



**UK Statistics
Authority**



**Tenth Meeting of the
Administrative Data Research Network Board**

Agenda and Papers

Tuesday 12 July 2016

11:00 – 14:45

Board Room, UK Statistics Authority
Drummond Gate, London

UK STATISTICS AUTHORITY
ADMINISTRATIVE DATA RESEARCH NETWORK BOARD

Minute

Tuesday, 12 July 2016
Boardroom, Drummond Gate, London

Present

Board Members

Professor David Hand (Chair)
Ms Sharon Witherspoon
Dr Fiona Armstrong
Mr Jonathan Athow
Mr Peter Benton (for items 4 to 10)
Ms Siobhan Carey
Dr Andrew Garrett
Mr Colin Godbold
Mr Glyn Jones
Professor Denise Lievesley
Mr Luke Sibieta
Professor Peter Smith
Mr Nicky Tarry
Mr Darren Warren
Ms Penny Young

UK Statistics Authority

Dr Simon Whitworth
Mr Robert Bumpstead

Economic and Social Research Council (ESRC)

Dr Paul Meller

Administrative Data Service (ADS)

Ms Tanvi Desai
Ms Gemma Hakins (for item 6)

Apologies: Mr Roger Halliday

- 1. Minutes and matters arising from previous meeting**
 - 1.1 The meeting reviewed progress with actions from the previous meeting held on 11 April 2016.
- 2. Chair's Report**
 - 2.1 The Chair reported that the non-executive Board members met prior to this meeting. It was reported that the non-executives considered, amongst other issues, the Gateway review and progress with accessing data.
 - 2.2 The Board were informed about the outcomes from the recent Gateway Review by the owner of the review, Dr Meller. The overall confidence assessment of the Gateway review noted that the key risk relates to the availability of UK-wide data. The review made clear that successful delivery remains highly desirable but were also clear that

there remain significant risks to this being achieved. The recommendations focused on the following:

- i. The need for an Action Plan, drawn from the current one, but much more focused on achieving specific projects drawing on UK government department data and which have clear milestones for delivery. It was stressed that relationships are vital to this, not just in terms of between the ADRN and data owners, but also in terms of the relationship with the Department for Business Innovation Skills (BIS) who need to be bought into the proposed success criteria.
- ii. A lessons learned exercise from the original business case. The original business case was built upon a greater expectation of more active participation of data owners and the risks of not achieving that participation were not spelt out. The original business case should also have been clearer about the conditions that needed to be met before the ADRN moved into the 'business as usual' phase.
- iii. The need for clearer financial information, in particular to inform a plan for how the next phase of the ADRN would be funded.

2.3 The Chair informed the Board that he had been interviewed as part of the ADRN Gateway review. The Deputy Chair was also interviewed.

2.4 The Chair reported that he presented on the ADRN at the Data Leaders Network (DLN) meeting. The Deputy Chair also attended this meeting and Professor Dave Martin from the Administrative Data Research Centre-England presented on the research potential of the ADRN. The aim of this was to make clear to Data Leaders the unique benefits of the ADRN and to encourage departments to share data with the Network.

2.5 The Board heard that in the DLN meeting the view was expressed that the number of different data dissemination infrastructures has led to confusion amongst government departments and the research community about the ways in which government data is disseminated. ONS took an action to carry out work to get a greater understanding of the national data infrastructure. The Chair reported that he had sent a note to the Data Leaders making the point that that the Administrative Data Taskforce (ADTF), on which Government departments were heavily represented (around a half of the ADTF's twenty members were from Government departments), had already reviewed the data dissemination landscape and identified the need for the ADRN. This note also stated that the ADRN would like to continue to look to the Data Leaders Network for support in fulfilling the objectives of the ADRN given their role in providing a collaborative forum to deliver a coherent cross government approach to the use and management of data.

2.6 The Chair informed the Board that he was part of the interview panel to appoint the mid-term reviewers. The mid-term reviewers are 'Research Project Management' (RPM), led by Dr Alison Paprica. The review team will include Dr Michael Schull, Dr Alan Katz and Dr Natalie Ceccato. They are a team based in Canada and have a great deal of experience both in terms of research evaluation and research using linked administrative data.

2.7 The meeting heard that the Chair and Deputy Chair attended the Directors Group on the 20 June to discuss preparations for the Gateway Review. The following points were made during the course of the discussion:

- i. the need to act strategically when engaging with Government departments about acquiring access to data;
- ii. the need to progress the tasks identified in the mitigation action plan quickly; and

- iii. the importance of regularly collecting high quality management information.

3. Highlight Report [ADRN(16)16]

- 3.1 Professor Smith introduced the highlight report for the period between 30 March 2016 and 17 June 2016.
- 3.2 Professor Smith informed the Board that the Highlight Report had been restructured so that the quantitative information about the number of projects and the time it was taking for projects to progress through the system was presented in the main paper with the qualitative information about engagement activities presented as an annex. The Chair welcomed these changes.
- 3.3 Further improvements to the Highlight Report were considered and the following points were made in the discussion:
 - i. Metrics should be presented in future highlight reports about the time it is taking for data to be provided to Trusted Third Parties and the Administrative Data Research Centres.
 - ii. Information should be provided on the number of approved projects that are requesting data from each department, how long negotiations have been in progress with each department and what engagement is taking place to try to unblock access to data. This will allow the Board and the Directors Group to manage the key strategic issues that the Network faces.
 - iii. Information on why some projects are not getting as far as the Approvals Panel should be provided in future updates to the Board.
- 3.4 The Secretariat was asked to liaise with the Administrative Data Service to ensure that this guidance was followed in future updates which should be provided to the Board on a monthly basis.
- 3.5 The ADS were asked to put in place a method to seek feedback from research applicants and government departments on a regular basis.
- 3.6 The meeting heard that the ESRC require projects to have approval from the Approvals Panel prior to any funding decision being made. Consequently, projects were being approved by the panel and then stopped when they did not get funding. It was suggested that the ESRC may wish to investigate the resource implications of this policy as preparing projects for the Approvals Panel is resource intensive.
- 3.7 It was suggested that the metrics presented suggested that the Approvals Panel is working well.

4. Report from the Approvals Panel [ADRN(16)17]

- 4.1 Dr Garrett presented an update from the Approvals Panel. The Board were informed that the Panel has made changes to its operating procedures to address the negative researcher perceptions identified in the self-assessment process.
- 4.2 Dr Garrett reported that he had chaired a task team to produce a guidance note on description of methodology within ADRN applications. A draft has been produced and feedback is currently being collected from a range of stakeholders.
- 4.3 Board members were told that work on refining the ethics guidance note, that was produced in Summer 2015, was ongoing. Feedback from Research Ethics Committees was in the process of being gathered and the guidance would be revised based on the feedback received. An updated draft, to include revisions based on feedback will be

produced by October 2016. It was suggested that the National Statistician's Data Ethics Advisory Committee (NSDEC) should be given the opportunity to provide feedback on the ethics guidance note. The Secretariat was asked to liaise with the Administrative Data Service to make sure that this was shared with NSDEC.

5. Progress on ADRN Mitigation Strategy

- 5.1 Ms Desai presented an update on the progress made with the tasks identified in the ADRN mitigation strategy.
- 5.2 It was suggested that the production of the documents referred to in the mitigation strategy were just the start of the process of realising the strategy. The ADRN Directors Group must provide leadership to ensure that the actions set out in the documents are implemented quickly.
- 5.3 The Board were informed that some progress has been made with acquiring data from UK Government departments. It was reported that good progress has been made with negotiating access to data from the Health and Social Care and Information Centre (HSCIC), the Department of Energy and Climate Change and the Department for Work and Pensions. It was important that data started flowing into the ADRN from these departments in the next three months.
- 5.4 It was reported that how the ADRN engages with the BIS as its sponsor department should be included in the mitigation strategy. The Directors Group and the ESRC were asked to make sure that this was integrated into the mitigation strategy at the earliest opportunity.
- 5.5 The Board heard that the Government response to the Administrative Data Taskforce Report gives the potential scope to change the model of the ADRN so that it can retain de-identified data. This is dependent on being able to provide evidence that this would work better than the current model. The mid-term review provides an opportunity for this issue to be explored.
- 5.6 Ms Carey offered to provide further information on the data BIS holds that could be made available to researchers through the ADRN. The ADS were asked to organise these discussions at the earliest opportunity.
- 5.7 The Secretariat was asked to liaise with the ADS and circulate regular monthly updates to the Board on the progress that has been made against the tasks identified in the mitigation action plan.
- 5.8 There was some discussion about the tasks that explore the potential of private sector and civil society access to the ADRN. The following points were made in the discussion:
 - i. A distinction should be made between those companies accessing the ADRN to do work for public authorities and those wishing to access the Network for other reasons.
 - ii. It was noted that the appropriateness of companies accessing the ADRN to do work on behalf of public authorities had been previously discussed. The Board wished to move to a decision quickly.
 - iii. The ADS were asked to prepare a proposal, detailing how access for companies doing work for public authorities could be granted. This proposal would be considered by the Board. The recent ONS Approved Researcher consultation has considered some of these issues and would be a useful reference point. The

Secretariat would share the results of the ONS Approved Researcher consultation with the ADS.

