

REPORTING A BREACH OF THE CODE OF PRACTICE FOR OFFICIAL STATISTICS

1. Core Information [\[guidance\]](#)

Title and link to statistical output	Housing Supply: net additional dwellings, England: 2016 to 2017 – published on 16/11/2017 https://www.gov.uk/government/statistics/housing-supply-net-additional-dwellings-england-2016-to-2017
Name of statistical producer	Department for Communities and Local Government
Name and contact details of person dealing with report	Bob Garland Bob.garland@communities.gsi.gov.uk 0303 444 2273
Link to published statement about the breach (if relevant)	N/A
Date of report	29 th November 2017

2. Circumstances of breach [\[guidance\]](#)

Relevant principle/protocol and practice	Protocol 2, practice 7 - content of a statistical report has been shared before publication with someone not on the relevant pre-release access list.
Date of occurrence of breach	15/11/2017
<p><i>Give an account of what has happened including roles of persons involved, dates, times etc</i></p> <p>The release was sent to the pre-release list (PRL) at 09.39 on 15/11/2017 within the 24 hour period, with the usual guidance and warnings (as shown below).</p> <p><i>These statistics should be treated as restricted until publication at 9.30 am on Thursday 16 November 2017. They are designated as National Statistics: please treat as OFFICIAL SENSITIVE, for named individuals or identified post holders only (on attached pre-release list). They are not for sharing with anyone else or to be used in other documents before publication. If you think you need to discuss and share the figures with anyone not on the circulation list first contact the Departmental Head of Profession for Statistics. Any accidental or wrongful release should be reported immediately and may lead to an inquiry. Wrongful release includes indications of the content or the trend of the figures, including descriptions such as 'higher' or 'lower'.</i></p> <p>At 18.29 on the same day, the Secretary of State's speech-writer (on the PRL) forwarded a draft Ministerial speech containing a figure from the release to officials, some of whom were on the PRL but others who were not. The forwarding email was classified 'Official Sensitive' and explained this was because the statistic was on pre-release.</p> <p>The forwarded email and document was noticed after the release time of 9.30 on 16/11 by DCLG Housing and Planning analysts (to whom it had been sent), and reported to the Senior Housing Statistician who reported it to the Head of Profession for Statistics.</p>	

3. Impact of the breach [\[guidance\]](#)

<p><i>Provide details of the impact of the breach both inside the producer body and externally</i></p> <p>No impact.</p> <p>The forwarded email was sent to recipients not on the PRL as follows:</p> <ul style="list-style-type: none"> 6 analysts within the Division producing the statistics release

- 9 policy advisors with DCLG,
- 1 policy advisor in BEIS

4. Corrective actions (taken or planned) to prevent re-occurrence[\[guidance\]](#)

Describe the short-term actions made to redress the situation and the longer term changes to procedures etc

A meeting was held with the Secretary of State's speech-writer who forwarded the email to explain the arrangements for granting Pre Release Access, and to reiterate in particular that this means that the contents cannot be forwarded to other officials not listed on the PRL. Work is ongoing with Private Offices and Ministerial teams to ensure that regular reminders are given, and training for new staff is attended, covering the principles and practices of Pre Release Access and the Code of Practice for Official Statistics.