on 26 November. These were:
 - i. Average Weekly Earnings;
 - ii. Wealth in Great Britain;
 - iii. National Child Measurement Programme, and;
 - iv. Energy Statistics.

SA(09)73 - Assessment Programme Progress Report

9. To date we have published 20 Assessment Reports, covering 48 outputs.
10. Seven draft Reports (covering 30 outputs) are presented to this meeting of the Board for approval, following consideration at the 1 December meeting of the Assessment Committee. These are:
 - i. Producer Price Indices;
 - ii. Service Producer Price Indices;
 - iii. Referral to Treatment Waiting Times;
 - iv. Agriculture UK and Associated Agricultural Commodity Surveys;
 - v. Scottish Household Survey;
 - vi. Scottish Labour Market Statistics, and;
 - vii. Child Benefit Statistics.
11. Annex A shows how we plan to submit the remaining ongoing Assessments to the Assessment Committee and the Authority Board over the next three months.
12. Annex B details progress for current Assessments.

Confirmation of Designation

13. The Assessment Team has reviewed the evidence provided by producers about the way they have implemented requirements, and invites the Board to confirm National Statistics designation of the following sets of statistics:
 - Road Casualty Statistics (Report 4);
 - Migration Statistics (Report 8), and;
 - Statistics on International Development and the ODA:GNI Ratio (Report 9).
14. Annex C sets out the respective deadlines for implementing requirements from each published Assessment Report, along with a view from the Assessment Team on whether requirements have been fully, partially or not met for those Assessments whose deadline has passed.

Monitoring and Assessment Team, UK Statistics Authority, December 2009

List of Annexes

- Annex A Proposed Timetable for Approving the Remaining Ongoing Assessments**
- Annex B Progress with Current Assessments**
- Annex C Progress Implementing Requirements from Published Assessment Reports**

Annex A Proposed Timetable for Approving the Remaining Ongoing Assessments

The timetable presented below is based on our best current estimate of the availability of draft Assessment Reports for discussion by the Assessment Committee.

Assessment Committee 9 February 2010/Authority Board 26 February 2010

- Child and Working Tax Credit Statistics (Department for Work and Pensions)
- 2011 Census Special Assessment, phase 1 (various producers)
- School Absence and Exclusions Statistics (Department for Children, Schools and Families)
- Emissions Statistics (Department of Energy and Climate Change)
- Northern Irish Labour Market Statistics (Department for Enterprise, Trade and Investment, Northern Ireland)
- Council Tax Levels Set by Local Authorities (Communities and Local Government)

(six Assessment Reports, covering 69 outputs)

Assessment Committee 9 March 2010/Authority Board 25 March 2010

- UK Labour Market Statistics (Office for National Statistics)
- Welsh Labour Market Statistics (Welsh Assembly Government)
- Welsh School Statistics (Welsh Assembly Government)
- School and Pupil Characteristics (Department for Children, Schools and Families)
- Scottish School Statistics (Scottish Government)
- Northern Irish School Statistics (Department of Education, Northern Ireland)

(six Assessment Reports, covering 66 outputs)

Assessment Committee 13 April 2010/Authority Board 23 April 2010

- School and College Achievement and Attainment Statistics (Department for Children, Schools and Families)
- Judicial and Court Statistics (Ministry of Justice)
- Freedom of Information Statistics (Ministry of Justice)

(three Assessment Reports, covering 12 outputs)

