

PILOT STUDY PLAN

Thurston Family Resilience Project

Ipsos UK

Principal investigators: Claudia Mollidor, Elena Mastrogregori and Meera Craston

Pilot study plan

Ipsos MORI

Meera Craston, Claudia Mollidor, Elena Mastrogregori

PROJECT TITLE	Thurston Family Resilience Project
DEVELOPER (INSTITUTION)	South Tyneside Council and Wellbeing Challenge
EVALUATOR (INSTITUTION)	Ipsos MORI
PRINCIPAL INVESTIGATOR(S)	Claudia Mollidor, Elena Mastrogregori, Meera Craston
EVALUATION PLAN AUTHOR(S)	Claudia Mollidor, Elena Mastrogregori, Meera Craston
EVALUATION SETTING	Education programme using outdoor activities
TARGET GROUP	Young people (10-14 years old) at risk of being drawn into anti-social behaviour and youth violence
NUMBER OF PARTICIPANTS	48 families

Study plan version history

VERSION	DATE	REASON FOR REVISION
1.1 [latest]	07/07/2022	Transfer into YEF template – no changes made to content
1.0 [original]	30/04/2021	

Intervention

The organisation

The Thurston Family Resilience Project is delivered jointly by South Tyneside Council and by Wellbeing Challenge, from here on called the project delivery team.

South Tyneside Council's role, based on its position as the locally elected democratic body, is to represent the social, economic and environmental well-being of the area. The Council has two overarching aims which are linked to this project:

- **Stable and independent families:** ensuring that children, adults and families are healthy and happy, with the necessary education, skills and resilience and that they children and young people have a safe and positive start to their lives.
- **Healthier people:** encouraging people to take positive decisions that will improve their health and wellbeing through a 'life course' approach, focusing on prevention and early intervention, and improving access to personalised services and support.

Despite the Council losing a significant part of its budget since 2011 through austerity measures, the organisation has continued to recognise the potential of outdoor activities and the subsequent benefit of maintaining their outdoor activities facilities in order to support their local communities. However, the budgetary cuts have made it increasingly difficult for South Tyneside Council to provide the frequency and intensity of services that have previously been shown to work for example, through the delivery of the Penn Resilience Programme.

Wellbeing Challenge Community Interest Company (CIC) was set up in November 2013 with the aim of providing benefit to families, groups and individuals who are experiencing wellbeing needs, working with them directly and indirectly with a supporting role. The organisation was set up in response to the Targeted Mental Health in Schools (TaMHS) project ending, which was deemed to be a success. Wellbeing Challenge has further developed the resilience and wellbeing work with families that was originally part of TaMHS combining resilience training with outdoor activities. Since 2013, the organisation has run two extended family programmes and one short family course with families from high deprived areas of South Tyneside. In 2017, as part of the Wise Group Building Better Opportunities Wise Steps project, Wellbeing Challenge has run short courses for unemployed adults who struggle with anxiety or lack of confidence. The organisation has also provided resilience training for professionals working with adults and young people. To date the extended programmes have touched on wider community-activities and would like to further expand the community element of their programmes, which the Thurston Family Resilience Project addresses.

The area context

The Thurston Family Resilience Project will be delivered in four wards across South Tyneside: Beacon and Bents, Boldon Colliery, Hebburn North, and Primrose. Since 2011, the Council has lost £76 million from its budget, being the 7th hardest hit local authority nationally and the 52nd most deprived authority out of 326 according to the 2015 Indices of Deprivation Data. The 2019 Indices of Deprivation Data indicates that South Tyneside is 26th most deprived local authority out of 317. There are seven key domains that are used to calculate the overall relative measure of deprivation, these are: income deprivation; employment deprivation; education, training and skills deprivation; health deprivation and disability; crime; barriers to housing and services; and living environment deprivation. Across the 7 domains South Tyneside rank as follows out of 317 local authority areas:

- 3rd most deprived for employment
- 13th most deprived for income
- 15th most deprived for health and disability
- 69th most deprived for crime
- 75th most deprived for education, training and skills
- 266th most deprived for barriers to housing and services
- 315th most deprived authority for living

In addition, 8.3% of young people aged 16-17 are not in education, employment or training (NEET), higher than the average in England (6%). With 22% of 11 to 15 year olds in low income families, which is higher than both the regional (North East 19%) and national (England 16%) averages. Furthermore, the rate of first time entrants to the youth justice is 396 per 100,000, markedly higher compared to regional (332) and national (239) figures. Using the 2015 Index of Mass Deprivation, the council's Joint Strategic Needs and Assets Assessment (JSNAA) suggests a correlation between deprivation, crime and anti-social behaviour is evident with the average number of crimes in the most deprived areas of South Tyneside reaching 169 compared to 22 in the least deprived.

During 2019 youth related anti-social behaviour has increased by 3.1% with telephone calls to Community Wardens increasing by 219%, with the Beacon and Bents, Boldon Colliery, Hebburn North and Primrose wards experiencing the highest increases. The Thurston project delivery team has also identified financial deprivation, physical and mental health issues, and social isolation as fundamental issues affecting families living in these wards. In addition, increases in youth antisocial behaviour seem to be linked to young people who frequently truant from school. The project team has a strong track record of delivering preventative and diversionary activities across the local authority and feel that the pressures on service delivery have meant that they have been unable to intervene at an earlier stage, which is often more effective in preventing and reducing youth crime.

South Tyneside Council's Youth Service has a strong track record of identifying and supporting vulnerable children and young people and was also shortlisted for an Association for Public Service Excellence Award due to the below achievements. In conjunction with the Community Safety Partnership and South Tyneside Council's Outdoor Education Service, diversionary activities were delivered achieving the following: 40% reduction in anti-social behaviour (ASB) in 2019, zero secondary fires (small outdoor fires), 6% reduction in ASB and 50% reduction in calls to Community Wardens in 2018, zero secondary fires, 80% reduction in ASB and 33% reduction in calls to Community Wardens in 2017. South Tyneside Council's Youth Service annually engages 5,000 children and young people and has also supported approximately 2,500 through the Duke of Edinburgh's Award resulting in a completion rate of 68.4% (national completion rate is 50.7%).

