

Inclusive Data Taskforce: our plan to make data more inclusive



Easy read booklet
January 2022

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In this easy read document, words that might be hard to understand are in **bold**. We explain what these words mean after they have been used.

Who we are and what we do



We are the Office for National **Statistics**.

Statistics are information from people or organisations that are collected and compared.



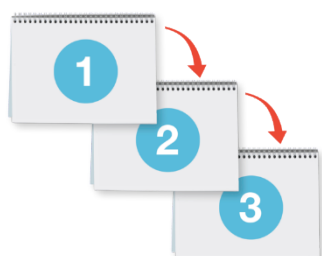
We worked with others to find out how they were improving **data** in the UK so they are more **inclusive**.

Data are facts or figures.

Inclusive means everyone can be involved.



The **National Statistician** is responsible for collecting information about people living in the UK.



In this booklet we tell you about our **Implementation Plan**. This plan explains some current and future changes that should make the UK data better and more inclusive.

More about our Plan



The changes listed in our plan are grouped under 8 **inclusive** data **principles**.

Principles are what we believe in.



Some changes have already started to happen or will soon. There will be more changes in the future. This plan will be updated every year.



A new **independent** group called the National Statistician's advisory committee will advise the National Statistician on how to make data become more inclusive.

Independent means they are not part of the government.



They will publish their advice along with progress on the plan. Everyone will be able to see the reports.

Inclusive data principle 1

Create trust



We want to make sure people can provide their data safely and know how it is used. This will help people to know it's safe to provide their information.



We want people from different backgrounds and people who are **under-represented** to know they will be included in data.



Under-represented means we have less data about these types of people compared to other types of people.



The UK Statistics Authority will run activities to:

- increase people's trust in data collection
- make sure groups who collect data do it in the right way

Inclusive data principle 2

Work together to make changes across the UK at the same time

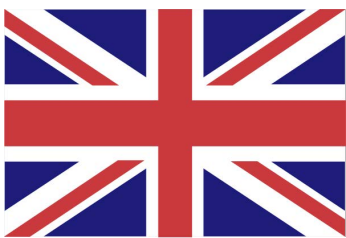


We will work with lots of organisations to make sure data becomes more inclusive across the whole of the UK at the same time.



This includes:

- the **government** and **devolved administrations** across the UK
- people who work in education and research
- community organisations and charities



The UK **government** and **devolved administrations** are in charge of running the country.

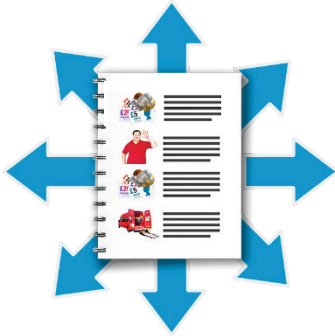


The **devolved administrations** are Scotland, Wales and Northern Ireland.

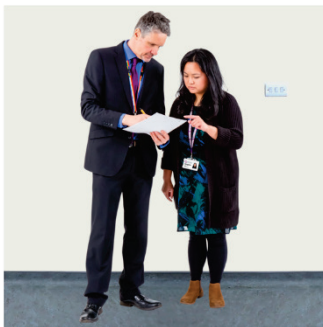


We will give advice to help make sure:

- data collection is inclusive
- data can be compared
- the data collected are good quality



The Office for National Statistics will find good examples of ways to make data inclusive. They will share the good examples with everyone else.



The new National Statistician's advisory committee on inclusive data will:

- check organisations follow this plan
- write reports to show the changes that have happened



We will think about how data can be collected from lots of different types of people in the UK.



We will write an **Evaluation Plan**. An **Evaluation Plan** will show:

- what changes organisations make
- what the results and impact of the changes are

Inclusive data principle 3

Make sure data are from all types of people



Data need to be collected from all types of people in all parts of the UK. We need to keep checking this is done in the right way.



We will write a plan and do activities to make sure groups of people who are under-represented in UK data can get more involved.



We want organisations who use data to work together to make sure data are collected about all types of people.



The new National Statistician's advisory committee on inclusive data will give advice about how to get more under-represented people involved.

Inclusive data principle 4

Collect good quality data



We need to improve the ways we work so that:

- enough data are collected
- data collected are good quality and include information from all types of people



Organisations who use and compare data need it to be good quality.