6. Public engagement and communication

6.1 Ms Gemma Hakins, Communications and Public Engagement Manager at the Administrative Data Service, presented on the Network's engagement and communications strategy.

6.2 The following points were made in the discussion that followed the presentation:

- i. Resources should be focused on engaging and communicating with Government departments and potential users. The ADRN should find opportunities to work with Government departments and communicate the insights that have been created through data linkage.
- ii. The importance of communicating case studies of the high quality research which can be done from linked de-identified data was again stressed.
- iii. Robust case studies and clear information about what data is being shared with the Network is required to enable Board members to clearly communicate the benefits of the ADRN.
- iv. The possibility of recognising Departments who share data should be explored. The ADRN should discuss whether an award for data sharing could be part of the Royal Statistical Society (RSS) awards for excellence.
- v. There was limited value in pursuing unfocused ill-defined broad engagement, particularly given the need to make urgent progress in the areas listed above.

7. Data Owner Engagement Update [ADRN(16)18]

7.1 Ms Desai reported a range of on-going data owner engagement. It was reported that the ADRN expect to take delivery of some data from the HSCIC within a month. This was seen to be a significant step forward.

7.2 The Board heard that ONS would shortly publish a list of datasets that are available to the Network. It was suggested that it would be good for the ADS to know what departments share data with ONS and which datasets they share. Mr Benton to pass on this information to the ADS.

8. ADRN mid-term review

8.1 Dr Alison Paprica, the lead mid-term reviewer, presented an overview of the ADRN mid-term review. Dr Paprica was part of the team that carried out the recent Gateway Review. The knowledge gained through the Gateway Review will feed into the mid-term review. The Board heard that information would be collected through a desktop document review, online surveys and interviews. Dr Paprica reported that a draft report would be made available to the Board by September and the final report would be available by November.

8.2 The following points were made in the discussion that followed the presentation:

- i. The review should provide recommendations about what the ADRN needs to do to achieve the objectives of the Network.
- ii. The report should focus on how the Network can be improved in the future.
- iii. The small number of completed research projects will make it a challenge to look beyond the data access issues.
- iv. It would be useful to investigate whether there are issues around governance that have impacted on the Network's ability to work in an agile way.
- v. The review should investigate the impact on demand if the Network moved to the model of retaining de-identified data.

- vi. The Board were assured that the reviewers will be taking into account the changes to the ADRN that are being taken forward as the review is in progress.
- vii. It was suggested that survey responses should not be anonymous as it would be useful to know the views of individuals within data owning departments on the best way for the ADRN to move forward.

8.3 The Secretariat was asked to communicate this feedback to the mid-term review team.

9. Legislative Issues

9.1 Ms Witherspoon provided an oral update on domestic and European legislative issues. It was reported that the formal consultation process on the Cabinet Office data sharing proposals concluded in April. The majority of responses were supportive in principle with some requests for procedural and definitional clarity. The Bill was introduced to Parliament on 5 July. The research and statistics clauses closely reflect those agreed through the Open Policy Making process, with the addition of further provisions for onward disclosure of data to the Devolved Administrations for the production of devolved statistics, and additional clarity around UK Statistics Authority access to data held by public authorities. The clauses set out requirements for UK Statistics Authority to publish and consult on Codes of Practices for both the research and statistics strands.

9.2 The ADRN were encouraged to work with the RSS who are planning to be proactive in publicly supporting the proposals.

9.3 It was reported that the Wellcome Trust are broadly content with the EU General Data Protection Regulation.

10. A view from the ADS

10.1 Ms Desai provided an update from the ADS. It was reported that the ADS had coordinated work which had led to the ADRN now having a full suite of policies. Ms Desai also reported that the ADS was starting to see results from their negotiations with data owners.

10.2 The Board were informed that the current temporary Director of the ADS was in post until September. The need for continuity in the leadership of the ADS at this crucial time for the Network was stressed. The Board requested that the ESRC take this into consideration when they decide on the future leadership of the ADS.

10.3 The Board heard that it would be useful for the ADS to know the Board's key contacts, associated with Government data, so that Board members could be usefully deployed to help unblock access to data from different departments.

10.4 The management structure of the Network was discussed. The Board were informed that the Directors Group provided the strategic direction for the Network and the Operations Group were responsible for the day to day activities of the Network. Some Board members expressed concern that there was a lack of leadership within the ADRN in setting priorities for the Network and setting the strategic direction of the Network. It was suggested that clear leadership is needed to ensure that resources are devoted to the production of management information which could be used to identify the Network's strategic issues. At present it was unclear to the Board how the ADS prioritised resource or took decisions

10.5 Under the current structure the role of the Chair of the Directors Group was identified as being important in leading the Directors Group to set the priorities and strategic direction of the Network. The Board were informed that the current agreement was for

each Director to chair the Directors Group on a rotational basis. The Board also heard that the current Chair of the Directors Group was only due to be in place for two more months. The Chair and Deputy Chair of the Board stressed the importance of ensuring continuity in this key role, given that the Network was at a crucial time in its development. They strongly recommended that the current chair of the Directors Group should remain in position until at least the end of the year to provide this continuity. The Directors Group were asked to take this recommendation into consideration when considering who should chair the Group in the immediate future.

11. ADRN Board Annual Report

- 11.1 Dr Whitworth presented a draft of the second ADRN Board Annual Report. The Board were asked to provide feedback on the report. This feedback would be incorporated into the report. The report would then be presented to the UK Statistics Authority Board before being published on the UK Statistics Authority website over the summer.
- 11.2 It was suggested that some information on the two completed ADRN projects should be included in the report as case studies of successful ADRN research. Data owners' reluctance to share data with the ADRN should also receive more prominence in the Chair's introduction.
- 11.3 The Secretariat was asked to consider these comments in redrafting the report and circulate to the UK Statistics Authority Board for their consideration.

12. Any other business

- 12.1 There was no other business.

**UK STATISTICS AUTHORITY
ADMINISTRATIVE DATA RESEARCH NETWORK BOARD**

Agenda

***Tuesday, 12 July 2016
Board Room, One Drummond Gate, London
11:00am – 2:45pm (coffee from 10:30am)***

Chair: Professor David Hand

Apologies: Mr Roger Halliday

10:30 to 11:00 – Non-executive session

Part A (11:00am to 12:45pm)

1 11:00am	Minutes and matters arising from previous meeting	Professor David Hand
2 11:10am	Chair's report	Oral report Professor David Hand
3 11:20am	Highlight report	ADRN(16)16 Professor Peter Smith
4 11:40am	Report from the Approvals Panel	ADRN(16)17 Dr Andrew Garrett
5 12:00pm	Progress on ADRN Mitigation Strategy	Oral report Ms Tanvi Desai
6 12:30pm	Public engagement and communication	Oral Report Ms Gemma Hakins

Lunch (12:45pm to 1:15pm)

Part B (1:15pm to 2:45pm)

7 1:15pm	Data owner engagement update	ADRN(16)18 Professor Peter Smith
8 1:30pm	ADRN mid-term review update	Oral report Ms Alison Paprica
9 2:00pm	Legislative issues	Oral Report Ms Sharon Witherspoon
10 2:15pm	A view from the Administrative Data Service	Oral report Ms Tanvi Desai
11 2:30pm	ADRN Board Annual Report	ADRN(16)19 Dr Simon Whitworth
12 2:40pm	Any other business	

Next Meeting: Monday 7 November 2016, Drummond Gate, London

UK STATISTICS AUTHORITY
ADMINISTRATIVE DATA RESEARCH NETWORK BOARD

Minute

Monday, 11 April 2016
Boardroom, Drummond Gate, London

Present

Board Members

Professor David Hand (Chair)
Ms Sharon Witherspoon (for items 7 to 11)
Dr Fiona Armstrong
Dr Andrew Garrett
Mr Colin Godbold
Mr Guy Goodwin
Mr Roger Halliday
Mr Glyn Jones
Dr Tracy Power
Professor Peter Smith
Mr Luke Sibieta
Mr Nicky Tarry

UK Statistics Authority

Dr Simon Whitworth
Mr Robert Bumpstead

Economic and Social Research Council (ESRC)

Dr Paul Meller

Administrative Data Research Centre (ADRC) – Wales

Professor David Ford

Apologies: Mr Jonathan Athow, Professor Denise Lievesley, Mr Darren Warren, and Ms Penny Young.

