

UK Data Archive



ANNUAL REPORT 1999/2000



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# Introduction

Judged by any standard the past year has been a remarkable and exciting time for the Data Archive. It has also been a year that has witnessed many changes.

Underlying this change, in March the Archive embarked on stage II of the planned process of internal restructuring. Driving this restructuring was the desire to broaden the overall skill-base of the Data Archive and to achieve a greater level of transparency between the various sections of the Archive. The outcome of this process, we believe, will ensure that the Archive is more efficient and more flexible in responding to the changing resource needs of the data-using social science academic community.

The restructuring process in turn brought about a number of staff changes in key areas. As a consequence the Archive witnessed a temporary disruption; inevitable in any small organisation experiencing a significant turnover of staff. Despite this the Archive still managed to service a record number of users in the past year, disseminating a record number of files and related materials and distributing a record volume of machine-readable data.

In addition, the year witnessed the Data Archive attracting and starting a record number of externally funded projects. These range in magnitude and duration, but together form a significant input into the Archive's on-going commitment to research and development. Details of these external contracts are given within the body of this Report, however, it is worth highlighting some of them in this Introduction.

After the success of the NESSTAR project, a new multi-national consortium was founded to take forward the development of web-based data browsing tools. Funding was granted under the EU's Fifth Framework programme and the FASTER project was started in January 2000 as the direct successor of NESSTAR. A second EU-funded project termed LIMBER (Language Independent Metadata Browsing of European Resources) is building a multi-lingual

thesaurus with a multi-lingual user interface within a controlled vocabulary. Once complete, these new facilities will open-up access to international data resources in a range of end user natural languages. The Data Archive's commitment and involvement in the JISC Distributed National Electronic Resource (DNER) programme is demonstrated by its involvement in a number of collaborative projects within the programme. Of particular note are two 'geo-projects' which aim to develop a scalable and extensible British and Irish gazetteer service and investigate the feasibility of establishing a geo-spatial portal for UK higher education.

The Archive's continued ability to attract high profile projects, such as those outlined here, stands as clear acknowledgement and recognition of its expertise in data and information management, preservation and dissemination, and its leading contribution to developments in standards and good practice on both a national and international stage.

It is clearly important to capitalise on these externally funded projects and feed the research and development derived from them back into the Archive in order that our user community benefits directly. In this regard the Archive has recently implemented an intense programme of work to set in place a number of new web-based products that will greatly enhance and facilitate resource discovery, access to and dissemination of data materials. These new projects, which are heavily derived from the NESSTAR and other projects, will be officially launched in November 2000. In summary, the Archive will move over to a system whereby users will register on-line and will be issued with a user identifier and password – essentially they will establish an account with the Archive. Thereafter, users will be able to order data on-line by placing the items they want into a 'shopping basket', after which, where depositor

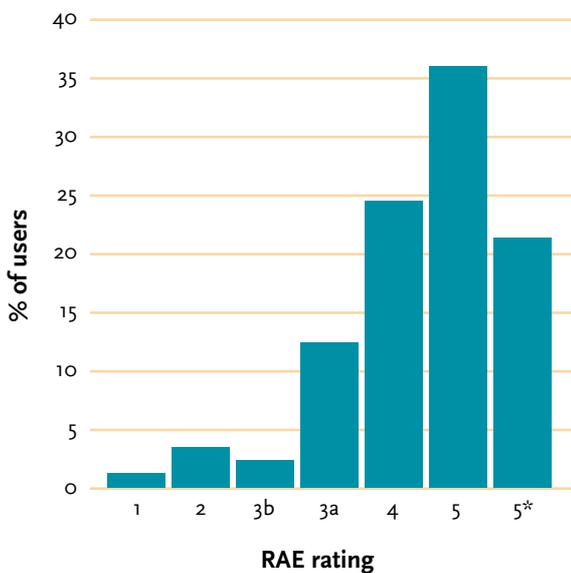
permissions allow, they will be delivered in the format and medium of choice. In addition, for key datasets, on-line browsing and data analysis tools will be made available to enable users to interrogate the data prior to ordering. This facility will also be supported by a new series of web pages focusing on the major data series held by the Archive.

Finally I wish to turn attention to an issue that has rightly concerned both of our major funders, the ESRC and the JISC, for a number of years. It can be demonstrated that the Data Archive clearly services a large and growing number of users, however, to what extent does this translate into support for high profile quality research? Addressing this issue the Archive's user figures have been mapped, where possible, to the units of assessment identified by the previous Research Assessment Exercise (RAE) and analysed in relation to the ratings awarded to university departments in the peer review process. The accompanying figures displays the Data Archive's user profile by the 1996 RAE ratings.

