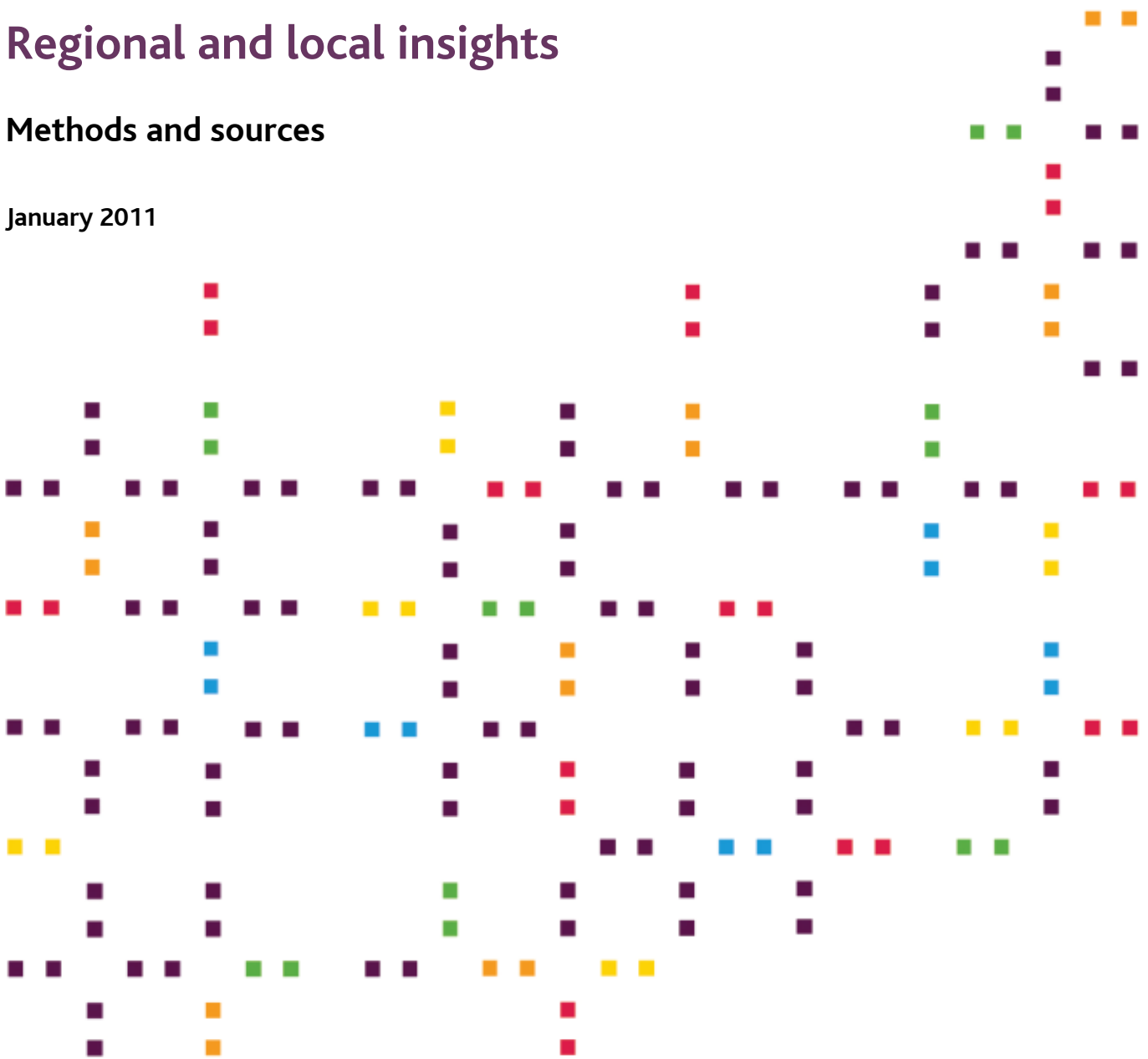


Regional and local insights

Methods and sources

January 2011



This report was undertaken by TBR Ltd under contract to the Department for Culture, Media and Sport (DCMS) on behalf of the Culture and Sport Evidence (CASE) programme. Views expressed in this report are the authors' and do not necessarily represent those of DCMS or CASE.

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13 January 2011



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1. Introduction

This document accompanies the Regional Insights data developed by TBR for the Culture and Sport Evidence Programme in 2010. It is an internal reference document for the CASE team (and appropriate associates) to be used to support the update and future development of the Regional Insights resource.

The aim of the document is to provide detail on the data contained in each of the Regional Insights workbooks, as such each section relates directly to the 8 thematic area workbooks. However some data sources cross thematic areas. When this situation occurs the document refers to an earlier section where details about the data source have already been explained.

This document details the different data sources that are required to analyse each thematic area and indicator to the lowest level of geographic detail possible. It also details the steps one needs to take in order to acquire these data sources and provides additional information about the data source, such as how it is collected and how often it is published.

Any queries on the specific data source should be directed to the data owner listed in this document.

Any queries on this document should be directed to TBR (contact details on the cover sheet).

2. CASE Economy

2.1 Sector definition

The following Standard Industrial Classification (SIC) codes *and* Standard Occupational Classification (SOC) definition was used to describe the CASE Economy in this project.

The definition employed in this research is broader than that used by the DCMS in creating the Creative Industries Economic Estimates. The original definition forms the basis for this work, but has been expanded to provide greater coverage of the activities of the four NDPBs.

Proportions applied to SICs follow the DCMS technical notes accompanying the Economic Estimates:

http://webarchive.nationalarchives.gov.uk/http://www.culture.gov.uk/images/research/Creative_Industries_Economic_Estimates_2010_technical_note.pdf

Proportions applied to SOC were determined by examining a 4digit SIC/SOC matrix of all of the codes in order to understand what proportion of employment in each SOC code was not already covered by the SIC list. The proportions therefore reflect the people employed in a culture and sport SOC but not within a culture and sport SIC.

SIC definition

Sector	Sub-Sector	SIC	Description	Proportion
Creative	Advertising	7440	Advertising	100.0%
Creative	Architecture	7420	Architecture & Engineering Consultancies	25.0%
Creative	Art & Antiques	5248	Other retail sale in specialised stores	5.0%
Creative	Art & Antiques	5250	Retail of second hand goods	5.0%
Creative	Designer Fashion	1771	Manufacture of knitted & crocheted hosiery	0.5%
Creative	Designer Fashion	1772	Manufacture of knitted & crocheted pullovers, cardigans, etc.	0.5%
Creative	Designer Fashion	1810	Manufacture of leather clothes	0.5%
Creative	Designer Fashion	1821	Manufacture of workwear	0.5%
Creative	Designer Fashion	1822	Manufacture of other outerwear	0.5%
Creative	Designer Fashion	1823	Manufacture of underwear	0.5%
Creative	Designer Fashion	1824	Manufacture of other wearing apparel & accessories nec	0.5%
Creative	Designer Fashion	1830	Dressing & dyeing of fure; manufacture of articles of fur	0.5%
Creative	Designer Fashion	1930	Manufacture of footwear	0.5%
Creative	Designer Fashion	7487	Other business services nec	2.5%
Creative	Music & the Visual & Performing Arts	2214	Publishing of sound recording	100.0%
Creative	Music & the Visual & Performing Arts	2231	Reproduction of sound recording	25.0%
Creative	Music & the Visual & Performing Arts	9231	Artistic & literary creation & interpretation	100.0%
Creative	Music & the Visual & Performing Arts	9232	Operations of arts facilities	100.0%
Creative	Music & the Visual & Performing Arts	9234	Other entertainment activities nec	50.0%
Creative	Music & the Visual & Performing Arts	9272	other recreational activities nec	25.0%
Creative	Publishing	2211	Publishing of books	100.0%
Creative	Publishing	2212	Publishing of newspapers	100.0%
Creative	Publishing	2213	Publishing of journals and periodicals	100.0%
Creative	Publishing	2215	Other publishing	50.0%
Creative	Publishing	9240	News agency activities	100.0%
Creative	Radio & TV	9220	Radio & television activities	100.0%
Creative	Software, Computer Games & Electronic Publishing	2233	Reproduction of computer media	25.0%

