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# Supporting People Data Linkage Study: Progress Report

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## Supporting People Data Linkage Study: Progress Report

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Views expressed in this report are those of the researchers and not necessarily those of the Welsh Government

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**Table of Contents**

- 1. Introduction/Background .....2
- 2. Methodology.....4
- 3. Progress and Findings .....5
- 4. Conclusions, Recommendations and Next Steps ..... 11
- Annex A ..... 13
- Annex B ..... 14

# 1. Introduction

## Policy Background

- 1.1 The Supporting People Programme provides housing-related support to help vulnerable people to live as independently as possible.
- 1.2 In 2017-18 the Supporting People budget is £124.4 million. This is an annual budget and the total grant available changes according to budgetary constraints. The programme supports around 60,000 people each year and aims to prevent problems by providing help as early as possible.
- 1.3 There are two key elements to the type of support provided – long-term and short-term. Long-term maintenance support is designed to help people retain or gain independence and avoid the need for more costly interventions such as entering care, and short-term more preventative services are designed to help people avoid homelessness often during a time of crisis. The programme is largely preventative in nature and this is in keeping with the aims of The Housing (Wales) Act 2014.
- 1.4 The vision of the Supporting People Programme is to help people find and keep a home that meets their needs and encourages independence in a healthy and safe environment.
- 1.5 The Supporting People Research and Evaluation Steering Group was set up to aid in the development of longitudinal research to demonstrate the impact of the Supporting People Programme and to ensure effectiveness and value for money. The group comprises two members of the Supporting People National Advisory Board along with representatives from local authorities, service providers, the SAIL (Secure Anonymised Information Linkage) Databank<sup>1</sup>/Administrative Data Research Centre for Wales (ADRC-W)<sup>2</sup> and Welsh Government.
- 1.6 The Supporting People Data Linking Project follows on from, and is informed by, the Welsh Government Supporting People Data Linking Feasibility study<sup>3</sup> published in March 2016 which demonstrated that it was feasible to deliver a more robust and large scale quantitative study of the impact of the Supporting People Programme in Wales using data linked using the SAIL Databank. Funding for a four-year project has been agreed by the Welsh Government Cabinet Secretary for Communities and Children and reporting will take place at the end of each financial year up to March 2020.
- 1.7 The project also forms part of the Welsh Government Programme to Maximise the Use of Existing Data (Data Max)<sup>4</sup>, which is part-funded by the UK Economic and Social Research Council (ESRC)<sup>5</sup>.

## Project Aim and Objectives

- 1.8 The Supporting People Programme was developed with the expectation that the support offered would help to prevent homelessness, and also help people maintain their independence and continue to live in their own home rather than entering long term care. As a result of this primary purpose the Programme also expects to reduce demand on the NHS and other services.

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<sup>1</sup> <https://saildatabank.com/>

<sup>2</sup> <https://adrn.ac.uk/about/network/wales/>

<sup>3</sup> <http://gov.wales/statistics-and-research/supporting-people-data-linking-feasibility-study/?lang=en>

<sup>4</sup> <http://gov.wales/statistics-and-research/making-better-use-existing-data/?lang=en>

<sup>5</sup> <http://www.esrc.ac.uk/>

1.9 The feasibility study specifically examined the impact of Supporting People on the use of health services for two pathfinder local authorities. The main project aims to build on this by linking a Wales-wide sample of Supporting People data with existing routine health and other administrative datasets in the SAIL Databank in order to assess the impact of the Supporting People Programme on a number of indicators relating to the wider well-being of service users. The broad research question which this project aims to address is:

“Does the receipt of Supporting People services have an impact on patterns of public service use?”

The specific indicators of well-being on which this project aims to focus over its lifespan are interactions with health services (primary and secondary care), social care services and housing options services as well as pre-16 education. If resources allow, the project will also seek to examine interactions with the criminal justice system and labour market participation.

