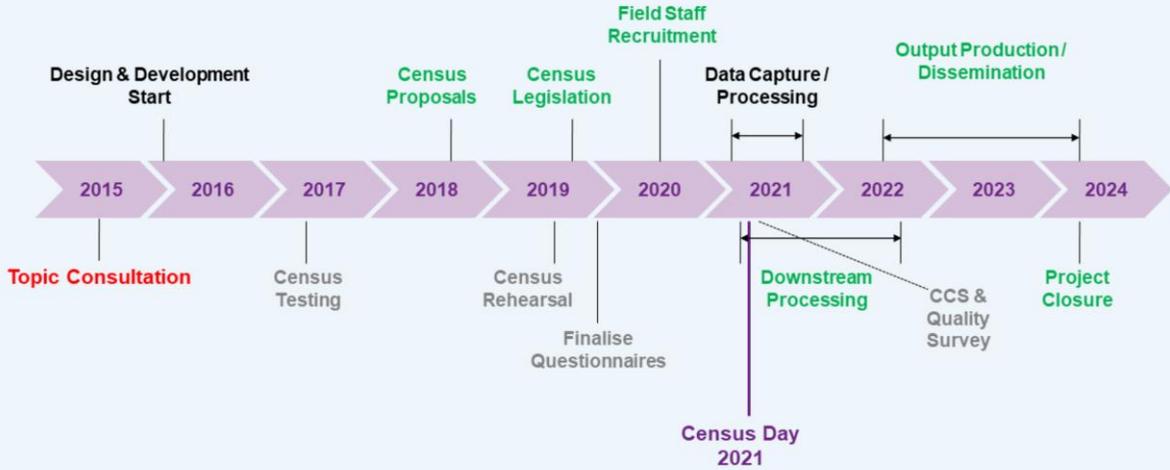


2021 CENSUS TIMELINE

Sandy Fitzpatrick
Census Office

2021 Census Timeline



2015 – A consultation was carried out on the topics to be included in the 2021 Census form

2016 – This topic consultation finished and a report was produced which is available on the NISRA website

2017 – A census test was carried out using 15,000 households in Northern Ireland

2018 – We will shortly be publishing our Proposals Paper which will detail how we plan to carry out the census in 2021 and information on which topics will be included

2019 – In Autumn 2019 we plan to carry out a census rehearsal to test out all our systems and ensure they work correctly.

2021 CENSUS OUTPUTS STRATEGY CONSULTATION

Amy Dunlop
Census Office



Hello everyone and thank you for coming along today.
I'm Amy Dunlop and I work in Census Office in our outputs team.
I'm here today to take you through the main areas of our 2021 Census outputs strategy and explain what we hope to get from responses to this consultation.

Consultation period:

18th October 2018 – midnight 9th January 2019

Consultation website:

<https://www.nisra.gov.uk/statistics/2021-census/planning/consultation/outputs-strategy-consultation>



To begin, our consultation opened on Thursday 18th October and will run until midnight of Wednesday 9th January.

The consultation document itself and all other supporting information can be found on the NISRA consultation webpage shown here.

This page is also accessible using a Quick Link on the NISRA homepage.

Background

- Building on successes and lessons learned from 2011 Census
 - Timeliness
 - Flexibility
 - Accessibility
- Initial proposal for 2021 Census outputs (Northern Ireland only)
 - Outlines plans for the production and dissemination of census results
 - Proposal at present
- Why we are consulting
 - Understanding user needs
 - Feedback will inform future research and development



The UK Statistics Authority carried out an evaluation of the design and delivery of the 2011 census outputs and found 3 areas of improvement – timeliness of release, flexibility for users to create their own tables, and accessibility to ensure novice users could find the information they require.

This evaluation was used to produce the 2021 Census Outputs strategy which sets out our initial plans for the production and dissemination of outputs in 2021. This strategy is a proposal at the moment and specifically refers to the census in Northern Ireland, however we are working closely with the other census offices in the UK to ensure UK comparability of results where possible.

We are conducting this formal consultation to gather views on the proposed strategy and to ensure that the 2021 Census reflects the needs of our users. The feedback we receive will be used to focus future research and development in the areas you tell us are important.

How you can have your say

- Read through the consultation document
- You can respond as an individual or as an organisation
- Provide as much detail as possible
- Comments relating to 2021 Census outputs

Responding to the consultation

- Questionnaire hosted on Citizen Space
- Online, email or post



To share your views about our strategy we advise that you first read the consultation document and any supporting information on the NISRA website.

You can make a response as an individual, however, if you wish to coordinate a response within your organisation you can find guidance on how to do this on our website.