Despite having delivered diversionary activities to children and young people to prevent criminal behaviour within geographical 'hot-spot' areas, South Tyneside Council does not

have the resources to increase the robustness of the intervention (e.g. parental involvement and resilience training) or to extend (all year round and right across South Tyneside). Due to reduced resources, the Council has only had the capacity to deliver these fortnight-long campaigns on a twice-yearly basis, and without parental involvement.

The project

The Thurston Family Resilience Project is delivered jointly by South Tyneside Council and Wellbeing Challenge. The project adopts a holistic approach to developing resilience skills and addressing wellbeing needs by working with young people (10-14 years old) and their families. The aim of the project is to build youth and family resilience to prevent antisocial behaviour (ASB) and youth crime, enabling families and young people to make sustainable, positive changes in their lives. To achieve these aims, the delivery team worked with young people at risk of becoming involved in ASB and crime and their families (siblings, parents, carers) through direct teaching of resilience skills combined with residential experiences, outdoor and community activities. **The project received a YEF grant of £250,000.**

The project delivery team planned to offer the programme to four cohorts, with up to 12 families per cohort. The delivery period (before the COVID-19 pandemic) was planned to run from January 2020 to September 2021. A screening and referral process was designed to identify young people and families that might benefit most from the intervention.

Recruitment was planned to take place through police, fire service; social care teams; youth workers including those working in the youth justice system; schools and wider education teams. Once potential families were identified, a member of the project team approached the families to provide an overview of the project in order to encourage families to 'buy-in'. The target young people were aged 10 -14, but families could include younger or older siblings. The families were individually informed about their place on the programme and talked through the commitment and benefits of it.

Delivery stages

Referrals and recruitment

As a starting point for referrals, the project aims to engage key service providers with a strong understanding of the experiences and challenges within the four wards that have the highest rate of antisocial behaviour: Beacon and Bents, Boldon Colliery, Hebburn North, and Primrose. The project provides formal information sessions, drop-in information sessions and one-to-one information sessions to engage the following key service providers in recruitment and referral activities:

- Police, Fire Service and HPCs
- Social care teams
- Youth workers including those working in the youth justice system
- Schools and wider education teams
- Other key providers that organically arise from initial engagement activities

During the information sessions the project delivery team will talk through the aims of the project and highlight the referral process which includes the completion and scoring of a screening and referral form. The form is to be completed as thoroughly as possible prior to submission to the project team. The project team, working in partnership with the Participation and Engagement Team, will use a scoring system to identify the level of risk of future criminal or anti-social behaviour for each referral. There are 4 levels of risk:

- 0 – no concerns
- 1 – some concerns
- 2 – significant concerns
- 3 – direct evidence of high risk concerns

The screening and referral process is designed to identify those children, young people and their families that might benefit most from the intervention. Once potential families have been identified a member of the project delivery team will approach the families to provide an overview of the potential project offer in order to get families to 'buy-in' to the project. Based on previous experience of the recruitment phase, the number of referrals for the programme has not been an issue so far. Based on capacity, the project delivery team estimates that they can offer the programme to 12 families per cohort and there will be 4 cohorts in total. The target young people are between 10 and 14 years old, but families might include younger or older siblings, whose age range is considered when processing the forms. The families are then informed on an individual level, in person if needed, and talked through the commitment and benefits of the project. The project delivery team also plans to create a back-up list in case of drop-outs up to the first residential. As this is a new process, the project will conduct 'real-time' reviews of what works well and what works less well and amend the recruitment strategy accordingly.

Research questions and/or objectives

This section presents the methodological approach that the evaluation will follow. It first presents the logic model, which sets out our understanding of what the Thurston Family Resilience project intends to deliver and how this will lead to the expected outcomes. Secondly, it provides an evaluation framework which illustrates how Ipsos MORI will assess the project's success in meeting these outcomes.