Creative	Software, Computer Games & Electronic Publishing	7221	Publishing of software	100.0%
Creative	Software, Computer Games & Electronic Publishing	7222	Other software consultancy & supply	100.0%
Creative	Video, Film & Photography	2232	Reproduction of video recording	25.0%
Creative	Video, Film & Photography	7481	Photographic activities	25.0%
Creative	Video, Film & Photography	9211	Motion picture & video production	100.0%
Creative	Video, Film & Photography	9212	Motion picture & video distribution	100.0%
Creative	Video, Film & Photography	9213	Motion picture projection	100.0%
Heritage	Heritage	9252	Museum Activities & preservation of historical sites & buildings	25.0%
MLA	Libraries & Archives	9251	Library & Archive Activities	100.0%
MLA	Museums	9252	Museum Activities & preservation of historical sites & buildings	75.0%
Sports	Sports Activities	9261	Operation of sports arenas and stadiums	100.0%
Sports	Sports Activities	9262	Other sporting activities	100.0%
Sports	Sports Manufacturing	3640	Manufacture of sports goods	100.0%

SOC definition

Sector	Sub-Sector	SOC	Description	Proportion
Creative	Advertising	1134	Advertising and public relations managers	53%
Creative	Advertising	3433	Public relations officers	78%
Creative	Advertising	3543	Marketing associate professionals	69%
Creative	Architecture	2431	Architects	14%
Creative	Architecture	2432	Town planners	66%
Creative	Architecture	3121	Architectural technologists and town planning technicians	20%
Creative	Craft	5491	Glass and ceramics makers, decorators and finishers	78%
Creative	Craft	5492	Furniture makers, other craft woodworkers	87%
Creative	Craft	5493	Pattern makers (moulds)	71%
Creative	Craft	5495	Goldsmiths, silversmiths, precious stone workers	75%
Creative	Craft	5496	Floral arrangers, florists	11%
Creative	Craft	5499	Hand craft occupations n.e.c.	80%
Creative	Craft	8112	Glass and ceramics process operators	96%
Creative	Craft	9121	Labourers in building and woodworking trades	97%
Creative	Dance	3414	Dancers and choreographers	10%
Creative	Design & Designer fashion	2126	Design and development engineers	75%
Creative	Design & Designer fashion	3421	Graphic designers	41%
Creative	Design & Designer fashion	3422	Product, clothing and related designers	29%
Creative	Design & Designer fashion	5411	Weavers and knitters	100%
Creative	Dressing/Making	5414	Tailors and dressmakers	20%
Creative	Dressing/Making	5419	Textiles, garments and related trades n.e.c.	52%
Creative	Literature	3412	Authors, writers	38%
Creative	Music	3415	Musicians	17%
Creative	Music	5494	Musical instrument makers and tuners	97%
Creative	Publishing	3431	Journalists, newspaper and periodical editors	11%
Creative	Publishing	5421	Originators, composers and print preparers	53%
Creative	Publishing	5422	Printers	87%
Creative	Publishing	5423	Bookbinders and print finishers	69%
Creative	Publishing	5424	Screen printers	86%
Creative	Radio & TV	3432	Broadcasting associate professionals	12%
Creative	Radio & TV	5244	TV, video and audio engineers	80%
Creative	Software, Computer Games & Electronic Publishing	1136	Information and communication technology managers	72%
Creative	Software, Computer Games & Electronic Publishing	2131	IT strategy and planning professionals	47%

Creative	Theatre	3413	Actors, entertainers	11%
Creative	Video, Film & Photography	3434	Photographers and audio-visual equipment operators	17%
Creative	Visual Art	3411	Artists	16%
Creative	Visual Art	3416	Arts officers, producers and directors	15%
Heritage	Heritage	1212	Natural environment and conservation managers	92%
Heritage	Heritage	3551	Conservation and environmental protection officers	58%
Heritage	Heritage	3552	Countryside and park rangers	64%
MLA	Libraries	2451	Librarians	61%
MLA	Libraries	4135	Library assistants/clerks	38%
MLA	Museums & Archives	2452	Archivists and curators	45%
Sports	Sports	1225	Leisure and sports managers	36%
Sports	Sports	3442	Sports coaches, instructors and officials	22%
Sports	Sports	3443	Fitness instructors	31%
Sports	Sports	3449	Sports and fitness occupations n.e.c.	62%
Sports	Sports	6211	Sports and Leisure Assistants	30%

2.2 Gross Value Added (GVA)

About the Data Source

The most appropriate data source to cover the indicator of **GVA** is the *Annual Business Inquiry (ABI)*. The *ABI* produces estimates on **GVA** on an annual basis, with data for the year before being released in the end of the current year (e.g. 2008 data released at the end of 2009). The *ABI* is an annual survey which consults around 66,000 businesses per year and builds on the information received in earlier years.

Accessing the Data

National GVA estimates can be accessed through the ONS website at a 5-digit SIC level but regional (and district) breakdowns are not available. As such a bespoke request needs to be made to the ABI team (E-mail: abi2@ons.gsi.gov.uk Phone: 01633 456592) specifically asking for the variable GVA at basic prices. The ABI does go down to low levels of geography like district/unitary but the problem is that because ABI estimates are based on a sample there are some results that are suppressed due to unreliability. So for the purposes of this project, the lowest level of geography that is still the most reliable, is county/unitary. Regional is also available and will also be more robust with less suppression, but should sub-regional analysis be required county/unitary is the best way forward.

In terms of timescales, the ABI has a fairly small team and as such are usually busy with other requests, so depending upon the scale of your request it can take anywhere between 2-4 weeks to receive the data. There is also a cost associated with this data which is usually around £300 or more.

Summary Information

Query	Detail
Data Source	Annual Business Inquiry.
Update Iteration	Annually.
Geography Available	Region, County/Unitary.
Associated Cost	£300.
Timescales	2-4 weeks.

2.3 Turnover

About the Data Source

The best source of data to use for **turnover** is the *Inter-Departmental Business Register (IDBR)* which is a service provided by the **Office of National Statistics (ONS)**. The IDBR is effectively a near census of VAT registered business activity, with the finalised product being a database of over 2,500,000 businesses. The activity that each business is involved in is recorded (down to 5-digit SIC level) and in addition to this, employment and turnover are estimated for each of these businesses. This means that the IDBR can produce summary tables of business counts, employment counts and turnover totals by either region or local authority and up to 5-digit SIC. The data is updated on a continual basis with new businesses being added to it whenever they are VAT registered, with the results being published annually in March.

Accessing the Data

The data from IDBR must be acquired through bespoke request to the central team (E-mail: IDBRDAS@ons.gsi.gov.uk Phone: 01633 456902). Depending on whether the applicant requires regional or county/unitary data, the request simply needs to ask for **Turnover** split by 4-digit SIC¹ and additionally split by region or county/unitary or local authority (district/unitary) *Should* the applicant want to calculate **Turnover per employee** for their analysis, then the request will also need to ask for **Employment** similarly split by 4-digit SIC and the level of geography required. Then it is simply a matter of dividing **Turnover** for each local authority/SIC by the corresponding **Employment** and this will be the **Turnover per employee**.