Please provide as much detail as possible in your responses and include references to specific policies, projects or research that are important to your work area. Comments relating to specific questions on the 2021 Census form will not be evaluated as a consultation was already completed on the 2021 Census topics in 2016. However, if you do require information about the topics you can contact Census Office using the details provided at the end of this presentation.

We have used an online platform called Citizen Space to host the questionnaire for this consultation as it is an accredited tool recommended by the Civil Service. Our preferred method for users to respond is online however if you wish to respond by email or post you can download a copy of the questionnaire from the consultation website to complete and return.

Responding to the consultation

Our society is constantly evolving and the information our users want from the census may change too. This is why your feedback is so important.

Anyone can take part in this public consultation, which closes at **midnight on 9 January 2019**.



To access the online questionnaire, please visit the NISRA consultation webpage and click the 'Start Consultation' button as shown here.

Citizen Space

(vi). Do you consent to your name being published with your response?

(Required)

- Yes, I consent to my name being published with my response
- No, please remove my name before publishing my response

< Back

« First

Save and come back later...

Continue >



To support transparency we will publish all responses to the consultation on the NISRA website once the consultation is closed. We therefore request that respondents indicate if they consent to their name or the name of their organisation being published along with their response.

In no circumstances will we publish contact details belonging to anybody who has completed a questionnaire.

Release Schedule

- UK Statistics Authority evaluation feedback – Timeliness
- First release by Summer 2022
- Majority of all other standard releases by Summer 2023
- Disseminated to a pre-arranged timetable
- Coordinate across the UK



The evaluation of the 2011 Census stated that many users mentioned timeliness of outputs as an important issue.

Therefore as part of our outputs strategy we detail the proposed release schedule of 2021 Census results.

In this we plan to publish the first release of population and household estimates by summer 2022 which is sooner than was seen for the 2011 census, where the first release was 16 months after census day. We also plan to publish the majority of all other standard releases by summer 2023.

We'll produce and make available a prospectus outlining our intended timetable and the content of each release. As required by our code of practice we will also pre-announce any upcoming publication at least four weeks in advance and where possible coordinate release dates with the other census offices in the UK so that census statistics can be compared across the UK in a timely manner.

Dissemination

- UK Statistics Authority evaluation feedback – Accessibility
- Single point of access
- Selection of core tables available online
- Commissioned table service
- Statistics for Ireland
- UK wide statistics
 - Access via a single website, or
 - Visit each website for data about that country



The evaluation also reported the need to ensure that infrequent users were able to easily access the information they needed.

In 2021, NISRA plan to provide a single point of access to the results through a dedicated website and optimize dissemination channels by making a core set of univariate tables similar to Key Statistics and Quick Statistics freely available online.

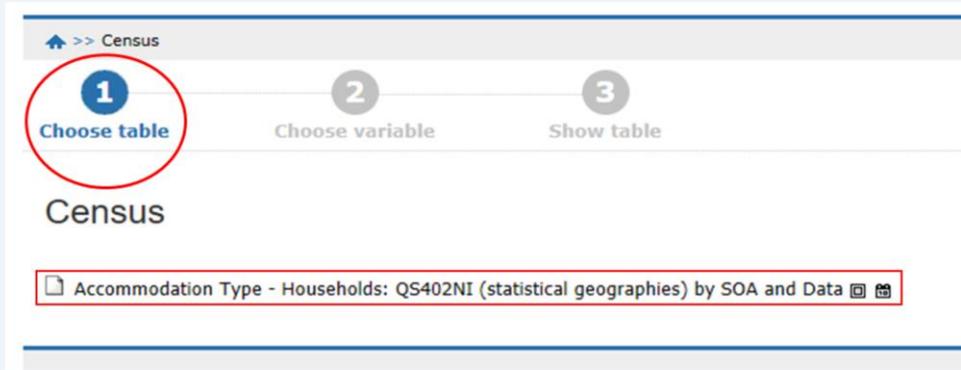
We also plan to deliver a customer service function to respond to user queries and produce bespoke tables as and when required.

We will continue to work with the Central Statistics Office in the Republic of Ireland to provide key statistics for the whole of Ireland where possible, and plan to produce an All-Ireland report similar to the one created using 2011 data.

The census offices in the UK have also been working together to harmonise our dissemination approach, and to explore how we can provide UK-wide data to users. As part of our consultation we are asking respondents to indicate how they might wish to access this data- Through a single point of access to gather data for all of the countries in the UK; OR visit each organizations website to access data only for that country.

Dissemination

- UK Statistics Authority evaluation feedback – Flexibility



As mentioned, the UKSA evaluation found that users would like the outputs from 2021 to be more flexible with the ability to build their own tables.

Therefore NISRA are planning to create a flexible dissemination system which will allow users to create tables that meet their specific needs. This approach will allow a quicker turnaround of standard outputs and will enable users to have access to data as soon as it becomes available.

