

**Data Management and Analysis Group**

# **2001 Census: Copyright and licensing for Census users**

**DMAG Briefing 2003/11  
March 2003**

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**ISSN 1479-7879**

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## **2001 Census: Copyright and licensing for Census Users**

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ISSN 1479-7879

## **Crown copyright and licensing issues for Census information**

### **Standard Census data**

Census data has been made freely available (at the point of use) due to two initiatives, the Census Access Project and wider policies to make core Government information available as widely as possible. This follows the principles of the Freedom of Information Act 2000.

The Census Access Project was an initiative from ONS working with central Government Departments, the NHS, local government and the academic sector. In essence, these organisations clubbed together to purchase the standard set of statistics at all geographical levels for public use in a user-friendly accessible way. This includes all the major standard datasets (Key Statistics, Standard Tables, Census Area Statistics, Origin-Destination Statistics) being released from the 2001 Census, together with various parts of the geographical data needed to interpret the Census statistics, such as boundary information for the Output Areas.

The main Census data is freely available and the Census Offices have granted unrestricted use of it, but a licence is required for its re-use and publication. The Census data remains Crown copyright but the Government has offered to waive normal copyright restrictions in order to encourage widespread use of the material. The simplest way to take advantage of this offer is for any organisation wishing to publish or re-use the data to obtain a Click-Use Licence. This licence is free and can be obtained from HMSO in several ways:

- directly from the HMSO website at [www.clickanduse.hmso.gov.uk](http://www.clickanduse.hmso.gov.uk) or [www.hmso.gov.uk/click-use-home.htm](http://www.hmso.gov.uk/click-use-home.htm)
- by sending an e-mail to [hmsolicensing@cabinet-office.x.gsi.gov.uk](mailto:hmsolicensing@cabinet-office.x.gsi.gov.uk)
- by mail to HMSO, Licensing Division, St Clements House, 2-16 Colegate, Norwich NR3 1BQ
- by telephone to 01603 621000
- by fax to 01603 723000

A Click-Use Licence covers the organisation for five years for the majority of government data, not just Census data, and does cover standard output from previous UK censuses. Licensees are permitted to copy or publish Crown copyright material (with certain exceptions ) in any medium without having to seek formal permission or to pay a fee. However, users must ensure that:

- the material is reproduced accurately and not in a misleading context;
- that the material is correctly acknowledged and that the source and status of the material is identified
- in the case of Census data the terms and conditions of supply are passed on to third parties.

This means that each publication including Census data should feature the following statement:

Crown copyright material is reproduced with the permission of the Controller of HMSO and the Queen's Printer for Scotland

and the source should be acknowledged wherever the data appears - each table and figure

should show the source. Best practice is to include the full source, including the table number of the source data, such as '2001 Census Key Statistics table 6', so that verification or comparison to other areas can be made on the same basis and so that precise definitions can be traced. Where publication is in electronic form, whether on an intranet, extranet or the Internet, each file (or sheet within an Excel workbook, for example) or page should feature © Crown copyright, along with the source and the full statement shown above should be included on the access page(s). The full terms and conditions of the Click-Use Licence are viewable on the HMSO website or a copy is available by contacting HMSO by e-mail, post or telephone.

There are two significant exceptions to the material covered by the Click-Use Licence that are likely to affect the majority of Census Users. The first relates to geographical material and the second relates to Census data outside of the standard datasets, including commissioned tables and certain specific outputs such as the Samples of Anonymised Records (SARs). The copyright issues relating to each of these are dealt with separately below.

### **Census data outside the standard datasets**

Any datasets specially commissioned by the GLA on behalf of the consortium will be covered by the GLA's Distribution Licence. The GLA will give all consortium members permission to re-use and publish this data. Other organisations wishing to obtain the data for their own use should be referred to the GLA, although consortium members would be free to apply for their own Distribution Licence if they so wish.

A Distribution Licence is a tripartite licence (between ONS, HMSO and the Licensee) and covers:

- the supply of Census output;
- the Licensee's re-use and publication of the Census output (including commissioned tables or other data, which would again need to be specified); and
- the Licensee's authority to sub-licence their clients to re-use and publish the Census output in their products (it is this aspect which differentiates it from the Click-Use Licence).

Under a Click-Use Licence, an organisation supplying data in whatever form to another individual or organisation cannot give them publishing rights - the receiving organisation would need its own Click-Use Licence to do this. Under a Distribution Licence, the Licensee would need to report annually to ONS the details of all the clients granted authority to re-use and publish Census data. Again this type of licence (although not necessarily the data it covers) is free of charge. The Distribution Licence takes preference over HMSO's click-use licence for the re-use and publication of all Census output covered by the licence.