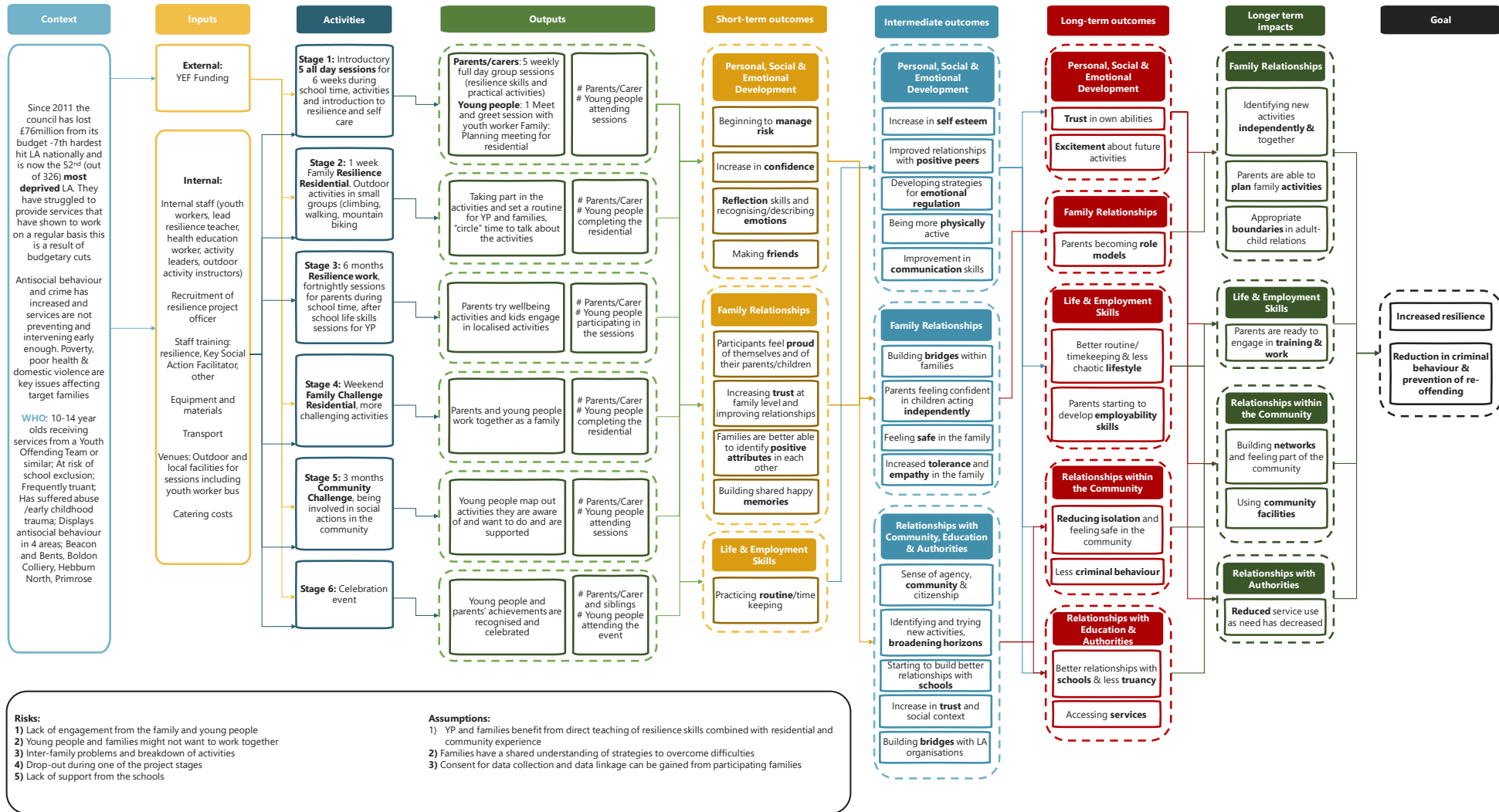
The Theory of Change

At the outset of the evaluation, the programme logic model (presented in Figure 1) was co-designed with the project delivery team in two stages:

1. An initial familiarisation workshop hosted by the YEF in September 2019 where the evaluation team and project leads discussed the Theory of Change.
2. A set up meeting hosted by South Tyneside Council in October 2019 where an initial draft of the logic model was shared with the project team and further refined through a workshop.

The end goal of the project to increase resilience, reduce criminal behaviour and prevent re-offending, reflects the objectives set by the YEF.

Thurston Family Resilience Project – Theory of Change



The evaluation framework

The evaluation framework (see Table 1.1) sets out the approach taken to assess the extent to which the Thurston Family Resilience project has met its intended outcomes and explores the processes in which outcomes may or may not have been achieved. It also details the sources of data and evidence that we have drawn on (to the extent possible) and will draw on as part of the pilot evaluation to enable this assessment and the most appropriate research tools for this.

Exploring the counterfactual

The feasibility of establishing a counterfactual was explored during the scoping phase. Given the current scale and scope of the project, which is aligned to the EIF level 2 evidence standards, a pilot study with a pre-post design without a counterfactual was deemed most appropriate. In addition, identifying and recruiting a valid control group at this stage of the project is not practical. Instead, we will work with the project delivery team and steering group committee to explore the feasibility of a counterfactual if the project was to be scaled up for future delivery.

Table 1.1: Evaluation framework

Logic model: Short-term project outcomes	Sources of evidence							
	Key outcomes	Questionnaires	At the end-Participating families (qual) ¹	Delivery staff (qual)	Wider stakeholders & panels	Data source(s) and & frequency of data collection	When will it be collected? ²	Who will collect this data?
Personal, social and emotional development	Beginning to manage risks	SDQ, CYRM-R, ARM-R	x	x		Pre-/post Questionnaires; Pre-mid-post FGs qualitative activities; Observations of stages 1 to 5 of cohorts of 2 and 3	June 2021 to July 2022	Project delivery team and Ipsos MORI ³
	Increase in confidence	CYRM-R, ARM-R	x	x		Pre-/post Questionnaires; Pre-mid-post FGs qualitative activities; Observations of stages 1 to 5 of cohorts of 2 and 3	June 2021 to July 2022	Project delivery team and Ipsos MORI
	Reflection skills and recognising/describing emotions	CYRM-R, ARM-R	x	x		Pre-/post Questionnaires; Pre-mid-post FGs qualitative activities; Observations of stages 1 to 5 of cohorts of 2 and 3	June 2021 to July 2022	Project delivery team and Ipsos MORI
	Making friends	SDQ	x	x		Pre-/post Questionnaires;	June 2021 to July 2022	Project delivery team and Ipsos MORI

¹ Please note that the project team intend to collect feedback information and have said they would be happy to share this with us, exact logistics TBC

² Giving the staggered delivery of the project that is 12 x 4 cohorts of families data collection will occur across the course of delivery

³ Please note that Ipsos MORI will be collecting primary qualitative data and the project delivery team will provide Ipsos MORI with secondary qualitative feedback that they will share with us

