DARE UK

DARE UK (Data and Analytics Research Environments UK)

DARE UK Interest Group (IG) Charter Template

Name of proposed Interest Group: *Secure Data Access Professionals (SDAP) - Engagement Framework*

The WHY

Introduction:

The SDAP network facilitates the sharing of expertise, good practice and knowledge between organisations providing, or intending to provide, secure access to confidential data from the health, economics and social science sectors.

The Network was first established in 2011 by Tanvi Desia (formerly of the London School of Economics and Administrative Data Service) as an informal group of specialists working with secure data access issues in Trusted Research Environments.

From 2021, the UK Data Service (UKDA) is responsible for developing and delivering the SDAP membership service, working with the SDAP Steering Group on strategic development and core operations. The 100-strong membership is made up of representatives from over 40 organisations

User scenario(s) or use case(s) the IG wishes to address:

Building Developing and Administering Secure Settings

Every organisation/individual that has joined our Group will be at a different stage of evolution with respect to how its secure setting is established. Organisations with established secure settings are represented as well as organisations that are developing and building these facilities from scratch.

We provide a forum that enables staff working in these facilities to share experiences and best practice about how to set-up, manage, and evolve these settings and processes. Topics discussed include:

- the use of secure technology,

- information security standards,

- auditing and assurance practices,

- simplifying access within the 5 safes framework

- risk-management profiles

- confidential sources of data for analysis/research purposes

- managing analysts and researchers

- statistical disclosure control

New Group members have found the group to be an invaluable resource for finding out about how existing facilities have been established, which security standards are applied and the future steps they may consider taking to evolve their secure setting.

SDAP benefits from close working relationships with UK-TRE and ISDFPN, working together to ensure that these networks complement each other and interoperate.

The WHAT

Objectives:

This SDAP Engagement Framework IG looks to support DARE UK's ambition to "Drive a culture shift to recognise the crucial importance of public involvement and engagement and embed it throughout the sensitive data research lifecycle".

The Co-chairs have a professional background in community and user engagement in Social Housing environment and share a belief that effective involvement starts in the planning stage and throughout the life of any project, whether that be research or process implementation. Additionally, that engagement must be meaningful and relevant – not merely a survey after the event with no clear and defined outcomes.

The SDAP network has the ability to share best practice and case studies; providing guidance and resources, whilst ensuring that engagement, as a topic remains on the agenda through continual reinforcement.

SDAP aims to:

- Support and encourage connection, collaboration, cooperation and collegiate ways of working; to share expertise, knowledge and good practice; of individuals working in roles that support or manage a Trusted Research Environment.

- Support the professional development of safe data access professionals and provide resources for use in training Safe Researchers.

- Become the 'go to' network for safe data access professionals, and associated colleagues, in the UK.

In addition to this key objective, SDAP also aligns with several other strategic themes from the DARE UK programme recommendations:

- Consistently practice proactive transparency – The SDAP Engagement Framework will offer a range of individuals and experiences who can share their challenges or successes and ensure involvement from a diverse and inclusive group of data professionals
- Standardise, centralise and unify processes – SDAP offers the ability to reach representatives from over 40 organisations and to learn from their experiences and their user feedback. Members are positively encouraged to suggest topics for review and discussion
- Improve the availability of resources and training for career development – SDAP provides the opportunity for others to seek guidance and mentoring. In addition, SDAP have created a competency framework for Data Professionals. This tool is designed primarily for staff development, as a tool for setting objectives, identifying strengths and areas for development, assessing achievements and performance, and preparing for promotion. Additionally, it can be used as part of a recruitment process.

Outcomes:

To establish working groups and/or publications to review and provide solutions to various issues for the secure data community. This may include but is not limited to:

- Community engagement
- Statistical Disclosure Control
- Innovations in output checking

UK Research and Innovation

HDR UK
Health Data Research UK

ADR UK

- Use of synthetic data
- Data skills career pathways
- Implementation of new legislation as may arise from time to time

SDAP Conference

The HOW

<u>**Participation/Collaboration:**</u>

The SDAP network is free to join and available to all who are involved in the day-to-day management or administration of a TRE.

Membership is taken from over 40 organisations including from Educational establishments through to Government Departments and Research institutes – giving a broad spectrum of participants and perspectives with which to collaborate and challenge.

SDAP has close links with UK-TRE Community and ISDFPN, but additionally, a number of SDAP members are also members of PEDRI, SDC-REBOOT and DARE UK Communities of Practice such as DRAGoN and UKHDRA.

<u>**Mechanism:**</u>

SDAP meetings are held quarterly online however the ambition for 2025 is for one of these to be Hybrid, potentially in collaboration with our ISDFPN colleagues, bringing international perspectives to the day. Topics are suggested and delivered by SDAP members, which keeps the content interesting, interactive and relevant.

SDAP members communicate and share information via a dedicated mailing list,. Users ask questions and these generate lively debates across the community.

In addition, the Steering Group members meet 3 times per year.

<u>**Potential members:**</u> [Including a minimum of two proposed chairs and all members who have expressed interest]

FIRST NAME	LAST NAME	EMAIL	(Co-)Chair / Member
Leigh	Tate	Leigh.tate@essex.ac.uk	Co-chair
James	Scott	jscott@essex.ac.uk	Co-chair
Carole	Morris	Carole.morris@phs.scot	Steering Group
Simon	Parker	Simon.parker@dkfz-heidelberg.de	Steering Group
Martin	O'Reilly	moreilly@turing.ac.uk	Steering Group
Richard	Welpton	Richard.welpton@esrc.ukri.org	Steering Group
Amy	Tilbrook	Amy.tilbrook@ed.ac.uk	Steering Group
Yannis	Kotrotsios	Yannis.kotrotsios@health.org.uk	Steering Group
Various	101 individual members	SDAP@ukdataservice.ac.uk	Member

* Note, please do not hesitate to point out gaps in the current DARE UK set of strategic themes and/or recommendations that the programme should consider as it continues to evolve these. Community feedback and input is welcomed.