1. Minutes and matters arising from previous meeting

- 1.1 The minute from the last meeting was agreed and signed off by correspondence and is now published with Board papers on the [UK Statistics Authority Website](#).

Chair's Report
Professor David Hand

UK STATISTICS AUTHORITY

ADMINISTRATIVE DATA RESEARCH NETWORK BOARD

ADRN(16)16

Highlight Report

Purpose

1. This paper presents an Administrative Data Research Network (ADRN) highlight report for the period between the 30 March 2016 and the 17 June 2016.

Recommendations

2. Members of the ADRN Board are invited to note and discuss the content of the highlight report.

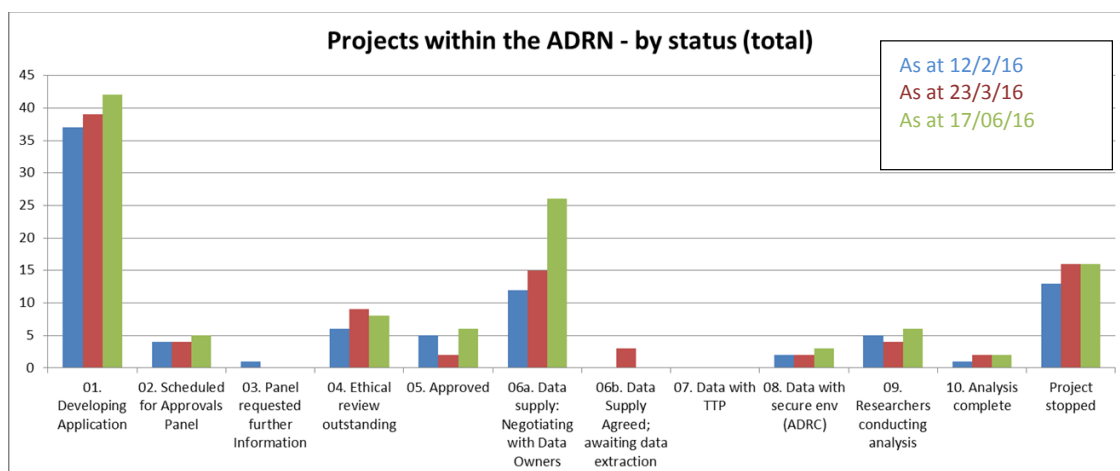
Background

3. At the ADRN Board meeting in April 2016 it was decided that for future meetings the Highlight Report should be restructured. It was suggested that the quantitative information about the number of projects and the time it was taking for projects to progress through the system should be presented in the main paper with the qualitative information about engagement activities presented as an annex.
4. There was some discussion about how to measure the time it was taking for projects to progress through the system. It was agreed that the Board wanted to know how long the process was taking from the first point of contact with the Administrative Data Service. This would be used to enable the Board to understand the researchers' experience of the whole ADRN process.

Discussion

Projects at each stage of the ADRN process

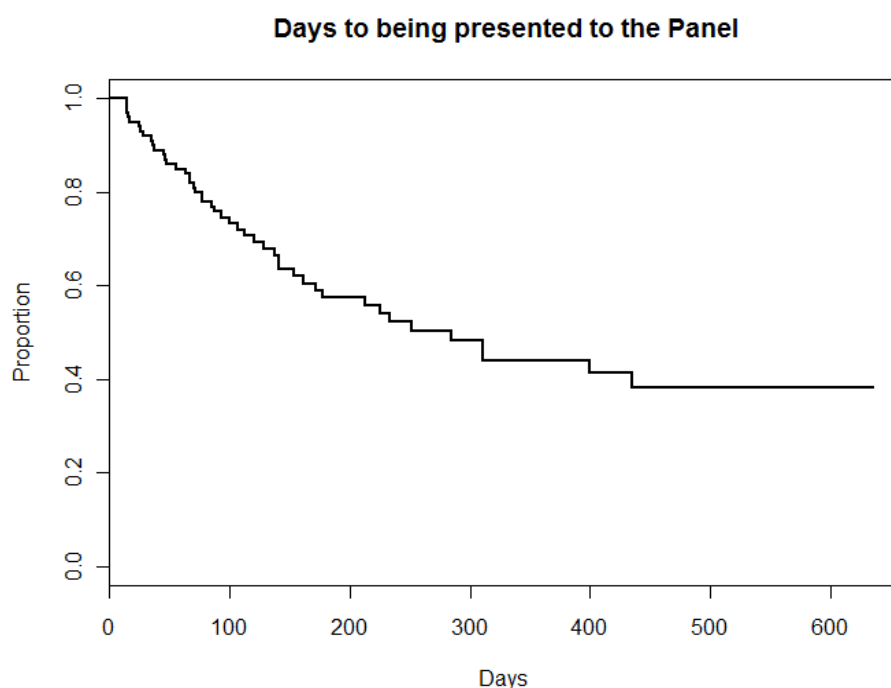
5. The graph below presents how many projects from each ADRC are at each stage of the ADRN process.



6. The developing application category includes all projects at various stages of development. This represents a pipeline of future projects and includes projects that have been registered with the ADRN but have not yet been approved. It also includes projects from researchers who have a planned work programme and who are not expecting to progress their project until a point in the future.
7. The reasons why projects have been stopped are listed below:
 - i. 2 projects were rejected by the Approvals Panel;
 - ii. 1 project was stopped as the data the researcher required did not exist;
 - iii. 10 projects were stopped as the researchers did not obtain funding;
 - iv. 1 project was stopped because the researcher was not able to complete the ADRN application/approval process in time to meet a funding deadline;
 - v. 1 project was stopped due to insufficient resource; and
 - vi. 1 project was stopped as the researcher chose not to progress the project.

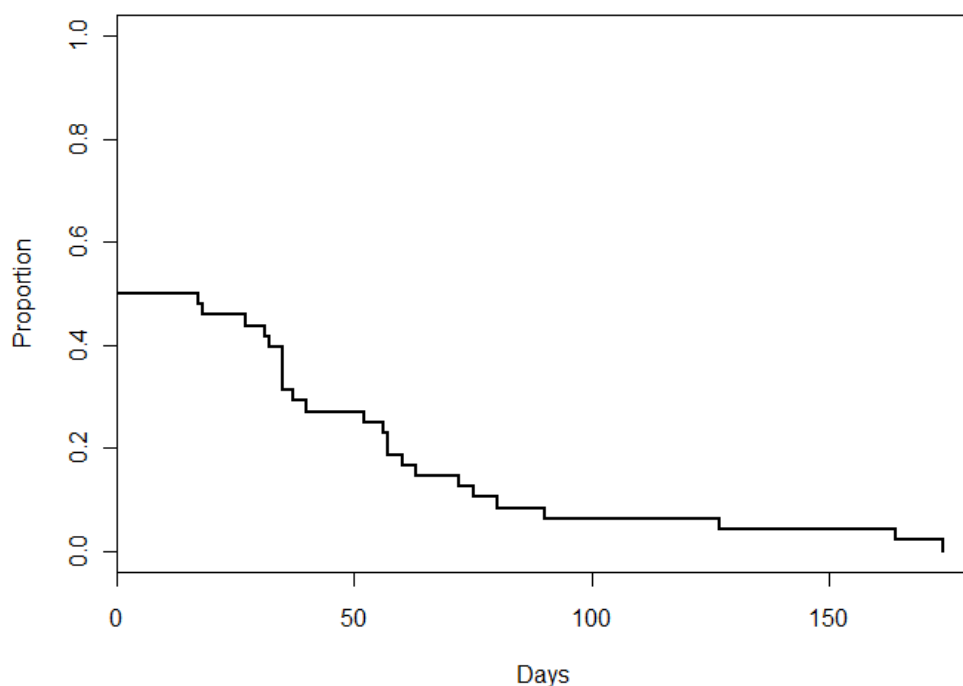
Time it is taking for projects to progress through the ADRN process

8. The Kaplan-Meier estimate of the distribution of the time taken from a project being assigned a Project Number, the “start date”, to being presented to the Approvals Panels is provided in the figure below. This figure indicates that around 25% of projects are presented to the Approvals Panel with three months of being allocated a Project Number and around 60% within a year. The figure also suggests that if a project has not been presented within a year, it is unlikely to be forthcoming.