### **Year One Project Objectives**

1.10 The project objectives set out for Year One are as follows:

- to determine the progress of local authorities in preparing for the data collection outlined in the new Supporting People Grant Terms and Conditions (T&Cs) introduced and implemented in April 2016;
- to develop a timetable for each Local Authority to share Supporting People administrative data with the SAIL Databank/ADRC-W;
- to work to acquire historic Supporting People administrative data from those local authorities able to provide it;
- to document any challenges/barriers to the acquisition of Supporting People routine administrative data for linking;
- to begin developing improved methods to analyse and report the impacts of Supporting People on health service use – lessons will be learned from relevant UK and international studies, including from the Supporting People Feasibility Study and from other Welsh Government-funded data linking projects. In particular, the project will seek to learn from – and either adapt or reproduce where appropriate - the methods in development for the Welsh Government-ESRC funded Fuel Poverty Data Linking Project;
- to report on the impacts of Supporting People on health service use for as many of the initial target local authorities as possible; and
- to make recommendations for the project going forward.

1.11 It was acknowledged from the outset that the level of analysis delivered in the first year of the Project would depend to an extent on the ability of local authorities to provide data within the year as well as the quality of that data as the Project sought to make use of a new administrative data collection format designed to be harmonised across all local authorities in Wales.

### **Project Governance**

1.12 An Academic Grade 8 analyst was recruited and the working arrangements followed those in place for the Feasibility Study, with the analyst being attached to the Administrative Data Research Centre for Wales (ADRC-W) and managed jointly by the Welsh Government Housing Researcher and Data Max lead.

- 1.13 The Supporting People Research and Evaluation Steering Group, in turn, reported on the progress of the project to the Supporting People National Advisory Board (SPNAB) which provides advice to the Minister on the proposed strategic direction for the Supporting People Programme.

## 2. Methodology

- 2.1 In order to achieve the main stage objectives identified in Paragraph 1.10 during the first year of the Project, a range of methods were used, including:
- developing a data specification setting out the data required from local authority Supporting People teams for the project (see Annex B for the data specification);
  - liaising with Local Authority Supporting People teams to acquire Supporting People data;
  - documentation of challenges and issues encountered with data acquisition and issues with the quality of the data; and
  - brief initial inspection and exploration of the data acquired during the first year of the Project.
- 2.2 The following sections provide a brief summary of the methods used.

### **The Acquisition of Supporting People administrative data**

- 2.3 The feasibility project used data linked between two complex administrative sources (Supporting People routine administrative data and routine health records) for two pathfinder local authorities. The full data linking project will seek to acquire the data from all local authorities along with any additional data sets which may allow suitable control groups to be identified e.g. 'housing options' data.
- 2.4 Readers should note that at point of writing the Supporting People Outcomes Framework was under review with Welsh Government and a Consultation on a revised Supporting People Programme Outcomes Framework was underway<sup>6</sup>. It is because the Supporting People Outcomes Framework is undergoing change that this project has focused on the routine administrative data collected by local authorities instead.
- 2.5 New Terms and Conditions for the Supporting People grant were introduced and implemented in April 2016 to assist with the data collection, details of which are at Annex B.
- 2.6 This Report refers to 'pre-2016' and 'post-2016' data. Pre-2016 is defined as data collected prior to the inception of new terms and conditions from 1st April 2016. Post-2016 is defined as data collected since the inception of new terms and conditions from 1st April 2016. As noted above, in the first year of the Project the researcher aimed to acquire both pre-2016 and post-2016 data from those local authorities able to provide it and, for those not able to provide it, to develop a timetable for data acquisition.
- 2.7 As with the Feasibility Study, the researcher collected information from the Supporting People teams within local authorities in order to document the

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<sup>6</sup> <https://consultations.gov.wales/consultations/draft-supporting-people-programme-guidance-and-outcomes-framework>

challenges associated with data acquisition and make recommendations for the project going forward (see Paragraph 4.4).

