

HSE action taken to comply with requirements from assessment

Requirement 1 Take steps to engage more effectively with users outside HSE and make those steps known. HSE should also publish information on users' experiences of these statistics

Action taken

i) The Statistics e-Bulletin has been amended to pull as well as push information and ask for views and suggestions.

ii) A suggestion form has been added to the statistics web site.

www.hse.gov.uk/statistics/developments/engagement/feedback.htm

iii) A user engagement policy has been published on the web.

www.hse.gov.uk/statistics/developments/engagement/index.htm

v) Results from previous user surveys and the specialist statistics workshop have been added to the web.

www.hse.gov.uk/statistics/developments/engagement/previous-consultations.htm

Requirement 2 Adopt systematic statistical planning arrangements, including transparent priority setting that reflects the user need.

Action taken

i) Annually, at the beginning of the year, user suggestions from the online suggestion form and e-Bulletin will be reviewed and fed into the planning process alongside demands from internal customers.

ii) Using this information, a draft work plan for the coming year will be prepared in March.

iii) The Statistics Steering Group, made up of a subset of the Senior Management Team as well as a Local Authority representative has been re-established with meetings in September and April. The April meeting will be used to agree priorities and the work plan for the coming year taking into account views expressed by users and the available resource.

iv) The work plan will be published on the HSE web site.

Requirement 3 Review and publish the draft revisions policy for these statistics, and confirm that changes to methods or classifications will be announced in advance of the release of the changed statistics.

Action taken

Revision policy published on the web site.

www.hse.gov.uk/statistics/developments/revisions/index.htm

Requirement 4 Confirm that the statistical Head of Profession has sole responsibility for the timing of the release of statistical information relating to Enforcement Notices and Prosecutions.

Action taken

For the past five years, enforcement data has been published as part of our annual Health and Safety Statistics compendium release and this is what is planned for the foreseeable future. The date for this release is set by the Head of Profession. If a future decision was taken that this data should be released separately, discussions on the timing of the release would involve several people one of whom would be the Head of Profession whose role would be to ensure compliance with all aspects of the Code in the decision process.

Requirement 5 Enhance the guidance provided to local authorities for the collection of prosecutions data to ensure that it is clear and complete.

Action taken

Enhanced guidance will be produced by the end of the calendar year and apply to a new local authority form which will be in use from summer 2011.

Requirement 6 Publish details of the arrangements for confidentiality protection and ensure that all staff dealing with confidential records have signed declarations covering their obligations under the Code.

Action taken

i) Confidentiality policy produced and published

www.hse.gov.uk/statistics/developments/confidentiality.htm

ii) Internal training/guidance put in place for Statistics Branch staff including signed declarations

Requirement 7 Report annually the estimated costs of participating in HSE's THOR surveillance schemes

Action taken

We have obtained agreement for this information to be collected through the steering committees of the various THOR schemes. These meetings happen between March and June each year and so the data will be collected at that time and published on the statistics web site.

Requirement 8 Investigate the feasibility of producing statistics on the total number of work-related injuries and fatalities, including those not reportable under RIDDOR.

Action taken

Feasibility report produced

<http://www.hse.gov.uk/statistics/pdf/feasibility.pdf>

Requirement 9 Ensure that the coverage of the statistics is clearly communicated when presenting statistics on Fatal Injuries to Workers and Blood-lead Exposure.

Action taken

Data source information on the web site has been revised.

<http://www.hse.gov.uk/statistics/fatalinjuries.htm>

<http://www.hse.gov.uk/statistics/causdis/lead/index.htm>

Requirement 10 Provide information on the quality, methods and reliability of statistics on Enforcement Notices and Prosecutions and provide factual information about the policy context of these statistics.

Action taken

An enforcement data quality statement has been prepared and is available on the statistics website.

Requirement 11 Take appropriate steps to deposit the statistics with the relevant national archive.

Action taken

The HSE website is web crawled as part of the National Archives Web Archiving Programme which was launched in November 2008. Confirmation that HSE is part of the programme can be seen here -> http://webarchive.nationalarchives.gov.uk/*/http://www.hse.gov.uk/

Hence, although our statistics are not specifically archived. they are picked up via the web crawling exercise.

Requirement 12 Include the name and contact details of the responsible statistician in statistical reports.

Action taken

The Chief Statisticians name and the statistics request team email address will be included in the HSS statistics booklet for 2009/10 which is to be published on 27 October. The statistician's name and contact details were included on the hub page for the fatal injury release in June.

<http://www.hse.gov.uk/statistics/hubresults/0910.htm>

Requirement 13 Review the lists of those granted pre-release access, with a view to reducing the numbers of individuals included in the lists.

Action taken

List was reduced for both the fatal injury release in June and LFS main results in March and April - see www.hse.gov.uk/statistics/developments/index.htm for the list of those with pre-release access. This review process will be ongoing for each release.

Requirement 14 Ensure that statements issued alongside official statistics are labelled clearly as policy statements.

Action taken

Press Office have agreed to mark press releases which are related to statistics as "policy release". This was put into place for the fatal injury release in June.

<http://www.hse.gov.uk/press/2010/hse-fatals0910.htm>

Requirement 15 Finalise and publish the Statement of Administrative Sources.

Action taken

Statement of Administrative Sources has been published on the web site.

www.hse.gov.uk/statistics/developments/administrative-sources.htm

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