The time it takes for data to be received from the IDBR is heavily dependent on the workload the central team has and the scope of the request. For instance, smaller geographies will take more time to prepare due to the suppression checks that IDBR will have to perform in order to not release confidential information. Usually requests take 2-3 weeks, with a cost of around £250+, although this is likely to be much more for lower geography levels. Data is returned in a spreadsheet that contains summarised tables.

Summary Information

Query	Detail
Data Source	Inter-Departmental Business Register.
Update Iteration	Continuously updated, but published in March of each year
Geography Available	Region, County/Unitary, Local Authority (i.e. District/Unitary).
Associated Cost	£250+ (although lower level geographies will cost more).
Timescales	Usually around 2 to 3 weeks but again lower level geographies could potentially take more time.

2.4 Employment

About the Data Source

Because the definition for the DCMS/CASE sectors are based on both SIC and SOC codes the most appropriate data source to use is the *Annual Population Survey* for any indicator that relates or looks at different sectors of the **employment** base. The *APS* is updated quarterly but always contains a full years worth of data. It combines results from the quarterly *Labour Force Survey* and the English, Welsh and Scottish *Labour Force Survey* boosts, which are funded by the **Department for Work & Pensions**, the **Department for Education & Skills**, the **National Assembly for Wales** and the **Scottish Executive**.

¹ Because the DCMS definition of the sector is based on 4-digit SIC and SOC definition.

The survey consults around 65,000 households per year about their own circumstances and experiences regarding a range of subjects including housing, employment and education. This information captured from these consultations is added to the relevant quarter's dataset, meaning that each annual dataset holds information on around 170,000 households and 360,000 people. This information is weighted to the current estimate for the population and thus the data provides estimates on each variable for the total population.

As such this data source can be used for the following indicators: **total employment, self-employment, full-time/part-time, temporary employment, gender of employment, ethnicity of employment, age of employees** and the **skills levels of employees**.

Accessing the Data

Data from the APS must be acquired through a bespoke request the Labour Force Survey Data Service (Email: LFS.Dataservice@ons.gsi.gov.uk, Phone: 01633 655732). Data is available at both **Regional** and **Local Authority** level, so depending on the requirement one or both will need to be requested. In this request the applicant will need to ask for a series of tables, the first of which will be **total employment** split by 4-digit SIC and region (or county/unitary if lower level geography is required). Secondly an additional table of **total employment** split by 4-digit SOC and region (or county/unitary) will also be required in order to cover the full range of CASE activities.

These two tables are effectively the base tables of this set of analyses and depending on which set of indicators the applicant wants to analyse, additional tables will also need to be requested. Effectively, the applicant will need to request these two base tables and then request additional tables, based on these that are split by additional variables.

The applicant should ask the two base tables to be additionally split by the following APS variables, depending on what is required:

Indicator Required	APS Variable that two base tables need to be additionally split by
Self Employment	STATR
Full-Time/Part-Time	FTPTWK
Temporary Employment	JOBTMP
Gender of Employment	SEX
Ethnicity of Employment	ETHCEN6
Age of Employees	AAGE
Skill Levels of Employees	HIQUAL5D

So for example if one wanted to understand self-employment within the CASE sectors, then one would ask for two tables (in addition to the two original base tables). One which asks for total employment split by 4-digit SIC, Region (or county/unitary) **and** STATR and the second which asks for total employment split by 4-digit SOC, Region (or county/unitary) **and** STATR.

Please note that bespoke requests can take time (around 2 to 3 weeks at best) and there is a cost associated with them (around £250 - £300+). Alternatively Regional Development Agencies also have access to the raw micro data associated with this survey and bespoke requests could potentially be made through them, negating the cost factor and most likely significantly speeding up the process.

Summary Information

Query	Detail
Data Source	Annual Population Survey.
Update Iteration	Every quarter.
Geography Available	Region, County/Unitary.

Associated Cost	Around £250+.
Timescales	Around 2-3 weeks.

2.5 Number of businesses

About the Data Source

The best source of data to use for **businesses** is the *Inter-Departmental Business Register (IDBR)*, which is a service provided by the **Office of National Statistics (ONS)**. For more detail about the IDBR please see Section 2.2 - Turnover.

Accessing the Data

The data from IDBR must be acquired through bespoke request to the central team (E-mail: IDBRDAS@ons.gsi.gov.uk Phone: 01633 456902). Depending on whether the applicant requires regional or county/unitary data, the request simply needs to ask for **count of enterprises** split by 4-digit SIC² and additionally split by region or county/unitary or local authority (district/unitary).

The time it takes for data to be received from the IDBR is heavily dependent on the workload the central team has and the scope of the request. For instance, smaller geographies will take more time to prepare due to the suppression checks that IDBR will have to perform in order to not release confidential information. Usually requests take 2-3 weeks, with a cost of around £250+, although this is likely to be much more for lower geography levels. Data is returned in a spreadsheet that contains summarised tables.

Summary Information

Query	Detail
Data Source	Inter-Departmental Business Register.
Update Iteration	Continually, but results published annually.
Geography Available	Region, County/Unitary, Local Authority (i.e. District/Unitary).
Associated Cost	£250+ (although lower level geographies will cost more).
Timescales	Usually around 2 to 3 weeks but again lower level geographies could potentially take more time.

2.6 Average employment per business

About the Data Source

Average employment is not really provided by any official sources and as such needs to be calculated by dividing employment by the number of businesses. In order to produce robust statistics on average employment, the best course of action is to use data from the same source rather than different ones. As such the best data source for **average employment** is the *Inter-Departmental Business Register (IDBR)* which is a service provided by the **Office of National Statistics (ONS)**. For more detail about the IDBR please see Section 2.2 - Turnover.

Accessing the Data

The data from IDBR must be acquired through bespoke request to the central team (E-mail: IDBRDAS@ons.gsi.gov.uk Phone: 01633 456902). Depending on whether the applicant requires regional or county/unitary data, the request needs to ask for **count of enterprises** split by 4-digit SIC³ and additionally split by region or county/unitary or local authority (district/unitary) and **employment** split by the same variables. Then it is simply a matter of dividing **employment** by **count of enterprises** to acquire **average employment**.

² Because the DCMS definition of the sector is based on 4-digit SIC and SOC definition.

³ Because the DCMS definition of the sector is based on 4-digit SIC and SOC definition.

The time it takes for data to be received from the IDBR is heavily dependent on the workload the central team has and the scope of the request. For instance, smaller geographies will take more time to prepare due to the suppression checks that IDBR will have to perform in order to not release confidential information. Usually requests take 2-3 weeks, with a cost of around £250+, although this is likely to be much more for lower geography levels. Data is returned in a spreadsheet that contains summarised tables.

Summary Information

Query	Detail
Data Source	Inter-Departmental Business Register.
Update Iteration	Continually, but results published annually.
Geography Available	Region, County/Unitary, Local Authority (i.e. District/Unitary).
Associated Cost	£250+ (although lower level geographies will cost more).
Timescales	Usually around 2 to 3 weeks but again lower level geographies could potentially take more time.

2.7 Business start-ups

About the Data Source

To understand business start-ups and to make sure they are comparable with other business statistics (such as count of businesses or average employment) two data sources are required. The first is the *Inter-Departmental Business Register (IDBR)*, which is a service provided by the **Office of National Statistics (ONS)** (For more detail about the IDBR please see Section 2.2 - Turnover). This source is used to acquire counts of businesses.

The second data source is used to determine business start-up rates, i.e. how much of the current business population has started up in the last three years. For the purposes of this project TBR's own data source TCR was used, which is a longitudinal dataset of UK businesses consisting of nearly 3.5 million records. TCR was used to create business start-up rates by 4-digit UKSIC to apply to the IDBR data.