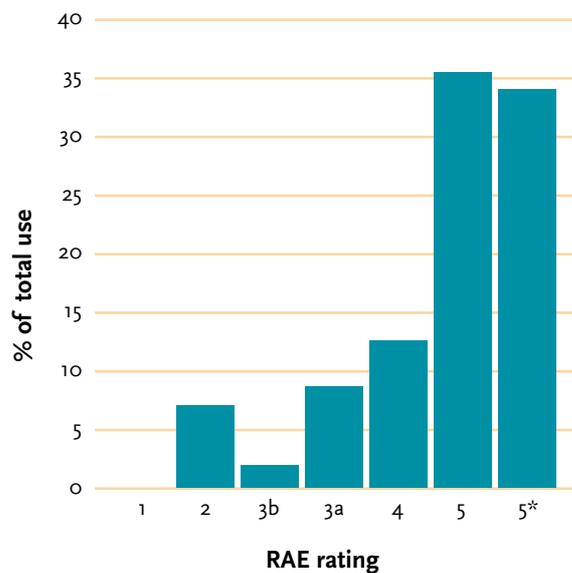
This exercise demonstrates that the majority of Archive users are working within higher rated university research departments, those assigned 4, 5 or 5\* status. Indeed, focusing on the core social science disciplines and taking into account size of department and the fact that some departments do not use the Archive at all, a clear pattern emerges. Top rated research departments are pro rata by far the main recipients of data supplied by the Archive. The message drawn from this exercise is loud and clear. The resources invested in the Data Archive by both the ESRC and the JISC underpin and facilitate research in the social sciences of the highest calibre and quality. In this regard, the Data Archive is proud to be a vital link in this research chain.

**Kevin Schürer**  
Director

### User Profile by RAE rating



### Data Archive use by core social science disciplines



# Services to Depositors

The Depositor Services division aims to position the Data Archive as a leader in the field of the management and preservation of data resources by building on the experience and expertise gained from 30 years work, and the drive and enthusiasm to remain at the cutting edge of developments.

The Depositor Services division saw both a major re-organisation of working practices and major staff changes over the past year. Subject oriented teams now take data through all the way from initial acquisition to preservation. As a result data series expertise is shared and maximised. User services officers are also team members, ensuring that the expertise gained during data and metadata processing can be channelled to users, and user experiences easily reincorporated back into the metadata, for both data owners' and future users' benefit. Teams are engaged in a program of cross-skilling to ensure effective teamworking and to maximise coverage in times of staff illness or peak demand.

## KEY ACHIEVEMENTS 1999-2000 AND PROGRESS TOWARDS STRATEGIC PLAN

### Acquisition

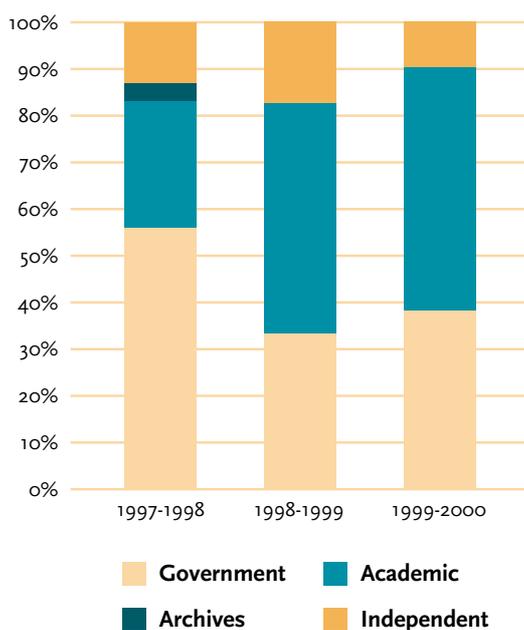
*Identifying and acquiring data and other resources according to a collections policy which furthers the strategic goals and mission of the ESRC*

The acquisition of key datasets into the archive collection continued with a total of 146 datasets made available for users (185 last year), 58 new editions of existing datasets made available (44 last year) and 289 new editions of the ONS databank were made available (224 last year). The Data Archive has also reviewed its collection development policy to better focus collection development on ESRC research aims and objectives. Work has continued on developing much closer links with ESRC programmes and research priorities, and the fruit of this work is demonstrated in the increased proportion of acquisitions from academic sources (see graph).

The continued supply of ONS data is assured following the annual review of the agreement with ONS. Indeed the rights management framework has been simplified and the way opened for discussions about the possibility of supplying ONS data outside of academia. Potential collaborations will be discussed further in the coming year.

This year saw the first in what will hopefully be many workshops with data producers on the DDI standard. Staff from ONS came to Essex to learn about the possibilities offered by the production of this kind of metadata and discussions are ongoing on how some of the burden of this extensive metadata production can

### Acquisitions by Source



be shifted back onto the data producers themselves. The benefits to data producers of documenting to this standard is becoming increasingly evident, as tools such as NESSTAR are developed around it.

A number of thematic collections were initiated; most notably the ongoing data rescue effort with the NSPCC, and the linking of these data with Department of Health child abuse statistics, as the core of a new thematic collection on childhood. In addition, a project was initiated with EU funding to develop a Drugs Databank, with data drawn from Archive holdings and comparable sources across Europe. Talks are also underway with the Medical Research Council on the possibilities for archiving data from medical research, particularly clinical trial data, and bringing these together with our existing health related data for another thematic collection.