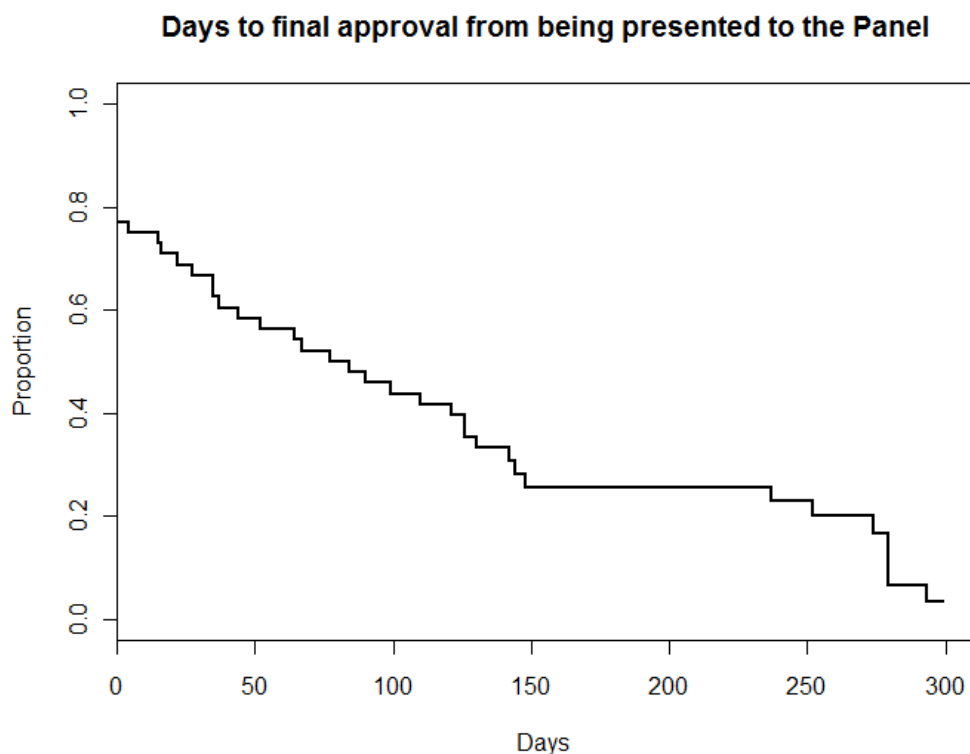


9. The Kaplan-Meier estimate of the distribution of the time taken from a project being presented to the Approvals Panels to it being provisionally approved is provided in the figure below. This figure indicates that around 50% of projects are provisionally approved the first time they are considered by the Approvals Panel and around 85% within two months; fewer than 10% have to wait longer than three months for provisional approval.

Days to provisional approval from being presented to the Panel



10. The Kaplan-Meier estimate of the distribution of the time taken from a project being presented to the Approvals Panels to it receiving final approval is provided in the figure below. This figure indicates around 20% of projects receive final approval the first time they are considered by the Approvals Panel and around 45% within two months. Around 45% have to wait longer than three months for final approval. Please note that it was the earlier projects that took a relatively long time to receive final approval.



11. Currently, data has been provided to the Trusted Third Parties and the Administrative Data Research Centres for less than 20% of the approved projects. Once there is more data, Kaplan-Meier graphs will be produced for these stages and will be included in future highlight reports to the Board.

Risks

12. The Network risk-management strategy has been reviewed. The Operations Group have been informed of methods to bring forward risks and the Network communications tool is being used as a quick and easy way to access and comment on the risks and issues register.
13. Data owner participation remains an issue for the Network. Coordinating information on data owners between the Board data owner update and the risks and issues register has been raised as an issue due to some inconsistencies between the two documents. The resolution is that there will be closer coordination between the authors of the information.

Data Security

14. There are no data security issues to report.

Jo Webb, Administrative Data Service and Peter Smith, ADRC-England, 1 July 2016

List of Annexes

Annex A ADRN Activity Report

Annex A – ADRN Activity Report

Infrastructure/ Network developments

The third ADRN Research Conference, hosted by Administrative Data Research Centre-England (ADRC-E), was a success. It took place in Friends Meeting House, London on 2-3 June and was well attended by 80 and 120 attendees on day one and two respectively. A conference video was recorded and will be available to the public by early July. 'How to' guidance for researchers was launched at the conference.

ADRC-E: University of Southampton (UoS) lab is at Go-live status, subject to live data being acquired. The UoS has committed to gaining Cyber Essentials badging and ISO27001 accreditation.

In June, the Director of the Administrative Data Research Centre-Scotland (ADRC-S) met with the Scotland Data Management Board, along with the Data Lab, the Urban Big Data Centre (UBDC) and the Scottish Government, to ensure pan-Scotland coherence.

ADRC-S are following up, in collaboration with the UBDC, the potential for the Scottish Government to use predictive analytics techniques. This was initially explored in a joint workshop in Edinburgh in November 2015 (adrn.ac.uk/news-events/newsitem?newsid=4292). This is one of several areas of strengthening collaboration between ADRC-S and the UBDC.

Management structure

The Directors Group met on the 14 April, 26 May and 20 June. The main focus has been on the mid-term review and data acquisition. Collective feedback was given on the UK data sharing legislation consultation.

The Approvals Panel met face-to-face in Southampton in April, and by teleconference in May and June. The Approvals Panel terms of reference are being reviewed to take into account feedback on researcher perceptions of their advice.

A task group to look at impact, what it means for the Network and how to measure it has been established. This is chaired by Dr Frances Burns and reports to the Directors Group. Dr Burns is also chairing a task team looking at the possibility of including Community and Voluntary Sector Enterprise groups into the criteria for ADRN researchers.

Safepods development

The Health and Safety and accessibility assessment has been completed. The main concerns were airflow and wheelchair accessibility. Revisions are to be built into specification of the SafePods to ensure accessibility. The SafePod and Micro Safe Settings Network (MSSN) are being developed.

Staffing updates

Administrative Data Research Centre-Northern Ireland (ADRC-NI) has a full remit of ESRC allocated staff across its partners. In addition, each academic institution has a Statistical Methodological Officer in place. These positions are match funded via the Public Health Agency. Ulster University (UU) is in the process of appointing two of its five match funded Department for Employment and Learning PhD studentships. Queens University Belfast (QUB) has appointed two of its five. Two more have been advertised and shortlisting is underway.

Projects and Publications

A recent published project from the Administrative Data Research Centre- Wales (ADRC-W) was commended and commented on at Ministerial level in Welsh Government. ADRC-W

aims to build on this initial successful collaboration both to further research aims and inform policy. ADRC-W now has a cohort of six PhD students and is also working collaboratively with other Research Councils UK and Welsh Government 'big data' investments to maximise the impact of its research.

In Northern Ireland, outreach with QUB and UU to develop research proposals based on acquired data sets continues. Two new project applications from UU are in development for use of Business Services Organisation (BSO) data and initial discussions have taken place with researchers in The Institute of *Criminology* and Criminal Justice at QUB to scope out potential projects using Police Service NI (PSNI) data sets.

The first three ADRC-S projects are expected to have data in the safe setting in the summer 2016.

Training

The following training courses have been successful and well attended:

ADRC-E :

- Introduction to Hospital Episode Statistics (HES), London, 11-12 April.
- Introduction to the National Pupil Database, London, 4-5 May.
- Introduction to Data Visualisation, London, 16-17 May.
- Data Linkage: From Theory to Practice, Southampton, 23-25 May.

