

REPORTING A BREACH OF THE CODE OF PRACTICE FOR OFFICIAL STATISTICS

1. Core Information

Title and link to statistical output	National Rail Passenger Survey (NRPS) http://www.transportfocus.org.uk/research/national-passenger-survey-introduction
Name of statistical producer	Transport Focus
Name and contact details of person dealing with report	Ian Wright, Head of Insight Email: Ian.Wright@transportfocus.org.uk Tel. 0300 123 0832.
Link to published statement about the breach (if relevant)	http://www.transportfocus.org.uk/research/national-passenger-survey-introduction
Date of report	08/02/18

2. Circumstances of breach

Relevant principle/protocol and practice	Trustworthiness – Orderly Release T3.4: The circulation of statistics in their final form ahead of their publication should be restricted to eligible recipients, in line with the rules and principles on pre-release access set out in legislation for the UK and devolved administrations. The details of those granted access should be recorded, together with clear justifications for access. No indication of the statistics should be made public and the statistics should not be given to any other party without prior permission for access. The list of recipients should be reviewed regularly and kept to a minimum.
Date of occurrence of breach	30 January 2018
<p>The publication of the National Rail Passenger Survey (NRPS) Autumn 2017 Report was scheduled at 09:30am on the 30th January 2018. The responsible statistician was unavailable in the early morning of publication day before 09:30 and delegated a member of staff to send out the pre-release briefing material.</p> <p>The press release was sent out (marked “under embargo until 09:30”) at 07:47am on the same day to the Communications team, who forwarded it to the Railway Delivery Group (RDG)*. A member of the RDG, who was not on the pre-release access list also sent this email to communications/media staff at train companies (including staff who were not on the pre-release access list). The press release included a few summary results for Great Britain from the National Rail Passenger Survey that was embargoed until 09:30am on that day.</p> <p><i>*The Rail Delivery Group is a membership body in the British railway system, bringing together the companies that run Britain’s railway into a single team with one goal – to deliver a better railway for Britain, its businesses and communities. The membership includes all of Britain’s train companies.</i></p>	

3. Impact of the breach

105 people not on the pre-release access list potentially could have accessed the information before 09:30am on publication day (i.e. they were on the email distribution list), but Transport

Focus are no not aware of any use of this information prior to publication and of any further impact.

4. Corrective actions (taken or planned) to prevent re-occurrence

Actions have been taken to prevent re-occurrence before the next publication scheduled for June 2018:

- Transport Focus will share the TOC pre-release list a week before publication to the named RDG communication contacts(s).
- The Rail Delivery Group will ONLY use the Transport Focus list for the email that they send out to TOC contacts before publication.
- The Rail Delivery Group communications team will not share their pre-release to anyone else within their organisation.
- Transport Focus was not aware that this document was sent to media contacts at TOCs (this is the first time this has been reported to Transport Focus) and there have been no instances of the RDG email causing a release externally before 09:30am.
- The staff at RDG are also not aware of any previous instances of RDG sending out their press release before NRPS publication, and previously it seems the email was always sent after publication.
- The email and press release from RDG will continue to be marked clearly that it is strictly confidential, under embargo and not to be passed to anyone else not on the pre-release list.
- RDG staff on the pre-release list will all be reminded about the NRPS pre-release rules.