SA(09)73 - Assessment Programme Progress Report

Annex B: Assessment Progress as at 4 December 2009

Assessment	Initial meeting	Output Written Evidence for Assessment back users and others	Comments returned from users and others	Follow up meeting	Draft report	Draft Report to Producer & National Statistician	Report to Assessment Committee	Report to Authority Board	Report published
Wealth in Great Britain	14/05/09	16/07/09	13/07/09	02/09/09	21/09/09		16/10/09	20/11/09	26/11/09
National Child Measurement Programme	16/07/09	04/09/09	24/08/09	21/09/09	28/09/09		16/10/09	20/11/09	26/11/09
Energy and Regional Statistics	06/08/09	27/08/09	01/09/09	11/09/09	23/09/09		16/10/09	20/11/09	26/11/09
Average Weekly Earnings	25/08/09	27/08/09	15/09/09	15/09/09	21/09/09		16/10/09	20/11/09	26/11/09
Referral to Treatment Waiting Times	16/07/09	11/09/09	04/09/09	28/09/09	13/10/09		01/12/09	11/12/09	
Defra Agriculture Statistics	16/07/09	04/09/09	11/09/09	02/10/09	14/10/09		01/12/09	11/12/09	
Producer Price & Services Producer Price Indices	14/07/09	21/09/09	10/09/09	29/09/09	16/10/09		01/12/09	11/12/09	
Scottish Household Survey	24/06/09	09/09/09	18/09/09	30/09/09	04/11/09	05/11/09	01/12/09	11/12/09	
Child Benefit Statistics	21/07/09	04/09/09	25/09/09	15/10/09	23/10/09	06/11/09	01/12/09	11/12/09	
Labour Market (Scotland)	25/09/09	28/09/09	15/10/09	01/10/09	16/10/09	23/10/09	01/12/09	11/12/09	
Tax Credit Statistics	21/07/09	23/10/09	25/09/09	03/12/09	18/12/09	14/01/10	09/02/10	26/02/10	
English absence and exclusions statistics	01/10/09	04/12/09	09/12/09	w/c 03/01/10	w/c 10/01/10	25/01/10	09/02/10	26/02/10	
Labour Market (Northern Ireland)	22/09/09	27/11/09	27/11/09	11/12/09	05/01/10	11/01/10	09/02/10	26/02/10	
Emissions statistics	27/10/09	27/11/09	20/11/09	09/12/09	14/12/09	18/01/10	09/02/10	26/02/10	
Census 2011 Special Assessment (phase 1)	25/09/09	31/10/09	27/11/09	4-9/12/09	w/c 14/12/09	w/c 03/01/10	09/02/10	26/02/10	
Council Tax Levels set by Local Authorities	25/11/09	18/12/09	07/12/09	06/01/10	15/01/10	15/01/10	09/02/10	26/02/10	
School Statistics (Scotland)	30/10/09	17/12/09	10/12/09	13/01/10	17/01/10	21/01/10	09/03/10	25/03/10	
School Statistics (Wales)	25/09/09	11/12/09	10/12/09	12/01/10	19/01/10	27/01/10	09/03/10	25/03/10	
English school and pupil characteristics	01/10/09	11/12/09	10/12/09	07/01/10	22/01/10	01/02/10	09/03/10	25/03/10	
School Statistics (Northern Ireland)	04/11/09	02/12/09	02/12/09	11/12/09	12/01/10	18/01/10	09/03/10	25/03/10	
Labour Market (United Kingdom)	18/09/09	20/11/09	20/11/09	by 10/01/10	22/01/10	10/02/10	09/03/10	25/03/10	
Labour Market (Wales)	01/10/09	26/11/09	20/11/09	by 10/01/10	22/01/10	10/02/10	09/03/10	25/03/10	
English achievement and attainments statistics	01/10/09	15/01/10	20/01/10	by 12/02/10	19/02/10	26/02/10	13/04/10	23/04/10	
Freedom of Information Statistics	16/11/09	15/01/10	tbc	w/e 26/02/10	05/03/10	12/03/10	13/04/10	23/04/10	
Judicial and Court Statistics	16/11/09	15/01/10	tbc	w/e 26/02/10	05/03/10	12/03/10	13/04/10	23/04/10	
Statistics on the Criminal Justice System	12/08/09		25/09/09			ON HOLD			
Balance of Payments									
Collection rates for Council Tax/Non-domestic rates									
English NHS Cancer Waiting Times									
Fuel Poverty Statistics									
ICT: Activity of UK Business									
Road Maintenance and Conditions									
Scottish Cancer Screening Statistics									
Scottish Cancer Statistics									
Scottish NHS Workforce Statistics									
Travel and Tourism Statistics									
Welsh Road Casualty Statistics									

