
SUG Meeting Minutes - July 16, 2021, 1 to 2 pm via Zoom (DRAFT)

SUG Members Present:

Gailina Liew, Chair (GL)	Maria Pelin (MP)
Auberon Ashbrooke (AA)	Graeme Marett (GM)
Moz Scott (MS)	Emma-Louise Veitch (EV)

Regrets:

Lianne Dacres (LD)	Daniel Pullinger (DP)
Martin Delap (MD)	Simon Lewis (SL)

Statistics Jersey

Ian Cope (IC) - Interim Chief Statistician and Director of Analytics and Statistics, SPPP
Daniel Edmunds (DE) - Acting Deputy Chief Statistician (Principal Statistician)

Meeting Minutes

1. **Call to order** - GL called the meeting to order and welcomed all present to the meeting.
2. **Declarations of interest** – No interests were declared.
3. **February 19, 2021 meeting minutes**
Action Item – GL requested that any suggested edits or corrections to the draft February 19, 2021 meeting minutes be submitted to her by email no later than Wednesday morning, July 21, 2021 for collation into a final draft for circulation and approval by email.
4. **Chief Statistician update** – GL congratulated IC on the extension of his appointment from July 5, 2021 to December 31, 2021. The request to extend was submitted by Tom Walker (TW), Director General, SPPP, and approved by the States Employment Board in June. IC advised that recruitment for the permanent role will be conducted in accordance with the Jersey Appointments Commission's process and that an external recruiting firm would be engaged.
Action Item - GL advised that she will raise the recruitment of the permanent role and SUG's involvement in the recruitment process with TW at their meeting next week.

IC presented his update with reference to a slide deck (see attached).

Questions arising from the presentation:

(1) – in light of challenges to fill vacant roles, what additional funding is provided to Statistics Jersey to take on commissioned work from the Jersey and Guernsey competition authorities and additional survey work related to children and young people? Statistics Jersey run a survey on the Jersey and Guernsey telecoms markets for the Jersey and Guernsey Competition and Regulatory Authorities at a cost of £5,000.

(2) – SUG has a statutory duty to oversee the work of the Chief Statistician and Statistics Jersey. Why has SUG not been consulted in setting the Statistics Jersey work priorities?

IC advised that currently the work programme is driven by the existing suite of regular outputs (RPI, house prices etc), plus the 2021 Census. There is no capacity to take on new work without additional resources.

Action Item - All agreed that this issue would be discussed as part of an agenda item for the September SUG meeting to consider the longer-term strategic plan and objectives for Statistics Jersey.

(3) – Does Statistics Jersey currently have responsibility for health statistics?

IC advised that there are currently two health analyst teams:

- i. HCS analyst team under the direction of the health department (includes Covid reporting< but also wider HCS/health data), and
- ii. Public health team under the direction of the Director of Public Health.

IC advised that when he took up post in January he was asked by TW to review whether the Public Health team should remain with Public Health, or should move to Statistics Jersey. The team produces Public Health data to support public policy, whilst also producing population level data (e.g. alcohol consumption), IC decided that, in the midst of a pandemic, and with the new data requirements of the Jersey Care Model, the balance of the arguments favoured the Public Health analyst team remaining with Public Health. SUG was not made aware of this review and was not consulted. MS noted that SUG should have been consulted.

Action Item – GL will raise with TW in next meeting.

(4) – Where are the Jersey health statistics for 2020?

Action Item – IC will find out and report back to SUG

(5) – Is Statistics Jersey working in collaboration with the new hospital team and the new care model team?

IC explained that neither he, nor Statistics Jersey, were engaged with the new hospital team. As explained earlier, the Public Health analyst team will be supporting the Jersey Care Model with data and analyses.

5. Statutory matters for discussion and approval

- Pre-release access policy and request – IC advised that he had consulted with GL a few weeks ago upon receiving a pre-release access request. GL advised IC to prepare a written procedure for Statistics Jersey to document a standard process to assess pre-release requests (see draft attached). Discussion ensued but could not be concluded due to meeting time constraints.

Action Item – GL to schedule meeting for next week to continue discussion of this item.

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- Rolling 12-month schedule of Statistics Jersey report publications – IC advised that it is customary international practice for the publication schedule to be published on a rolling basis and cited the practice of the UK Office of National Statistics as an example. Discussion ensued. **Decision** – Current practice of approving a 12-month schedule of publications at the end of each calendar year for the successive year to continue. The rolling aspect is not approved at this time and will be discussed further.

