



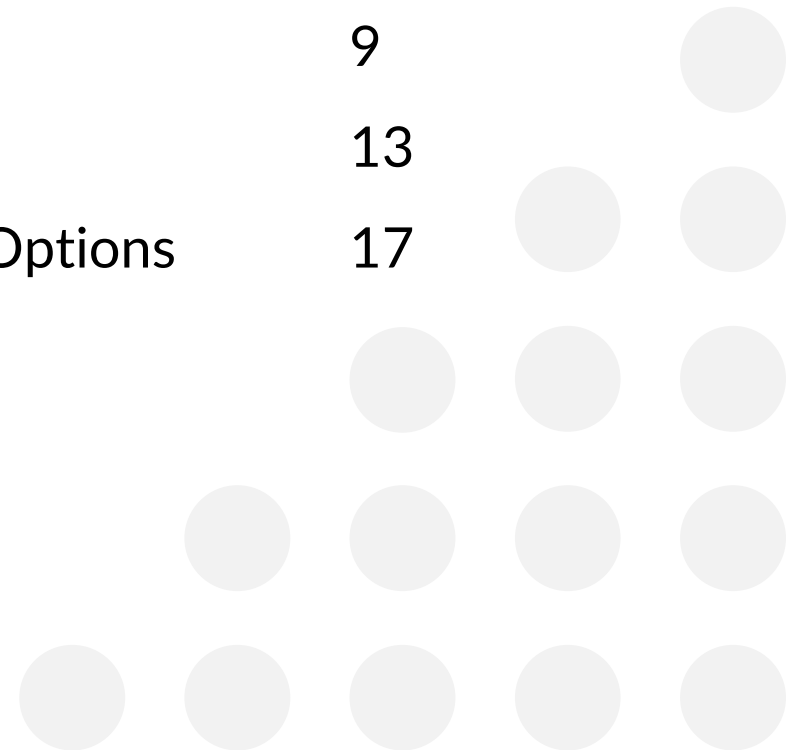
Data access handbook

For PhD Studentships 2023



Contents

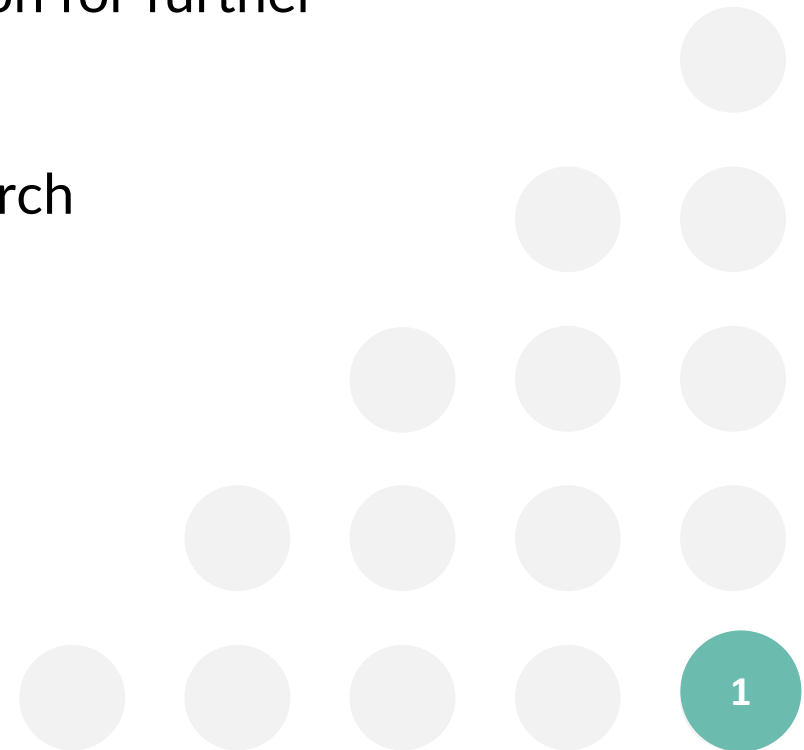
Introduction	1
Data access costs	2
ONS Secure Research Service	3
eDRIS Public Health Scotland	9
SAIL Databank	13
PhD Cohort 2023: Institution and Departmental Data Access Options	17



Introduction

This handbook gives a comprehensive overview of options for accessing the datasets you will be using in your upcoming projects. The trusted research environments allow you to either review the data in a physical secure space or remotely. This handbook includes the access options available within your educational institutions where available and contact information for further assistance.

To gain a quick overview of the ADR UK-funded trusted research environments, please visit the summaries our [website](#).



Data access costs

Any costs for accessing your chosen datasets as part of the 2023 PhD studentships will be waived or covered by ADR UK.

DATA	Description
ONS Secure Research Service	Costs associated with projects funded by ADR UK are covered automatically.
SAIL Databank	All data access costs will be waived for PhDs projects under Wales' Doctoral Training Partnerships.
eDRIS (Public Health Scotland)	eDRIS has project specific costs. Submit an <u>initial enquiry form</u> , for the eDRIS team to advise, then contact ADR UK for next steps.