Currently we are looking into different systems that can be used for this, however, the example here shows what it might look like- Users would first select a table which is of interest to them.

Dissemination

- UK Statistics Authority evaluation feedback – Flexibility

Accommodation Type - Households: QS402NI (statistical geographies) by SOA and Data

Select variable About table

Mark your selections and choose between table on screen and file format. Marking tips
For variables marked * you need to select at least one value

SOA *	Data *
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Total 890 Selected 3	Total 12 Selected 1
<ul style="list-style-type: none">Aldergrove 1Aldergrove 2Aldergrove 3BallooBallycraigyClady	<ul style="list-style-type: none">All householdsUnshared dwelling: TotalUnshared dwelling: Whole house or bungalow: TotalUnshared dwelling: Whole house or bungalow: DetachedUnshared dwelling: Whole house or bungalow: Semi-detachedUnshared dwelling: Whole house or bungalow: Terraced (including end-terrace)
Search <input type="text"/> <input type="button" value="▶"/>	Search <input type="text"/> <input type="button" value="▶"/>
<input type="checkbox"/> Beginning of row	<input type="checkbox"/> Beginning of row

Once a table has been selected the user can choose which variables they wish to see.

Dissemination



The screenshot shows a software interface for data dissemination. On the left, a list of formats is displayed, with 'Excel (xlsx)' highlighted in red. A 'Continue' button is visible next to the list. On the right, a data table is shown with columns A through F. The table contains data for 'Accommodation Type - Households: Q5402NI (statistical geographies) by SOA and Data'.

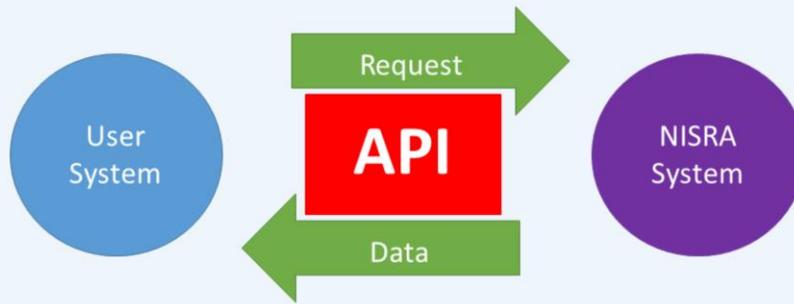
	A	B	C	D	E	F
1	Accommodation Type - Households: Q5402NI (statistical geographies) by SOA and Data					
2						
3			Unshared dwelling: Whole house or bungalow: Total			
4	95AA0151	Aldergrove 1		305		
5	95AA0152	Aldergrove 2		598		
6	95AA0153	Aldergrove 3		533		
7						
8						

The user can then select the format that they require, and the flexible dissemination system will do this for them.

Please be aware that any flexible dissemination system that is created will be rigorously tested and guidance provided to help users navigate within it.

Dissemination

- UK Statistics Authority evaluation feedback – Flexibility



As part of the flexible dissemination system we also plan to incorporate Application Programming Interface technology (or API) within it which will allow users to build a link between their own system and ours so that the systems can communicate. This will allow data to be requested and retrieved at the instance it is made available or updated.

Supporting Information

- Metadata
- Statistical bulletins
- Press Releases
- Commentary and Analysis
- Short stories and infographics



Our outputs strategy also explains what supporting information we plan to produce for 2021 outputs.

The first is metadata which will be released with the output to inform users of any quality issues or definitions used

Next we have Statistical Bulletins and Press Releases which summarise and highlight the key findings within a release

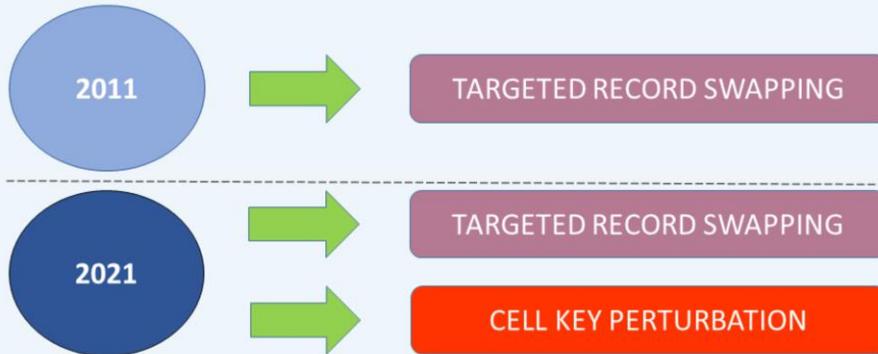
We also have Commentary and Analysis which goes into more depth about specific topics within a release such as religion or health conditions.