- 2.8 In order to anonymously and securely acquire datasets for linking, the SAIL Databank uses a 'split file' process and the services of a 'Trusted Third Party', the NHS Wales Informatics Service (NWIS). The Local Authority data custodian prepares two files, each of which will include a unique reference number attached to the record of each service user. The first file includes any identifiers e.g. names and addresses, and is transferred via secure electronic transfer to the NHS Wales Informatics Service (NWIS) where it is used to find the individual's NHS number. The NHS number is encrypted to create an Anonymised Linking Field (ALF) which, along with the unique reference number, is securely transferred to the SAIL Databank. The second file includes the 'payload' research data i.e. administrative data about Supporting People service use; it includes the unique reference number but no identifying information and is transferred via secure electronic transfer to the SAIL Databank. The ALF and the unique reference number can then be used to link the 'payload' research data to the relevant data collections already held in the SAIL Databank. As a final step to ensure anonymisation the ALF is further encrypted prior to before being made available to researchers.

### **The process for making data 'research ready'**

- 2.9 The Feasibility Study identified a number of challenges in creating a 'research ready' dataset using Supporting People routine administrative data. One of the key challenges for the main Project was therefore anticipated to be the variation and inconsistency in the data held by local authorities / service providers and therefore the task of reconciling the data.
- 2.10 To minimise the task of data reconciliation, the Feasibility Study requested a small set of core 'golden variables' from local authorities, containing information of the highest priority in terms of the analysis.
- 2.11 During Year One it was decided that a data specification would be provided to local authorities in order to specify the variables required for the Project. It was expected that the data specification would minimise the task of data reconciliation between local authorities for post-2016 data.
- 2.12 The use of drop-down lists was recommended to local authorities in order to standardise the data collection and reduce problems with inconsistent/incorrect data input. It was, however, still expected that the data would require some level of data cleaning after it was acquired from local authorities.
- 2.13 Those local authorities who reported they did not hold any data above and beyond the outcomes data were expected to use the data specification to collect administrative scheme data from their service providers.

## **3. Progress and Findings**

### **Introduction**

- 3.1 In order to share information with the project, the local authorities were required to complete a number of tasks:
- Ensure fair processing notices were in place to inform Supporting People service users that data would be used for research purposes
  - Collect the required data on service users and support received

- Set up a data disclosure agreement between the Local Authority and the SAIL Databank
- Complete a SAIL Databank data sharing agreement form; and
- Format data in the required format and securely upload data to NWIS and the SAIL Databank

3.2 It should be noted that a data disclosure agreement was not routinely required between local authorities and NWIS because the role of NWIS as a 'Trusted Third party' in the split file process is covered by a Service Level Agreement (SLA) between the SAIL Databank and NWIS.

## **Progress in the first year of the Project**

### **Researcher recruitment**

3.3 Although the funding for the first year of the Project was agreed in February 2016 with an intended start date of April 2016, it was only on the basis of one year of funding, due to forthcoming elections. It was acknowledged this would cause difficulties recruiting a researcher for a single year and subsequently Funding for the additional three project years was secured in July 2016. Whilst an existing Welsh Government ADRC-W researcher was able to begin work part time on the Project from September 2016, the full-time academic Grade 8 Supporting People researcher was not in post until January 2017, giving a very limited period to undertake project activities during the first year of the Project ending March 2016.

### **Data acquisition**

3.4 Nevertheless, significant progress was achieved against the Year One objectives:

- With three exceptions, most local authorities responded to the Researchers' request for information and the challenges encountered are summarised below (see Paragraphs 3.12 to 3.22).
- Since the Feasibility Study had indicated that there would likely be significant variation across local authorities in terms of recording and data quality, efforts were concentrated on obtaining data from as many local authorities as possible by the end of Year One and on the initial examination of the data in order to test the process for acquisition and examine the quality and consistency of the data. This has provided a strong foundation on which to build for Year Two, allowing further time to be spent ensuring the data is complete, robust and comparable across Wales. Both pre-2016 and post-2016 data was acquired for eight local authorities. Linking rates for the majority of datasets provided to the Project were high (above 85%) and where rates were lower, this was generally for an identifiable reason on which the researcher can work with local authority Supporting People Teams to address during Year Two. On the whole, the stance of local authorities not providing pre-2016 data is that the data was not available or could not be shared due to e.g. fair processing notices not being considered appropriate.
- As initial efforts were concentrated on those local authorities likely to be able to provide data during year one, the negotiation of timetables for data acquisition for the remaining local authorities was limited and, towards the end of Year One, put on hold until Year Two.
- In terms of beginning to develop improved methods to analyse and report the impacts of Supporting People on health service use, the focus during the limited