### Dataset Acquisition by Subject

SUBJECT	1997-1998	1998-1999	1999-2000
Social issues	31	25	22
Health	26	12	21
Historical	27	6	14
Social structure	7	3	12
Economics	17	20	11
Political behaviour	8	7	11
Education	6	7	8
Employment / labour	11	13	6
Government / leadership	9	8	5
Industry / management	4	5	5
Housing	2	3	4
Social welfare	6	5	4
Other	7	19	11

### Planned Tasks Outlined in Strategic Plan

- The development of strategic partnerships and agreements with other Data Providers, Data Centres and Data Archives (especially NDAD) to ensure access to data held elsewhere, that there is no duplication of effort, and to encourage a sharing of expertise and services
- Improvement of the service offered by providing improved depositor focused information and feedback, both on paper and via the web
- Closer co-operation with data creators to ensure that international standards (DDI) are adhered to and more costs of archiving are shared by data depositors
- Focusing collections development on ESRC thematic priorities, large scale resources, and series, based on user consultation and an analysis of usage of the existing collection
- Clarifying the rights management framework for existing and new acquisitions

### Progress in 1999-2000

- Memorandum of Understanding between NDAD and the Archive drafted; partnerships with EDINA and MIMAS expanded; international links strengthened through CESSDA and IFDO
- New data creator web pages to be launched 10 November; further guides to good practice planned for coming year
- DDI workshops with ONS held; proposals for project to convert ONS back catalogue to DDI under discussion
- Contacts made with ESRC programme directors at time of appointment, both to ease future acquisition, and to provide information on relevant extant data; usage analyses ongoing
- New depositor licence form drafted and agreed



# Services to Users

The User Services Division is committed to assisting users to locate, acquire, access, and analyse data resources as quickly and easily as possible; either from within our own holdings and services, or through collaborative efforts and links with sister data and support organisations internationally.

As with Depositor Services, keywords for this year were changes in staffing and working practice, and above all preparation for new services to be launched on 10 November. Significant and time consuming development work was undertaken, in an environment of static resource and ever-increasing demand, without core services suffering. Cross-divisional ties were also strengthened, to maximise the flow of dataset expertise throughout the Archive.

## KEY ACHIEVEMENTS 1999-2000 AND PROGRESS TOWARDS STRATEGIC PLAN

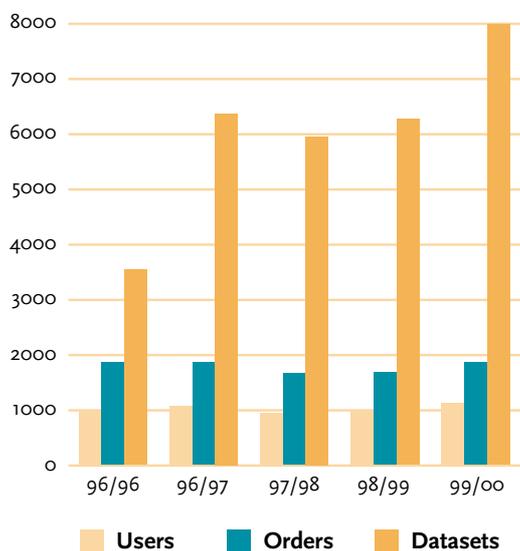
### Dissemination

*Providing user access to data and documentation, via the Web or fixed media, taking account of their technical requirements and reformatting data when necessary*

Archive usage was up this year over last, whether usage is measured by numbers of orders, numbers of users serviced, or numbers of datasets delivered. The average number of datasets delivered per order has also increased dramatically over the past few years, from 3.0 in 95/96 to 5.7 this year (up from 5.3 last year).

Delivery times remained relatively static over the past year, with a slightly improved 82% delivery within our stated target of 4 weeks (80% for last year). Since delivery time includes time spent waiting for users to return relevant undertaking forms, we expect this figure to improve dramatically over the course of the next year, as the impact of the new registration procedures are felt. Certainly the increased availability of datasets for user download via the NESSTAR system will also increase the proportion of 'instant downloads', and this number should increase as more datasets are made NESSTAR compliant.

### Users, orders and datasets

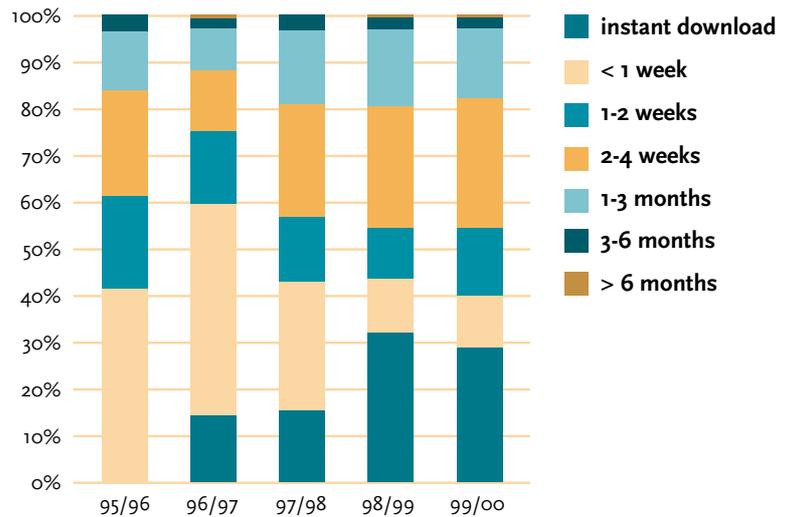


OTHER DATA ARCHIVE USAGE	1997/98	1998/99	1999/00
Usage by students in the classroom	1,647	2,182	2,473
Usage via the Luxembourg Income Study	90	101	118
Files downloaded via ONS Databank web service	1,278	3,628	3,220
Files downloaded via British Election Studies website	335	268	563