ONS Secure Research Service

Once your project is approved by Research Accreditation Service (RAS), you will be contacted by customer services to sign your Accredited Researcher Assurance Registration. Data access will then be available through:

1. Safe rooms
2. SafePod Network
3. Remotely through Assured Organisational Connectivity (AOC) accreditation agreement

See page 16 to check the access options available in your departments.

Useful Links

[ONS-Access the Data securely](#)

Datasets on the ONS Secure Research Service

- [Grading and Admissions Data for England \(GRADE\)](#)
- [Longitudinal Education Outcomes – England \(LEO\)](#)
- [Annual Survey of Hours and Earnings linked to 2011 Census](#) (previously known as Wage and Employment Dynamics Phase 1)
- [Growing Up in England \(GUIE\)](#)
- [Data First: Ministry of Justice & Department for Education - England](#)
- [Data First: Cross-Justice System – England and Wales](#) (previously known as Criminal Justice linked dataset)

Safe rooms

Bookings to use Office for National Statistics (ONS) safe rooms can be made by accredited researchers through the [Research Accreditation Service \(RAS\)](#).

Locations:

- Titchfield ONS office (Hampshire, England)
- Newport ONS office (Gwent, Wales)

Opening times: Monday to Friday from 9.00 – 17.00.

SafePod Network

A SafePod is a standardised safe setting that provides the security and controls for data that requires secure access for research. A SafePod includes a door control access system, CCTV, a researcher area for dataset analysis, secure IT cupboard and a height adjustable desk. **Accredited Researchers can book any SafePod throughout the UK.**

Researchers must register with the SafePod Network before booking a SafePod:

<https://safepodnetwork.ac.uk/researcher-registration/>

You can view and book institutions currently providing SafePod access on the website:

<https://safepodnetwork.ac.uk/locations/>

Assured Organisational Connectivity

Assured Organisational Connectivity (AOC) accreditation allows researchers to access ONS SRS datasets via 'remote access', from their work-based offices. Benefits include:

- no travel is required to Safe Rooms; access directly from your work or home office
- AOC status allows 24/7 access to the SRS, so you can get access when it suits you
- the AOC service is free at the point of use.

If your department does not have AOC status and you would like to access the datasets remotely, your department must start the application process **as soon as possible**. For further information on applying please contact

srs.connectivity@ons.gov.uk

Access permissions

Not everyone can use the access options available because they are dependent on two factors:

- your project's pre-determined access level
- the agreed connectivity routes available to you through your organisation

It is essential to check the access permissions assigned to all of your chosen project datasets. Each dataset in the [ONS Secure Research Service Metadata Catalogue](#) is marked with an access level from Level 0 to Level 3:

Level 0	Safe room only
Level 1	Safe room and SafePod only
Level 2	Safe room, SafePod, and AOC Office access
Level 3	Safe room, SafePod, AOC office access and AOC remote home access

Your project access level is determined by the *lowest level of access* achieved across all the datasets you have selected for your project.

eDRIS Public Health Scotland

The Public Health Scotland electronic Data Research & Innovation Service (eDRIS) provides access to **the Scottish National Safe Haven** secure analytical environment. Most projects using population level Scottish data store their data in the National Safe Haven.

The [eDRIS team](#) supports researchers with applying for permission and access to secure public sector data within the Scottish National Safe Haven. Data access will then be available through:

1. Secure access points
2. Remote access

Useful Links

[Research Data Scotland- Data access overview](#)

[Public Health Scotland- Use of the National Safe Haven](#)

[SCADR- Accessing data](#)

Datasets on the Scottish National Safe Haven

- Scottish Government: Looked After Children Longitudinal Dataset

Secure access points

A data controller may require secure access through dedicated, offline computers in physically secure areas. These computers don't connect to the internet or allow remote access. All users receive a username and password.

Secure access points are available in the [BioQuarter, Royal Infirmary of Edinburgh](#) and select Scottish universities. To use them, book a timeslot with your eDRIS research co-ordinator for availability and access arrangements.

Please note: These access points were shut during Covid-19, and they are in the process of reopening them

Remote access

Some data controllers may allow remote access where the researcher's institution's computer can be used from the institution to access the data in the Scottish National Safe Haven via a secure portal. Your application will be assessed by a panel and the eDRIS team will confirm whether you can access your dataset remotely.

In the long term, eDRIS is in the process of registering the Scottish National Safe Haven with the SafePod Network (see slide 5).

For more details on remote access, please contact the [eDRIS support team](#).

SAIL Databank

The SAIL Databank is an internationally recognised trusted research environment and data linkage resource formed from a wide variety of routinely collected data from across Wales. Before applying to access the data, the SAIL team asks researchers to first **make an enquiry** to discuss their project before completing an independent Information Governance Review Panel (IGRP) online application.

Data access if granted will then be available through:

1. Secure remote access
2. SafePod Network

Useful Links

[Make an enquiry](#)

[Remote access via SAIL Gateway](#)

Datasets on the SAIL Databank

- [Welsh Environment Dataset](#)
- [Looked After Children - Wales](#)
- [Data First: Family court linked to Cafcass and Census 2021 - England and Wales](#)

Remote access

Secure **remote access** to data is available within the SAIL Gateway once you have completed your [safe researcher training](#) and submitted:

- an application form
- A copy of your CV
- Evidence of your completed training .