time available was on obtaining data from local authorities rather than on developing improved analysis methods or on delivering the analysis of the indicators of health service use. These objectives will be carried forward into year two.

- A number of high level recommendations for the project going forward are included within this report and the Researcher will also be working with the Research and Evaluation Steering Group to consider the best ways to respond to a range of more detailed, practical 'lessons learned' relating to upstream data collection and data preparation, processing and sharing e.g. work with SAIL and NWIS to make the process of data upload more user-friendly.

- 3.5 A number of local authorities were not in a position to provide data meeting the requirements of the new Terms and Conditions from the required date (1<sup>st</sup> April 2016), but are intending to provide data from the point after 1<sup>st</sup> April 2016 when the necessary legal documentation to share data have been put in place.
- 3.6 Swansea and Blaenau Gwent local authorities, who shared data for the feasibility report, provided a refresh of their data for year one of the Project. Swansea provided additional Tenancy Support Unit data (2011 to 2015), and Blaenau Gwent provided an additional older persons dataset (2010 to 2017).
- 3.7 Additional local authorities providing data (years for which data was provided are given in brackets where more than 100 records were provided for the a year) are:
- Caerphilly (2015 to 2017);
  - Cardiff (2015 to 2017)<sup>7</sup>;
  - Merthyr (2013 to 2015);
  - Newport (2014 to 2017);
  - Rhondda Cynon Taf (2014 to 2017); and
  - Torfaen (2014 to 2016).
- 3.8 At the time of writing, three local authorities had failed to engage with the Project so further work will be needed by the researcher and the Welsh Government Supporting People team to work with these local authorities in Year Two.
- 3.9 The remaining 11 local authorities:
- have confirmed that the necessary legal documentation to share data is in place, however, none have a data disclosure agreement in place with SAIL. This is an aim for year two.
  - reported that they are not able to share any pre-2016 data. Reasons for this include legal issues, the fact they do not hold individual-level data and lack of resource. It is recommended that a decision on whether to continue to pursue pre-2016 data for these local authorities be made in consultation with the Supporting People Research and Evaluation Group in year two.

### **Developing a Cost Offset Model**

- 3.10 The Feasibility Study briefly examined the options for creating a cost offset model for Wales similar to the Capgemini Supporting People cost offset model in use in England and Northern Ireland and that has already been applied by some local

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<sup>7</sup> Cardiff Local Authority have provided data that can be linked when the necessary legal documentation to share data has been put in place. However, a data disclosure agreement is not yet in place so the data cannot yet be linked or analysed.

authorities or Regional Collaborative Committees (RCCs) in Wales e.g. the Gwent RCC. It was concluded that a cost offset model could potentially be applied to all Supporting People recipients for whom data is provided to SAIL, allowing the estimated net benefits to be reported split by Local Authority, recipient group etc.

- 3.11 Although it was accepted that the work to create the cost offset model would need to be a separate strand of work to the Data Linking Project, an opportunity has arisen to work with a Welsh Government economist to assess in more detail the feasibility of creating a cost offset model in SAIL and to draft a specification for a model. This work will begin in Year Two.

### **Supporting People Data**

- 3.12 As noted above, and for some of the issues noted below this is partly due to the fact that the data specification was provided in September 2016 i.e. some time after the revised Terms and Conditions were introduced, some inconsistencies in the recording remain between local authorities with, for example:

- all data items necessary for successful data linking were not collected by all local authorities, such as postcodes and gender;
- descriptions of the support need types were not recorded in a standard format across all local authorities;
- for the majority of local authorities there were a small number of cases where lead need was not recorded as part of the administrative data but, for some local authorities, lead need was not recorded for up to around 30% of cases in the administrative data that was provided to SAIL for Year One of the Project. Further investigation has been undertaken and this issue will be resolved moving forward;
- local authorities and providers sometimes having different interpretations of what should be provided against the same data item.

