

REPORT OF A BREACH OF THE CODE OF PRACTICE FOR STATISTICS

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

Title and link to statistical output	Forestry Commission Key Performance Indicators: Headline Performance Update at 30 June 2019
Name of producer organisation	Forestry Commission
Name and contact details of person dealing with report	Sheila Ward Sheila.ward@forestresearch.gov.uk Tel: 0300 067 5236
Link to published statement about the breach (if relevant)	
Date of breach report	13 September 2019

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

Relevant principle(s) and practice(s)	Practice T3.3, T3.4 - 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	14 August 2019
<p><i>Give an account of what happened including roles of persons involved, dates, times etc</i></p> <p>Within the 24-hour pre-release period, one member of the relevant Defra policy team who had been granted privileged pre-release access to the output shared a draft summary briefing about it with one policy colleague within their own team who was not included in the pre-release access list for this specific release.</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>There was no impact within the Forestry Commission, no impact within Defra, and no external impact.</p>

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

<p><i>Describe the short-term actions made to redress the situation and the longer term changes to procedures etc</i></p> <p>The people receiving the pre-release for this output all had, as usual, been given clear firmly worded handling instructions prohibiting pre-publication sharing beyond the agreed pre-release access list, along with direct access to the names of people who had been granted access. The person who shared beyond this was new to the team and this was the first pre-release they had received on this statistical output.</p> <p>The situation will be redressed by a) reminding the person who shared of the correct pre-release protocol, b) committing to add a copy of the handling instructions to the emails accompanying draft briefing on the output, and c) committing to strengthen further the wording of handling instructions accompanying the pre-release material.</p>
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