Accessing the data

The data from IDBR must be acquired through bespoke request to the central team (E-mail: IDBRDAS@ons.gsi.gov.uk Phone: 01633 456902). Depending on whether the applicant requires regional or county/unitary data, the request needs to ask for **count of enterprises** split by 4-digit SIC⁴ and additionally split by region or county/unitary or local authority (district/unitary).

The time it takes for data to be received from the IDBR is heavily dependent on the workload the central team has and the scope of the request. For instance, smaller geographies will take more time to prepare due to the suppression checks that IDBR will have to perform in order to not release confidential information. Usually requests take 2-3 weeks, with a cost of around £250+, although this is likely to be much more for lower geography levels. Data is returned in a spreadsheet that contains summarised tables.

Data from TCR must be requested through TBR, who will produce the business start-up rates to apply to the IDBR. Then it is simply a matter of multiplying the business counts by the corresponding start-up rates to acquire **business start-ups**. The timescales for the creation of business start-up rates would be around 1 week, the cost is dependant on how many industries need rates creating.

⁴ Because the DCMS definition of the sector is based on 4-digit SIC and SOC definition.

Summary Information - IDBR

Query	Detail
Data Source	Inter-Departmental Business Register.
Update Iteration	Continually, but results published annually
Geography Available	Region, County/Unitary, Local Authority (i.e. District/Unitary).
Associated Cost	£250+ (although lower level geographies will cost more).
Timescales	Usually around 2 to 3 weeks but again lower level geographies could potentially take more time.

Summary Information - TCR

Query	Detail
Data Source	Trends Central Resource (TCR).
Update Iteration	Every 6 months.
Geography Available	Region, County/Unitary, Local Authority (i.e. District/Unitary), Postcode level.
Associated Cost	Dependent on request.
Timescales	Around 1 week.

2.8 Voluntary work**About the Data Source**

In order to understand the following indicators the *Taking Part Survey* was deemed the most appropriate data source.

- **During the last 12 months, have you done any voluntary work?**
- **Was the voluntary work you undertook connected to any of the following (CASE) sectors?**

The *Taking Part Survey* is a continuous household survey of adults (aged 16 and over) in England. It asks participants questions on a range of topics, relating to leisure, culture and sport. It has been carried out every year since 2005/2006 with the latest results recently being published for 2007/2008. Each annual survey size consists of around 29,000 adult respondents.

Accessing the Data

In order to acquire data from the *Taking Part Survey* an online tool, NETQuest must be accessed (<https://www.kmrsoftware.net/netquestdcms/login/login.aspx>). This involves a simple, free online registration process. The registration process asks for a person's title, first name, last name, e-mail address, organisation, reason for accessing the data and confirmation of agreement to terms and conditions of the website. Access to data is instant, once e-mail confirmation has taken place. The data is available at a regional and national level for England only. Data is not available for local authority level.

Summary Information

Query	Detail
Data Source	Taking Part Survey.
Update Iteration	Annual.
Geography Available	Region.
Associated Cost	None.
Timescales	Instant.

3. Investment

3.1 Local authority investment

About the Data Source

To analyse **local authority investment in the arts, sports, museums, libraries and archives** the source *Local Government Finance Statistics* was used. The Department for Communities & Local Government (DCLG) publishes these reports annually and they contain data on all English local authority expenditure on services within these sectors, aggregated to provide national totals. Within the *Local Government Finance Statistics*, 'Revenue Outturn Cultural, Environmental, Regulatory and Planning services' was deemed to contain the relevant data for use.

For the arts sector, data on three types of service is provided on local authority investment: arts development and support, museums & galleries and theatres & public entertainment. Data on the sports sector covered two types of service by authorities: sports development & community recreation and sports & recreation facilities including golf courses. It was not possible to obtain data from this source which isolated local authority expenditure on museums and so the decision was taken to duplicate the use of 'museums & galleries' data which was included under arts investment, so as to provide figures for each whilst acknowledging the overlap. Libraries, archives and heritage all covered just one service each.

The data is provided to DCLG by the individual authorities in an annual return. The data covers expenditure made by different types of authority: standard districts, standard counties, unitary authorities, metropolitan districts, London boroughs and other organisations that have received public funding. These other organisations include the Greater London Authority, Police Authorities, Fire Authorities and National Park Authorities.

Accessing the Data

The nationally aggregated data contained in the *Local Government Finance Statistics* is publicly available online at:

<http://www.communities.gov.uk/corporate/researchandstatistics/statistics/subject/localgovernmentfinance>

To obtain disaggregated data by local authority, a bespoke request should be made to the Data and Dissemination team at DCLG. Email: <mailto:capital.receipts@communities.gsi.gov.uk> or lgfstats@communities.gsi.gov.uk

The data required is part of the Revenue Outturn Cultural, Environmental, Regulatory and Planning services. There are several columns in the national spreadsheets; the request only needs to cover total expenditure, which is the sum of the first two columns (employees and running expenses).

The data request should ask that the data is presented for the year you wish to cover, by authority. For each authority the region and class of authority should be included, this will allow the data to be sorted by these variables.

The average processing time for this type of request is two to three weeks, although in our experience the turnaround has been much faster.

Summary Information

Query	Detail
Data Source	Local Government Finance Statistics, DCLG.

Update Iteration	Annually.
Geography Available	Region, Local Authority.
Associated Cost	None.
Timescales	Average processing time for a time series request was explained to be 2 – 3 weeks, but in fact took much less time.
Variables	Revenue Outturn for the Cultural, Environmental, Regulatory and Planning services: Total expenditure only.

3.2 Lottery investment

About the Data Source

To obtain data on grants made using National Lottery funding, the Department for Culture, Media and Sport (DMCS) maintains the *Lottery Database* on its website. The data obtained was found to be appropriate for an indicator on **lottery investment in the arts and for sports**. This database is updated on an ongoing basis, with the various lottery funding distributors providing the data to DCMS.

For each lottery grant awarded, data is provided on: the distributing body, good cause area, recipient name, project name (usually includes a brief description of the use of the grant), grant date, grant amount, programme name (the name of the funding programme under which the grant was made by the distributor), county, postal town, local authority, electoral ward, region and UK constituency.

The database cannot be searched by the name of the funding programme, so it is necessary after downloading the data, to sort by programme name to identify under the arts good cause area: Arts Capital Programme, Capital Programme One, Community Buildings Trial Programme, Grants for the Arts Capital (all ACE) and Capital (Lottery) by Arts Council Wales. These records should be removed and used for analysis of **placeshaping investment in physical assets in the arts sector**.

Accessing the Data

The national lottery database is free to access online and there is no charge or restrictions on downloading the data. The database is found at:
<http://www.lottery.culture.gov.uk/>

The database can be searched using criteria on date and good cause area to provide the relevant data. For arts lottery grants, select the arts good cause area and 'between' under date, then type the two dates covering the period you want the data for, i.e. 01/04/2008 and 31/03/2009 for that financial year. For sports data, the same procedure should be followed, but with sports as the good cause area.

The data can be downloaded as a 'tab-delimited file'. Once the data is downloaded, simply use Control+A to select all and paste it into an Excel workbook. If a particularly large request is made, this will be downloadable in several files. You will need to sort by UK constituency and delete records for Wales, Scotland and Northern Ireland.

In our experience, there have been some issues around completeness of the data. Due to this, the data should be sorted by ward so that where any gaps in the local authority field exist, an educated guess can be made using other details of the address. Some records will need to be deleted if they cannot be fixed, so that only complete records remain.