As noted above, time to review and analyse the data has been limited during the first year of the Project so further issues with the data may be identified as more detailed analysis is completed. For example, initial examination of the data indicates that secondary and tertiary needs are not recorded for all cases but further work would be needed in consultation with local authority Supporting People teams to examine the extent to which this is as would be expected.

To improve data collection, standardisation and quality, it is recommended that the Project should feed back any issues to Supporting People teams in local authorities and an improved data specification should be issued to provide further information about the required data items

- 3.13 A key challenge that has emerged during the work to acquire post-2016 data is that the criteria for when a service user is recorded as having received support through the Programme – and would thus be considered an intervention for the purposes of this project - vary across Wales. For example, some local authorities provide records for people who did not take up the service despite being referred, whilst other local authorities do not. This may mean that some local authorities are including a wider group of individuals in the Supporting People administrative data than others. In order to ensure that the analysis is carried out on a consistent group of Supporting People service users across Wales, full documentation should be obtained for each Local Authority to understand where data collection methods or operational processes differ. It should be noted that the data for all cases provided to the Project by local authorities will be included in the analysis because, as

demonstrated in the Feasibility Study, cases where, for example, an individual ‘failed to engage’ can be included as one potential control group for analysis purposes (for further discussion please see the Feasibility Report).

- 3.14 It should be noted that the Supporting People outcomes data itself is not being provided to SAIL so will not be available for analysis (for further information, please see the Feasibility Report).

### **Issues with the Analysis of Health Data in SAIL**

- 3.15 Because it contains good quality routine health records going back many years<sup>8</sup>, the SAIL Databank allows retrospective longitudinal analysis to be carried out. However, there is an inherent ‘lag’ of around six months in the availability of routine health records e.g. due to the need for clinical coding of data to be completed. Further delays of up to three months are introduced while data is uploaded and quality checked within the SAIL Databank. This means that when linking Supporting People data to routine health records, the most recent nine months of data will be excluded from the analysis. Although the six-month delay for coding only applies to routine health records, there may be ‘lags’ of various kinds when linking to routine administrative data from other sources e.g. data for social care, however a minimum delay of up to three months would be introduced to upload and quality check all datasets acquired by the Project for linking.
- 3.16 In addition, sufficient follow-up time needs to elapse after an intervention begins – in this case Supporting People support - to allow any impact on the recipient’s health events, e.g. emergency department attendances, to be reflected in the data. For the Feasibility Study, analysis was completed for the period ‘12 months before’ and ‘12 months after’ the support start date and analysis for at least this wide a ‘window’ is likely to be of interest for this Project. However, because the Project will use the number of ‘person days’ of exposure as the denominator to calculate rates, data for service users with less than a full 12 months of follow-up time will be included in the analysis, so that even, for example, those with only one full month of follow-up time will be included in the analysis for the ‘first month after support began’, service users with two full months of follow-up time will be included in the analysis for the ‘first month after support began’ and the ‘second month after support began’ and so forth. This will allow the maximum possible available data to be included in each year’s analysis so that, for example, data for Supporting People service users whose support began as late as the first week of April 2019 can be included in the Year Four reporting in March 2020.
- 3.17 The ‘lag’ in the availability of routine administrative datasets records will be an ongoing issue for the project but the problem was particularly severe for the analysis of post-2016 data in Year One, where the new Terms and Conditions were implemented from 1st April 2016. This, in addition to the need to focus attention on data acquisition and quality checking, was a key driver for the decision by the Supporting People Research and Evaluation Group not to attempt to include an analysis of health indicators in this Report.