And lastly there is short stories and infographics which focus on particular characteristics or subgroups, such as this infographic which looks at characteristics of those living in Belfast.

We hope to identify from this consultation which supporting information is most useful to our users and how they might like to access it.

Data Confidentiality

- Statistical Disclosure Control (SDC)
 - Legal obligation
 - Protection from identification
 - Harmonised approach UK-wide



As a government agency, we have a legal obligation to protect the confidentiality of Census respondents and ensure detailed outputs don't reveal their information.

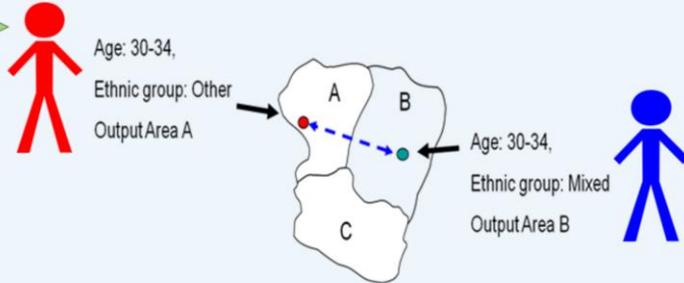
Statistical Disclosure Control (or SDC) refers to a range of methods that aim to protect individuals and households from being identified whilst minimising the impact on the quality and utility of results.

In 2011, Census Office used targeted record swapping as the primary method of disclosure control and we propose to use this again in 2021, however, due to the introduction of the Flexible Dissemination System a further level of protection is required and therefore a secondary method is proposed which is known as Cell Key Perturbation.

Census Office aim to harmonise across the UK and adopt a common disclosure control approach where possible. This 2 stage method is currently the preferred option being considered by the other 2 census offices in the UK.

Targeted Record Swapping

"I am the only person in this area aged 30 to 34 with an 'Other' ethnicity"



Treatment:

- Find a nearby geographical area
- Identify a similar household
- Swap the households

Targeted record swapping involves detecting records that are most at risk of identification and swapping them with similar records from other geographical areas. All households and individuals have their risk assessed using a small number of characteristics that are considered to be rare or unique. A sample of these is then selected and households are swapped with a similar household in another area. By swapping in this way we preserve basic characteristics of that household such as the number of people within it.

Targeted record swapping is illustrated here.

A one-person household in output area A is deemed at risk of identification as they are the only household in that area containing one person area aged 30 to 34 with an ethnicity as 'Other'. Another one-person household is found at a nearby output area which contains someone of the same age but different ethnicity. These households are swapped.

This swap has not affected the total population of output areas A or B, or their age distributions but it has affected the ethnic group distribution.

However, by looking at a higher levels of geographies, for example, output areas A, B and C combined into one, you will see that the distributions for both age and

ethnicity have not been affected at all.

Therefore by selecting records that are as geographically close as possible, record swapping has introduced changes at low levels of geography where disclosure is most likely, but not at the higher levels.

Cell Key Perturbation

- Protection from ‘differencing’
- Proportions remain the same
- More timely 2021 Census outputs
- Higher levels of geographies unperturbed



As mentioned previously, due to the introduction of the Flexible Dissemination System a further level of protection is required and therefore we propose to use an additional method of disclosure control known as Cell Key Perturbation.

This method involves making small changes to a sample of the cells within a table. This adds more uncertainty to the table and protects against disclosure of information, especially that which occurs when one table is compared to others containing very similar information which is known as differencing.

Adding uncertainty to a table in this way disrupts the differencing process, however, it can lead to inconsistent totals when comparing tables containing common variables, and lower levels of geography may not be additive to higher levels.

It should be noted though that tables at high levels of geography may not be perturbed to begin with as there is less risk of disclosure.

The key benefit of using cell key perturbation is that users will be able to obtain census data sooner than was seen in 2011.

Cell Key Perturbation

Before Cell Key Perturbation

	355 Conservation and Environmental associate professionals	Proportions (%)
All usual residents	215	100%
Aged 0 to 24	2	1%
Aged 25 to 44	119	55%
Aged 45 and over	94	44%
Males	190	88%
Aged 0 to 24	2	1%
Aged 25 to 44	98	45%
Aged 45 and over	90	42%
Females	25	12%
Aged 0 to 24	0	0%
Aged 25 to 44	21	10%
Aged 45 and over	4	2%

After Cell Key Perturbation

	355 Conservation and Environmental associate professionals	Proportions (%)
All usual residents	217	100%
Aged 0 to 24	3	1%
Aged 25 to 44	119	55%
Aged 45 and over	95	44%
Males	190	88%
Aged 0 to 24	2	1%
Aged 25 to 44	98	45%
Aged 45 and over	90	42%
Females	27	12%
Aged 0 to 24	1	0%
Aged 25 to 44	21	10%
Aged 45 and over	5	2%

The example shown here shows a table before and after cell key perturbation has been applied.

