

Statement of Administrative Sources

Annex A: Information on administrative source

Enquiries	Please contact the Health and Social Care Information Centre (HSCIC) Contact centre Telephone: 0300 3035678 and email: enquiries@hscic.gov.uk
Name of Administrative Source	ONS: Labour Force Survey (LFS)
Section 1: Collection	<p><i>Please give a short explanation of the processes through which the system's underlying 'raw data' are captured.</i></p> <p>The Labour Force Survey (LFS) is a survey of the employment circumstances of the UK population.</p> <p>It is the largest household survey in the UK and provides the official measures of employment and unemployment.</p> <p>A sample of households is selected at random from the Royal Mail's Postcode Address File.</p> <p>Participants are interviewed or complete questionnaires. Information is collected about the circumstances of the whole household and questions are asked on a range of topics including health, employment status, education etc.</p>

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<p>Section 2: Quality assurance</p>	<p><i>Please give details of any arrangements for auditing the quality of administrative data from this system which is used for statistical purposes</i></p> <p>None Known</p>
<p>Section 3: Application</p>	<p><i>Please give a description of each of the main applications/uses to which the administrative or management data are put before they are transformed into official statistics</i></p> <p>Government departments use the results of the survey to identify how and where they should be using public resources. They use the information to check how different groups in the community are affected by existing policies and to inform future policy changes.</p> <p>The European Union uses the results to decide how much funding they will give the UK to improve employment prospects, facilities and opportunities in local areas.</p> <p>Schools and universities use the data for the study of many different subjects.</p>

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<p>Section 4: Access and Dissemination</p>	<p><i>Please provide a summary of the arrangements put in place for sharing and disseminating the administrative/management data during the period before they are converted into Official Statistics</i></p> <p>HSCIC Statistical Governance policy available from http://www.hscic.gov.uk/pubs/calendar (See Statistical Governance Policy under User Documents)</p> <p>HSCIC Freedom of Information process available from http://www.hscic.gov.uk/foi</p> <p>Link to National Statistician’s Guidance: Use of Administrative or Management Information http://www.statisticsauthority.gov.uk/national-statistician/guidance/index.html</p> <p>HSCIC Information Governance Statement of Compliance Policy available from http://systems.hscic.gov.uk/infogov/igsoc/background/index.html</p>	
<p>Specify if shared Inside/Outside The HSCIC</p>	<p>Shared within the HSCIC and available publically</p>	
<p>Range</p>	<p>Everyone with access to the internet and the appropriate software</p>	
<p>Nature</p>	<p>The production of official statistics publications and indicators.</p>	
<p>Timing</p>	<p>Data is released annually from the ONS and used in both annual and quarterly publications.</p>	

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<p>Section 5: Non-statistical publication</p>	<p><i>Please provide a summary of any exceptional arrangements put in place for placing the administrative/management data in the public domain during the period before they are converted into official statistics. If none, please state None.</i></p> <p>None</p>
<p>Section 6: Statistical publication</p>	<p><i>Please provide a list of each of the ‘Official’ or ‘National’ statistics series derived from this system.</i></p> <p>HSCIC publications calendar: http://www.hscic.gov.uk/pubs/calendar</p> <p>NHS Outcomes Framework – Publications</p>
<p>Section 7: Synergies</p>	<p><i>Please provide a mapping which explains the relationship between any public manifestations of the administrative/management data, and any subsequent statistical releases or publications.</i></p> <p>None prior to Publication</p>

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Section 8: Security/Data Protection arrangements	<p><i>Please explain any additional arrangements for ensuring the security of statistical processes that draw on administrative data other than those listed below</i></p> <p>Relevant IG policies:</p> <p>HSCIC Statistical Governance policy available from http://www.hscic.gov.uk/pubs/calendar(then click on “Statistical Governance Policy”)</p> <p>HSCIC Disclosure control Procedure available from http://www.hscic.gov.uk/pubs/calendar (then click on “Disclosure Control Procedure”)</p> <p>ONS Confidentiality Guidance and working papers http://www.ons.gov.uk/ons/guide-method/best-practice/disclosure-control-of-health-statistics/index.html</p> <p>HSCIC Freedom of Information process available from http://www.hscic.gov.uk/foi</p>
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