ADRC-S:

- Collaboration with University of Stirling Economics Dept to run "Using Administrative Data for Economic Research" workshop, Stirling, 12 May. This had 63 attendees.
- ADRN safe researcher accreditation training, Edinburgh, 13 May. This was attended by 19 staff from across Scotland and England.
- "Re-introduction to Statistical Concepts and Tests for Administrative Data Research", Edinburgh, 16 May.

ADRC-W:

- ADRC-W participated in a "Understanding Society Training in Wales" event at, Cardiff Business School. This event was held in partnership with the Wales Institute of Social and Economic Research Data and Methods, Welsh Government and the Office for National Statistics.

Public engagement and communications

The following public engagement and communications activities have been undertaken:

ADS:

- The second edition of the ADRN's stakeholder newsletter *Network*, written by ADS, is available on the ADRN website at <https://adrn.ac.uk/media/1305/newsletter-2.pdf>. It features progress and news from the four Administrative Data Research Centres, an interview with Professor Sir Ian Diamond, Chair of the Approvals Panel, and details of upcoming courses and workshops.
- The ADS communications team has created a one slide overview of the ADRN. This is available for stakeholders to use in any presentations they do to ensure strategic and coordinated engagement for the network.

ADRC-E:

- ADRC-E have prepared a video of an interview with Emma White and Lucy Vickers discussing the UoS/ ONS ADRC-E collaboration. This is on YouTube (<https://www.youtube.com/watch?v=ndUPhKQqvVI>);
- The ADRC-E had a stand at the Big Data event held in St Mary's Stadium Southampton on the 19 April.

ADRC-NI:

- The inaugural meeting of the ADRC-NI User Forum took place in June 2016. The purpose of the ADRC-NI User Forum is to give an effective voice to the ADRC-NI researcher community as service users and provide an advisory/consultative mechanism between that community and the governance structure of the Centre. The Chair of this independent researcher forum is Dr John Moriarty of QUB who has been appointed to the ADRC-NI Steering Committee.
- ADRC-NI also developed a 'Principles of ADRC-NI' document. This has been developed to ensure any output from research projects through the ADRC-NI adhere to these clear principles. The principles include; public benefit, data security, transparency, and non-commercial use of data. It will be available to all researchers coming through the ADRC-NI and will be submitted for adoption at Network level.
- Presentations on the ADRC-NI, administrative data research and data linkage processes were given at a joint Northern Ireland Council for Voluntary Action (NICVA) and Northern Ireland Public Health Research Network (NIPHRN) Public Health Research event. This was targeting community, voluntary, and social enterprise (CVSE) groups with a specific interest in public health research, which dovetails with many of the research aims of researchers already working with ADRC-NI.
- An event entitled 'Better Knowledge, Better Society' was held as part of the Imagine Belfast Festival, in the format of a roundtable discussion with participants from academia, government and the CVSE sector. Feedback was very positive, and the use of Periscope to remotely stream the event to a wider audience proved extremely useful and will likely be replicated.

ADRC-W:

- The ADRC-W had a stand at Cardiff Business School Research Fair and the Annual Association of Directors of Social Services Cymru, Conference in Llandudno.

Legal Framework & Public Engagement

The following legal work has taken place in the reporting period:

ADRC-S:

- A data controller engagement: workshop in Edinburgh was organised. This discussed with data controllers perceived legal barriers and actual cultural barriers to data linkage in the administrative data context.
- Leslie Stevens presented to the International Association of Bioethics (IAB) 13th World Congress of Bioethics on 'A Public Interest Mandate to Support the Use, Sharing and Linkage of Administrative Data'.
- The ADRC-S reconvened its Public Panel in June to discuss issues in criminal convictions, data and research in Scotland.
- Leslie Stevens attended the Capita Conferences' Public Sector Records and Information Management Conference in May.
- Leslie Stevens contributed to the Wellcome Trust's expert analysis of the forthcoming General Data Protection Regulation wellcome.ac.uk/sites/default/files/new-data-protection-regulation-key-clauses-wellcome-may16.pdf.

Outlook July – Nov

Communications

ADS will lead the redesign of the ADRN website over the summer, with specific sections for the ADRN's key audiences.

Events

The following events are planned:

- The ADRN will have a presence at the National Centre for Research Methods Festival on 5-7 July in Bath.
- The ADRN are collaborating with FARR to deliver the International Population Data Linkage Conference in Swansea in August. The conference has received 375 abstracts and attracted over 400 attendees so far.

ADS:

- ADS are organising a pan ESRC investment 'big data lecture series' for Autumn 2016.

ADRC-E:

- ADRC-E is organising a session at the British Society for Population Studies conference in Winchester in September.
- ADRC-E is participating in the University of Southampton annual roadshow.
- Professor Peter Smith is speaking at the Science and Engineering Universities Data Dialogue "Time to Share" event in Cambridge on 28 July.

ADRC-W:

- In July, the ADRC-W are organising a 'Big Data Conference' in Cardiff. This will be attended by senior academics from the UK and the wider world. Representatives from the third sector, Research Councils UK, ONS and Welsh Government will also be in attendance.
- In July 2016, there will be a ADRC-W stand at the annual Wales Institute of Social and Economic Research Data and Methods Conference in Swansea.

ADRC-NI:

- A schedule of seminars from local, network wide and international experts in the area of secondary data analysis, for the next academic year, is being set up in consultation with the ADRC-NI Operations Group. Seminars will be held in UU/QUB and Northern Ireland Statistics and Research Agency with additional accessibility provided where possible for remote researchers.
- Data seminars continue to be set up to present newly acquired data sets to ADRC-NI researchers. Following successful attainment of agreement in principle with the Northern Ireland Cancer Registry, a data seminar will be developed and advertised to researchers across the Network.
- ADRC-NI has been successful in gaining approval for their event at the ESRC Festival of Social Science. The event will run in the Black Box venue in Belfast during the Festival. The ADRC-NI are also hoping to extend its run in a local school as an event that can be integrated in the Learning for Life and Work Curriculum. If this is successful, the ADRC-NI are looking into running it as a type of 'roadshow' around schools in the next school year; the ADRC-NI are working with the School of Education at Ulster University on this.
- The Knowledge Exchange Seminar Series (KESS) is an event forum in the Northern Ireland Assembly in partnership with academia which aims to encourage debate and improve understanding on various issues relevant to society. The ADRC-NI has

applied to present the findings of the Northern Ireland Life and Times (NILT) module on public attitudes to data sharing in Northern Ireland in the autumn. The ADRC-NI has not yet heard if the application has been successful.

- The launch of the NILT data module on public attitudes to data sharing in Northern Ireland through the ADRC-NI will be held in September 2016 on the Belfast Campus of Ulster University. The ADRC-NI hope to generate some press activity for this event, which is being organised by ADRC-NI and the Action Research Knowledge (ARK) project team, another joint QUB-UU venture, which runs the NILT. The ADRC-NI will send out a 'date for your diary' this month (June) with formal invitations to follow in August.
- ADRC-NI will be holding another 'Showcase' event, similar to that held in December 2014, in January 2017. This will aim to highlight successes as a Centre, the research ADRC-NI researchers have been pursuing, and how the Centre is continuing to forge links with the general public and the CVSE sector in particular.

ADRC-S:

- Sethi and Stevens from ADRC-S will run a second, follow-up workshop with the remaining funding from their Knowledge Exchange/Impact Grant at International Association of Bioethics Conference in Edinburgh in June 2016.
- ADRC-S will present a poster on Parental Occupations and School Outcomes at the Society for Longitudinal and Lifecourse Studies in October.
- ADRC-S will be hosting the Director of Strategic Information Division with the Department of Human Services of the Australian Government in summer/autumn 2016, who will be undertaking fieldwork research for the development of an Administrative Data Research Centre in Australia.

Safe-pods

An open call for rolling out 20 units of SafePod will be released to all institutions rather than the 70 institutions which bid for the SafePod in the initial 'expression of interest' round. Institutions within the Network will not be allowed to bid except those who do not have an ADRN safe setting e.g. Queen's University Belfast.

The ADRC-S are meeting with the Scottish Government's Chief Statistician and Head of Performance and his team to review the plan for 2016-18 and accelerate integration of data sharing, access and linkage activities across government and the ADRC-S.

Training

Planned ADRC-E short courses in September:

- Analysis of Linked Datasets, Southampton, 1-2 September.
- An introduction to Spatial Data Linkage Using R, Southampton, 19 September.