						Pre-mid-post FGs qualitative activities; Observations of stages 1 to 5 of cohorts of 2 and 3		
Family relationships	Participants feel proud of themselves and of their parents/children		x	x		Pre-mid-post FGs qualitative activities; Observations of stages 1 to 5 of cohorts of 2 and 3	June 2021 to July 2022	Project delivery team and Ipsos MORI
	Increasing trust at family level and improving relationships	SDQ PSS	x	x		Pre-mid-post FGs qualitative activities; Observations of stages 1 to 5 of cohorts of 2 and 3	June 2021 to July 2022	Project delivery team and Ipsos MORI
	Families are better able to identify positive attributes in each other	CRYM ARM PSS	x	x		Pre-mid-post FGs qualitative activities; Observations of stages 1 to 5 of cohorts of 2 and 3	June 2021 to July 2022	Project delivery team and Ipsos MORI
	Building shared happy memories		x	x		Pre-mid-post FGs qualitative activities; Observations of stages 1 to 5 of cohorts of 2 and 3	June 2021 to July 2022	
Life and employment skills	Practicing routine/time keeping	SDQ, CYRM-R, ARM-R	x		x	Pre-/post Questionnaires; Pre-mid-post FGs qualitative activities; Observations of stages 1 to 5 of cohorts of 2 and 3	June 2021 to July 2022	Project delivery team and Ipsos MORI

Outcome area	Key outcomes	Questionnaires	End-Participating families (qual)	Delivery staff (qual)	Wider stakeholders & panels	Data source(s) and frequency of data collection	When will it be collected? ⁴	Who will collect this data?
Personal, social and emotional development	Increase in self esteem		x			Pre-mid-post FGs qualitative activities; Observations of stages 1 to 5 of cohorts of 2 and 3	June 2021 to July 2022	Project delivery team and Ipsos MORI
	Improved relationships with positive peers	SDQ CYRM-R, ARM-R PSS	x			Pre-mid-post FGs qualitative activities; Observations of stages 1 to 5 of cohorts of 2 and 3	June 2021 to July 2022	Project delivery team and Ipsos MORI
	Developing strategies for emotional regulation		x			Pre-mid-post FGs qualitative activities; Observations of stages 1 to 5 of cohorts of 2 and 3	June 2021 to July 2022	Project delivery team and Ipsos MORI
	Being more physically active		x			Pre-mid-post FGs qualitative activities; Observations of stages 1 to 5 of cohorts of 2 and 3	June 2021 to July 2022	Project delivery team and Ipsos MORI
	Improvement in communication skills		x	x	x	Pre-mid-post FGs qualitative activities; Observations of stages 1 to 5 of cohorts of 2 and 3	June 2021 to July 2022	Project delivery team and Ipsos MORI
Family relationships	Building bridges/better relationships within families	CRYM ARM PSS	x			Pre-mid-post FGs qualitative activities; Observations of stages 1 to 5 of cohorts of 2 and 3	June 2021 to July 2022	Project delivery team and Ipsos MORI
	Parents feeling confident in children acting independently at an appropriate age	CRYM ARM PSS	x			Pre-mid-post FGs qualitative activities; Observations of stages 1 to 5 of cohorts of 2 and 3	June 2021 to July 2022	Project delivery team and Ipsos MORI

⁴ Giving the staggered delivery of the project that is 12 x 4 cohorts of families, data collection will occur across the course of delivery

	Feeling safe in the family	CRYM ARM PSS	x			Pre-mid-post FGs qualitative activities; Observations of stages 1 to 5 of cohorts of 2 and 3	June 2021 to July 2022	Project delivery team and Ipsos MORI
	Increased empathy and tolerance in the family	CRYM ARM PSS	x			Pre-mid-post FGs qualitative activities; Observations of stages 1 to 5 of cohorts of 2 and 3	June 2021 to July 2022	Project delivery team and Ipsos MORI
Life and employment skills	Sense of agency, community and citizenship		x	x	x	Pre-mid-post FGs qualitative activities; Observations of stages 1 to 5 of cohorts of 2 and 3	June 2021 to July 2022	Project delivery team and Ipsos MORI
	Identifying and trying new activities, broadening horizons		x	x	x	Pre-mid-post FGs qualitative activities; Observations of stages 1 to 5 of cohorts of 2 and 3	June 2021 to July 2022	Project delivery team and Ipsos MORI
	Starting to build better relationships with schools		x	x	x	Pre-mid-post FGs qualitative activities; Observations of stages 1 to 5 of cohorts of 2 and 3	June 2021 to July 2022	Project delivery team and Ipsos MORI
	Increase in community trust		x	x	x	Pre-mid-post FGs qualitative activities; Observations of stages 1 to 5 of cohorts of 2 and 3	June 2021 to July 2022	Project delivery team and Ipsos MORI
	Building bridges/better relationships with LA organisations		x	x	x	Pre-mid-post FGs qualitative activities; Observations of stages 1 to 5 of cohorts of 2 and 3	June 2021 to July 2022	Project delivery team and Ipsos MORI

Methods

Our intended approach for both the feasibility and pilot studies included the following three main research activities, which were to be trialled to assess their appropriateness as part of the former study and modified where required for use in the latter study:

1. Quantitative data collection

Validated questionnaires were chosen to assess and report on the effectiveness and potential impact of the project as aligned to the outcomes of the Theory of Change. A combination of tools to assess the views of participants both pre- and post-project were selected based on their appropriateness to measure project outcomes and the needs of families, while also considering alignment with the common measurement framework designed by the YEF. This included the following, which were to be administered by the project delivery staff in a paper-based format, and where the aim was to gain a response rate of 60% across both the pre and post surveys

- Baseline and follow-up surveys with young people:
 - Child and Youth Resilience Measure (CYRM-R)
 - Strengths and Difficulties Questionnaire (SDQ)
 - Problem Behaviour Frequency Scale / Adapted version of the Edinburgh of Youth Transitions and Crime Study (sweep 3)
- Baseline and follow-up surveys with parent/carers:
 - Adult Resilience Measure (ARM-R)
 - Parental Stress Scale (PSS).