As you can see, the application of perturbation has made some small changes to a couple of the cells.

This has subsequently changed the table total, however, when you compare the proportions you will see that these have not changed at all and therefore the utility of the table has been preserved.

Cell Key Perturbation

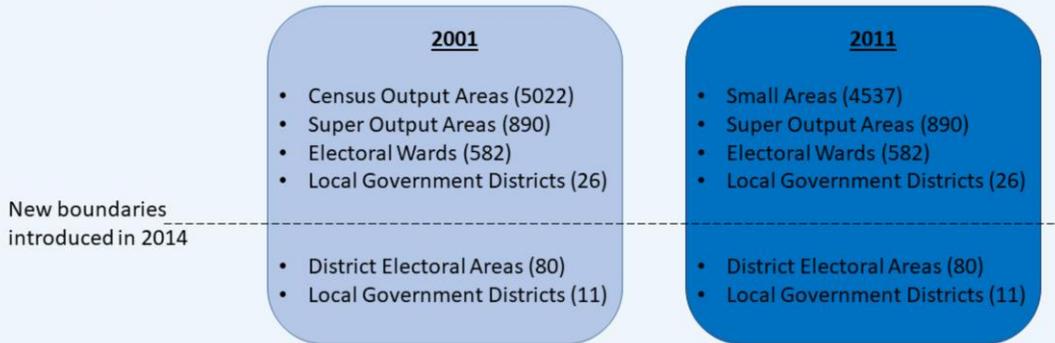
Question: In your opinion is the trade-off of more timely outputs and increased flexibility worth the addition of cell key perturbation?



As part of the consultation we ask users to consider if they would be content with slightly inconsistent table totals in order to receive the results sooner.

Output Geography

- Geographies based on electoral boundaries at that time



LIMITATION - Producing outputs for the new Electoral Ward (462) would identify small sections of Northern Ireland and the people within them.



When producing outputs from the 2021 Census we need to consider which levels of geography will be used.

Historically, census outputs have been produced using geographies based on electoral boundaries in place at that time.

In 2001, NISRA released census outputs for a range of geographies which included small levels known as Census Output Areas which could be built up to produce larger geographies as they nested neatly within the boundaries of these.

By and large in 2011, these same geographies were used which allowed users to directly compare results from both censuses for the same geographical areas.

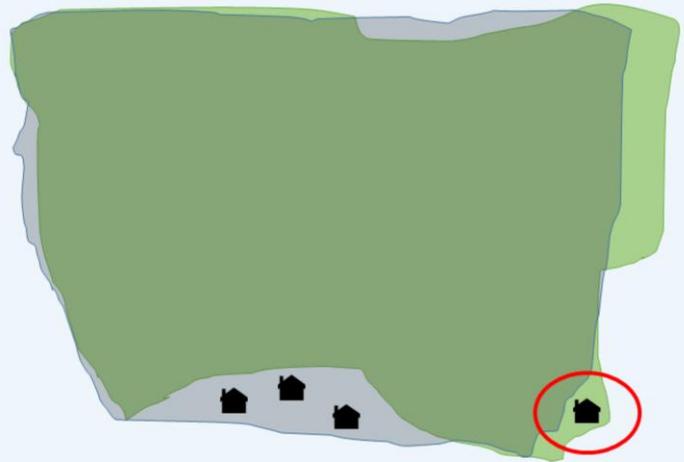
However, in 2009 the Boundary Commission in Northern Ireland carried out a review of the electoral boundaries and subsequently introduced a new set of Local Government Districts and Electoral Wards in 2014.

After this introduction, a number of 2001 and 2011 outputs were reproduced using these new geographies, however due to the risk of disclosure we were unable to produce outputs for the new Electoral Wards as overlapping the boundaries for these on top of existing published geographies led to small slivers of Northern

Ireland being identifiable and subsequently characteristics about the people within them.

Output Geography

- Overlapping output geographies
- Slivers of NI are exposed
- This may isolate households
- Characteristics of residents can be identified



This slide demonstrates what we mean by disclosure through overlapping of geographies.

As you can see the overlap of these 2 geographical areas has uncovered a number of slivers.

In particular one of these slivers contains only one household and therefore by comparing outputs produced for these 2 geographical areas, users could work out the characteristics of this household and the people within it.



The slide here shows an example of a Small Area.

Small Areas were designed specifically for statistical purposes and in such a way that they had to contain a consistent number of people and households to prevent disclosure.