ADRC-S courses include:

- Accredited Researcher 1-day training session being planned in Edinburgh in June.
- ADRC-S will join with the Applied Quantitative Methods Network and with ADRC-E to run courses on "Stata Programming for Social Surveys and Administrative Data Analysis".
- ADRC-S Co-Investigators C.Dibben and P.Christen will run an international workshop on "Data Linkage: Techniques, Challenges and Applications" in Cambridge in September www.newton.ac.uk/event/dlaw02.
- ADRC-S is co-organising an internal Scotland workshop on "Automated record linkage - how far can it take us?" in August.
- ADRC-S, Farr Scotland and the Urban Big Data Centre are running a 1-day "Data Linkage Scotland Showcase" in Glasgow in November to highlight Scotland's research strengths, support services and opportunities in cross-sectoral data linkages.

Publications

- Publication of a literature review into public perceptions of data, data linkage and data linkage research.
- Stevens and Porteous from the ADRC-Scotland are leading on an initial agenda setting publication which scopes the legal, ethical and social issues related to data retention in research settings.
- Stevens and Laurie from the ADRC-Scotland will jointly author a public and non-public version of a workshop report providing an overview of discussions and highlights of the workshop held in April 2016 with colleagues at the National Records of Scotland (NRS). It is anticipated that the workshop report will be featured on the NRS website.

Other items

Laurie and Stevens (ADRC-S) with colleagues from University of Maastricht and Sheffield have won funding to undertake research for the Wellcome Trust's Expert Advisory Group on Data Access.

UK STATISTICS AUTHORITY

ADMINISTRATIVE DATA RESEARCH NETWORK BOARD

ADRN(16)17

Report from the Administrative Data Research Network (ADRN) Approvals Panel

Purpose

1. This paper provides an update for the Board about the work of the ADRN Approvals Panel.

Recommendations

2. Members of the Board are invited to:
 - note the contents of this report; and
 - seek clarification on any issues raised by the report

Background

3. The ADRN Approvals Panel ensures that the process for granting access to sensitive, linked administrative data is fair, equitable and transparent. The Approvals Panel assess each project against the following criteria;
 - i. the project must be purely non commercial research;
 - ii. the project must be feasible, ethical and have clear potential public benefit;
 - iii. a case must be made for using administrative data to carry out the research;
 - iv. a case must be made to show that data can only be accessed through the Network, rather than alternatives;
 - v. the research must not be research that a government department or agency would carry out as part of its normal operations; and
 - vi. the results of the research must be made public through the ADRN website.
4. Projects must be approved before data custodians make the final decision on whether to share their data.
5. The Approval Panel consists of the following members;
 - i. Professor Sir Ian Diamond (Chair);
 - ii. Jane Naylor (Office for National Statistics);
 - iii. Yee-Wan Yau (HM Revenue and Customs)
 - iv. Professor Richard Harris (University of Durham);
 - v. Dr John Power (Northern Ireland Assembly);
 - vi. Professor Robert T Woods (University of Bangor);
 - vii. Lynn Wyeth (Leicester City Council);
 - viii. Dr Andrew Garrett (ADRN Board member);
 - ix. Stephen Parker (lay member); and
 - x. Jen Persson (lay member).

Discussion

6. Since the last report to the Board the Approval Panel has met three times, with meetings on the 26 April (face-to-face in Southampton), 16 May and 20 June.

7. The Panel has made some changes to its operating procedures, detailed below, with the specific aim of addressing the negative researcher perceptions identified in the self-assessment process.
8. The Panel has received a graphical representation of the 'time taken' for ADNR projects. However the Panel still requires the inclusion of all projects that are assigned a proposal number, the time taken from proposal number assignment to Panel submission, and formal calculation of the metrics (taking into account censoring where appropriate).
9. Until the Panel has received satisfactory metrics on the 'time taken' the self-assessment will be considered ongoing.
10. A task team, chaired by Panel member Dr Andrew Garrett, has met to produce a guidance note on description of methodology within ADNR applications, a draft has been produced and feedback is currently being collected from a range of stakeholders.
11. Work by the Administrative Data Service (ADS) on refining the ethics guidance note, that was produced in Summer 2015, is ongoing. Responsibility for gathering feedback from Research Ethics Committees and revising the draft has been allocated to the ADS-Oxford team, who have reviewed the current draft and intend to redraft in full, including a specific split into two documents. One for *Research Ethics Committees* and another for *Researchers*. An updated draft, to include revisions made based on the feedback received, will be produced by October 2016. The guidance will then be considered a 'living' document and will be revised when necessary into the future.

Update of any changes to Panel membership

12. There have been no changes to Panel membership.
13. Work is ongoing to recruit one member to fill the remaining vacant position on the Panel (to bring a data owner/government data analyst perspective). Initially, the ESRC took responsibility for the recruitment of Approval Panel members, however they exhausted their list of potential candidates before the final position had been filled. The ESRC then agreed that the ADS could attempt to identify an appropriate individual for the role. Both the Ministry Of Justice and the Department of Energy and Climate Change were approached, in the context of general engagement about collaboration with ADNR, and both departments were offered the opportunity to identify individuals who could fulfil this role. Neither government department took up the opportunity.
14. The ADS has subsequently considered wider professional contacts who may have the necessary skill set and experience to fulfil this role. A specific individual who works in a research context with a large public sector organisation has been approached informally and has provisionally indicated their interest, subject to their practical availability. The final responsibility for issuing an invitation will lie with the ESRC.
15. The two year term of Approval Panel member Stephen Parker completes in August 2016. Work is ongoing to recruit a replacement lay member to begin in September 2016. An individual who was identified as a strong potential Panel member during a previous lay member recruitment process is to be offered the opportunity to join the Panel, in the event of their non-availability an open recruitment process will be carried out with the expectation of having a new lay member available for the September Panel meeting.

Update of any changes to Operating Procedures

16. At the April Panel meeting the Approval Panel discussed the specific feedback that “researchers consider a request for more information to be a rejection”. To address this the Panel has amended the range of ‘decisions’ it can arrive at for each project it considers to the following:

- I. approved;
- II. approved with comments;
- III. approved subject to adoption of minor changes and a call is not considered necessary;
- IV. approved subject to adoption of minor changes which could be resolved by a discussion between the researcher and a Panel member;
- V. substantial changes required; and
- VI. rejected.

Calendar of future Panel meeting dates

17. Approval Panel meeting dates for 2016 are:

- I. 18th July;
- II. 25th August;
- III. 14th September (face-to-face in Edinburgh);
- IV. 11th October;
- V. 14th November; and
- VI. 12th December.

Titles of projects approved since previous Board meeting

18. The following projects have been approved:

- I. PROJ-079: Confusion and In-Work Benefits: Evidence from UK Welfare Reform
- II. PROJ-080: The relationship between benefit sanctions, poverty and deprivation
- III. PROJ-089: Assessing the Effectiveness of European Social Fund Funded Labour Market Programmes in Wales
- IV. PROJ-091: Evaluating the Quality and Utility of Administrative Records for Non-Response Bias Assessment and Adjustment in Population-Based Surveys
- V. PROJ-094: Is exposure to airport noise associated with poor mental health in residents living close to the Belfast City Airport?
- VI. PROJ-096: The effects of BMI feedback on childhood weight loss
- VII. PROJ-099: Learning Disability and Northern Ireland: Achieving Proportionate Universalism through Administrative Data Research
- VIII. PROJ-113: Exploring associations between job characteristics and objective and subjective measures of well-being
- IX. PROJ-107: Evaluating the fairness of admissions decision making in UK higher education
- X. PROJ-033: Homelessness and recidivism: examining the impacts of a right to settle accommodation
- XI. PROJ-076: Seeing the Whole Picture: A Holistic Analysis of the Profile of Pupils with Special Educational Needs (SEN) in Northern Ireland.

19. The Panel has also viewed a number of projects where additional information has been requested from the applicants, or a further clarification is required, before a final decision can be made. This includes some projects where the only outstanding element of Panel approval is confirmation that a favourable outcome has been achieved through an ethical review process.

20. The ADS is continuing to work with the Administrative Data Research Centres (ADRCs) to provide 'public benefit summaries' for each of the projects Approved by the Panel. For projects where this has been achieved the summaries can be viewed here: <http://www.adrn.ac.uk/research-projects/approved-projects>.