6. COVID statistics

- AA reported that the sub-group is still concerned about the lack of reporting on vaccination status and breaking down the reporting by vaccination type and ethnicity. Gibraltar was noted by AA as an example of how COVID statistics might be reported more usefully. AA also expressed concerns about the quality assurance process before statistics were disseminated to the public as evidenced by simple arithmetic errors in various charts. IC noted these concerns and commented that the public health team responsible for COVID statistics would be alerted. He also questioned whether there were errors in charts – he had provided explanations to AA of what might appear to be data errors.

7. SUG update

- GL reported that the SUG website and user survey are in progress. SUG would likely engage some initial support to establish an independent secretariat function.

8. Statistics Law Steering Group

- GL reported that Deputy Morel, chair of the steering group, had met with SUG members on July 9, 2021. SUG expressed their appreciation to Deputy Morel for this opportunity where issues around the independence of the Chief Statistician and Statistics Jersey as a whole, along with the legal structure were the primary areas of focus for the discussion. Deputy Morel confirmed his agreement with SUG's recommendations as noted on v.5 of the Vision Paper subject to more nuanced wording around the concept of "independent reviews".

9. 2021 meeting dates – September 17 and December 10

- The group noted that a meeting date in October might be needed.

10. Other matters

- The group requested an RPI briefing from Statistics Jersey be scheduled.

11. Termination of meeting

- The meeting terminated at 2 pm.