Output Geography: Option 1

- Same geographies as 2001 and 2011

2021

- Small Areas (4537)
- Super Output Areas (890)
- Electoral Wards (582)
- Local Government Districts (26)

- District Electoral Areas (80)
- Local Government Districts (11)

PROS

- Comparability of consistent census geographies across 2001, 2011 and 2021

CONS

- Outputs cannot be produced for new Electoral Wards due to risk of disclosure

So what are our plans for the 2021 Census. We currently have 2 options that we are considering.

Our first option is to produce 2021 Census statistics for the same range of geographies used in both the 2001 and 2011 Censuses.

The advantage to this is that it allows comparability of census information at multiple geographical levels across a 3 census period.

However, due to the risk of disclosure, we will not be able to produce outputs for the new Electoral Wards introduced in 2014.

Output Geography: Option 2

- Create a new small area statistical boundary which nests within the 2014 boundaries

2021

- New Small Areas
- New Super Output Areas
- Electoral Wards (462)
- District Electoral Areas (80)
- Local Government Districts (11)

PROS

- Census results produced using current boundaries and available for the new Electoral Wards

CONS

- Loss of comparability of consistent census geographies across 2001, 2011 and 2021

An alternative option is to create a new statistical small area which would nest neatly within the electoral boundaries introduced in 2014 and which could be built up to produce the new geographies, namely Electoral Wards and the 11 Local Government Districts.

The advantage of this option is that we will be producing census outputs using the electoral boundaries in place at that time which will allow us to produce results for the new Electoral Wards introduced in 2014.

However, 2021 Census data would not be made available for the old local government boundaries and therefore users will lose comparability across 3 censuses for consistent geographies

Output Geography: Making a decision

User consideration:

- Local Government (Boundaries) Act (Northern Ireland) 2008
- Requirement to review boundaries every 8 to 12 years
- Potential review: 2017 – 2021
- Potential new boundaries: 2022 – 2026
- Consequences for 2021 Census results

NISRA consideration:

- Only one option will be made available
- National and international obligations
- Allocation of public money
- Efficiency in conducting the 2021 Census



Through this consultation we want to identify which of the 2 options for outputs geography is preferable to users.

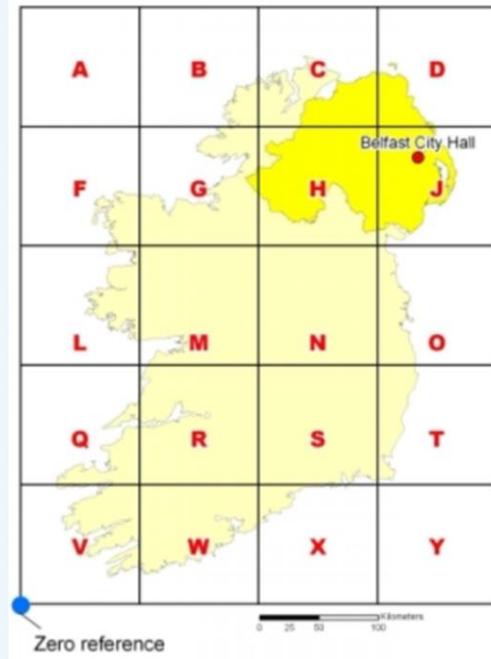
When making a decision, you should consider that the Boundary Commission for Northern Ireland has a legal requirement to review the boundaries every 8 to 12 years. This could potentially mean that a review will take place between 2017 to 2021 and new boundaries introduced between 2022 and 2026.

Therefore, if a new statistical small area is created as proposed in option 2, this could become out of date almost immediately following the publication of 2021 results and therefore census results will not be available for the current boundaries at that time.

NISRA will not be able to provide both of the options given here, and in deciding the overall design of 2021 output geographies we will not only use the feedback of users but will consider other factors such as our national obligations, allocation of public money and efficiency to produce each option.

Grid Square Product

- 100m and 1km
- Based on Irish grid
- Available since 1971
- Population and household threshold
- Univariate outputs



However, regardless of which option is pursued for output geography in 2021, NISRA will continue to produce a Grid Square product which will provide census statistics for 100m and 1km grid squares.

The grid squares are assigned using the Irish Grid and we currently have grid square products for every census since 1971. Therefore creating this for the 2021 Census will allow users to examine trends over a 50 year period for consistent spatial units.

In order to protect against disclosure NISRA only publish data for grid squares which meet certain thresholds. In 2011, published grid squares were required to contain at least 30 usual residents within 10 households.

Grid square products are mostly restricted to univariate outputs . With the wide range of Census results published down to Small Area level, the publication of further outputs on a second geographic base (namely grid squares) introduces the risk of disclosure through differencing or comparing tables, as this can identify small slivers of the country.