Number of projects rejected since previous Board meeting (and the type of reason for rejection), number of appeals (and the outcomes):

21. The Panel has not rejected any projects since the last Board meeting.

John Sanderson, Approvals Panel Secretariat, Administrative Data Service, 28 June 2016.

Progress on ADRN Mitigation Strategy

Oral report

Ms Tanvi Desai

Public engagement and communication

Oral report

Ms Gemma Hakins

UK STATISTICS AUTHORITY

ADMINISTRATIVE DATA RESEARCH NETWORK BOARD

ADRN(16)18

Data owner engagement update**Purpose**

1. This paper provides an update for the Board on the Administrative Data Research Network's (ADRN) data owner engagement. The paper outlines progress made in negotiating for data resources to support research undertaken within the ADRN secure infrastructure. The report covers:
 - i. the background to the negotiation;
 - ii. the progress that has been made to date;
 - iii. what the next steps are;
 - iv. the key challenges; and
 - v. if the ADS would like to request support from the Board in establishing access to data from a particular government department.

Recommendations

2. Members of the Board are invited to:
 - i. note the range of data owner engagement activities that have been undertaken (**Annex A and Annex B**); and
 - ii. discuss how the Board may assist the Network when strategically engaging with data owners.

Background

3. The Administrative Data Service (ADS) lead on data owner engagement. A summary of progress with this work is presented in **Annex A**. Annex A is restricted to the priority departments that ADRN have been asked to focus on as part of the ADRN Issue Mitigation Action Plan¹ agreed by the Board and Director's Group.
4. In the case of Devolved Administrations, the ADS and the Administrative Data Research Centres (ADRCs) work together to engage with data owners and stakeholders in a coordinated and effective way. A summary of progress with this work is presented in **Annex B**.
5. The results of the recent European Union referendum may have a significant impact on the ADRN's efforts to secure access to UK government administrative data across all departments as they prioritise legal and procedural issues relating to the UK's separation from the EU.

Tanvi Desai, Co-director, Administrative Data Service, and Simon Whitworth, ADRN Board Secretariat, UK Statistics Authority, 29 June 2016.

¹ Please note actions from the ADRN Issue Mitigation Action Plan have not yet been integrated into this report. This will be available for the next Board meeting and in the newly agreed monthly updates to the UK Statistics Authority.

List of Annexes

- | | |
|----------------|--|
| Annex A | Data Owner Engagement Report: Administrative Data Service Engagement. |
| Annex B | Data Owner Engagement Report: Report from the Administrative Data Research Centres in the Devolved Administrations. |

Annex A - Data Owner Engagement Report: Priority Departments

Department of Energy and Climate Change (DECC)

Background:

DECC have been very helpful in supporting the Administrative Data Service (ADS) in their attempts to secure access to energy meter data.

The data are held by DECC but are owned by the Energy Companies. Energy companies covering 60% of the population are part of a network that is represented by National Grid, the other companies act independently.

The energy companies have been approached in the past with a request to provide data for an academic research project. The independent companies did not object, but the network of companies was not satisfied with the proposed information assurance measures.

DECC has since re-approached the energy companies to request that they release data via the ADRN due to the ADRN's high level information assurance.

Progress to date:

DECC circulated a letter to all energy companies outlining the ADRN and requesting permission to release data via the Network.

ADS and DECC will work with National Grid to develop legal agreement for data access. ADS are developing pro forma data sharing and processing agreements as part of Mitigation Action Plan to be delivered by end July.

ADS has received metadata from DECC to assist with researcher support.

ADS and DECC will assess whether the energy companies that send data products to other sections within DECC should also be in scope.

DECC have been asked to provide information on other data products that are made available to them via energy companies.

Next steps:

ADS and DECC will be visiting National Power in early July to provide reassurance and answer any questions that have arisen.

Key Challenges:

A change in staffing at National Power has meant that the plan to reach an agreement by April has not been possible due to the need to acquaint a new staff member with ADRN processes and policies.

Board assistance requested:

Board assistance is not required at this time.

Driver and Vehicle Licensing Agency (DVLA)

Background:

DVLA were originally approached in December 2015. Following significant work trying to locate the correct contact and present the ADRN to DVLA, ADS was told in June 2015 that DVLA were in the process of 'reviewing and developing [DVLA's] future data sharing strategy' and that they expected to have completed this by the end of 2015.

ADS offered to contribute to the development of their data sharing strategy particularly as we were told that the strategy would cover 'the type of request your organisation has made', and asked if the Network could use existing gateways while the strategy was under development. ADS received no response to this offer.

ADS approached DVLA again early in 2016, and submitted DVLA a data access request form. After more than a month of chasing up we were informed that DVLA is not currently considering any requests for data access for research purposes and that the issue is under consideration by the DVLA Chief Executive Board. ADS again offered to contribute and had no response.

Progress to date:

None

Next steps:

DVLA have commissioned the Secure Anonymised Information Linkage Databank (SAIL) to undertake some work for them. Professor David Ford has been tasked with investigating and hopefully resolving the problems.

Two Governance and Policy officers from DVLA were invited to Swansea to tour the facilities on offer there and to learn more about the systems and protections in place to guard their data and their interests (meeting date 21 June). We expect this is to be helpful and the two DVLA colleagues should be able to provide reassurance to their Board Director, who is the main responsible officer in DVLA for data sharing.

In June, Professor Ford met with the DVLA's newly appointed Director of IT. Professor Ford will also meet with the DVLA's CEO, Director of Policy, and Director of Operations to discuss how Swansea and the DVLA can develop a systematic long-term solution. It is expected that this will take place in early July.

Key challenges:

Understanding the barriers to DVLA releasing data to ADRN.

Board assistance requested:

Board assistance was requested in April, the Director's Group would welcome an update on the steps the Board has taken or is planning to take to assist.

Department for Work and Pensions (DWP)

Background:

DWP have been broadly supportive of ADRN data requests and a lot of resource has been put in on both sides to try to establish pathways. The ADS User Support team has been having fortnightly meetings with the DWP External Data Sharing Advisory Centre team, backed up by meetings between the DWP lead and the ADS Co-Director.

Progress to date:

DWP are internally assessing the proposed methodology of the project “The wider impacts of benefit sanctions: educational attendance, behaviour and attainment” to establish feasibility. The next step is expected to be a discussion between the researcher and DWP on data specification.

This initial project has been challenging both in terms of the data requested and the project. It has been useful to use this project to uncover issues that may not have been discovered with more straightforward proposals. However, additional strategies are needed to secure access to DWP data quicker than may be possible with this project.

DWP have agreed to take forward several projects in parallel, and have identified three projects as those which are potentially more likely to be successful in obtaining data.

DWP seem to be broadly supportive of the ADRN Information Assurance (IA) policies. Provided the Network carries out an independent audit of the Network as a whole it seems likely that DWP would supply the assurance necessary for ADRN to provide access to DWP data without the requirement for individual audits of each Trusted Third Party (TTP) and Administrative Data Research Centre, or even each project.

DWP have provided a list of 20 potential data sources that might be more straightforward for them to deliver, due to existing usage levels and existence of metadata.

Next steps:

The key next steps are as follows:

- ADS to format the list of datasets provided by DWP and to develop the associated metadata in collaboration with DWP. ADS will then confirm with DWP that this can be made available via the ADRN website to help researchers plan project applications; and
- DWP are considering internally how to prioritise ADRN requests for data alongside other analytical priorities.

Key Challenges:

The Board and ESRC initiatives to engage with DWP and operational level work need to be joined up. The internal communications strategy will be revised to reflect this.

Board assistance requested:

The ADRN Board are taking a major role in assisting with the challenge posed by gaining access to DWP data for ADRN projects. The Directors Group request that they are kept up

to date with any activity in this area so that it can be taken into account for the Mitigation Action Plan, and so that any issues can be addressed at an operational level where necessary.

Health and Social Care Information Centre (HSCIC)

Background:

ADRN has been working closely with HSCIC to try to establish effective, streamlined processes for data access applications and processing. The main aims of the strategic engagement has been to try to find a mechanism to enable ADRN projects to be dealt with in a more efficient manner than as standard HSCIC data applications that 'join the queue'. With large support teams at both ADS and HSCIC we are keen to minimise duplication of effort and to speed up the processing of ADRN projects. There has been relatively slow progress in this area due to ADRN and HSCIC setting up new processes, however progress is being made.