[Work-Related Ill-Health and Injuries]

(shading indicates actual dates)

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Annex C Progress Implementing Requirements from Published Assessment Reports

No.	Report title	Deadline for implementation	Assessment team views on level of implementation	Action required from the Board
1	Statistics from the National Drug Treatment Monitoring System	Oct-09	Full	None - designation confirmed on 20/11/09
2	Recorded Crime in Scotland	Oct-09	Partial	None - currently under discussion between Head of Assessment, National Statistician and Scottish Government
3	Statistics on Enrolments at Schools and in Pre-School Education in Northern Ireland	Dec-09	-	-
4	Road Casualty Statistics	Nov-09	Full	Confirm designation
5	UK Energy Sector Indicators	-	-	-
6	Statistics on Road Freight	Sep-09 extended to Dec-09	Partial	-
7	Prison Population Projections	Nov-09	Full	None - designation confirmed on 20/11/09
8	Migration Statistics	Nov-09	Full	Confirm designation
9	Statistics on International Development and the ODA : GNI Ratio	Oct-09	Full	Confirm designation
10	The Scottish Health Survey	Jan-10	-	-
11	Scottish House Condition Survey	Jan-10	-	-
12	Scottish Crime and Justice Survey	Jan-10	-	-
13	Statistics on Children Looked After by Local Authorities in England	Feb-10	-	-
14	Statistics on Children Looked After by Local Authorities in Scotland	Feb-10	-	-
15	Statistics on Children Looked After by Local Authorities in Wales	Feb-10	-	-
16	Statistics on Children Looked After by Health and Social Care Trusts in Northern Ireland	April-10	-	-
17	Wealth in Great Britain	May-10	-	-
18	National Child Measurement Programme	Dec-09 and Feb-10	-	-
19	Average Weekly Earnings	Apr-10	-	-
20	Energy Statistics	June-10	-	-

UK STATISTICS AUTHORITY

SA(09)74

Issues Arising from Assessments Conducted During 2009

Purpose

1. This paper describes the main issues emerging from the first assessments undertaken by the Monitoring and Assessment Team.

Timing

2. For consideration by the Authority Board at its December 2009 meeting.

Recommendations

3. Members of the Authority Board are invited to:
 - i. note the emerging findings from the first Assessments;
 - ii. agree to the preparation of a draft Monitoring and Assessment Note in early 2010, covering the main findings from the first 20 to 30 Assessments;
 - iii. endorse the proposal that the Assessment Team investigate with statistical producers ways of re-using the evidence collected as part of Assessment;
 - iv. note plans to review the *Code of Practice* during 2010, and;
 - v. note that, in the light of experience so far, the Assessment Team will prepare a paper on maximising the value for money of Assessment.

