

Food & You Review – First Working Group Meeting Minutes

13th September 2018 11.30 – 13.00

Attendees:

F&Y Review Working Group: *Professor George Gaskell (Chair) (GG); Professor Dan Rigby; Dr Seda Erdem; Mr John McTernan.*

FSA Secretariat: *Ely Mirzahosseinkhan (Food & You Lead) (EM); Alice Rayner (AR); Lucy King; Grace Fleck; & Sarah Kovacs.*

FSA Statistics Branch: *Robin Clifford (RC).*

Apologies:

Ms Julie Hill; Professor Susan Michie; and Mr John McTernan.

1	<p><u>Welcome and introductions</u></p> <p>After a round table of introductions, the Working Group (WG) Chair introduced the meeting with background information about the WG (e.g. why it was set up, it's purpose etc.).</p>
2	<p><u>Background to Food & You and the Review</u></p> <p>The FSA Social Science Team gave a short presentation giving an overview of Food and You (F&Y) including background, objectives, methodology, sample, timeline, content (modules) and key stakeholders.</p> <p>The Team also provided initial thoughts on the future direction of F&Y (summarised below). The WG should consider these points when providing recommendations.</p> <ol style="list-style-type: none">1. Timings of the survey need to be reviewed; currently there's a 2 year gap between the questions being commissioned and the report being published so we need to consider whether this gap is too long.2. Streamlining the outputs; 3 separate reports are published (main report, country-specific reports and secondary analysis) – We need to consider whether these should be streamlined or whether it is still important to retain separate reports.3. Content. Are we asking the right questions? Are they appropriate? And is F&Y the right vehicle for asking them?4. How can we increase the impact/utilisation of the data/reports (both internally and externally)? <p>The Group briefly discussed the budget for F&Y and the process for bidding for other bespoke projects that are commissioned.</p>

	<p>The Group then went on to discuss time series. One WG member suggested that there should be core questions which can be mapped across survey waves as opposed to changing questions across each iteration of the survey – if questions/data are not comparable over time the data becomes less useful.</p>
3	<p><u>Agreeing the Terms of Reference</u></p> <p>The WG next discussed the draft TORs for the WG; firstly, the frequency of meetings was discussed.</p> <p>The WG Chair proposed monthly meetings but expected good progress to be made before the end of the year in order to produce a draft report of recommendations in January and report to the FSA Advisory Committee for Social Science by the end of Feb 19. It was agreed that monthly meetings would be scheduled but they would only go ahead if required.</p> <p>Action – WG members to ensure they have completed the doodle poll for the Nov, Dec and Jan WG meetings.</p> <p>WG members asked for clarification on objective 2 (ii) i.e. whether there are datasets already identified. The FSA secretariat explained that there aren't any datasets already identified but wanted to discuss with the WG members whether other databases would add value (e.g. Labour Force Survey) to the F&Y data sets.</p> <p>The WG also suggested that as part of the review we also consulted with <i>external</i> stakeholders or 'potential' users of the data (e.g. academics) that may not be aware of the work and therefore do not use it. For instance, researchers working on food safety to explore what they know about F&Y and whether they have ever looked at the data and/or reports.</p> <p>The Group then discussed whether the F&Y datasets are available for public use and how much detail is gathered on individuals/institutions who download the data.</p> <p>Action – FSA Secretariat to establish what information is gathered on those who download the F&Y data.</p> <p>The Group then discussed how to identify potential external stakeholders. It was suggested that we find out who uses other similar food datasets and see if they also use the F&Y data.</p> <p>It was agreed, however, that for the purpose of the F&Y review existing stakeholders and DEFRA would be prioritised initially.</p> <p>One WG member asked for clarification on the point on 'Determining the extent to which different methods in the portfolio meet the requirements of stakeholders' (page 3 of the TORs). It was discussed that this referred to data collection methods.</p> <p>Another WG member suggested that it would be useful to know how FSA and other institutions use the outputs of these reports in real life settings. What happens next? The FSA Secretariat confirmed that this information will be gathered via the stakeholder interviews.</p> <p>Everyone present at the meeting agreed they were content to sign off the TORs.</p>
4	<p><u>Quality Assurance in FSA and Official Statistics Criteria</u></p>

	<p>A member of the FSA Statistics Branch gave a presentation on Food and You as an Official Statistic. The presentation covered: What are official statistics?; What is the code of practice of statistics?; 3 pillars of the code of practice (trustworthiness, value and quality); Trustworthiness (release practices); Value (meeting the needs of user); Quality (fitness for purpose); Comparability with other sources</p> <p>If the review recommends changes the WG need to consider these points to ensure the survey remains to be an Official Statistic.</p>
5	<p><u>Food & You Contextual Research</u></p> <p>The FSA Secretariat briefly discussed contextual researching surrounding F&Y. This survey is just one vehicle data is gathered by. But internally it is considered gold standard (methodologically), robust and an Official Statistic. Other research is conducted/other tools are used so we need to determine whether any questions asked in F&Y are better placed elsewhere, perhaps using a different methodology.</p>
6	<p><u>Stakeholder Interviews</u></p> <p>Interviews with (internal) stakeholders have been organised for w/c 22 October.</p> <p>Action – FSA Secretariat to forward email invites to interviews already scheduled to WG members.</p> <p>The Group discussed potential questions to ask the stakeholders and it was agreed that FSA Secretariat would circulate draft interview questions.</p> <p>Action – WG Chair to draft interview questions and circulate to the FSA Secretariat and WG members.</p>
7	<p><u>Report Timelines</u></p> <p>The next ACSS Meeting is 4 Dec 18. The WG will need to provide an update. Final report and recommendations due by end of February 2019.</p>
8	<p><u>Frequency of Future Food and You WG Meetings</u></p> <p>The Group agreed to schedule monthly meetings but that they will only go ahead if required.</p> <p>Action – FSA secretariat to agree dates for next meetings.</p>
9	<p><u>A.O.B</u></p> <p>None</p>