Progress to date:

Informal confirmation has been received that the first ADRN project "Evaluating the effects of Community Treatment Orders (CTO) in England" has been approved by Data Access Advisory Group (DAAG). The ADS is still waiting to receive a formal response from DAAG.

The ADRN would like to thank Garry Coleman for the help and advice he has provided.

Next steps:

ADS are now looking to progress a number of projects in parallel, including more complex projects which will involve data other than that held solely by HSCIC.

ADRN and HSCIC are planning a meeting for User Support staff where analysts who understand each of the data sources in detail will present some of the key issues surrounding each resource.

Key challenges:

Building on successful applications to streamline the process for subsequent projects to speed up the process and use ADS and HSCIC staff time more efficiently.

Board assistance requested:

Board assistance is not required at this time.

Office for National Statistics (ONS)

Background:

ONS is a key component of ADRN being a partner in ADRC-England, a Trusted Third Party linker and a potential data provider.

Progress to date:

ONS have agreed that the ADRC-England safe setting at the University of Southampton is a suitable place for ONS data to be stored, processed and analysed.

ADS requested metadata on key ONS data sources that are likely to be of interest to researchers. ONS have said that they are unable to produce metadata around the requested sources, however they are undertaking a documentation project for data in the VML and ADRN will receive a copy when that is complete. No completion date is available at this stage.

The ADRN Board Secretariat from the UK Statistics Authority has met with ONS to discuss ONS approving other safe settings within the Network as suitable to hold data.

Following a letter from the ADRN's independent Expert Group on Information Assurance urging ONS to demonstrate confidence in the ADRN IA procedures that they have approved and the meeting between the UK Statistics Authority mentioned in the paragraph above, ONS have agreed to provide a schedule outlining data that could be made available via ADRN.

Next steps:

The following next steps have been identified:

- ONS to provide ADS with metadata on data sources that can be made available for linking; and
- ADS to request information on the legal gateways allowing the Trusted Third Party to ingest and link data by government department or data subject, so that information is available during negotiations with data custodians to strengthen the case for ONS being a Trusted Third Party.

Board assistance requested:

No further Board assistance is required at this time.

Annex B –Data Owner Engagement Report: Devolved Administrations Engagement

ADRC-Northern Ireland (ADRC-NI)

Agreement in Principle has been secured with the Northern Ireland Cancer Registry (NICR). NICR intend to submit projects from within their own organisation over the coming year and will work with external researchers to develop and support research application utilising their data.

Work is progressing with securing agreement in principle with:

- I. Electoral Office Northern Ireland;
- II. Economic and Labour Market Statistics Branch;
- III. Department of Justice;
- IV. Northern Ireland Housing Executive;
- V. Police Service of Northern Ireland; and
- VI. Department of Health Social Services and Public Safety.

The Data Prospectus has been updated and published on the ADRC-NI website to advertise the ADRC-NI's portfolio acquisitions. This is summarised in the Table 1

Table 1: Summary of the ADRC-Northern Ireland's data owner engagement.

Department	Body	Data set
Department of Finance	NISRA	Census
Department of Finance	NISRA	Vital statistics
Department of Finance	NISRA	Central Survey Unit surveys
Department of Finance	Land and Property Services	Valuation Lists
Department for Communities		Benefits data
Department of Agriculture, Environment and Rural Affairs		Farm Census
Department of Education		School Census
Department of Education		School leavers Survey
Department for the Economy		HESA data
Department of Health	Business Service Organisation	Medical
Department of Health	Business Service Organisation	Dental
Department of Health	Business Service Organisation	Pharmaceutical (incl. Prescription Cost Analysis)
Department of Health	Business Service Organisation	Ophthalmic
Department of Agriculture, Environment and Rural Affairs		Environmental Records (Air and Water quality)
Department for Infrastructure		Planning Records
Northern Ireland Office	Electoral Office Northern Ireland	Electoral Register
Queen's University Belfast	Northern Ireland Cancer Registry	Cancer Registry

Monthly meetings have been established with the Business Services Organisation (BSO) and Census as the ADRC-NI's main data suppliers. An assistant statistician has started in BSO

working on ADRC-NI. The Research Support Unit are working closely with BSO and aim to commence the first BSO project in the near future.

Department of Education (DE) have committed to completing one ADRC-NI project using DE data in June 2016. This project will allow DE to assess the impact of the ADRC-NI on work in the Department and will gauge the level of interest in DE data amongst researchers.

ADRC- Scotland

The ADRC-Scotland successfully concluded 18 months of negotiations with National Records of Scotland to achieve permissions to link Census data for the project “Informal care in the last days of life: a data linkage study”.

Access to the “Scottish Looked-After Children dataset” has been successfully negotiated for the project “Placement stability of children in out of home care in Scotland: A sequence analysis”. ADRC-S are now awaiting receipt of the data.

Very good progress has been made with negotiating data access permissions for the following projects: “Pilot of the Healthy Ageing in Scotland” and “An evaluation of the Recovery Through Nature programme”.

The National Crime Agency are broadly supportive of progressing the project “Investigating controlled deliveries of illegal consignments”.

Variable progress on DWP dataset access for the following projects: “The wider impacts of benefit sanctions: educational attendance, behaviour and attainment”, “Exploration of influencing factors that inhibit a return to work” and a new proposal in development for Supporting Older People into Employment.

ADRC-Wales

Table 2 presents a summary of the ADRC-Wales’ data owner engagement.

Table 2: Summary of the ADRC-Wales' data owner engagement

Data owner	Further information
<p>Welsh Government (WG)</p> <p>Data Sets: National Pupil Database (NPD) Lifelong Learning Wales Record (LLWR) Health Economic Evaluations Database (HEED) Arbed – Strategic energy performance investment programme Welsh Government Warm Homes Nest Scheme (NEST) Active Adults Flying Start</p>	<p>Education data (NPD and LLWR) have been made available by WG for ADRC-Wales use</p> <p>Access to HEED, Arbed and NEST data – home improvement data – has been granted for the project “Evaluating the impacts of Welsh Government funded schemes designed to improve the energy efficiency of the homes of low income households on health outcomes through the use of existing data”.</p> <p>Access granted to Active Adults survey, which is now available for use in the project “Assessing the health impacts of adults’ participation in sports in Wales: investigating the mediating role of accessibility to sports facilities”.</p>
South Wales Police	Data ready for transfer subject to data sharing agreement being signed off
<p>Local Authorities in Wales</p> <p>Data Sets: Supporting People PARIS Social Care</p>	<p>Supporting People data from 3 LAs was successfully negotiated for, access was granted and analysis is being conducted.</p> <p>Discussion ongoing to obtain PARIS and Social Care Data for use in the project “Assessing the feasibility of using administrative data to examine risk factors for Domestic Violence and Child Sexual Exploitation in the Swansea area”.</p>
Office for National Statistics (ONS)	ADS acting in relation to Census project. Project outline sent to ADS for dissemination to ONS.
<p>Public Health Wales (Project data funded by Welsh Government)</p> <p>Data Set: Public Health Wales</p>	Negotiations ongoing for access to National Exercise Referral Scheme data.
Academic data holder	Discussion are being had with data owner in order to obtain Skills and Employment Survey data (SES).
Department for Work Pensions (DWP)	ADS acting in relation to obtaining Work and Pensions Longitudinal Study (WPLS) and other DWP data.
<p>HM Revenue and Customs (HMRC)</p> <p>HMRC data Valuation Office Agency (VOA) data</p>	ADS acting in relation to obtaining Work and Pensions Longitudinal Study (WPLS) and other HMRC data i.e. council tax banding data.
Welsh European Finance Office (Part of Welsh Government)	European Social Fund data ready for transfer subject to data sharing agreement being signed off.

Rhondda Cynon Taff Homes	Discussion ongoing for use of property improvement data.
Driver and Vehicle Licensing Agency	ADS to act in relation to obtaining car registration data.
Institute of Education, University College London	Negotiations via ADS in order to obtain access to Millennium Cohort Study data.

ADRN mid-term review update

Oral report

Ms Alison Paprica

Legislative issues

Oral report

Ms Sharon Witherspoon

9

A view from the Administrative Data Service

Oral report

Ms Tanvi Desai

10

UK STATISTICS AUTHORITY
ADMINISTRATIVE DATA RESEARCH NETWORK BOARD

ADRN Board Annual Report 2015/16

ADRN(16)19

This paper is in draft and will be published in due course

Any other business