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<sup>8</sup> The main health datasets used in the Project are (earliest date available is given in brackets): Patient Episode Dataset Wales (PEDW) Hospital Admissions data (1997); Emergency Department data (2009 for attendance level, 2011 for attendance reason), General Practice data (2000 depending on GP Practice). Further detail available at: <https://saildatabank.com/saildata/sail-datasets/>

## **Legal**

- 3.18 The implementation of the recommendations made by the Feasibility Study has alleviated some of the key challenges encountered in data acquisition at the Feasibility stage. These included a mandatory requirement under new Supporting People grant Terms and Conditions for local authorities to provide data to SAIL, guidance to ensure all local authorities collect the information necessary for linking such as postcodes, and the provision to local authorities of a data specification including a standardised data collection spread sheet. However, as above, not all local authorities complied with these requirements from 1<sup>st</sup> April 2016. Not all local authorities replied to the project's requests for progress updates so their implementation of the new requirements remains unknown. This issue has now been passed on to the Welsh Government Supporting People policy team for follow up.
- 3.19 Delays in access to legal teams within some local authorities have been cited as a reason both for delays to having relevant sharing agreements in place and as a reason for not providing data to the Project during Year One.

## **Skills, resource & capacity**

- 3.20 Personnel within some Supporting People teams responsible for providing data have shown great enthusiasm to share data for the purposes of linking and investigating the effects of the Supporting People programme. However, lack of resource and lack of technical skill were often cited as a barrier either to participation or to timely participation in the Project. The Researcher provided telephone based support where required, assisting with file formatting and data uploads. Due to the need to maintain strict information governance procedures, the Researcher is not permitted to view raw, non-anonymised data but more hands on support could prove beneficial and options will be explored during Year Two.
- 3.21 A number of local authorities raised concerns that the process was causing issues with providers, creating duplicated effort in terms of data collection. All local authorities in the North Wales Region raised concerns of duplication of effort, suggesting that providers had complained that they already provide similar information for other purposes, e.g. for the outcomes data. The North Wales Region suggested that the current online form for collection of outcomes data could be amended so that it could also be used for data linkage. The researcher has worked with Conwy and the outcomes form will be amended for this purpose. The North Wales Region is also working on a combined data disclosure agreement.

## **Technical**

- 3.22 Although the data specification spread sheet has helped local authorities to specify to providers the data they require, the data is still likely to require some data cleaning and re-formatting by the Local Authority teams once acquired from service providers and before it can be uploaded to NWIS and SAIL.
- 3.23 The SAIL/NWIS upload format requires a person to have a fairly good level of excel skills and an understanding of the split file requirements. Where data is not submitted correctly it can cause delays. The challenge of creating the data extracts in the right format is compounded by the fact that the instructions as currently provided by SAIL are not prepared with a non-technical audience in mind.

## 4. Conclusions, Recommendations and Next Steps

### Conclusions

- 4.1 As noted above, despite the very limited period available to undertake project activities during the first year of the Project, the majority of Year One objectives have been met, with data acquired for 8 local authorities and, with regard to post-2016 data, a further 11 local authorities confirming that the necessary legal documentation to share data is in place and that work is in progress to sign data disclosure agreements with SAIL. However, in Year Two the researcher and the Welsh Government Supporting People team need to work with the three local authorities who did not engage with the Project in Year One.
- 4.2 Challenges still exist in terms of data quality but significant strides have been made to improve up-stream data collection and supply.
- 4.3 As discussed above, the 'lag' in the availability of routine health records and the need to focus attention on data acquisition and quality checking were the key drivers for the decision by the Supporting People Research and Evaluation Group not to attempt to include an analysis of health indicators in this Report.

### Recommendations

- 4.4 The following key recommendations for Year Two have emerged from the activities undertaken during Year One:
- A review should be completed of the process of Local Authority Supporting People record creation in order to ensure that the definition of a Supporting People service user is consistent across Wales i.e. that there is consistency in which cases are defined as 'users' vs. e.g. 'failed to engage' or 'unsuccessful'.
  - As noted above, the acquisition of pre-2016 data would add significant value to the Project. A decision should therefore be made in consultation with the Supporting People Research and Evaluation Group whether to continue to pursue the acquisition of pre-2016 data from local authorities previously declining to provide data.
  - Data collection, standardisation and quality should be improved through on-going communication between the Project and Supporting People teams in local authorities and an improved data specification should be issued by the Project to provide further information about the required data items. Emphasis should be placed on capturing the 'identifiable' data items required for data linking.