RANK	TITLE
1	Labour Force Surveys
2	British Household Panel Survey, 1991-
3	Workplace Employee Relations Survey, 1980-
4	ONS DataBank, 1996-
5	Family Expenditure Survey, 1961-
6	Health Survey for England, 1991-
7	General Household Survey, 1971-
8	British Social Attitudes Survey, 1983-
9	British Election Studies
10	1981 Census
11	National Child Development Study, 1958-
12	Family Resources Survey, 1993-
13	International Financial Statistics
14	1970 British Cohort Study
15	Postzon File
16	British Crime Survey, 1982 -
17	Youth Cohort Study of England and Wales 1985-
18	National Travel Survey, 1972-
19	Eurobarometer Survey Series, 1974-
20	National Diet and Nutrition Surveys

### Delivery times



### Planned Tasks Outlined in Strategic Plan

- Implementing the NESSTAR data and metadata browsing system
- Implementing the NESSTAR data and metadata subsetting and delivery system
- Implementing new on-line registration and ordering system
- Implementing new simplified charging policy
- Revamping redistribution agreements
- Expanding network of redistribution partners
- Developing and implementing interoperable user authentication
- Improving and functionally merging internal administrative databases

### Progress in 1999-2000

- NESSTAR to be launched 10 November with catalogue metadata browsing available for all Archive holding
- NESSTAR to be launched 10 November with full data browsing, subset and download available for 30 top datasets
- To be launched 10 November
- To be launched 10 November
- Work ongoing – new agreement drafted
- Work ongoing
- First round of authentication and access control developed; more work planned under auspices of FASTER project
- Awaiting appointment of new programming staff in Autumn 2000

# British Household Panel Survey Civil Rights in Schools Taxation Database

## Resource Discovery

*Assisting people in locating relevant data, and developing and implementing tools and technology to improve resource location across organisational and national boundaries*

The need for a more formal central register of pre-order queries was highlighted this year, as cross-skilling meant that more and different staff were answering user enquiries. Those queries tallied were

an estimated 1,132, down slightly from last year's 1,360, but unfortunately due to staffing changes not all queries were tallied. In the coming year, a more formal query-logging procedure will be implemented, and pre- and post-order support will be handled by the same User Services officers, each with distinctive content expertise. This should improve the support received by users throughout their dealings with the Data Archive.

## Planned Tasks Outlined in Strategic Plan

- Implementing the NESSTAR resource discovery system during 2000
- Developing the next generation of resource discovery and on-line ordering tools, including an http-based BIRON replacement with some NESSTAR functionality and a 'shopping basket' approach to ordering on-line
- Expanding contextual metadata
- Implement a multi-lingual thesaurus for search and retrieval

## Progress in 1999-2000

- NESSTAR will be launched on 10 November 2000, with catalogue metadata for all Archive holdings fully searchable and browseable. Subject browsing and thesaurus-aided searching also available
- 'Nesstar-lite' http based NESSTAR browser and download facility will be launched on 10 November. Shopping basket also to be implemented as part of new online registration and ordering system
- Major series web pages developed, with links to internal and external resources. Value-added metadata created for most popular datasets.
- LIMBER project is on-track; ELSST multi-lingual thesaurus deliverable in summer 2001



## Support

*Supporting users of data, acting as a gateway or filter between users and depositors, supporting data creators in the deposit process*

During the year 1999-2000 a total of 269 post-order queries have been logged into the Queries database, a slight decline from last year's figure of 297. Of these, 90% were resolved within one week compared with 81% last year.

Several workshops were held, bringing together data users and data creators, often with service providers,

to discuss substantive issues. Most notable were the two *Framing the Future* workshops, both held within the reporting year. The first focused on the structural, funding, and technical framework for the future of research support services; while the second focused more particularly on the development of appropriate metadata and resource discovery strategies and tools.

We also held two of our normal subject-focused workshops, bringing together data creators and data users to discuss issues of common interest around key data series.

## Planned Tasks Outlined in Strategic Plan

- Collaborating with specialist support services and centres, and acting as a hub to virtually integrate and appropriately direct users
- Enhancing the social science workbench with support materials such as teaching exemplars and on-line publications, seamlessly integrated at the user's desktop
- Developing training courses
- Identifying value-added products and services, and establishing partnerships to develop them

## Progress in 1999-2000

- Collaboration with WERS support service ongoing; new collaborations begun with CASS Question Bank
- TRaMSS project on on-line tutorials in multi-level modelling completed; NESSTAR architecture for linkable online publications developed
- Archive staff took part in joint training course with MIMAS
- Data rescue project with NSPCC, linking their registers to DoH child abuse statistics; European drugs databank project initiated under EU auspices; pilot undertaken to provide Customs and Excise data in NESSTAR



# Research and Development

The development of new services and the exploitation of new technologies remain a major division of Archive activity. In this fast moving world the Archive is well positioned to lead or contribute to national and international developments.

The major task for the year has been the work on turning the innovative features of the NESSTAR products into robust services for Data Archive users. Internal developments on access control, database systems and the Web service have complemented this. In addition the initiation of a range of complementary projects, working on issues as diverse as the development of teaching materials, a multi-lingual thesaurus and geo-spatial services, have ensured that the Archive is continuing to exploit new opportunities and enhance its reputation for R&D.