Summary Information

Query	Detail
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Data Source	National Lottery database, DCMS.
Update Iteration	Ongoing.
Geography Available	Town, County, Ward, Local authority, Region, UK Constituency and EU constituency.
Associated Cost	None.
Timescales	Instant download.
Variables	Arts or Sports good cause area, dates for the period required.

3.3 Lottery funded investment in the heritage sector

About the Data Source

Data obtained through the Lottery Database (DCMS) was found to be insufficient and so an approach was made directly to the *Heritage Lottery Fund* (HLF) for data on their awards to the heritage sector. This data covers the indicator: **investment in the heritage sector**. The data is updated annually and covers all grants made in England by HLF.

Accessing the Data

The data request should be made to Catherine Ware, Information and Data Manager in the Strategy and Business Development team at HLF (Email: CatherineW@hlf.org.uk).

The request should be for data covering HLF grants for the financial year you require and to include all individual grants with data on the local authority, region, grant amount and programme name under which the award was made.

Summary Information

Query	Detail
Data Source	Heritage Lottery Fund.
Update Iteration	Annual.
Geography Available	Local authority, Region.
Associated Cost	None.
Timescales	Approximately 2 weeks.
Variables	Grants made by programme name.

3.4 Investment in arts organisations - RFOs

About the Data Source

To obtain data on the Arts Council England's (ACE) **investment in Regularly Funded Organisations (RFOs)**, a direct request to ACE should be made. Data is available on RFO funding online, but only to a regional level. This data forms an additional aspect of **arts sector investment** in addition to the lottery and local authority funding. Data on RFO funding is available annually.

Accessing the Data

For this work, we requested data through our contact Catherine Bunting, Director of Research at ACE (Email: Catherine.Bunting@artscouncil.org.uk). There was no charge for this data request.

The request needs to identify that data is required on all grants made to RFOs over the relevant time period and to include data on region and local authority and to be in Excel spreadsheet format.

There is no formal timescale for processing this request. Due to the request needing to be fulfilled by specific individuals, we found that our request took approximately 3 weeks.

Summary Information

Query	Detail
Data Source	ACE, RFOs.
Update Iteration	Annual.
Geography Available	Town, County, Region, UK Constituency.
Associated Cost	None.
Timescales	3 weeks.
Variables	Arts or Sports good cause area, dates for the period required.

3.5 Private investment in the arts**About the Data Source**

In order to understand this thematic area, one data source was consulted. In order to understand the indicators of **Private Investment in the Arts by Artform** and **Private Investment in the Arts by Type of Investment Arts & Business** data was deemed the most appropriate data source.

The *Arts and Business Survey* is a survey of organisations in the UK. It asks for views on a range of topics, relating to private investment in arts and culture. Arts & Business have produced an annual assessment of private investment in culture since 1976, with the latest results recently being published for 2008/2009. Each year, approximately 5,000 organisations are surveyed, with a response rate of around 20% (1,000 responses).

Accessing the Data

In order to acquire data from the *Arts & Business Survey*, a bespoke request must be made. The person to contact to obtain data is Tina Mermiri, Research Manager at Arts & Business. Tina Mermiri's telephone numbers are 02079406439 / 07973295406 and her e-mail address is tina.mermiri@artsandbusines.org.uk.

Please note that the East and West Midlands regions are combined as 'Midlands' in Arts & Business data. This is due to Arts & Business having a single regional office for these two regions. However, the overall headline figures are available for the two regions separately for some years, on request.

Summary Information

Query	Detail
Data Source	Arts & Business Survey.
Update Iteration	Annual.
Geography Available	Region.
Associated Cost	None.
Timescales	Region – Less than a week.

4. Capital Investment

4.1 Local authority investment in physical assets

About the Data Source

The *Local Government Finance Statistics* source from the DCLG was also used to analyse **local authority investment in physical assets in library services, museums, arts and sports**. For general information about the source, see Section 3.1 - Local authority investment.

Accessing the Data

To capture investment in physical assets, *Annex A (1): Capital expenditure on fixed assets: all services: England 2008-09: final outturn* was used. Several variables are captured as part of capital expenditure. The ones used for this work were: acquisition of land and existing buildings and new construction, conversion and renovation. These were columns one and two. The services covered by this data source and the ones that should be requested are: (as part of Social Services – libraries, culture and heritage) library services, museums & art galleries, arts activities & facilities; and as part of Social Services – sport and recreation: sports facilities and sports development and children’s play.

As for general investment (see Section 3), it should be noted that the two variables covering museums & galleries (acquisition of land and new construction) are used to analyse investment in physical assets in both the arts and museums sector due to the lack of availability of separately presented data.

The data request should ask that the data is presented for the year you wish to cover, by local authority. For each local authority the region and class of local authority should be included, this will allow the data to be sorted by these variables.

To obtain the data, a bespoke request should be made to the Data and Dissemination team at DCLG. Email: <mailto:capital.receipts@communities.gsi.gov.uk> or lgfstats@communities.gsi.gov.uk

The average processing time for this type of request is two to three weeks, although in our experience the turnaround has been much faster.

Summary Information

Query	Detail
Data Source	Local Government Finance Statistics, DCLG.
Update Iteration	Annually.
Geography Available	Region, Local Authority.
Associated Cost	None.
Timescales	Average processing time for a time series request was stated to be 2 – 3 weeks, but in fact took much less time.
Variables	Capital expenditure on fixed assets: acquisition of land and existing buildings and new construction, conversion and renovation.

4.2 Lottery investment in physical assets

About the Data Source

See Section 3.2 - Lottery investment for general information about the DCMS Lottery Database.

Accessing the Data

See Section 3.2 - Lottery investment for information about accessing the data.

To obtain data for **Placeshaping investment in physical assets in the arts sector** the following procedure should be used. The database cannot be searched by the name of the funding programme, so it is necessary after downloading the data from the Arts good cause area, to sort by programme name to identify: Arts Capital Programme, Capital Programme One, Community Buildings Trial Programme, Grants for the Arts Capital (all ACE) and Capital (Lottery) by Arts Council Wales. New programmes may also be introduced in the future so it is important to review all the data for any new capital programmes not identified here.

The relevant funding programmes for Placeshaping investment in libraries are obtained by downloading the data as above, and sorting to find programmes which are capital investment-related. For **Placeshaping investment in physical assets in the libraries sector**, the Community Libraries programme was used which is part of the Health, Education, Environment and Charitable Expenditure good cause area on the database. Again, new programmes may also be introduced in the future so it is important to review all the data for any new capital programmes not identified here.

Summary Information

Query	Detail
Data Source	Lottery Database, DCMS.
Update Iteration	Ongoing.
Geography Available	Town, County, Ward, Local authority, Region, UK Constituency and EU constituency.
Associated Cost	None.
Timescales	Instant.
Variables	Arts and Health, Education, Environment and Charitable Expenditure good cause areas, dates for the period required.

4.3 Lottery investment in sports physical assets

About the Data Source

Although data on grants made to the sports sector using national lottery funding are captured in the DCMS Lottery Database, it was found that approaching Sport England directly resulted in a more complete picture. Sport England is one of the lottery distributing bodies and the main lottery funder for sports in England. Their data feeds into the Lottery Database.

The data covers individual funding programmes that are used to distribute lottery funding which is used primarily for investment in physical assets. The data is available annually, up to the last full financial year.

Accessing the Data

The request for data was made via Nick Rowe, Head of Research and Evaluation at Sport England. The nature of the request meant that the individual best placed to provide the data was Annette Oldham, Grants Project Manager at Sport England (Email: Annette.Oldham@sportengland.org).