2. Qualitative data collection

Three forms of complementary qualitative research activities add depth and breadth to the evaluation:

- **Focus groups with young people and parent/carers:**
 - For cohort 1: one focus group with parents and one with young people at the end of the programme. Each of which was designed to last approximately 60-90 minutes.
 - For cohort 2: one focus group with parents and one with young people at the beginning of the programme and another focus group with parents and one with young people at the end of the project (four focus groups in total). Each to last approximately 60-90 minutes.
- **Observations:** ethnographic style observations ideally tracking two groups over five key stages of the project each
- **Reflective workshops with the project delivery team** - workshops designed to be conducted with the steering committee and project delivery team, including the resilience teacher, health education workers, youth workers, and the Participation and Engagement team. The workshops were proposed to be held around 1-3 months after the start of the project delivery, at a mid-point of project delivery, and at the end of the project.

All activities were designed in collaboration with the project delivery staff to identify the most appropriate and feasible locations for qualitative activities to take place (prior to the Covid-19 pandemic) where participants and researchers feel comfortable and safe.

3. Monitoring data and feedback

We intended to integrate screening and monitoring data collected by the project team into our evaluation, and if possible, link this data to questionnaire data. This data would be provided for participants' that have given their consent to share the data and was to include:

- Data from the **screening tool** developed by South Tyneside, which was designed to collect information on referrals for young people aged 11 to 14 who may be at risk of future criminal or antisocial behaviour - the indicators included information on educational attendance and attainment, adverse childhood experiences (ACEs), family relationships, living arrangements, lifestyle choices and the young person's development. The tool scored the level of risk from 0 ("No concerns") to 3 ("Direct evidence of high-risk concerns").
- **Monitoring data** - this would include participant diaries, attendance sheets, and feedback provided by project participants.

Planned delivery of the pilot phase

The pilot evaluation is designed to achieve the original evaluation aims and objectives. This includes pre- and post questionnaires with young people and parents in cohorts 2, 3 and 4 as well as qualitative data collection as originally planned. The data collection activities are set to commence week commencing 14 June 2021 (see Table 6) with questionnaire data collected for parents in cohort 2.

Data collection timeline

Below we set out the data collection timeline for the pilot evaluation.

Ethics and registration

There are a range of ethical issues that require consideration when conducting research with vulnerable families and at-risk young people. Ensuring ethical research practice within evaluations is a key priority at Ipsos MORI and core to our professional practice. As the topics we are covering as part of this research could be sensitive, the evaluation team will make sure that it consults with its in-house Ethics Group and Business Excellence System team when developing all research materials. The Ethics Group comprises researchers experienced in working with vulnerable audiences and on sensitive subject matter and will be independent of the research team. At the heart of the Ipsos MORI approach are the [GSR ethical principles](#); it also draws on other relevant ethical codes such as the [ESRC Research Ethics Framework](#), the [SRA ethical guidelines](#) and the [MRS code of conduct](#), with which it is fully compliant. All research activities will take into account local legal requirements for conducting research with young children.

Discussion guides to be used in focus groups and interviews will be prepared by the evaluation team in advance of the data collection phase. The evaluation team and the YEF will work together to ensure that these guides and tools are suitable and satisfy the learning needs specified by the evaluation framework. Country experts within the evaluation team will oversee the production of discussion guides. This will ensure that appropriate lines of investigation are pursued and that both the evaluation team and the YEF are satisfied that sensitivities around the programme and environment are considered.

Ipsos MORI has a Safeguarding Policy in place for working with children, which all staff and associates need to adhere to. The purpose of the Safeguarding Policy is to protect people, particularly our staff, sub-contractors, and research participants, from any harm that may arise in the course of coming into contact with Ipsos MORI. Whilst this is an internal policy, we expect that everybody working on behalf of Ipsos MORI to act in accordance with the key principles contained within it, to support vulnerable children, young people at risk, in particular those in need of protection for safeguarding children, when carrying out the business of Ipsos MORI's activities. That is why we will cascade this policy to local research teams as part of their work on this project.

Ipsos MORI also has a thorough disclosure policy which researchers should follow when dealing with disclosures of potential harm to research participants – especially those who may not be in a position to act on their own behalf, such as children. Ipsos MORI has an internal disclosure board, to whom such cases are reported. The Disclosure Board will determine whether a disclosure to someone outside of Ipsos MORI is necessary and appropriate and to whom, based on the seriousness of the alleged harm, the evidence available, and the potential of further risks to the participant. Staff are aware of these policies and they are regularly reviewed and consistently followed. Ipsos MORI also has whistleblowing, anti-slavery and anti-harassment policies.

Data protection

Organisations involved:

1. The Youth Endowment Fund (YEF) – the commissioning organisation and the sole controller of the ONS-YEF data archive:
 - a. Head of Evaluation, Youth Endowment Fund - Dr Daniel Acquah
2. Department for Education – Processor of survey data and data linkage as requested by the YEF linking primary survey collection with education from the Pupil National Database (PND) and criminal data
3. Ministry of Justice (MoJ) – Sharing criminal data from the Police National Computer (PNC) and the Police National Database (PND)
4. Ipsos MORI – Evaluator commissioned by the YEF:
 - a. Quality Director and Evaluation Expert – Meera Craston
 - b. Project Director and Manager – Dr Claudia Mollidor
 - c. Project Researcher - Elena Mastrogregori
5. South Tyneside Council and Wellbeing Challenge - project partners commissioned by the YEF
 - a. Outdoor Education / Youth Service Development Manager and Educational Visits Adviser - Alex D'Ambrosie
 - b. Senior Youth Worker - Gayle Snowball
 - c. Thurston Family Resilience Project officer - Jill Donaldson
 - d. Thurston Outdoor Education Centre – Andy Sallabank
 - e. Wellbeing Challenge – Jill McManus and Michaela Wate

Considering the relationship between the parties, our understanding is that we are both controllers in our own right – i.e. South Tyneside Council, the Wellbeing Challenge and Ipsos MORI are controllers in different aspects of the project. The reason why Ipsos MORI sees itself as a controller in its own right it's because it assures participants that their responses will be anonymised, and that South Tyneside Council and the Wellbeing Challenge will not receive any personal data back. **Clause 2.2** of our controller to controller agreement clearly states where each party may act as a controller and therefore the controllership of each party is well-defined. For the rest of the project, Ipsos MORI would act as a data processor only (please refer to **Clause 2.7** of the agreement). It should also be noted that being both controllers in our own right does not mean we will use the data for other purposes – and this is something that we also warrant in our controller to controller agreement (please refer to **Clause 2.3** of the Agreement)."