Specialist Product: Microdata

Microdata teaching file	1% sample – individuals	17 variables	Available via NISRA website
Safeguarded microdata	5% sample – individuals • Northern Ireland • Local Government Districts	116 variables	Available via UK Data Service website
Secure microdata	10% sample – • Individuals • Households	• 225 variables • 212 variables	Available within NISRA secure environment (Colby House)

2021 Census microdata:

- Repeat the successes of 2011
- User demand



Our outputs strategy also contains details about a number of specialist products that were made available following the 2011 Census.

As part of our consultation we want to gauge the user demand for these products to be replicated using 2021 Census data and also identify if users require anything further.

The first of these specialist products is microdata which are small samples of de-identified information for households and individuals.

Microdata products enable researchers to look at and analyse combinations of characteristics that are not generally available from the standard census tables.

In 2011, NISRA produced 3 microdata products;

The teaching file which contained a limited set of information for a 1% sample of individuals. Its intended use is as an educational tool to assist in the teaching of statistics in schools. It is available to everyone to download through the NISRA website under the Open Government License.

NISRA also created safeguarded microdata files which provide more slightly more information, in this case a 5% sample. There are 2 safeguarded files - one at Northern Ireland level and one for the 26 Local Government Districts which has less

detail due to the lower level of geography. Both these files can be accessed by registering with the UK Data Service website.

And lastly we have secure microdata which contains a 10% sample. These files have strict access arrangements and are only available to approved researchers within the NISRA secure environment in Colby House.

Specialist Product: Research Support

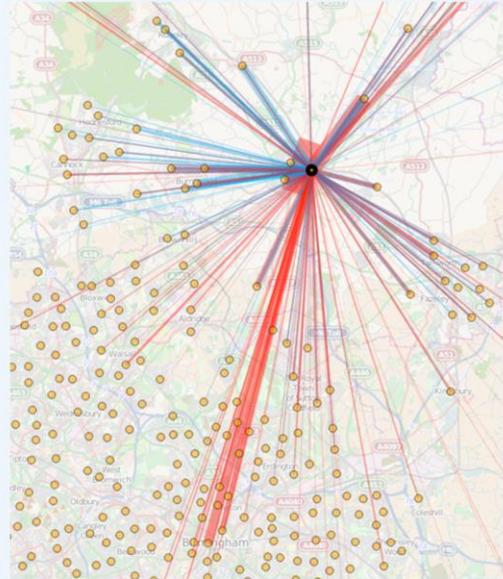


Another specialist product we currently provide is research support.

Following the 2021 Census we plan to continue this support by integrating de-identified 2021 Census data into both the Northern Ireland Longitudinal Study and the Administrative Data Research Centre. This data will only be made available to approved researchers with approved projects carrying out analyses in a secure environment the NISRA secure environment in Colby House.

Specialist Product: Origin and Destination

- Flow data
 - Migration
 - Workplace
 - Students
 - Second residence
- Access to 2011 data
 - Public: NOMIS website
 - Safeguarded: UKDS website
 - Secure: ONS Secure Research Service



Origin Destination, or flow data as it is commonly known, were produced following the 2011 Census and shows the flows of people from one place to another and the characteristics of the people who make these journeys.

A large number of the origin and destination outputs were produced for the UK by the ONS, providing flows for usual residents within and between England, Scotland, Wales and Northern Ireland. The tables show migration patterns of those who live at a different address than they did one year before the Census, travel patterns from home to a place of work or study, flows for those living at a student address one year ago and finally those with second residences.

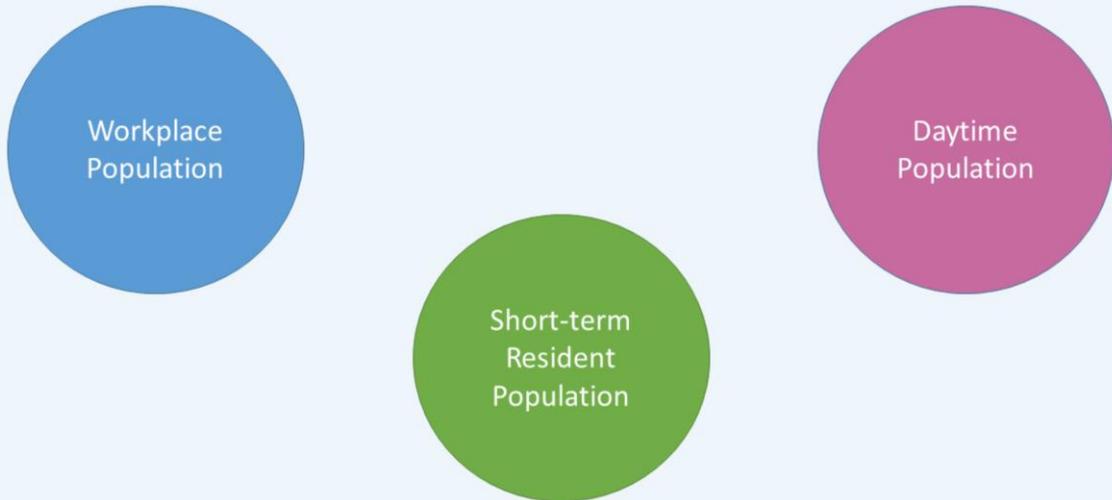
The origin and destination tables are classified in 3 ways-

