

**National Statistics Harmonisation Steering Group (NSH SG)**

**Terms of Reference**

**1. Remit of the National Statistics Harmonisation Steering Group:**

The purpose of this group is to lead the strategic direction of GSS harmonisation, overseeing the development of the GSS Harmonisation work plan and acting as an interface between the GSS Statistical Policy and Standards Committee (SPSC) and the National Statistics Harmonisation Group (NSHG). The Steering Group will aim to raise the profile and impetus of the work of the NSHG. The Steering Group will approve revised or new Harmonised Principles proposed by the NSHG.

**2. In relation to the strategic direction and communication of GSS harmonisation work, the Steering Group will:**

* provide strategic direction to the GSS and NSHG
* work to raise the profile of the GSS harmonisation agenda through an agreed communication strategy and plan

**In relation to the direct operational aspects of NSHG, the Steering Group will:**

* provide guidance on new principles to be developed or when principles need updating
* provide guidance to the NSHG on topic group leadership and membership
* assist in the resolution of resource issues for harmonising principles

**In relation to the approval of new or revised Harmonised Principles, the Steering Group will:**

* review the information provided
* confirm the harmonisation process including consulation has been adhered to
* ensure Harmonised Principles are developed to reflect the needs across the four nations
* approve the proposed principle or request further information or an amendment which would lead to the approval of a new or revised Harmonised Principle

**3. Meeting**

The Steering Group will meet three/four times yearly to oversee NSHG developments. Members are responsible for ensuring sensitive matters, not to be recorded in the minutes, are clearly identified during meetings.

**4. Reporting**

* The National Statistics Harmonisation Steering Group will report to the GSS SPSC.
* The GSS SPSC will be informed of Harmonised Principles approved by the Steering Group.
* The GSS SPSC and then the Statistical Heads of Profession (HoPs) will ratify the strategic direction of the NSHG proposed by the Steering Group.

**5. Membership**

* Chair – Jennet Woolford (ONS)
* Members

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| * + Steve Ellerd-Elliott (MoJ) | * + Kate Bedford (NHS Digital) |
| * + Pete Brodie (ONS) | * + Charlie Wroth-Smith (ONS) |
| * + Jamie Robertson (SG) | * + Nick Barford (ONS) |
| * + Mark Pont (UKSA) | * + Stephanie Freeth (DCLG) |
| * + Frances Pottier (BEIS)   + Ian O’Sullivan (ONS) | * + Hersh Mann (UK Data Service)   + Julie Brown (ONS) |

Becki Aquilina (secretariat) ONS - December 2017