## KEY ACHIEVEMENTS 1999-2000 AND PROGRESS TOWARDS STRATEGIC PLAN

### NESSTAR

At the beginning of the year the NESSTAR project came to a very successful conclusion and is being featured in the EU's own promotional literature about successful projects. The software has been extensively tested and modified over the year and is due to be launched as a fully-fledged service in November. A Company to further exploit commercial opportunities is being set up. Major developments have included the creation a browser only (NESSTAR-lite) version of the software, improvement in the data publishing tools and the inclusion of support for hierarchical data.

### FASTER and LIMBER

The NESSTAR project has been succeeded by two new EU-funded projects. The multi-national FASTER project, co-ordinated by the Archive, under the direction of Simon Musgrave has a budget of 1.7 million euro over two years and commenced in January 2000. The Data Archive's share is 715k euro. The LIMBER project, co-ordinated by Prof Michael Wilson of the Information Technology Department at the Rutherford Appleton Laboratory, has a budget of 818k euro over 21 months and an Archive share of 258k euro. These projects employ approximately six new staff between them and will ensure that the Archive has access to the best searching and data dissemination technology. The FASTER project is tackling the issue of handling aggregate data as efficiently as microdata and hence create a flexible and configurable user 'workbench' giving controlled access to a wider range of integrated



resources across the UK and the world. The LIMBER project, with local leadership from Ken Miller, is building on our expertise in the HASSET thesaurus to create a multi-lingual thesaurus allowing researchers to locate and browse metadata in their own language.

### Geo-Spatial Projects

The Archive, in part via the History Data Service, is working on two short-term JISC-funded projects with EDINA. The Geo-Crosswalk is a six-month project to assess the feasibility of developing and providing an online, scalable and extensible British and Irish gazetteer service, which would play a crucial role supporting geographic searching. The Geo-data Browser project is a nine-month project to investigate the feasibility of establishing a portal for geo-spatial resources. The portal would provide researchers and teaching staff with a way of identifying what geo-spatial resources exist within UK higher education, and it would form part of the new National Geo-spatial Data Framework (NGDF) gateway *askGiraffe*.

### Census Project

The Archive and History Data Service are also working with the new cross-site Census project to improve access to existing census material and in the future to develop a portal to all Census material. This project is JISC-funded for three years and is a consortium of the Universities of Manchester, Leeds and Glasgow.

### Teaching

Under funding from the ESRC's ALCD programme the Archive has been closely involved with the Institute of Education and City, Glasgow and Lancaster Universities to develop teaching material to complement data resources held by the Archive. Led by Hilary Beedham, the team produced an innovative website (<http://tramss.data-archive.ac.uk/>) and is hoping to attract further funds in the future.

### Other Projects

The Archive is involved with a European consortium to develop a drug use databank. In addition, it is currently engaged in several tenders for work for a variety of national and international government departments.

### Planned Tasks outlined in Strategic Plan

- Develop improved metadata models to handle more data types
- Develop multi-lingual thesaurus services
- Merge BIRON and NESSTAR developments for data discovery
- Provide more flexible clients for data browsing
- Integrate GIS technologies
- Develop improved access control services

### Progress in 1999-2000

- Information group involved with DDI committee and metadata workshop held as part of FASTER project
- Launch of LIMBER project is directly focused on this goal
- New web pages to be launched on 10 November and the development of a NESSTAR-lite client will make significant progress towards these goals
- The NESSTAR-lite and FASTER developments are focused on this goal
- The Geo projects described above, in collaboration with EDINA, are focused on this goal
- A temporary access control module will be launched on 10 November. The FASTER project is developing an improved version for next year



# Resource Management

The Resource Services Division is committed to providing administrative support to meet the objectives of the Data Archive.

Due to a combination of factors this year has been especially busy for the Resource Services section. The work of the section has been dominated by the start of eight new externally funded projects throughout the year; the staff changes brought about by the re-structuring of the Data Archive; the preparation of a new contract with the ESRC and the resulting arrangements for new staff contracts. This heavy work load was unfortunately exacerbated by the fact that the Archive has been without a Resource Director for five months, following the departure of Simon Jones who moved to a new post within the Business Development and Regional Office of the University of Essex in April.

## KEY ACHIEVEMENTS 1999-2000 AND PROGRESS TOWARDS STRATEGIC PLAN

### Quality Management

*Developing existing staff and recruiting new skills into the Archive by extending the reach of the quality system to include a Career Appraisal System to manage the development of existing staff.*

Progress on implementing the Quality Management System for the Archive has continued under three main headings: job description interviews; procedures; and training. Under the first of these work on job description interviews has unfortunately slowed down this year as a result of the restructuring process. Equally the restructuring has impacted on the pace of capturing procedures for every post within the Archive. All procedures for the induction of all new members of staff, ones covering Health and Safety issues and several in relation to the University's

financial regulations have now been completed. All procedures are stored on the Archive Intranet and are available to all members of staff. A training database has been implemented and is maintained on a regular basis. This ensures that members of staff are properly supported to carry out their roles and also enables us to produce reports on staff development as required.