The request should detail that data is required covering capital awards made using lottery funding, for the period that you wish to cover. The data should present individual grants with information on the region, local authority, programme name, year and grant amount.

Summary Information

Query	Detail
Data Source	Sport England, lottery-funded grants.
Update Iteration	Annual.
Geography Available	Local authority, Region.
Associated Cost	None.
Timescales	Approximately 2 weeks.
Variables	Lottery grants to capital sports projects.

4.4 Exchequer investment in sports physical assets**About the Data Source**

Data to cover the indicator **exchequer investment in physical assets: sports** should be sought via *Sport England*. This data was obtained through Annette Oldham, Grants Project Manager at Sport England. The data covers Sport England grants made to capital projects that used exchequer funding. The data is available annually, up to the last full financial year and down to a local authority geographical level.

Data is provided covering three main funding programmes; Community Club Development, Community Investment Fund and the National Sports Foundation.

Accessing the Data

As with 4.3 - Lottery investment in sports physical assets, the approach should be made to Annette Oldham, Grants Project Manager at Sport England (Email: Annette.Oldham@sportengland.org).

The request should detail that data is required for exchequer-funded capital investment programmes and include Community Club Development, Community Investment Fund and the National Sports Foundation. As new programmes may be implemented the request should clarify that any new programmes of this nature should be included too. The data are required by region and local authority and should include the programme name, financial year and grant amount for each award.

Summary Information

Query	Detail
Data Source	Sport England.
Update Iteration	Annual.
Geography Available	Local authority, Region.
Associated Cost	None.
Timescales	Approximately 2 weeks.
Variables	Exchequer-funded grants to capital sports projects.

5. Physical assets

5.1 Culture and sport physical assets

About the Data Source

The Department for Communities and Local Government's InterestMap TM - Points of Interest Data was used to analyse the number of CASE related physical assets across England. This included the **number of arts, sports, museums, libraries and heritage physical assets by region, sub region and local authority**. InterestMap is derived from the Ordnance Survey Points of Interest database covering Great Britain (not including the Isle of Man). This data source is effectively a list of all the physical assets in the country which includes details of their location down to postcode level, as well as the type of asset. It is updated on an annual basis

Accessing the Data

A selection of data from InterestMap – Points of Interest Data, was recently added to the range of data available through the pan government agreement. In this project the contact for the data was Peter Antoniadis in the DCMS Evidence and Analysis unit. Peter's telephone number is 0207 211 6188 and his e-mail address is peter.antoniadis@culture.gsi.gov.uk.

There should be no cost as it can be shared between government departments under the pan government agreement. The data is a ready to use extract so timescales should also be negligible.

Summary Information

Query	Detail
Data Source	<i>InterestMapTM - Points of Interest Data.</i>
Update Iteration	Annual.
Geography Available	Region, Sub-Region and Local Authority.
Associated Cost	None
Timescales	Negligible

6. Engagement

6.1 Participation, attendance and attitudes

About the Data Source

In order to understand the following indicators the *Taking Part Survey* was deemed the most appropriate data source.

- **Participation in Cultural Activity,**
- **Attendance at an Archive,**
- **Attendance at a Museum or Gallery,**
- **Attendance at a Historic Environment Site,**
- **Used a Public Library,**
- **Audiences at Arts Events,**
- **Audiences at Sports Events,**
- **Attitudes Towards Arts Activities,**
- **Attitudes Towards Sport,**
- **Attitudes Towards Archives and**
- **Attitudes Towards Museums and Galleries.**

For information about the Taking Part Survey, please see section 2.8

Accessing the Data

For information on how to access the Taking Part Survey, please see section 2.8

Summary Information

Query	Detail
Data Source	Taking Part Survey.
Update Iteration	Annual.
Geography Available	Region.
Associated Cost	None.
Timescales	Instant.

6.2 Participation in sport

About the Data Source

In order to understand the following indicators the *Active People Survey* was deemed the most appropriate data source.

- **Participation in Sport 1 Million Indicator,**
- **Participation in Sport NI8.**

The *Active People Survey* is a telephone survey of adults aged 16+ in England. Sport England describe the data as the largest survey of sport and active recreation ever to have been undertaken in Europe.

The survey runs from October to October. The first survey was carried out in 2005/06 (344,000 respondents), the second survey was carried out in 2007/08 (191,000 respondents) and the latest survey was carried out in 2008/09 (194,000 respondents).

Accessing the Data

In order to acquire data from the *Active People Survey* an online tool, Sport England's Active People Diagnostic must be accessed (<http://www.webreport.se/apd/main.aspx>). This involves a simple, free online registration process. The registration process asks for a person's name, e-mail address, job title, telephone number, organisation type and main area of interest. Access to data is instant on completion of registration. The data is available at a local authority, regional and national level for England only.

Summary Information

Query	Detail
Data Source	Active People Survey.
Update Iteration	Annual.
Geography Available	National, Region, Local Authority.
Associated Cost	None.
Timescales	Instant, once registration on the Active People Diagnostic website is complete.

7. Education

7.1 Higher education

About the Data Source

In order to understand **educational participation in formal higher education** *Higher Education Statistics Agency (HESA) – Students in Higher Education* data is the most appropriate data source.

HESA is the official agency for the collection, analysis and dissemination of quantitative information about higher education. Data is collected and analysed annually for academic years going back to 1994/1995.

HESA data counts the number of student on Higher Education (HE) courses in the UK and is collected by annual submissions of data from educational institutions. It is structured by categories such as subject of study, level of study, mode of study and so on (but not by each individual course). Data is provided by 2-digit JACS code, which is a hierarchical subject coding system, established by HESA and UCAS. JACS codes were introduced for the 2002 student entry cohort and are the basis for HESA returns from 2002/03 onwards⁵. Specific data relevant to this project is data from 'Table 8j' – *HE students by institution and subject of study*. It details the number of students that participated in all subject areas by individual institution. For this topic subject areas were grouped together that made up the different NDPB sectors:

- Arts
- Sports
- MLA
- Heritage

Although this data is available by individual institution, it is not available by region so in order to attain a regional breakdown a lookup to categorise the institutions into regions needs to be created.

Accessing the Data

Data has to be purchased from HESA's publications and products website⁶. The most recent data set costs £55 + VAT, but some earlier years are cheaper. Once purchased data is sent in the post and takes approximately 1 week to arrive. The data arrives as a paperback data report with an accompanying CD which enables accessing the data tables in a form that can be copied and pasted easily into excel workbooks. In order to identify the subject areas that exist and the specific ones of interest on which to gain participation data, a description of 1-4 digit JACS codes should be used. Then the relevant table should be identified using the paperback report and data is attained by clicking on the associated table reference on the CD⁷.

Summary Information

Query	Detail
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⁵ For more information please see <http://www.hesa.ac.uk/index.php/content/view/531/128/>

⁶ http://www.hesa.ac.uk/index.php?option=com_pubs&task=show_pub_detail&pubid=1&Itemid=286

⁷ For a more detailed guide please see \\svr-pet610\admin\Reference\Data & Data Reference\HESA\How_to_use_HESA_Data.doc

Data Source	HESA.
Update Iteration	Annually.
Geography Available	Individual institution.
Associated Cost	£55+VAT.
Timescales	Data is usually posted out within a week.

7.2 Further education

About the Data Source

In order to understand educational participation rates on **formal further education (FE) courses** – *Individualised Learner Record (ILR) data* is the most appropriate data source.

Data can be requested from two different funding streams to capture FE educational participation rates:

1. The University For Industry (UFI) funding stream where Learn Direct data is captured which includes learners funded by the Skills Funding Agency (SFA) or the Young Peoples Learning Agency (YPLA).
2. The Employers Responsive participation data, which captures learners being paid through another funding stream i.e. FE, Train to Gain, Work-based Learning etc.