The YEF require Ipsos MORI to share primary survey data alongside the participant name, date of birth, postcode, gender and unique pupil identifier with their data processor the Department for Education who will link the dataset shared with educational data from the National Pupil Database and request criminal data from the Ministry of Justice (MoJ) using the Police National Computer / Database. The DfE will link this data and then pseudonymise this data before sharing this with the YEF to store on their ONS archive for an indefinite period of time, this data link will be updated on annually basis between DfE and MoJ and updated on the archive afterwards.

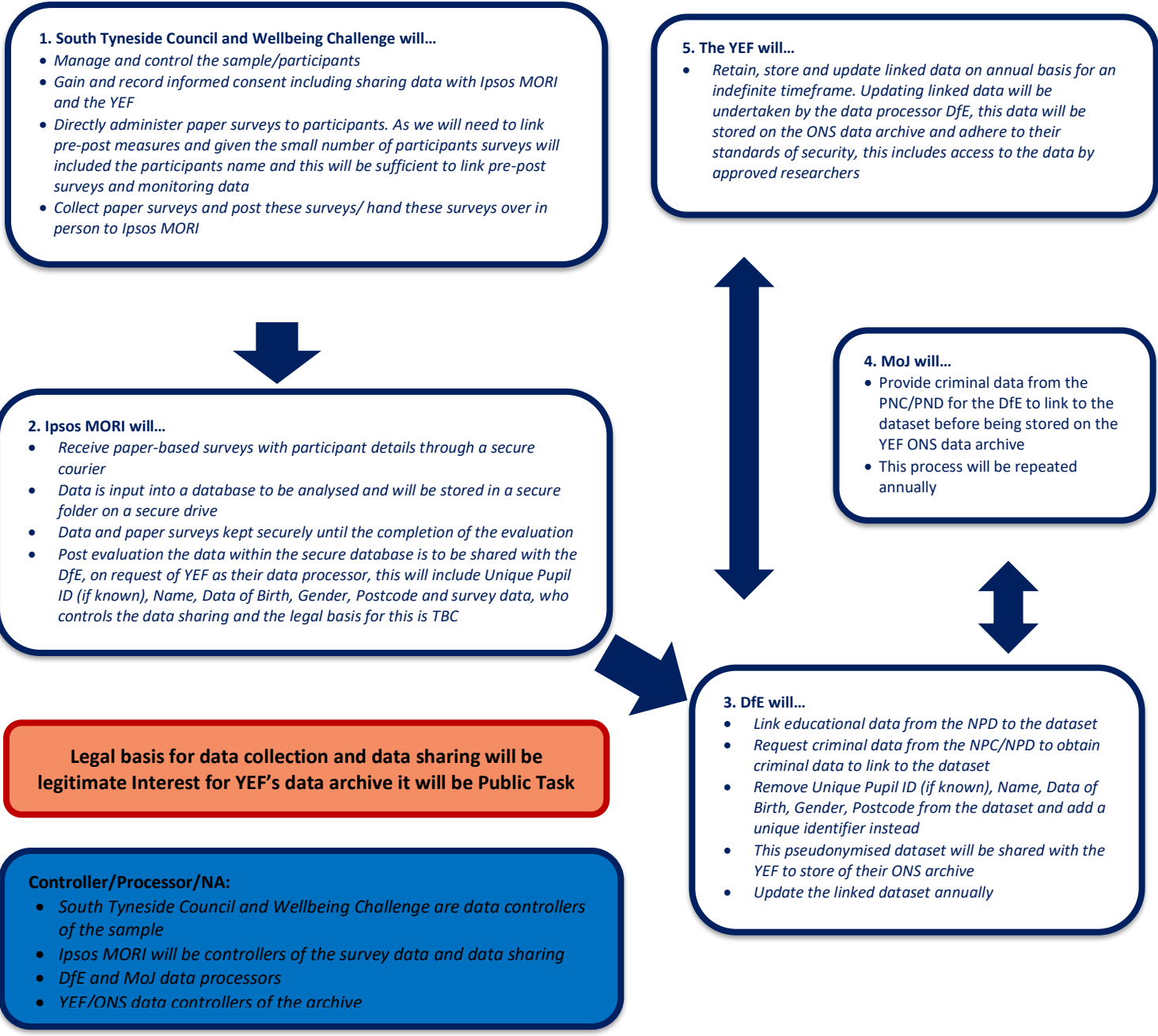
It should be noted that the YEF have stated that participants cannot consent to being part of the evaluation and not the data sharing, that is being part of the evaluation and sharing data must be seen as one holistic step. The YEF believe that:

- Ipsos MORI are controllers of the evaluation data
- Ipsos MORI are controllers for sharing the data
- DfE and MoJ are processors
- YEF are controllers of the archive

The YEF will be using public task for the purposes of the archive, they have stated that the legal basis for data collection and data sharing sits with the evaluator, in this case Ipsos MORI, the legal basis Ipsos MORI has chosen for primary data collection and data sharing will be legitimate interest. A DPIA and Legitimate Interest test form has been completed. The legal basis sharing secondary data will be explicit consent, this is outlined in associated documents i.e. DPIA, privacy policies, DSAs, and information sheets will all need updating.