Statistics Users Group 16 July 2021

Chief Statistician update and
requests for approval

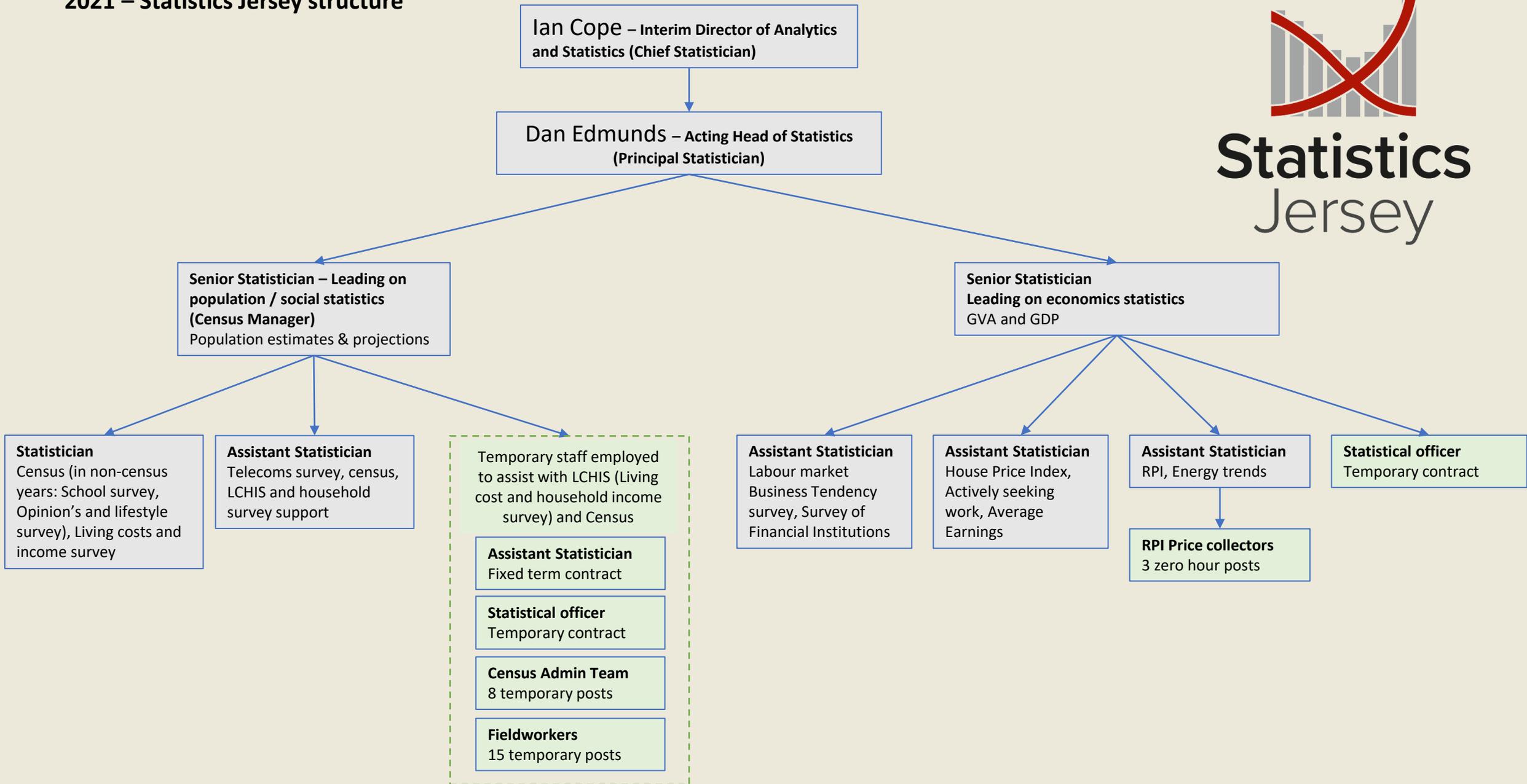
Organisational update

- [REDACTED] left Statistics Jersey at the end of May
 - Dan Edmunds is acting up into [REDACTED]'s substantive role
 - [REDACTED] is acting up into Dan's substantive role
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- The Central Analytics Team has five posts. Despite attempts at permanent recruitment and two approaches to agencies, I have only filled one post to date with an interim ([REDACTED]):
 - Working on updating the indicators in the Jersey Performance Framework
 - Collating and quality assuring the departmental service performance measures
 - Responding to a data request for the UN Convention of the Rights of the Child
 - Part of a UK co-ordinated response – first time for Jersey

2021 – Statistics Jersey structure



Statistics Jersey



2022 Release schedule

- A Release schedule is required by the Code of Practice
 - International good practice to have a rolling 12-month ahead release calendar
 - 2021 SJ release schedule was only published in December 2020
- During the 2022 election Purdah period Statistics Jersey will continue to publish pre-announced standard outputs but will not publish ad-hoc stats
 - Purdah runs from when Assembly rises (May) until formation of the Council of Ministers (late July)
- Important to publish pre-release schedule soon
 - Under current Statistics Law it is for SUG to approve “a publication schedule each year”
 - The standard output dates follow established publication timetables

2022 Release schedule – other releases

The following reports will also be released by Statistics Jersey in 2022, at dates to be specified:

- Census 2021 – *individual bulletins provisionally to be published in Q1 - Q2 2022*
- Better Life Index 2021 - *provisionally in Q1 2022*
- Income Distribution preliminary report, 2021/2022 – *provisionally in August 2022*
- All reports will be released at 10:00 a.m. on the specified date.

Living Cost and Household Income Survey (LCHIS)

- This survey
 - Provides weights to update RPI 'basket of goods'
 - Allows income distribution analyses
- Last completed run of the survey was 2014-15
 - Income distribution analyses released end of 2015
 - RPI weights updated from start of 2018
- Statistics Jersey started the LCHIS in 2019 but abandoned in March 2020 due to Covid restrictions
- Successful bid to restart the survey from September 2021 – run for a year
 - Couldn't be started earlier due to Statistics Jersey resource constraints from the census



Economic Statistics

So far this year we have published:

- Quarterly updates:
 - Registered unemployment
 - Retail Prices Index (RPI)
 - Business tendency survey
 - House Price Index
 - Economic Indicators report
- 6-monthly labour market report

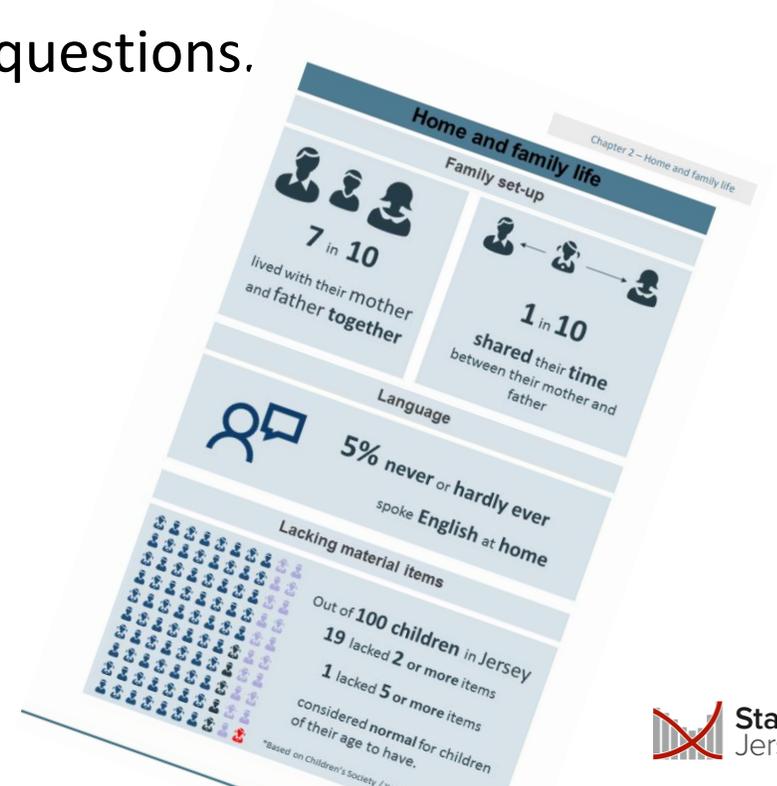
Upcoming work:

- Average Earnings Index (August – survey running now)
- National Accounts estimates (October)



Other activity

- Telecoms Statistics and Market report on behalf of the Competition and Regulatory Authorities
- Bi-annual Children and Young Persons Survey being run Autumn 2021
 - Engaged with Public Health, CYPES, Children's Commissioner and Head Teachers
 - Asked of years 4, 6, 8, 10 and 12 – with age appropriate questions.
 - Diet and exercise
 - Smoking, drinking and drugs
 - Health and wellbeing
 - Safety
 - Growing up
 - Mental health and self esteem
 - Influence and children's rights, etc
 - Expect results to be released in March 2022



2021 Census updates

- Communications campaign started early March
 - Good media and social media coverage
- Questionnaires delivered by Jersey Post 2 weeks in advance of 21 March Census Day
- Data collection and field follow-up due to end 28 May
 - extended to early July
- World-Class response rates
 - 99 percent response for households, of which 31 percent responded online
 - 99 percent response from Communal Establishments



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2021 Census – next steps

- Paper questionnaires data capture runs May – early Sept
- Coding – need to assign codes to industry (SIC), occupation (SOC) and educational attainment, etc.
- Quality Assurance of the data at the individual return level – do any returns look wrong (e.g. missing babies; children younger than parents; too many people over the age of 100, etc)
- Edit and Imputation – filling in gaps in people’s responses
- Quality Assurance of the aggregate results – compare to other datasets (e.g. admin data from CLS, Schools Records, Manpower data etc)

The image shows a screenshot of the 'Household Questionnaire' for the 2021 Jersey Census. The header includes the Statistics Jersey logo and 'census 2021'. The form is divided into several sections:

- What do you need to do?**: A large empty box for instructions. Below it, text states: 'Complete this census questionnaire on 21 March 2021, or as soon as possible afterwards and return in the enclosed Freepost envelope or you can complete your census online. If your address is incorrect or missing, please enter your correct address here:'. This is followed by four rows of address input fields, with the last row labeled 'Postcode'.
- Who should complete this questionnaire?**: Text explains that everyone who has stayed or intends to stay in Jersey for a continuous period of one month or more needs to be included. It defines a householder as someone who owns/rents or is responsible for paying household bills.
- Why do you need to fill in this questionnaire?**: Text states that the census is the only time every person and household is counted, and that participation is compulsory.
- Where can you get help?**: Lists contact information: Website (www.gov.je/census), Email (census@gov.je), and Telephone (01534) 444400.
- Complete online**: A numbered list: 1. Go to www.gov.je/census, 2. Enter the household access code on the front of this questionnaire, 3. Answer the questions and submit. Below this is a box for 'Your household access code is'.
- Confidentiality**: A statement that personal information is protected by law and will not be disclosed to anyone outside the Census Office. It includes a link to the privacy notice.
- Declaration**: A section for signing the questionnaire, with fields for 'Signed', 'Date', and 'Telephone number'.

At the bottom right, there is a small note: 'We will only contact you if we need to collect missing information. If you have lost your envelope, please return to: Census Office, FREEPOST 2021, Jersey, JE1 1AF'.

2021 Census – next steps

- Coding of household type and over-crowding etc
- Output production – Q1 2022

Overall:

- Census response rates are very high by world standards
- The project is on track against timetable
- We are within the £700,000 overall budget allocation

Forward planning

- In addition to regular quarterly outputs there are:
 - Annual outputs (e.g. National Accounts; Jersey Opinion and Lifestyle Survey, etc)
 - Bi-annual outputs (e.g. the Children and Young Persons Survey)
 - Periodic outputs (e.g. the RPI weights and income distribution analyses based on the Living Costs and Household Income Survey)
 - The decennial census
 - Updates and improvements to methods for existing outputs
- Statistics Jersey have therefore started work on a ten-year plan to map out this work and the resources they require
- Also thinking about input needed across statistics and analytics in government to support the next Common Strategic Policy (CSP) process
 - Including feeding funding requirements into CSP and Government Plan 2023

Any Questions?