### Project Management

*All Archive projects will be managed according to PRINCE methodology ensuring that they meet the strategic objectives of the Archive, are driven by and judged according to user needs and utilise the best available technology.*

The Resource Services Division continues to assist project managers with all aspects of project management. Current projects in which the Archive is involved include ALCD, DNER Census Data, Drugs Databank, FASTER, Geo-Data Browser and Geo-Data Crosswalk, LIMBER and Using Numeric Datasets in Teaching and Learning. The Division also ensures that information on research and funding opportunities reaches all members of staff and provides assistance with the submission of project proposals.

### Planning and Resource Management

*Integrating all of the Archive information systems to provide better decision-making information.*

Significant progress on the integration of the Archive's information systems has unfortunately been restricted due to lack of resources. Further progress awaits the appointment of a new senior programmer in October 2000.

## Planned Tasks outlined in Strategic Plan

## Progress in 1999-2000

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li>■ Capturing all job descriptions and training requirements for each post and capturing procedures covering all responsibilities of each post</li> </ul>          | <ul style="list-style-type: none"> <li>■ Process of capturing procedures for every Archive post nearly complete. Training database implemented and being maintained</li> </ul> |
| <ul style="list-style-type: none"> <li>■ Implementing a PRINCE Project Management system to provide centralised support to manage projects effectively and efficiently</li> </ul>                       | <ul style="list-style-type: none"> <li>■ All new projects entered into PRINCE system</li> </ul>  |
| <ul style="list-style-type: none"> <li>■ Ensuring that all projects have properly costed and planned programmes and key stakeholders informed of progress</li> </ul>                                    | <ul style="list-style-type: none"> <li>■ All deliverables to date on EC-funded FASTER and LIMBER projects on time</li> </ul>   |
| <ul style="list-style-type: none"> <li>■ Creating an Intranet to display job description and procedure details to ensure that all staff know how to carry out their tasks and to what levels</li> </ul> | <ul style="list-style-type: none"> <li>■ All procedures are stored on the Archive Intranet and are available to all members of staff</li> </ul>                                |

INCOME	SEPT 1999 – JULY 2000		SEPT 1998 – JULY 1999	
ESRC Grants	£ 738,989		£ 636,840	
ESRC Overhead	£ 289,395		£ 241,820	
JISC Core	£ 157,700		£ 154,000	
JISC Projects	£ 144,338		£ 154,339	
Other services rendered	£ 167,004		£ 141,914	
<b>Total Income</b>	<b>£ 1,497,426</b>		<b>£ 1,328,913</b>	
EXPENDITURE	%		%	
Staff Costs	£ 1,086,785	70.9	£ 1,012,580	72.0
Personnel, Finance, Estates Support and Academic Services	£ 114,950	7.5	£ 93,497	6.7
IT Equipment	£ 91,570	6.0	£ 63,947	4.5
Computer Consumables	£ 7,856	0.5	£ 9,345	0.7
Furniture	£ 10,398	0.7	£ 1,170	0.1
Computing Services	£ 25,950	1.7	£ 30,375	2.2
Premises	£ 27,300	1.8	£ 18,175	1.3
Printing & Stationery	£ 41,217	2.7	£ 32,625	2.3
Heating, Light, Power and Water	£ 19,330	1.3	£ 17,115	1.2
Maintenance	£ 16,366	1.1	£ 30,228	2.2
Library Facilities	£ 5,000	0.3	£ 2,000	0.1
Travel, Subsistence & Hospitality	£ 63,326	4.1	£ 68,920	4.9
Postage	£ 8,504	0.6	£ 7,897	0.6
Telephone	£ 5,205	0.3	£ 7,451	0.5
Books	£ 3,890	0.3	£ 8,977	0.6
Advertising	£ 957	0.1	£ 1,515	0.1
Training	£ 3,164	0.2	£ 0	0.0
<b>Total Expenditure</b>	<b>£ 1,531,767</b>		<b>£ 1,405,817</b>	
<b>Net surplus/-deficit</b>	<b>-£ 34,341</b>		<b>-£ 76,904</b>	



# History Data Service

The History Data Service (HDS) is a specialist unit located within the Data Archive. As one of the service providers of the Arts and Humanities Data Service (AHDS) it is funded jointly by the JISC and the AHRB. It was originally founded in 1993 and became part of the AHDS in 1996. It reports separately through this body, but a brief report of highlights is provided here in order to present a rounded picture of the Data Archive's work as a whole.



## Resourcing Sources: A Workshop for Historians and Computers

The History Data Service introduced and sponsored two one-day workshops which were held at the Oxford Centre for Humanities Computing in December 1999 and June 2000. Both workshops were organised by the European Humanities Research Centre, Oxford, and were intended for researchers who are interested in developing computerised methodologies for handling source material, whether literary or artefact, or publishing complex datasets. There was discussion of common problems and showcasing of solutions, and participation was open to beginners and experts alike. The workshops were well received and there are plans to run follow-up workshops.

## A Geo-data Browser for the HE Community

This nine month collaborative project between EDINA and the HDS is funded by the JISC under the Distributed National Electronic Resource (DNER) programme and seeks to investigate the feasibility of establishing a geo-spatial portal for UK higher education. The planned portal would provide researchers and teachers a means of identifying what geo-spatial data resource exist for use within UK higher education, bringing an ever-increasing number of geo-spatial data resources to the attention of the data using community.

## Geo-Crosswalk – A Feasibility Study into the Provision of a British and Irish Gazetteer Service

Geo-Crosswalk is also a collaboration between EDINA and the HDS under the DNER programme. Its central aim is to establish the feasibility of developing and providing an online fast, scalable and extensible British and Irish gazetteer service to support geographic searching.

