

UKDA LICENSING, DATASETS AND USES

DCLG here provides further information to users of CORE social housing micro data on the process to obtain UKDA licenses and the types of licenses that are available from the UK Data Service.

<http://ukdataservice.ac.uk/get-data/how-to-access/registration.aspx>

OUTPUTS

User Types Matrix - examples of how institutions are categorised under the UKDA registration.

User Access Matrix - provides information on the availability of each license by type of user. Sets out key aspects to consider for the granting and barriers to the access.

Type of License Matrix - provides information on the key characteristics of each license, the licensing process and timescales, and the datasets it provides access to, with direct links to datasets and license documents.

Created by DCLG with assistance from the UKDS.

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User Types	Description / Example organisations
Central Government	Department for Communities and Local Government
Local Government	Local Authority housing provider
Non-Governmental Organisation or Registered Charity	Private Registered Providers, ALMOs, Registered Charities
Other not-for-profit	Umbrella organisations for non-profit housing providers
Commercial user	Consultants, Media, Intelligence/Data companies
Institute of Further Education	Staff or researcher at a UK University or ESRC-funded research centre
Postgraduate	Postgraduate (PhD) at a UK University
Undergraduate	Undergraduate at a UK University
General Public	Any member of the public

User Access	EUL	Special	Secure	Commercial
Central Government	✓	✓	✗	
Local Government	✓	✓	✗	
Non-Governmental Organisation or Registered Charity	✓	✓	✗	
Other not-for-profit	✓	✓	✗	
Commercial user	✓ ¹	✓ ²	✗	✓ ¹
Institute of Further Education	✓	✓	✓	
Postgraduate	✓	✓	✓ ³	
Undergraduate	✓	✗	✗	
General Public	✓	✗	✗	

¹Commercial users who wish to access data for a non-commercial use may obtain an End User Licence; otherwise they must obtain a Commercial Licence. Details of the UKDA's definitions of commercial vs non-commercial use are:

" **Commercial use**: Research is defined as 'commercial' where a direct objective is to generate revenue and/or where data are requested for sale, resale, loan, transfer or hire."

" **Non-commercial use**: Any individual employed by, or undertaking research for, any organisation, may use data even if this entails monetary reward, where a public good results from the use. Public good can be defined as an activity which widens access to information sourced from our collection and has social or economic benefit."

DCLG views analysis carried out on behalf of, or directly commissioned by, a public sector body, as a non-commercial use of the data; whereas use of the data to develop a product which public sector bodies buy, or pay a subscription for, is viewed as a commercial use.

²Only commercial users using the data for a non-commercial use, as defined above, may gain a Special Licence.

³PhD and research students must request access jointly with their supervisors.

Type of License	Study number	Characteristics of license	Process and timescales	Characteristics of the data (13/14 example)	General conditions:	Link to UKDS registration info
EUL	SN 7603	Free access to download/save data for an indefinite period; for an individual and their team. A description of the intended use of at least 30 words is required.	For new users: 3-4 days to receive a username/password to register with the UKDS, accept the EUL and download the datasets.	<u>Lowest geography:</u> Government Office Region In addition to the changes made for the Special Licence: <u>Banded:</u> Ages; Ethnicity; Nationality; Economic Status; numbers of household members, adults, children and bedrooms <u>Removed:</u> all Days contained in dates; Armed Forces question; all Relationships to Person 1	Download/save data: ✓ Share data with EUL holders who are part of project team: ✓ Link the data: ✓ Publish data without citing the owners: ✗ Use the data for commercial gain: ✗ Apply disclosure rules to outputs: ✓	http://ukdataservice.ac.uk/get-data/how-to-access/registration/otherukusers.aspx
Special	SN 7604	Free access to download/save password encrypted data for a (up to) 2 year period before renewal, for an individual and their team. Information of all those requiring access, their organisation and representative(s) is required along with descriptions of the aim, purpose, analysis and outputs of the project.	After registering with the UKDS and accepting the EUL; complete the Special Licence application form and wait for permission. Approx. 10-14 days in total.	<u>Lowest geography:</u> Local Authority In addition to the changes made for the Secure Access Licence: <u>Grouped categories in:</u> Previous tenure; Reason for moving; Source of Referral; Reason for vacancy; Housing Needs A, B <u>Banded:</u> Incomes; Earnings; Tenancy Length; all Rents and Charges; paid and rent eligible for Housing Benefit; all monetary based SALES variables; Equity stake <u>Recorded:</u> Organisation IDs, Schemes. <u>Removed:</u> Client Groups, HC numbers, all geographic identifiers below LA level.	Download/save data: ✓ Share data with other EUL holders: ✗ Link the data: ✗ (unless given written permission by DCLG) Publish data without citing the owners: ✗ Use the data for commercial gain: ✗ Keep the data after expiry of licence: ✗ Apply disclosure rules to outputs: ✓	http://ukdataservice.ac.uk/get-data/how-to-access/downloadorder/ordersl.aspx
Secure	SN 7686	Free access for a postgraduate (PhD student) and/or researcher for a (up to) 2 year period before renewal, to the UKDS Secure Lab. Information from all those requiring access is required along with descriptions of the aim, purpose, analysis and outputs of the project. Declaration from individuals and their institution's legal representative is required.	After registering with the UKDS and accepting the EUL; complete the Secure Access application form and sign the Secure Access User Agreement then wait for permission. When permission received attend UKDS training event (held in London).	<u>Lowest geography:</u> Output Area code and Postcode (outcode) <u>Recorded:</u> HC numbers <u>Removed:</u> Organisation names, Property and Purchaser codes, Postcode (incode)	Download/save data: ✗ Share data with other EUL holders: ✗ Link the data: ✗ (unless given written permission by DCLG) Publish data without citing the owners: ✗ Use the data for commercial gain: ✗ Apply disclosure rules to outputs: ✓ Replicate the original datasets: ✗ Remove unscreened data from the Secure Lab: ✗	http://ukdataservice.ac.uk/get-data/how-to-access/accesssecurelab.aspx
Commercial	SN 7603	Cost of £450 per project and £50 per study number for an individual and their team. If only using CORE data, SN7603 will cover all datasets for all years of deposited data. A description of the intended use of at least 30 words is required and 'Commercial use' selected as the 'intended use'.	Register with the UKDS and accept the EUL. A Commercial Licence will be created by the UKDS. Project team members sign licence and return to UKDS. Wait for approval/sign-off. Approx. 14-21 days in total.	<u>Lowest geography:</u> Government Office Region In addition to the changes made for the Special Licence: <u>Banded:</u> Ages; Ethnicity; Nationality; Economic Status; numbers of household members, adults, children and bedrooms <u>Removed:</u> all Days contained in dates; Armed Forces question; all Relationships to Person 1	Download/save data: ✓ Share data with other EUL holders who are part of project team (named on Commercial Licence): ✓ Link the data: ✓ Publish data without citing the owners: ✗ Use the data for commercial gain: ✓	http://ukdataservice.ac.uk/get-data/how-to-access/registration/commercialusers.aspx