The Office for National Statistics is creating a service called the Integrated Data Service.



This will help organisations from across the UK to:

- see more data
- link data together
- compare data in a better way

Inclusive data principle 5

Use the right words and phrases



Data collection activities need to use the right words or phrases to describe people.



It's important to:

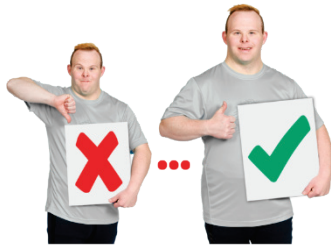
- use words and phrases people understand and are happy with



- make sure words and phrases mean the same thing to everyone and that they are inclusive



- use the same words and phrases across different data collection activities so data can be compared



We will improve advice about how to collect inclusive and good quality data by talking to lots of people.

The Office for National Statistics will publish a plan for updating this advice. Everyone will be able to see this plan and can get involved.



The Office for National Statistics will work with the UK government and devolved administrations to improve advice:

- about the right words and phrases to use when collecting data so they are inclusive, easy to understand and the same across the UK
- to help organisations share good ways of working
- about the rules the government wants organisations who collect and use data to follow



The Office for National Statistics will also give advice about the best ways to collect data about **personal characteristics**.



Age, religion and background are examples of **personal characteristics**.

Inclusive data principle 6

Try different and new ways to collect data



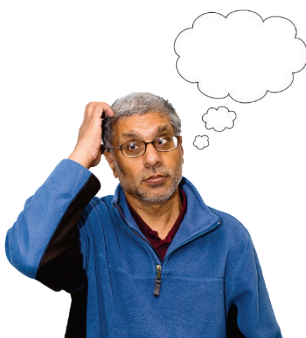
We need to try new ways to collect data to help us understand more about different types of people and what they need.



We will find and share the best new data collection activities for different types of information and people, to help us understand under-represented groups better.



The new National Statistician's advisory committee on inclusive data will give advice about the best **qualitative research** to use to help us understand under-represented groups better.



Qualitative research is understanding people's views, experiences and needs from their own point of view.

Inclusive data principle 7

Check advice on using the right words and phrases is up to date



We need to check advice is up to date at least every 5 years and improve or add to the information if needed.



We need to make sure advice fits in with:

- changes to the way the **public** think and the words and phrases they use
- what people who provide data need
- what people who use data need



The **public** are ordinary people such as the people in your local area.



The Office for National Statistics will talk to lots of people and groups to check we make the right changes to advice.



They will write a plan to show when the advice will be checked to keep up with changes in how the public think.



The Office for National Statistics will encourage use of the advice across the UK.



The Office for National Statistics will work with the UK government and devolved administrations to help make statistics the same across the UK.

Data principle 8

Make sure data are accessible

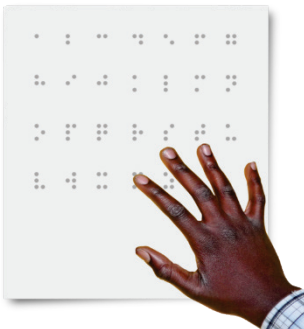


Data need to be accessible to everyone. For example, we might need to offer different languages and formats so everyone can read and understand the data.



We also need to keep any **personal** information we have about people safe.

Personal means it's about you and is private.



We will talk to lots of people so we understand the best ways to improve accessibility and keep personal information safe.



The new Integrated Data Service will keep personal information safe so only government organisations and other approved users can easily access and use data. It won't be possible to identify individual people in anything that is published.

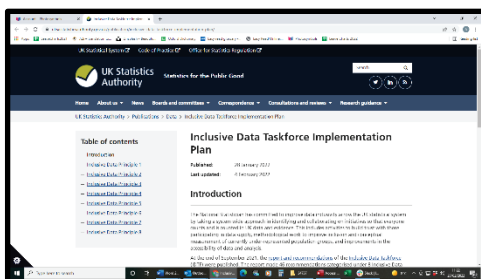
What to do if you have any questions



Get in touch with us if you want to talk about our plan.



Send an email to this address
equalities@ons.gov.uk



The full version of this document is called

“Inclusive Data Taskforce Implementation Plan”