

From : [REDACTED]
CC : [REDACTED]
Date Sent : 04/09/2014 15:36:52
Subject : [Re: UK Statistics Authority - Assessment Report 288 – Statistics on Recorded Crime in Scotland](#)
[REDACTED]

Thanks for your reply and for the information on hotels. I'll have a look at the links now.

Speak soon,

[REDACTED]

[REDACTED] | Statistics House |
Tredegar Park | Newport | NP10 8XG
[REDACTED]

From: [REDACTED]
Date: 04/09/2014 15:27
Subject: RE: UK Statistics Authority - Assessment Report 288 – Statistics on Recorded Crime in Scotland

[REDACTED]

Thanks for the update re your travel plans.

I'll check if [REDACTED] have any particular timing considerations on the 16th and we can then arrange a plan for the day.

St Andrew's House has a central location and there are a number of hotels fairly close by. However the Apex Hotel, on Waterloo Place is virtually across the road from St Andrew's House so you may wish to consider this hotel. There is also the Scotsman Hotel and the Carlton Hotel which are both located on North Bridge which is nearby. Also the Mercure Hotel which is on Princes Street.

For info, here are the location details for St Andrew's House

<http://www.scotland.gov.uk/About/Locations/St-Andrews-House-1>

and for the hotels I mentioned above.

<http://www.apexhotels.co.uk/en/hotels/edinburgh/apex-waterloo-place-hotel/>

<http://www.thescotsmanhotel.co.uk/>

<http://www.thehotelcollection.co.uk/hotels/carlton-hotel-edinburgh/>

<http://www.mercureedinburgh.co.uk/>

Could you let me know [REDACTED] surname please – just so that I can inform St Andrew's House reception?

Thanks - it will be helpful for us to discuss the framework of assurance on the 16th and I had said to the assessment team that I would be sharing it with them. As you say, you will provide different but complementary types of advice.

I'm not in the office to-morrow but I'll provide an update to you re timings for the 16th, on Monday.

Regards

[REDACTED]

From: [REDACTED]
Sent: 04 September 2014 14:17
To: [REDACTED]
Subject: Re: UK Statistics Authority - Assessment Report 288 – Statistics on Recorded Crime in Scotland

[REDACTED],

Just to let you know that we have now booked our flights. We are going to arrive on Monday evening so are happy to start any time from 9am onwards on Tuesday. Our return flight is at 6.15pm so we will need to leave at a suitable time for that (I'm guessing maybe 4pm but you may advise otherwise).

Would you be able to recommend a hotel that is convenient for St Andrews House at all? Or if you don't know of anything in the area could you just let me know the address details for St Andrews House and we will have a look to find something close by.

While we are there Steph is also planning to meet with [REDACTED] about some other work. She's very happy to be flexible on timings so could you just let me know please if any of you have any preference regarding what happens and when? Whilst [REDACTED] is with [REDACTED] I'd be more than happy to spend the time with you discussing anything that we don't need [REDACTED] be there for.

I'm very happy for you to send your framework of assurance to me and for us to discuss it on the 16th. I'm sure you will do so anyway but I would encourage you to share it with the assessment team at the same time as quite often you will find (I hope!) that we provide different but complementary types of advice. Whereas the assessment team will feed back on whether what they think you're planning is sufficient to meet a requirement and what more they might consider it important for you to do, within the NSO we tend more to look at the detail within things and try to offer helpful suggestions in relation to that.

Best wishes,

[REDACTED]

[REDACTED] | Statistics House |

Tredegar Park | Newport | NP10 8XG
[REDACTED]

From: [REDACTED]

Date: 01/09/2014 12:18

Subject: RE: UK Statistics Authority - Assessment Report 288 – Statistics on Recorded Crime in Scotland

[REDACTED]

Many thanks for your reply. Re confirmation of timings, then letting us know this week is fine with us.

Yes, we will send you some material re requirements 10 and 11, in advance of the meeting.

On a related matter, and as you are aware, the Assessment Report also states that the “Scottish Government should, working with HMICS or other appropriate bodies, combine existing and new material into a coherent framework of assurance. Most of this material exists, or will be available once HMICS publish their next report examining the integrity of crime recording in Scotland; but is has not been incorporated into a coherent framework.”