## Developing the Collection of Historical and Contemporary Census Data and Materials into a Major Learning and Teaching Resource

CHCC is a three year collaborative project between MIMAS, the Leeds School of Geography, the Cathie Marsh Centre for Census and Survey Research, the History Data Service, the LTSN Subject Centre for History, Classics and Archaeology and the Data Archive, also funded under the DNER programme. The project seeks to increase use of census data in teaching by: improving accessibility to the primary data resources; developing an integrated set of teaching materials; and providing access to web-based data exploration and visualisation tools. The HDS and the LTSN Subject Centre for History, Classics and Archaeology are responsible for making the *Historical Censuses Collection* more accessible by making it available as an online integrated package of data, primary and secondary texts and images, student guides, exercises and teacher guides.

# Publications by Archive Staff

3 Data Archive Bulletins – January, May, September 2000, edited by Bridget Winstanley.

Beedham, H. (1999) 'The Royal Statistical Society Working Group on Archiving Data', *IASSIST Quarterly*, 23.

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# Diary of the Year 1999 - 2000

Throughout the year the Data Archive continued to attract a number of external visitors to Essex. In all the Data Archive played host to a total of 60 visitors, plus 4 major site visits, most wishing to gain from the Archive's experience in the fields of data preservation, processing and dissemination. Data Archive staff were also invited to participate in a wide variety of external meetings, especially presenting at conferences and workshops on the work of the Archive. The following extract provides a brief picture of the highlights of the period covered by this report.

## October 99

The first of two Framing the Future workshops is held at Essex.

Data Archive hosts party of visitors from the Slovakian Statistical Office who are particularly interested in the application of NESSTAR as a data management tool.

## November 99

General Household Survey workshop is held in London with 25 users attending.

WERS98 Support Service Team visits the Data Archive to discuss collaboration with the User Services section.

Cressida Chappell of the History Data Service attends a National Council on Archives seminar in London and the Resource Discovery Network Launch, also held in London.

## December 99

Hamish James of the History Data Service presents a paper on 'Creating a Viable Historical Digital Resource' to a workshop held in Oxford.

Confirmation of award for 1.7 million euros from the EU for the FASTER project.

## January 00

The FASTER project held its 'kick-off' meeting and gathered the partners together at Wivenhoe House to agree the technical, managerial and administrative arrangements for the project.

Archive staff attend a JISC conference in London.

## February 00

Kevin Schürer is appointed as Director of the Data Archive.

Kick-off meeting for the LIMBER project held in Luxembourg.

Simon Musgrave attends Eurostat Metadata workshop.

Melanie Wright represents the Archive at an East of England Development Agency meeting.

## March 00

The TRaMSS project website is launched at the Institute of Education in London. The project was funded under the ESRC's ALCD programme to provide teaching materials for statistical training in the social sciences

Framing the Future II workshop held at Wivenhoe House, University of Essex. Workshop focuses on the development of Resource Discovery tools.

The first FASTER project management meeting is held in Odense (Denmark) and the site representatives agreed the Quality Plan. Technical meetings for the project are also held in Milan.



### April 00

The Director presents an invited paper to the DLM Forum on Electronic Records conference in Brussels on 'The preservation of electronic records in the National Archives of Europe'.

A group of six staff from the Social and Cultural Planning Bureau in the Netherlands visit the Data Archive to discuss data management and electronic record keeping issues.

### May 00

Members of staff from the Office of National Statistics present new plans for the Labour Force Survey at a User Group meeting held in London.

The Data Archive receives a group of visitors from the Hong Kong Statistical Office who are planning to establish a data archiving facility.

The Director serves as the external assessor on the interview panel to appoint the first Head of the newly-established National Social Science Data Archive in Dublin.

### June 00

Three members of the Data Archive staff attend the IASSIST 2000 conference in Chicago.

The Director provides the after dinner speech (on his birthday!) to the Census of Population: 2000 and Beyond conference held in Manchester, chairs and acts as rapporteur, for a symposium on 'The Digital Cycle' in Leiden (Netherlands).

Kevin Schürer is invited to attend the official opening of the new Wellcome wing of the Science Museum by Her Majesty the Queen, for which he developed an interactive display on the geographical distribution of surnames.

### July 00

A team from the Office of National Statistics visits the Data Archive to discuss plans of using NESSTAR as an in-house data management and discovery tool.

Meeting between the Data Archive and the Rutherford Appleton Laboratory to discuss design of multi-lingual thesaurus under the LIMBER project.

Archive hosts two week visit from member of the Slovenian Data Archive.

### August 00

Two members of Archive staff attend the CESSDA Expert workshop in Tampere (Finland) to present on issue of data preservation and the implementation of the DDI.

Meeting with ONS to finalise details of licence agreement for deposit of ONS materials with the Archive.

Representative of the Regional Health Observatory visits the Archive to discuss potential for collaboration.

### September 00

The first formal six monthly review by the EC gives the FASTER project a glowing report!

Members from the LIMBER project team meet in Athens to discuss the architecture of the multi-lingual thesaurus, metadata structure and content and project management.

Ken Miller invited to present a paper on the LIMBER project at the ECDL conference held in Lisbon.