The flow of data and controller/processor roles are aligned to each element of the data collection activities outlined in the methodology and are highlighted in the following diagrams.

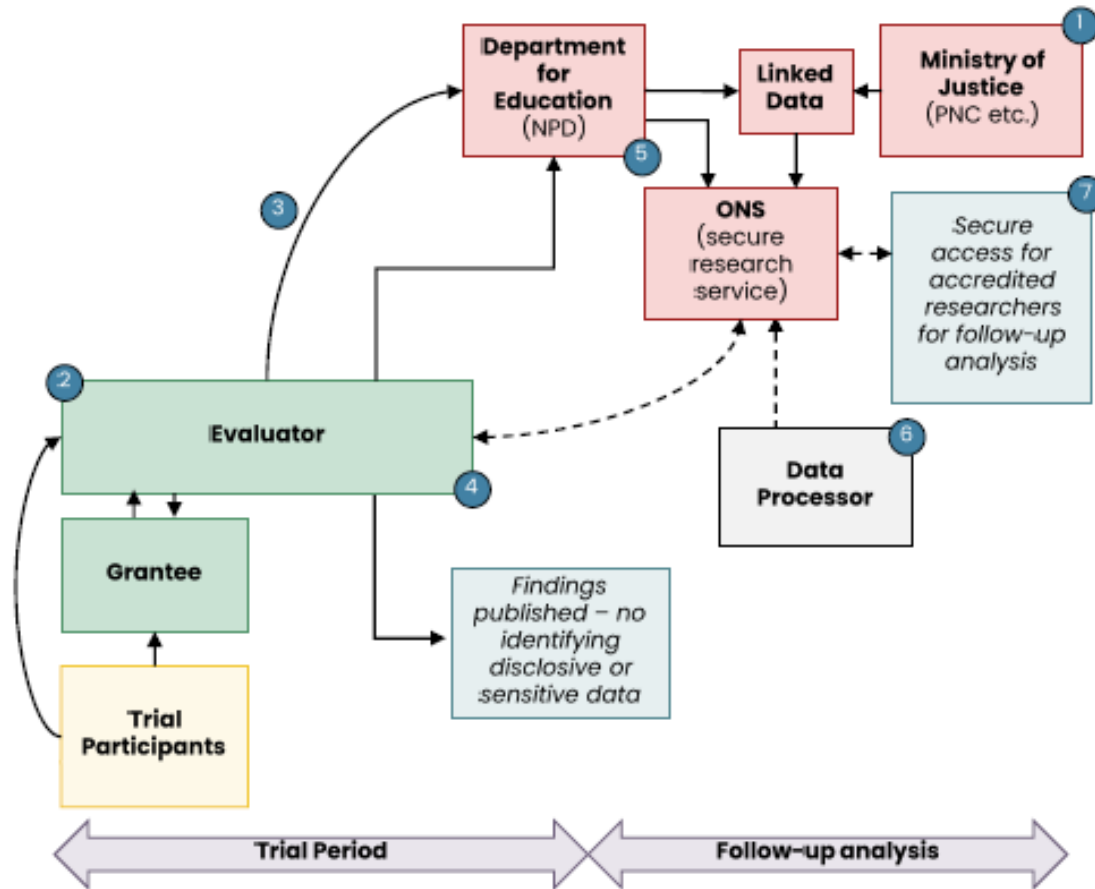
Pre-Post Surveys/questionnaires– Primary collection data flow



Data Transfer and Storage:
South Tyneside Council - Completed consent forms and paper surveys will be put inside two envelopes, sealed, marked strictly confidential and kept in a locked cabinet, with restricted access to project staff until handed to an Ipsos MORI researcher or sent by courier. Envelop FAO Dr Sarah Fullick, IM, with no further requirements to store survey data
Ipsos MORI researcher receives completed paper surveys in a double envelop in person and securely transferred to the office or couriered to IM addressed FAO Dr Sarah Fullick and stored in a secure locker until Sarah Fullick or Elena Mastrogregori have inputted the data into a password protected and WinZip encrypted excel spreadsheet saved on IM shared space (internal drives) that is secured with restricted access, anonymised data will be transferred to the YEF through iTransfer (IM's secure FTP software)
DfE of behalf of the YEF will receive data through iTransfer (IM's secure FTP software), for data linkage and storage on the ONS data archive

Secure Data Destruction
 NA as South Tyneside Council and Wellbeing Challenge will have handed over all hardcopies to IM
 Ipsos MORI will securely shred paper surveys, survey data will then be separated from identifiable information and will be destroyed two months after the final report is shared with the client (using Blancco)
 YEF will keep the data for an indefinite period of time