Researchers can then access approved data remotely from their preferred desktop computer, at any time of day, to conduct their analysis.

Members of your supervisory team requiring access to view the data must also gain approval to use the SAIL Gateway.

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Researchers must register with the SPN before booking a SafePod:

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You can view and book institutions currently provide SafePod access here:

<https://safepodnetwork.ac.uk/locations/>

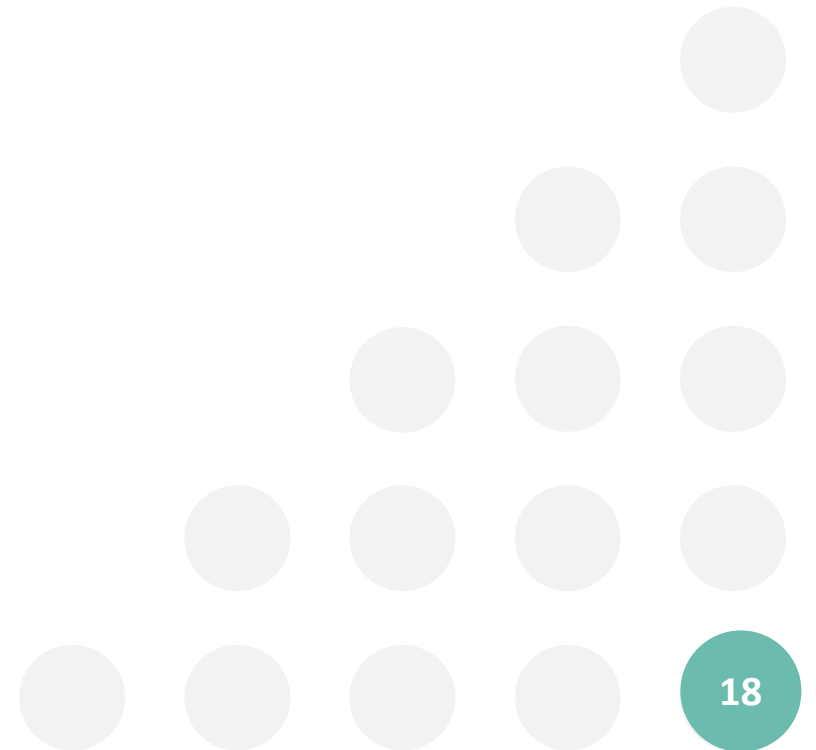
PhD Cohort 2023: Institution & Departmental Data Access Options

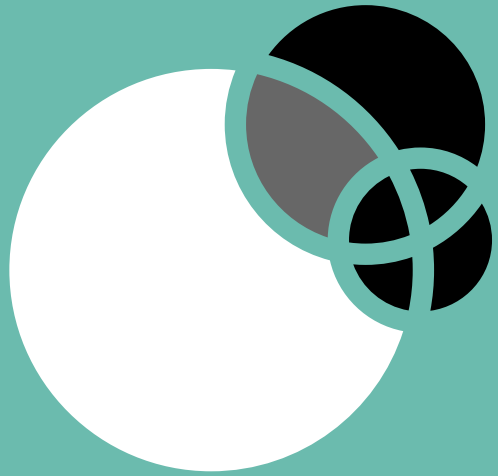
University	School/Department	AOC Status		SafePod
		Office access	Home access	
Cardiff University	School of Sciences	Yes	Yes	No
Kings College London	The Policy Institute	Yes	Yes	No
Kings College London	Institute of Psychiatry, Psychology & Neuroscience	Yes	No	No
LSE	Department of Statistics	Yes	No	Yes
Northumbria University	Nursing, Midwifery & Health	No	No	Yes
Swansea University	Health Data Science	Yes	Yes	No
University College London	Division of Psychiatry	No	No	No
University College London	Institute of Education	Yes	Yes	No
University of Birmingham	School of Education	No	No	No
University of Bristol	School of Education	Yes	Yes	Yes
University of Cambridge	Institute of Criminology	No	No	Yes
University of Cambridge	Faculty of Education	Yes	No	Yes
University of Edinburgh	School of Law	Yes	No	No
University of Edinburgh	School of Philosophy, Psychology and Language Sciences	No	No	No
University of Exeter	Medical School	No	No	Yes
University of Leicester	School of Geography, Geology and the Environment	No	No	Yes
University of Liverpool	Department of Economics	No	No	Yes

Note: Access to SRS Safe Rooms is available to all accredited researchers.

University	School/Department	AOC Status		SafePod
		Office access	Home access	
University of Nottingham	School of Education	No	No	Yes
University of Reading	Institute of Education	No	No	No
University of Sheffield	Department of Economics	Yes	Yes	Yes
University of Southampton	Department of Gerontology	No	No	No

Note: Access to SRS Safe Rooms is available to all accredited researchers.





ADR UK

Contact us

ADRStudentships@esrc.ukri.org