Discussion

Emerging Findings

4. By the end of 2009, the UK Statistics Authority expects to have published 27 Assessment Reports, assessing around 80 outputs from 15 producer bodies. Each Assessment has conditionally designated the outputs as National Statistics - confirmation of designation has been conditional upon the producer implementing a set of requirements, typically around six per Assessment Report.
5. We have identified several areas of the *Code* where there are currently few concerns about compliance. These relate to the principles on integrity (Principle 3), confidentiality (Principle 5), respondent burden (Principle 6) and resources (Principle 7). The only consistent shortcoming in these areas was a lack of the published documentation that the *Code* requires - details about respondent burden for surveys, and details of arrangements for protecting confidentiality. This issue is addressed further in paragraphs 8 and 9.
6. Compared with the previous *National Statistics Code of Practice*, the new *Code* places more emphasis on user engagement, reflecting the need from Section 7 of the *Statistics and Registration Service Act 2007* to ensure that statistics serve the public good - specifically "*informing the public about social and economic matters*", and "*assisting in the development and evaluation of public policy*." We have found that producers often seem to know little about the users or use made of their statistics beyond the needs of the policy divisions of their own organisation. We would be content, at this stage, with producers making, and publishing, 'reasonable assumptions' about use but there are few of these either.
7. Closely associated with this theme, the commentary accompanying statistics often says very little about the use made of the statistics, and the strengths and weaknesses of the figures in relation to those uses. This is not difficult to do at a general level, and should be possible for producers to address as part of enhancing their understanding about

how their statistics are, and might be, used. Further enhancement of commentary is also required in most cases to make it accessible to non-specialist readers, and in a few cases to ensure objectivity.

8. In addition to information about users, the *Code* requires a range of further documentation (such as revisions policies, details of methods and other metadata to support statistics, and details of how confidentiality of data is protected) to be published in the interests of transparency. While there was evidence that many of these documents were available, and some good practice in producing them, there were a number of areas where such documentation was lacking.
9. *The Statement of Administrative Sources*, required under Protocol 3 to the *Code* is a new concept. Those producer bodies assessed early on in the programme had not yet prepared such statements, waiting in part for central guidance from Office for National Statistics (ONS) about them. First versions of the statements are now being produced.
10. The response of producers to assessment has been mixed. Initially there was some scepticism about assessment, partly driven by the lack of understanding of the process and a feeling that it was an unwelcome burden. As some producers have gone through the process, we sense that this response has warmed somewhat. We are pleased to see that producers have responded well to implementing the requirements made in the Reports. Some producers have commented that they felt Assessment Reports could be more positive, but we feel they strike an appropriate balance between describing compliance with the *Code*, and highlighting shortcomings. We are though increasingly careful about our use of language.

Publication of a Summary Report

11. In order to help statistical producers learn from assessment, and prepare themselves for assessments of their own statistics, we propose to produce a summary of strengths and weaknesses in the form of a Monitoring and Assessment Note. We expect it to include examples of good practice, which could be adopted throughout the statistical community. We will also report common themes where *Code* compliance needs to be improved, and we will either include guidance or flag up that we will be developing such material - for example, **Annex A** shows some emerging ideas to help producers address the practice in the *Code* (1,2) "*Investigate and document the needs of users of Official Statistics, the use made of existing statistics, and the types of decisions they inform*".
12. Overall, the Note should enable all producers to see more clearly what they need to do to improve compliance with the *Code*, and should help the National Statistician to support producers of statistics in making improvements where necessary. It is expected that this Note could be published towards the end of January 2010. Such timing is likely to be helpful to the Government Statistical Service (GSS) Statistical Policy and Standards Committee as it begins to consider improvements needed in order for the statistical community to better comply with the *Code*. The Note should also help external commentators to identify readily the Authority's priorities.

Re-using Assessment Evidence

13. Assessment is already generating a wealth of material that demonstrates *Code* compliance, over and above the Assessment Reports themselves. We think that some of this information could usefully be published, in the interest of the public good. For a small extra effort, we could leverage significant extra benefit for users by bringing the most useful information together, for example on the product pages of the National Statistics Publication Hub. We also suggest that producers consider publishing the evidence for assessment in a single area of their websites to aid accessibility and transparency. We propose to discuss with the National Statistician and statistical Heads

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of Profession how we can maximise the public utility of existing information.

Review of the Code of Practice

14. We propose to review the *Code* during 2010. This will give an opportunity to improve it in the light of experience from the early assessments and other developments. For example, we may take the opportunity to rationalise the content about engagement with users currently contained in Principle 1 and Protocol 1 of the *Code*. We will consult publicly on any material revisions to the *Code*.