An Approved Suppliers Scheme is being established to assure the continued quality of value-added services which compliment the output of the Census organisations. This is designed for major re-suppliers of Census data and value-added products and will only be granted to organisations reaching specified standards of expertise. There would be a charge for this type of licence.

The Samples of Anonymised Records are a different type of Census output and when the 2001 set are issued, the terms and conditions of their use will be made clear. The 1991 set was

purchased by the academic sector and a specific licence covered their use by organisations outside this sector. A similar arrangement is expected for the new set of SARs. Similarly, there are separate additional terms and conditions for use of data from the Longitudinal Study, which is also managed by the academic sector, but is available for use by other organisations and 2001 Census data is expected to be added.

### **Geographical data**

Information originating from Ordnance Survey is some of the data excluded from the Click-Use Licence. This includes most of the boundary information associated with the use of Census data. Special arrangements have been made regarding the Output Area boundaries and a separate form of words will be needed for use with maps. These arrangements have yet to be finalised.

Higher level administrative boundaries are the copyright of Ordnance Survey. All local authorities have an agreement with Ordnance Survey regarding the use and publication of these boundaries, as does the GLA, together with the functional bodies. The exact form of words to be used in publications depends on the size of the map. Any material, including raster backgrounds or thematic maps produced using Ordnance Survey-based data, by whatever means, must be annotated with an acknowledgement. The Ordnance Survey standard acknowledgements must be placed somewhere on or immediately adjacent to the material, where people can see and read them from normal viewing distance.

The standard long acknowledgement must be shown on any graphic maps that are over A4 (625 cm<sup>2</sup>) in area:

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Where a reproduction is not solely confined to Ordnance Survey material the words 'based on' must be substituted for 'reproduced from' in the acknowledgement.

On hard copy material that is at A4 or less than A4 (625 cm<sup>2</sup>) in area, for material that is on public display, and on computer media labels, the user must use either the standard long acknowledgement as above, or the following short acknowledgement:

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### **Summary**

We recommend that all members of the consortium purchase arranged by the GLA have, at this stage, a Click-Use Licence. This allows users to publish reports and profiles using Census and other data and to include data on intranets and web sites.

When passing the standard data to third parties, they should be advised to obtain a Click-Use Licence for themselves if they wish to publish any reports including Census data.

Anyone wishing to re-use commissioned tables should be referred to the GLA.

As many reports are likely to contain maps, this briefing will be updated as soon as the terms and conditions of use for the Output Area boundary data are available.

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## Regular briefings and data from GLA Data Management and Analysis Group

We have instituted a new series of publications, covering all aspects of DMAG work. *DMAG Briefings* will now incorporate the Census Information Notes (CIN) and Population Advice Notes (PAN). The traditional content of both these series will still appear regularly.

Recent DMAG Briefings include:

DMAG 2002-5	2001 Census: First Results and Implications for the draft London Plan	John Hollis	September 2002
DMAG 2002-6	2001 Census: First population statistics	Eileen Howes	October 2002
DMAG 2002-7	Mid-year Estimates	John Hollis/Baljit Bains	October 2002
DMAG 2002-8	2001 Census: First population statistics - <i>London Plan Sub Regions</i>	Eileen Howes	October 2002
DMAG 2002-9	Census Information Note 2002-1	Eileen Howes	October 2002
DMAG 2002-10	Ordnance Survey Data - Boundary-Line	Hywel Davies	November 2002
DMAG 2002-11	Ordnance Survey Data - Land-line plus	Hywel Davies	November 2002
DMAG 2002-12	Census Information Note 2002-1 2001 Census response in London	Rachel Leeser	December 2002
DMAG 2003-1	Disabled people and the labour market	Lorna Spence	January 2003
DMAG 2003-2	Borough profiles	Baljit Bains/ Iryna Pylypchuk	January 2003
DMAG 2003-3	2002 Round of Demographic Projections	John Hollis/ Baljit Bains	January 2003
DMAG 2003-4	Greater London Demographic Review: 2001	Iryna Pylypchuk/ Baljit Bains	January 2003
DMAG 2003-5	Census Information Note 2003-1	Eileen Howes	January 2003
DMAG 2003-6	Third country nationals living in London 2000/01	Lorna Spence	February 2003
DMAG 2003-7	2001 Key Statistics: Initial summary of results	Eileen Howes	13 February 2003
DMAG 2003-8	2001 Census Key Statistics: Household variables	John Hollis	February 2003
DMAG 2003-10	Household forecasts based on 2001 Census Key Statistics	John Hollis	March 2003
DMAG 2003-11	2001 Census: Copyright and licencing for Census users	Rachel Leeser/ Hywel Davies	March 2003

If you would like copies of previous briefings, please contact Jackie Maguire at the GLA, [jackie.maguire@london.gov.uk](mailto:jackie.maguire@london.gov.uk).

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