Data is collected and analysed annually for academic years going back to 2002/2003.

ILR data is submitted to The Data Service (the organisation that collects and manages the data) annually. It counts the number of individual enrolments on different learning aims being taken i.e. if 1 learner is doing 4 courses in the same academic year they will be counted as 4 enrolments as they are enrolled on 4 courses. The data is structured by 'learning aims', which describe the aim of educational courses and can be identified by their Learn Direct Code.

For this specific work learning aims have been selected and grouped together that make up the different NDPB sectors:

- Arts
- Sports
- Museums
- Libraries
- Heritage

Accessing the Data

Data is accessed by submitting a bespoke request to The Data Service at servicedesk@thedata-service.org.uk. One is supposed to submit a request to this general email address, however Sue Guinivan at Susan.Guinivan@thedata-service.org.uk was good in providing advice and producing data. In this it is useful to list all parameters such as:

- The years of data required.
- The geographic level to go down to (most detailed is region).
- Ask them to put the learning aim title in as well as the code.
- Any demographic information that you would like.

Data is normally attained reasonably quickly, within a week, but this is dependent on their workloads. You should be made aware if it will take longer than a week.

Summary Information

Query	Detail
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Data Source	The Data Service.
Update Iteration	Annually.
Geography Available	Region.
Associated Cost	None.
Timescales	Should be less than 1 week.

7.3 Informal Education - arts

Arts sector informal learning, education and learning participation in programmes delivered by Regularly Funded Organisations (RFOs).

About the Data Source

In order to understand **informal education in the arts** sector *Art Council England – Annual Submission RFO data* is the recommended source to use.

Annual Submission Data is a record of activity undertaken by the Arts Council's Regularly Funded Organisations over a financial year. This includes information such as; financial information/funding details/ number of programmes completed / number of performances that are specifically for young people. However, for this work the factors that are of specific interest are participation levels in RFO education and learning programmes, the number of programmes delivered and whether young people or adults participated. This data is updated annually and available back to 2004/2005.

Accessing the Data

Data can be accessed in a variety of summarised forms, including by region, art form or sub-art form in excel and full reports on the, Regularly Funded Organisations section of Arts Council England's website⁸ or by submitting a bespoke request to Oscar Toledano at Oscar.Toledano@artscouncil.org.uk outlining exactly what data is required and by which variables. Data from the website is available to download immediately. Bespoke data requests take approximately 2 weeks to be processed and arrive.

Summary Information

Query	Detail
Data Source	Arts Council England, RFO, Annual Submission Data.
Update Iteration	Annually.
Geography Available	Region.
Associated Cost	None.
Timescales	Website data – immediate, bespoke request - approximately 1-2 weeks.

7.4 Educational participation in informal education - sports

About the Data Source

The Active People Survey was the source of this data. For more information about the Active People Survey and how to access the data, please see section 6.2.

Accessing the Data

The indicators measured for these sections were:

⁸ <http://www.artscouncil.org.uk/funding/regular-funding-organisations/annual-submission/regularly-funded-organisations-statistics-2008-09/>

- **KPI 4: the percentage of the adult population who have received any tuition from an instructor or coach in the last 12 months**
- **KPI 5: the percentage of the adult population who have taken part in any organised competition in the last 12 months.**

Summary Information

A table summarising the main points from your explanation above, for example:

Query	Detail
Data Source	Active People Survey.
Update Iteration	Annual.
Geography Available	National, Region, Local Authority.
Associated Cost	None.
Timescales	Instant, once registration on the Active People Diagnostic website is complete.

7.5 Informal education - heritage

About the Data Source

The data source used to analyse this section was Heritage Counts. The data analysed was the **number of educational visits by individual pupils to English Heritage properties**. 'Heritage Counts' publications are produced by English Heritage on behalf of the Historic Environment Forum which represents all the major heritage organisations in England. It is an annual survey of the state of England's historic environment by region.

Accessing the Data

Data relating to the number of educational visits by individual pupils to English Heritage properties is available to download instantaneously for free from the Heritage Counts website (<http://hc.english-heritage.org.uk/>). However, for additional support and inquiries contact John Davies at Heritage Counts John.Davies@english-heritage.org.uk.

Summary Information

A table summarising the main points from your explanation above, for example:

Query	Detail
Data Source	Heritage Counts.
Update Iteration	Annual.
Geography Available	Region.
Associated Cost	None
Timescales	Instant.

7.6 GCSE Data

About the Data Source

The data source used for this section was The Department for Children Schools and Families (DCSF). The data used measured **GCSE A*-G by pupils at the end of Key Stage 4 in maintained schools** by region and local authority. The data is a census of GCSE pupils and is updated annually.

Accessing the Data

The data is available by region and local authority. It was accessed by bespoke request (via telephone followed up by an email) to attainment.Statistics@dcsf.gsi.gov.uk, stating the

requirements for that data and what it would be used for. The timescale for receiving the data was two and a half weeks.

Summary Information

Query	Detail
Data Source	<i>The Department for Children Schools and Families (DCSF).</i>
Update Iteration	Annual.
Geography Available	Region, Local Authority.
Associated Cost	None.
Timescales	2.5 weeks.

8. Tourism

8.1 Domestic overnight tourism

About the Data Source

In order to understand the **domestic overnight tourism** indicator the *UK Tourism Survey* was deemed the most appropriate data source.

The *UK Tourism Survey* is a national consumer survey that is jointly sponsored by VisitBritain, VisitScotland, Visit Wales and the Northern Ireland Tourist Boards, with results released monthly for national data and quarterly for regional data. It has been carried out since 2000 but the survey underwent a methodology change in May 2005, with the survey moving from a telephone survey to a face-to-face survey methodology. It measures the volume, value and purpose of tourism trips taken by residents of the United Kingdom by region. Three specific variables that are relevant to this work include:

1. 'Trips' – the number of trips taken away from home by any individual (adults or children) lasting one night or more by UK residents for the purpose of holidays, visits to friends and relatives, business and conferences or any other purpose.
2. 'Nights' – the number of nights spent away from the home by any individual (e.g. family of 4 on a 3 night stay = 12 bed nights).
3. 'Expenditure' – the amount of money spent whilst away from the home including business expenses paid by an employer.

Accessing the Data

UK Tourism Survey data is available in report and tables in PDF form via the Enjoy England website, corporate information, research and insights section of the website⁹. However, if data is required in excel, one needs to contact Sharon Orrell, Sharon.Orrell@visitengland.org, +44 (0)20 7578 1416 to submit a bespoke request. This will need to include details of exactly what data you would like (by which variables, years and regions) reasons explaining why the data is needed in excel, what it will be used for and who the client is.

If data is downloaded from the website this happens immediately. If a bespoke request is submitted Sharon will usually reply within 1 week; if you state your timescale Sharon will let you know approximately when to expect the data by.

The smallest geographical level that the data goes to is English Government office Region as well as having data for Scotland, Wales and Northern Ireland.

Summary Information

Query	Detail
Data Source	UK Tourism Survey.
Update Iteration	Quarterly/yearly.
Geography Available	UK Nation/Region.
Associated Cost	None,
Timescales	Instant or for bespoke request, approximately 1 week.

⁹ <http://www.enjoyengland.com/corporate/corporate-information/research-and-insights/statistics/UKTS.aspx>

8.2 Inbound tourism

About the Data Source

In order to understand the **inbound tourism** indicator the *International Passenger Survey* was deemed the most appropriate data source.