For information, there are two references made to the “framework of assessment” in the Statement by the Head of Assessment and further references are made to a “framework”/“framework of assurance” in sections 1.2.3 and 1.2.8 of the report.

I understand that there is no standard template and that it is up to ourselves to consider, for this particular set of statistics, how best to bring together and publish the range of actions and evidence that we use to assure ourselves of the quality of the underlying data. We have been considering the range of material presented in the Exposure Draft Report *Quality Assurance and Audit Arrangements for Administrative Data* which was published by the Authority on 31 July 2014, and are developing a framework of assurance.

Again, would this be something which we could share with you and also discuss at our meeting on the 16th?

Kind regards
[REDACTED]

From: [REDACTED]

Sent: 29 August 2014 13:10

To: [REDACTED]

Subject: Re: UK Statistics Authority - Assessment Report 288 – Statistics on Recorded Crime in Scotland

[REDACTED],

Thanks for getting back to me so quickly. [REDACTED] have both put 16th September in our diaries. We're just sorting out a few logistics and then we'll know which flight to book so I'll confirm timings with you next week if that's okay.

We'd be very happy to discuss requirements 10 and 11 with you in addition to the other requirements we've already mentioned. Anything that you've mentioned that you can send through before the meeting will be extremely helpful.

I'll be in touch again next week regarding timings.

Best wishes.

[REDACTED]

[REDACTED] | Statistics House |
Tredgar Park | Newport | NP10 8XG

[REDACTED]

From: [REDACTED]

Date: 28/08/2014 12:39

Subject: RE: UK Statistics Authority - Assessment Report 288 – Statistics on Recorded Crime in Scotland

[REDACTED]

Many thanks for your reply.

Your offer for both yourself and [REDACTED] to come up to Edinburgh for a face to face meeting is much appreciated. I would agree that, in the first instance, it would certainly be beneficial to meet face to face.

In terms of a suitable date, could I suggest Tues 16th September? We are flexible re a morning or afternoon meeting on the 16th so happy to work around your preferred travel plans. For information, we are located in Victoria Quay which is in Leith, in the north of Edinburgh. However I suggest that we meet in St Andrew's House which is in the centre of Edinburgh (and is a more convenient location for us to meet). From the airport, you can take a tram or Airport link bus to the city centre (30-40 mins) followed by a 5-10

mins walk to St Andrew's House. However I will send you further details re location etc.

As well as discussing the requirements around commentary and the suggestion on presentation of graphs, I agree that it would also be helpful to discuss the requirements around user engagement and for you to offer some advice in relation to these. For information, we are currently planning a Crime Statistics User event on Monday 29th September. I will send you some more information on this event, in advance of our meeting.

In addition to these requirements, it would also be helpful if we could discuss requirements 10 and 11, which relate to the Scottish Crime and Justice Survey (SCJS).

We are developing plans to address requirements 10 and 11. However it would be helpful to get your views on how we are planning to address these requirements before we progress these plans more fully. I am copying in my colleague [REDACTED] who is taking the lead on these two requirements. Again, we can share our plans with you in advance of the meeting.

Kind regards

[REDACTED]

Justice Analytical Services
Scottish Government

[REDACTED]

[REDACTED]

From: [REDACTED]

Sent: 28 August 2014 11:17

To: [REDACTED]

Subject: Re: UK Statistics Authority - Assessment Report 288 – Statistics on Recorded Crime in Scotland

[REDACTED]

Thanks for your email and for sending the links to the various documents. I've had a look through everything and have discussed with [REDACTED] from the Good Practice Team and we think that in the first instance it would be good for us to come and visit you for a face to face meeting, as we think this will be more beneficial for you than discussing things via phone or email. Whilst we are with you, as well as discussing the requirements around commentary and the suggestion on presentation of graphs, we can

also discuss the requirements around user engagement and offer some advice in relation to these, if you think that would be helpful.

We've had a look at potential dates and are both available on 9th, 15th or 16th September if any of those would work for you. 8th September would also be a possibility but I have an appointment that day that I would need to re-arrange so would prefer to only consider that if none of the other dates would work for you. I realise these dates are all fairly soon but I'm on leave for a fortnight from 20th September and we thought it would be good to try and see you before I go.