Efficiency, Effectiveness and Value For Money

15. We reported to the October meeting of the Authority Board [SA(09)51] the main improvements made to the assessment process in the light of the initial Assessments. The main elements of the new streamlined process are: (a) grouping of statistical outputs; (b) prioritisation of these groups for assessment; (c) refinements to the collection of written evidence from producers, users and data suppliers, including a more flexible approach to collecting information from producers about statistics of relatively low concern and impact, and; (d) more effective use of meetings with producers. These initiatives have been adopted in the ongoing Assessment Programme.
16. Despite the process improvements we have made, the Team is keen to ensure that we work efficiently, and that we have sufficient impact that we are demonstrably providing value for money. We propose to bring a paper on these issues to a meeting of the Authority Board early in the New Year.

Monitoring and Assessment Team, UK Statistics Authority, December 2009

List of Annexes

- Annex A - Initial Draft Guidance to Producers to help them Implement the Practice "Investigate and Document the Needs of Users of Official Statistics, the use made of Existing Statistics and the Types of Decisions they Inform"**

**Annex A Guidance to Producers to help them Implement the Practice
“Investigate and Document the Needs of Official Statistics, the use
made of Existing Statistics and the Types of Decisions they Inform”**

This document will be published on the UK Statistics Authority website in due course.

Published Monitoring and Assessment Notes are available at:

<http://www.statisticsauthority.gov.uk/assessment/monitoring-and-assessment-notes/published-notes.html>

SA(09)75 - Assessment Report 21

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Assessment Report 21: 18 Weeks Referral to Treatment Statistics

This document has been published on the UK Statistics Authority website.

To see the document go to:

<http://www.statisticsauthority.gov.uk/assessment/assessment-reports/assessment-report-21---assessment-of-18-weeks-referral-to-treatment-statistics.pdf>

Assessment Report 22: Agriculture in the UK and Selected Crop and Livestock Statistics

This document has been published on the UK Statistics Authority website.

To see the document go to:

<http://www.statisticsauthority.gov.uk/assessment/assessment-reports/assessment-report-22---assessment-of-agriculture-in-the-uk-and-selected-crop-and-livestock-statistics.pdf>

SA(09)77 - Assessment Report 23

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Assessment Report 23: Child Benefit Statistics

This document has been published on the UK Statistics Authority website.

To see the document go to:

<http://www.statisticsauthority.gov.uk/assessment/assessment-reports/assessment-report-23---assessment-of-child-benefit-statistics.pdf>

SA(09)78 - Assessment Report 24

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Assessment Report 24: Producer Price Indices

This document has been published on the UK Statistics Authority website.

To see the document go to:

<http://www.statisticsauthority.gov.uk/assessment/assessment-reports/assessment-report-24---assessment-of-producer-price-indices.pdf>

SA(09)79 - Assessment Report 25

UK STATISTICS AUTHORITY

SA(09)79

Assessment Report 25: Services Producer Price Indices

This document has been published on the UK Statistics Authority website.

To see the document go to:

<http://www.statisticsauthority.gov.uk/assessment/assessment-reports/assessment-report-25---assessment-of-services-producer-price-indices.pdf>

SA(09)80 - Assessment Report 26

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SA(09)80

Assessment Report 26: Scottish Household Survey

This document has been published on the UK Statistics Authority website.

To see the document go to:

<http://www.statisticsauthority.gov.uk/assessment/assessment-reports/assessment-report-26---assessment-of-scottish-household-survey-outputs.pdf>

SA(09)81 - Assessment Report 27

UK STATISTICS AUTHORITY

SA(09)81

Assessment Report 27: Scottish Labour Market Statistics

This document has been published on the UK Statistics Authority website.

To see the document go to:

<http://www.statisticsauthority.gov.uk/assessment/assessment-reports/assessment-report-27---assessment-of-scottish-labour-market-statistics.pdf>