### Next Steps

- 4.5 In brief, the objectives for Year Two are:
- Ensure SAIL data disclosure agreements are in place and acquire post-2016 data for the 11 local authorities who have already agreed to provide data to the Project
  - Welsh Government to contact the 3 local authorities where there is no current agreement to share post-2016 data
  - Review the quality of Supporting People data provided to the project e.g. linking rates, number of missing data items, including provision of feedback to local authorities to improve up-stream data collection and further investigation into cases where 'lead need' has not been recorded

- Agree research questions with the Supporting People Research and Evaluation Group, prepare an analysis plan and carry out analysis of health service use
- Seek to identify suitable control groups for analysis purposes
- Work with a Welsh Government economist to further explore the feasibility of creating a cost offset model
- Pursue the acquisition of datasets relating to additional indicators, prioritising data for social care, housing options and educational attainment; agree timelines for acquisition.

## Annex A Data Specification

**Table 1 Identifiable data within 'File 1' issued to NWIS Data Specification**

SYSTEM_ID	e.g. 1
NHS_NUMBER	LEAVE BLANK
SURNAME	e.g. Bloggs
FORENAME	e.g. Joe
ADDRESS_1	e.g. 1 Data Science Road
ADDRESS_2	e.g. Singleton
ADDRESS_3	e.g. Swansea
ADDRESS_4	
ADDRESS_5	
POSTCODE	e.g. SA2 8PP or CF10 3NQ
DATE_OF_BIRTH	e.g. 20.01.1955
GENDER_CD	1=MALE 2=FEMALE 3=UNKNOWN
CREATE_DATE	DD.MM.YYYY
GENDER_CD_ADDITIONAL	

\* This table specifies the variables local authorities are required to provide to NWIS for linking and the exact format in which they must be provided e.g. date of birth in format DD.MM.YYYY'

**Table 2 Supporting People Administrative Data within 'File 2' issued to SAIL**

SYSTEM_ID	e.g. 1
REFERRAL_DATE	DD.MM.YYYY
LEAD_NEED	
SECONDARY_NEED	
TERTIARY_NEED	
ETHNICITY	
REFERRAL_SOURCE	
SERVICE_TYPE	e.g. Floating Support
SUPPORT_START_DATE	DD.MM.YYYY
SUPPORT_END_DATE	DD.MM.YYYY
SUPPORT_DURATION	
RE-REFERRED_DATE	DD.MM.YYYY
UNSUCCESSFUL_REASON	e.g. Not eligible
REASON_ENDED	e.g. Support needs met

\* This table specifies the variables local authorities are required to provide to SAIL to provide information on what support people have received and the exact format in which they must be provided e.g. date of support start in format DD.MM.YYYY'

## Annex B

*“All Local Authorities and providers will introduce an updated disclaimer to ensure people receiving support know their information will be used for research purposes. By 30<sup>th</sup> September 2016 all Local Authorities will have also developed appropriate data sharing agreements to allow the sharing of information for research and statistical purposes between relevant departments of the Authority but also with the SAIL databank.”*

*“By 30 September 2016 you will have a data sharing agreement in place which will enable you to share data between other internal Local Authority teams and external Local Authorities and/or Welsh Government or their agents for planning, research and statistical purposes”*

*In terms of sharing individual data with the Welsh Government and/or its agents this links to the data linkage study and is very important for research and statistical purposes. The type of information that may be needed for this purpose is the administrative data held on service users as detailed below, but please note this is not an exhaustive list;*

*NHS number (where available)*

*First name*

*Last name*

*Address*

*Postcode*

*Date of Birth*

*Gender*