Public tables which are available to everyone via the NOMIS website

Safeguarded tables which have slightly more detail and can be accessed only by data analysts through the UKDS website

And Secure tables which contain the greatest detail and can only be accessed via the ONS Secure Research Service (SRS).

Specialist Product: Alternative Populations



Next we have alternative population statistics. In 2011 NISRA produced statistics on 3 types of alternative populations.

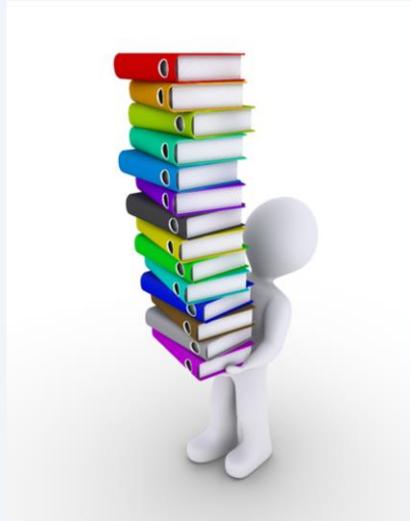
The first was workplace population which looked at those in employment and working in a chosen area.

We also have Daytime Population which provided estimates for an area's population during a workday. This would include people working or studying in that area, or those not in employment or studying but who lived in that area.

And lastly we have the short-term residents which looked at short term residents who were not born in the UK.

Specialist Product: Bulk Download

- Available for 2001 and 2011
- Download a full release instantly
- Efficient and convenient



The last of our specialist products was the bulk download facility which allowed users to download a full release such as all the key statistics tables in one go rather than finding and downloading each one individually.

This saved users a lot of time and ensured that they had all the tables for that release.

What's Next

- Advertise and encourage participation
- Publish responses: Early 2019
- Access impact against criteria
 - Accessibility and Flexibility
 - Timeliness of release
 - Public confidence
 - User acceptability
- 'We asked, You said, We did' report: Late 2019
- Future user engagement



So now that we have covered all the important areas what's next for our work on 2021 Outputs.

We will encourage participation from groups and interested parties while the consultation is open to gather as much evidence and feedback from users;

In early 2019 we will publish your responses to the questionnaire;

The responses will then be analysed against a set of criteria to understand the strength of impact our proposals will have on users.

What we discover will be used to produce and publish a 'We asked, You said, We did' report later in 2019, which will detail how we are going to use your feedback to further develop the outputs strategy and focus our research and development towards the areas you have told us are important.

Following this consultation we will continue to engage with users on all aspects of census output content and dissemination right up until the publication of 2021 results. This will be through our involvement with a number of working groups both within NI and UK-wide. And after we have published 2021 results we will ask users to

reflect on the utility of the outputs we produce.

Summary

Consultation period:

18th October 2018 – midnight 9th January 2019

Consultation website:

<https://www.nisra.gov.uk/statistics/2021-census/planning/consultation/outputs-strategy-consultation>

Contact details:

Email: 2021census.consultation@nisra.gov.uk

Phone: 02890 255156



And so to recap on the information today –

The consultation launched on 18th October and responses can be submitted until midnight on 9th January.

We highly encourage those of you that use census information to respond to this consultation so that we know what areas are most important to you.

All consultation documents and supporting information can be found on the NISRA consultation webpage.

And if you have any questions about this consultation that we have not been able to cover today please contact us using the information provided here.

Thank you from Census Office



Finally I would like to thank you all for coming today. We appreciate you taking the time to be here and hope that you have found this event informative and useful.

National Statistics Accreditation

- The Office for Statistics Regulation (OSR) would like to interview a range of Census stakeholders as part of the National Statistics accreditation process to help us retain our National Statistics status
- An essential part of the evidence base OSR use to determine if standards are being met is from the experiences of users and stakeholders
- If you would be interested in sharing your views and experiences of Northern Ireland's Census with the Office for Statistics Regulation for this purpose, please contact the assessment team (marie.mcghee@statistics.gov.uk) by Monday 17 December.