The *International Passenger Survey* provides information on visits to the UK by overseas residents and is executed by the Office for National Statistics (ONS). Data is collected by way of randomly selecting travellers as they enter or leave the United Kingdom that are passing through passport control and face-to-face interviews are conducted on a voluntary and anonymous basis. Data is weighted to produce national estimates of all international travellers to and from the UK on a quarterly basis. Annual national estimates are created by combining the four quarters of the year. Results are published regularly by ONS on a monthly, quarterly and annual basis. The survey has been carried out since 1961; over this time its coverage has been extended to include all of the main air, sea and tunnel ports or routes into and out of the UK. Routes to and from the Channel Islands, the land border with the Irish Republic, and cruise ships travelling to and from the UK are not included in the survey. In 2005 over a quarter of a million interviews were recorded representing about 0.3 per cent of travellers. It measures the volume, value and purpose of tourism generated by overseas travellers by region, the three specific variables that are relevant to this work include:

- **'Visits' – the number of inbound visits to the UK (not the number of visitors).**
- **'Nights' – the number of nights spent by international travellers to the UK**
- **'Expenditure' – the amount of money spent by international travellers whilst in the UK excluding the amounts spent on fares to and from the UK.**

Accessing the Data

International Passenger Survey data is available to download from the Visit Britain website (Insight and statistics, detailed visitor statistics, Visits to the UK from overseas section of the web site¹⁰) in PDF report and excel form by a range of variables including by those stated above by region. Data is downloaded from the website is free and is attained immediately.

The smallest geographical level that the data goes to on the Visit Britain website is English Government office Region as well as having data for Scotland, Wales and Northern Ireland. However, data is also available by local authority from the ONS. To access data by Local Authority a bespoke request will have to be submitted to the ONS Tourism Intelligence Unit (email address - sean.white@ons.gsi.gov.uk). This e-mail address should also be used to obtain the Tourism GVA and Tourism Spend data by region from the Tourism Intelligence Unit "Regional Value of Tourism" Analysis work (this had not been published when we did our work so it was not included but should be available to include in similar future work).

Summary Information (see over)

Query	Detail
Data Source	International Passenger Survey.
Update Iteration	Quarterly/yearly.
Geography Available	UK Nation/Region, Local Authority.
Associated Cost	None.

¹⁰ <http://www.visitbritain.org/insightsandstatistics/visitorstatistics/inbound.aspx>

Timescales	Instant or for bespoke request, approximately 2 weeks.
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8.3 Visits to Visitor Attractions

Annual Survey of Visits to Visitor Attractions - Provides details of recent and historical visits to individual visitor attractions, as well as trends by region and sector.

About the Data Source

In order to understand the number of **visits to visitor attractions** the *Annual Visitor Attractions Survey* was identified as the most appropriate data source.

The *Annual Visitor Attractions Survey* is a national self-completion survey conducted by the national tourist boards of England, Northern Ireland, Scotland and Wales and completed by visitor attractions throughout each nation. Results of the survey are released annually.

Up until 2002 Visit Britain (and its predecessors the English Tourism Council/English Tourist Board) produced two UK reports based on the amalgamated results from each tourist board. Since 2003 separate reports for each country have been produced. Enjoy England¹¹ is now responsible for conducting the England Survey.

As the survey is a self completion survey there is no obligation for any visitor attraction to supply data each year. The data provided is verified data beyond a basic 'sense check'. In addition, visitor attractions have the option of taking part in the survey anonymously, meaning not all visitor attractions that participate in the survey are named in the report or included in ranked lists of attractions. Data is available by region but this means that when analysing regional data annual comparisons and trend analysis cannot be performed unless a matched sample of named attractions is selected and used.

Data on various different variables are available, but for this project the specific variables that are relevant include:

- **Number of visits to individual attractions by attraction category type and region (2004-2008).**
- **Visit trends 2007-2008 by attraction category and region.**

Accessing the Data

Annual Visitor Attractions Survey data can be downloaded from the Enjoy England website, corporate information, research and insights Visitor Attractions Survey¹² section of the web site. Data tables can only be downloaded in word and PDF reports. To attain data in excel and perform analysis one must download it in word then copy and paste the relevant tables into excel. Therefore data can be attained immediately once the relevant tables have been identified. Data is presented by region and by individual attractions.

Summary Information

Query	Detail
Data Source	Annual Visitor Attractions Survey.
Update Iteration	Annually.
Geography Available	Region.

¹¹ Enjoy England and Visit England are the same organisation.

¹² <http://www.enjoyengland.com/corporate/corporate-information/research-and-insights/statistics/Annual-Visitor-Attractions-Survey/Visitor-Attractions.aspx>

Associated Cost	None.
Timescales	Immediately available on line. Local Authority – Data release panel first Tuesday of each month, so dependent on when the application is made.

9. Community and well-being

9.1 Cohesion and belonging

About the Data Source

In order to fully understand this thematic area, three data sources need to be consulted. In order to understand the indicators of **community cohesion and community belonging** the *Citizenship Survey* was deemed the most appropriate data source.

The *Citizenship Survey* is a household survey of adults (aged 16 and over) in England & Wales. It asks for views on a range of topics, including participation in voluntary activity and charitable giving. It has been carried out every 2 years since 2001 with the latest results recently being published for 2008/2009. Each wave surveys 10,000 adults, with an additional boost sample of 5,000 people from minority ethnic groups.

The *Citizenship Survey* also asks about a wide range of other issues, including views about the local area, participation in local decision-making, feelings of trust and influence, and perceptions of racial and religious prejudice. These are the particular areas that are of interest for this thematic area. Looking at some of this other data in the context of volunteering can help us understand the wider role that volunteering has.

Accessing the Data

In order to acquire data from the *Citizenship Survey* a bespoke request must be made. Where the request must be made depends on the level of geography required and the funds that are available. If **region** level data is all that is required, then there is no cost associated and data can be obtained through contact with the **communities analysis division at department for Communities and Local Government (DCLG)**. However, if **local authority** data is required a bespoke request must be made to the organisation that actually carried out the survey known as **NatCen** that charges a minimum of £1,000 per extract.

Accessing Regional Data

The contacts used for this project (April 2010) to acquire regional data were Philippa Robinson (Email: Philippa.Robinson@communities.gsi.gov.uk, Phone: 0303 444 1381) and Janet Dougharty (Email: Janet.Dougharty@communities.gsi.gov.uk). Specifically the request needs to ask for the statistical tables relating to **community cohesion**, split by government office region, which is a standard extract which the team will easily be able to forward on. During this project the data was delivered within four days.

Accessing Local Authority Data

As mentioned above, a bespoke request needs to be placed to **NatCen**. Specifically data requests need to be placed with the Data Release Panel. The process involves contacting a member of the panel either (at April 2010¹³) Julia Hall (Julia.Hall@natcen.co.uk) or Victoria Brown (Victoria.Brown@natcen.co.uk) who will send through a data release form which needs to be completed by the applicant. Once this form has been completed it needs to be sent back to either Julia or Victoria who will then bring up the data request at the monthly Data Release Panel meeting. The panel will then discuss and decide whether the request can be made and then inform the applicant of the result and the ensuing cost (minimum of £1,000). Timescales are dependent on when the request is made, as the data release panel meeting is held on the first Tuesday of every month.

¹³ Alternatively contacting the DCLG about the *Citizenship Survey* will yield the latest contact at NatCen.

Summary Information

Query	Detail
Data Source	Citizenship Survey.
Update Iteration	Every 2 years.
Geography Available	Region, Local Authority.
Associated Cost	Region – None, Local Authority – £1,000 minimum.
Timescales	Region – Less than a week, Local Authority – Data release panel first Tuesday of each month, so dependent on when the application is made.