Melanie Wright presents paper to the ESRC's REGARD Conference on 'Future Social Science Research – Support, Strategy, Direction'.

New Census project launch in Manchester.

Hilary Beedham and Simon Musgrave invited to present papers at the Royal Statistical Society.

# Feedback...

Extracts from e-mails to Archive staff from data depositors and users.

*"Thanks for your e-mail. I'm impressed at the thoroughness of your checking...Keep up the good work"*

*"The person who wanted it is off to the US tomorrow and I'd told him I'd have to send it to him, but I just got the data through today. He's a very happy man. Thanks so much for the effort you put in."*

*"Thank you for replying so promptly and for attached information, which has saved not only much time, but much embarrassment also."*

*"Thanks a lot. You solved my problem."*

*"Thank you for replying so soon (and) thank you for your assistance – you've all been great."*

*"I am much obliged for the reply on my enquiry on such short notice."*

*"Many, many thanks. It worked as you described."*

*"Thank you very much, the initiative of the Data Archive is fantastic."*

*"Thanks for the speed with which you were able to provide us with the data. It really was fantastic and a complete surprise to get it so quickly."*

*"Thanks for being so unfailingly helpful."*

## GHS User Group Workshop November 1999

*"Excellent workshop. Extremely useful and informative."*

*"Very useful introduction as I am embarking on a new research project which will use GHS data."*

*"Most informative and interesting. Explanations/talk were clear and well-pitched. Good question and answer sessions."*

*"I liked the combination of news on the GHS and analyses of the GHS."*

*"Well organised."*

*"A good afternoon – thank you."*

## Labour Force Survey User Group May 2000

*"Very useful, particularly talk on new LLFS."*

*"Excellent quality presentations with a lot of detailed and useful information and question/answer sessions."*

*"Excellent – more for talking to the people there than for the papers, although they were good too."*

*"Worked out very well."*



# Acronyms

<b>AHDS</b>	Arts and Humanities Data Service
<b>AHRB</b>	Arts and Humanities Research Board
<b>ALCD</b>	Analysis of Large and Complex Datasets
<b>BIRON</b>	Bibliographic Information Retrieval On-line
<b>CASS</b>	Centre for Applied Social Surveys
<b>CESSDA</b>	Council of European Social Science Data Archives
<b>CHCC</b>	Developing the Collection of Historical and Contemporary Census Data and Materials into a Major Learning and Teaching
<b>DDI</b>	Data Documentation Initiative
<b>DNER</b>	Distributed National Electronic Resource
<b>DoH</b>	Department of Health
<b>EDINA</b>	Edinburgh Data and Information Access
<b>ELSST</b>	European Language Social Science Thesaurus
<b>ESRC</b>	Economic and Social Research Council
<b>EU</b>	European Union
<b>FASTER</b>	Flexible Access to Statistics, Tables and Electronic Resources
<b>GHS</b>	General Household Survey
<b>GIS</b>	Geographic Information System
<b>HASSET</b>	Humanities and Social Science Electronic Thesaurus
<b>HDS</b>	The History Data Service
<b>IFDO</b>	International Federation of Data Organisations
<b>JISC</b>	Joint Information Systems Committee
<b>LIMBER</b>	Language Independent Metadata Browsing of European Resources
<b>LTSH</b>	Long-Term Surveillance and Maintenance
<b>MIMAS</b>	Manchester Information and Associated Services
<b>NDAD</b>	National Digital Archive of Datasets
<b>NESSTAR</b>	Networked European Social Science Tools and Resources
<b>NGDF</b>	National Geo-spatial Data Framework
<b>NSPCC</b>	National Society for the Prevention of Cruelty to Children
<b>ONS</b>	The Office for National Statistics
<b>RAE</b>	Research Assessment Exercise
<b>TRaMSS</b>	Teaching Resources and Materials for Social Scientists
<b>WERS</b>	Workplace Employee Relations Survey



# Archive Advisory Committee

## Reporting to:

The Vice-Chancellor of Essex

## Chair

Dr Jeremy Harbison  
*Department of Environment for NI*

## ESRC Nominees

Professor Ian Diamond  
*University of Southampton*

Dr Diana Leitch  
*University of Manchester*

Ian Maclean  
*Statistics Users' Council*

## Archive Staff

Professor Kevin Schürer

## External University Representatives

Professor Peter Elias  
*University of Warwick*  
*(from Sep 99)*

Professor Nigel Gilbert  
*University of Surrey*

Professor Les Mayhew  
*Birkbeck College*  
*(from Feb 99)*

## Internal University Representatives:

Professor Tony Coxon  
*Department of Sociology*

Professor Stephen Jenkins  
*Institute for Social and Economic Research*

Dr John Curtice  
*University of Strathclyde*

## Representatives of Depositors & Other

### Organisations

Mrs Sarah Tyacke  
*Keeper of the Public Records*

Barry Werner  
*Office for National Statistics*

## ESRC Secretariat

Paul Rouse

## Attending

Sheila Anderson  
*Depositor Services*

Simon Musgrave  
*Technical Services*

Melanie Wright  
*User Services*



Taxation Database

Westminster Historical

British

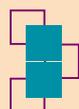
Southampton Aging Project

Family Exp

British Social Attitudes

British Household

Civil Rights in Schools



UK Data Archive

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