On those days we could be reasonably flexible with timings as we could either fly up from Bristol the night before to come for a morning meeting with you and then we would have to leave mid-afternoon to get back for our return flight (depending obviously on exactly how far from the airport you are). Alternatively we could fly up from Cardiff in the morning and be with you for around lunchtime for an afternoon meeting. Our flight back then wouldn't be until 7.45pm so we would have the whole afternoon for discussions with you.

I'd be very grateful if you could get back to me as soon as possible to let me know if this sounds like a sensible plan to you and if any of these dates would work for you if so, and then [REDACTED] and I can get our flights booked straight away.

Best wishes,

[REDACTED]

[REDACTED] | Statistics House |
Tredgar Park | Newport | NP10 8XG

From:

[REDACTED]

Date: 21/08/2014 16:57

Subject: UK Statistics Authority - Assessment Report 288 – Statistics on Recorded Crime in Scotland

[REDACTED]

UK Statistics Authority - Assessment Report 288 – Statistics on Recorded Crime in Scotland

Further to my phone call this afternoon, thank you for offering to provide advice and support as we deliver the requirements within the above assessment report. As I mentioned, we have developed an Action Plan which identifies the actions which we plan to take forward to meet the requirements in the assessment report. We are also developing a “framework of assurance” which will take account of the report, published by the Authority on 31 July, on *Quality Assurance and Audit Arrangements for Administrative Data*. We have also developed an action plan for a User Guide. I shall send you copies of these documents next week, after the meeting of our Steering Group

on Tuesday 26th August.

We discussed how best we could take forward our joint working, re addressing the requirements and suggestions. We agreed that, in the first instance, I would send you a link to the latest publication *Recorded Crime in Scotland, 2012-13* as well as links to other related documentation. These links are provided at the foot of this email. As discussed, I am copying in the Good Practice team as you had mentioned that you would aim to speak with colleagues in that team before we speak next. I am also copying in my colleague [REDACTED], in Justice Analytical Services, who produces the Recorded Crime in Scotland statistical bulletin.

We can then perhaps consider the subset of requirements and suggestions where it might be best to focus our joint attention. You will be aware that there are requirements and suggestions related to commentary (Requirement 17) and to the presentation of graphical information (Suggestion 8) and it would be particularly helpful if you could consider these.

I would also like to highlight that following police reform on 1 April 2013, our next publication (due for publication in October 2014) will not include information on (legacy) police force areas. It will continue to provide information at a national level as well as at a local authority level. For information, the [Police and Fire Reform \(Scotland\) Act 2012](#) brought together the eight former police forces, the Scottish Police Services Authority and the Scottish Crime and Drug Enforcement Agency into a single Police Service of Scotland from April 1, 2013.

Thank you once again for your offer of assistance. I look forward to hearing from you in due course, once you have had an opportunity to consider and discuss the requirements and suggestions within the assessment report, with your colleagues.

Kind regards,

[REDACTED]

Justice Analytical Services
Scottish Government

[REDACTED]

[REDACTED]

Links to relevant documents/web pages:

Crime and Justice - Publications - Recorded Crime (web page)

<http://www.scotland.gov.uk/Topics/Statistics/Browse/Crime-Justice/PubRecordedCrime>

Latest statistical bulletin: Recorded Crime in Scotland, 2012-13

<http://www.scotland.gov.uk/Publications/2013/06/9697>

Crime and Justice - Data Sources and Suitability (web page)

<http://www.scotland.gov.uk/Topics/Statistics/Browse/Crime-Justice/DataSource>

Data Sources and Suitability (Recorded Crime)

<http://www.scotland.gov.uk/Topics/Statistics/Browse/Crime-Justice/DataSource/RecordedCrimeSandS>

Statement of Administrative Sources (Police Statistics)

<http://www.scotland.gov.uk/Topics/Statistics/Browse/Crime-Justice/AdminSourcesPolice>

Statement of Administrative Sources (Scottish Government)

<http://www.scotland.gov.uk/Topics/Statistics/About/StatementAdminSources>

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Dh'fhaodadh gum bi teachdaireachd sam bith bho Riaghaltas na h-Alba air a chlàradh neo air a sgrùdadh airson dearbhadh gu bheil an siostam ag obair gu h-èifeachdach neo airson adhbhar laghail eile. Dh'fhaodadh nach eil beachdan anns a' phost-d seo co-ionann ri beachdan Riaghaltas na h-Alba.

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