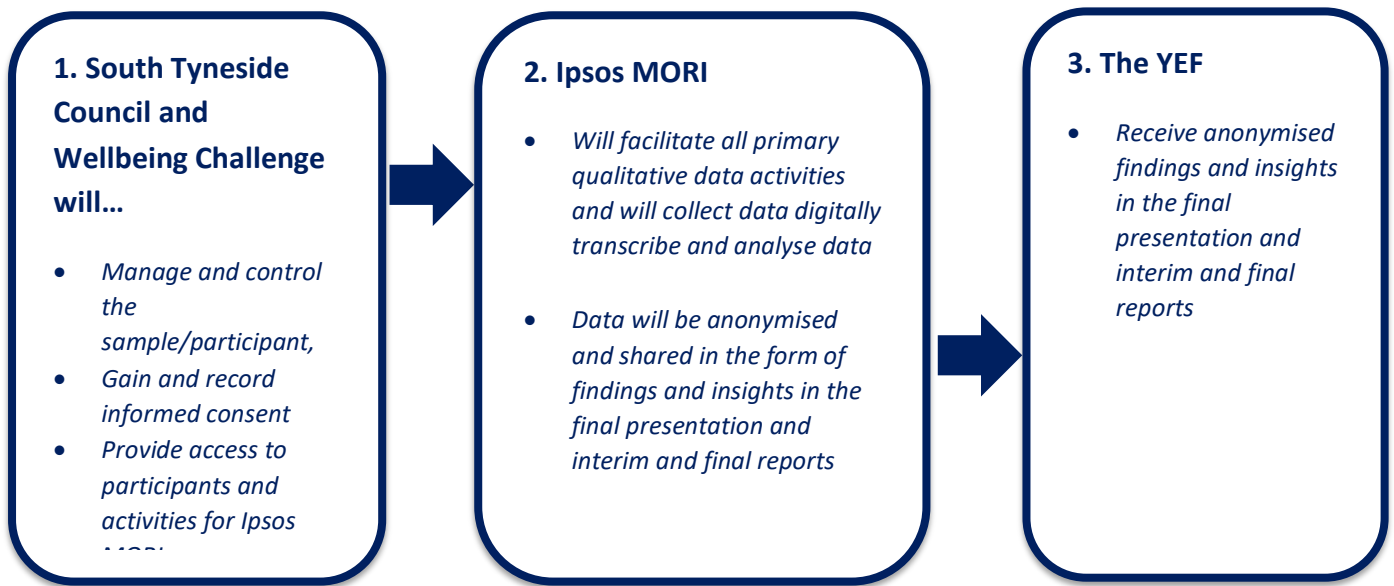
Figure 1. overarching data flow from data collection at participant level through to data archive



Overview

1. Linking data DfE/MoJ
2. Collect participant data
3. Match to NPD/PNC (some projects only)
4. Analysis data & publish results
5. Data submitted to archive
6. Clean/check/process data
7. Follow-up and future analysis

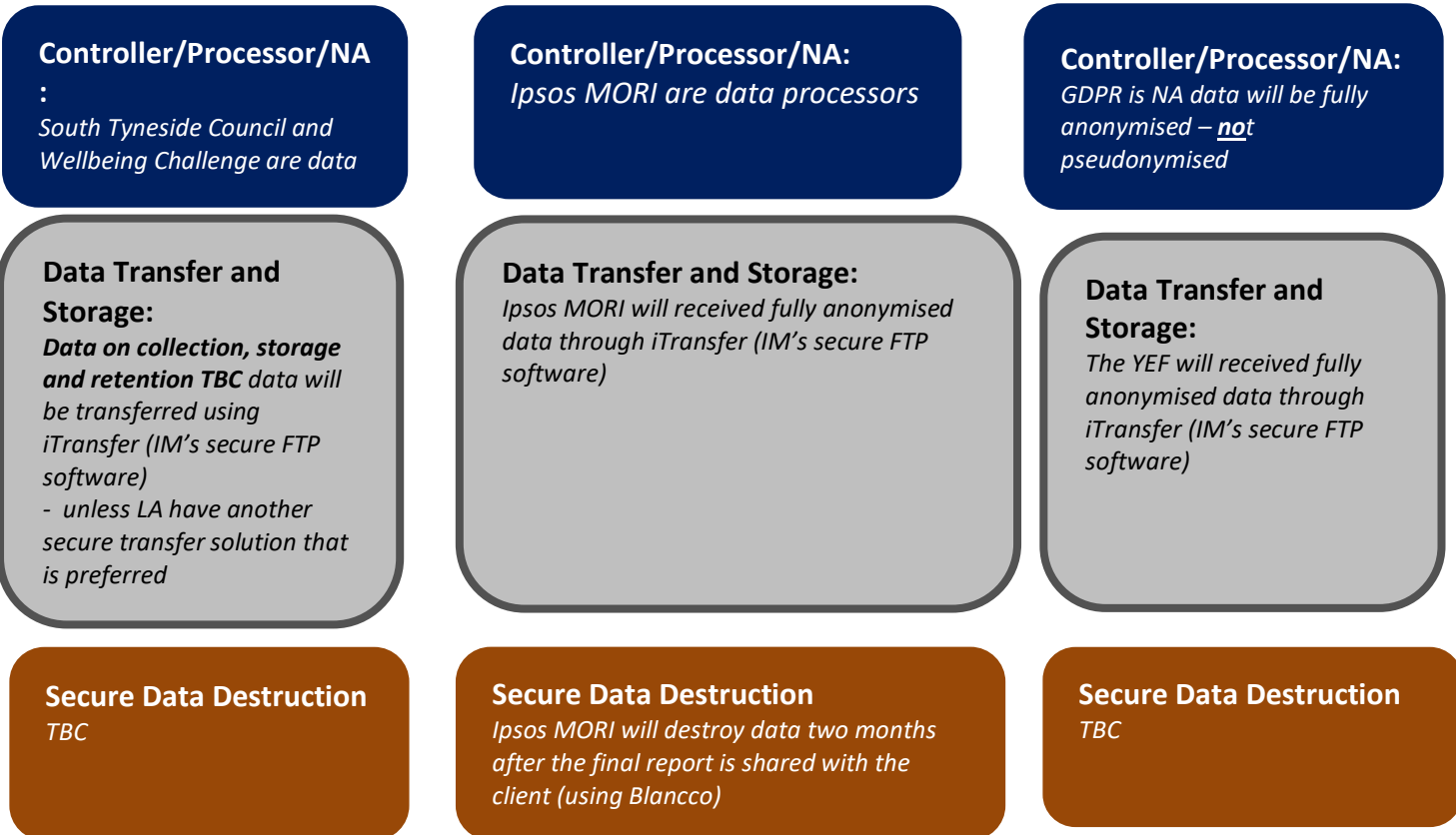
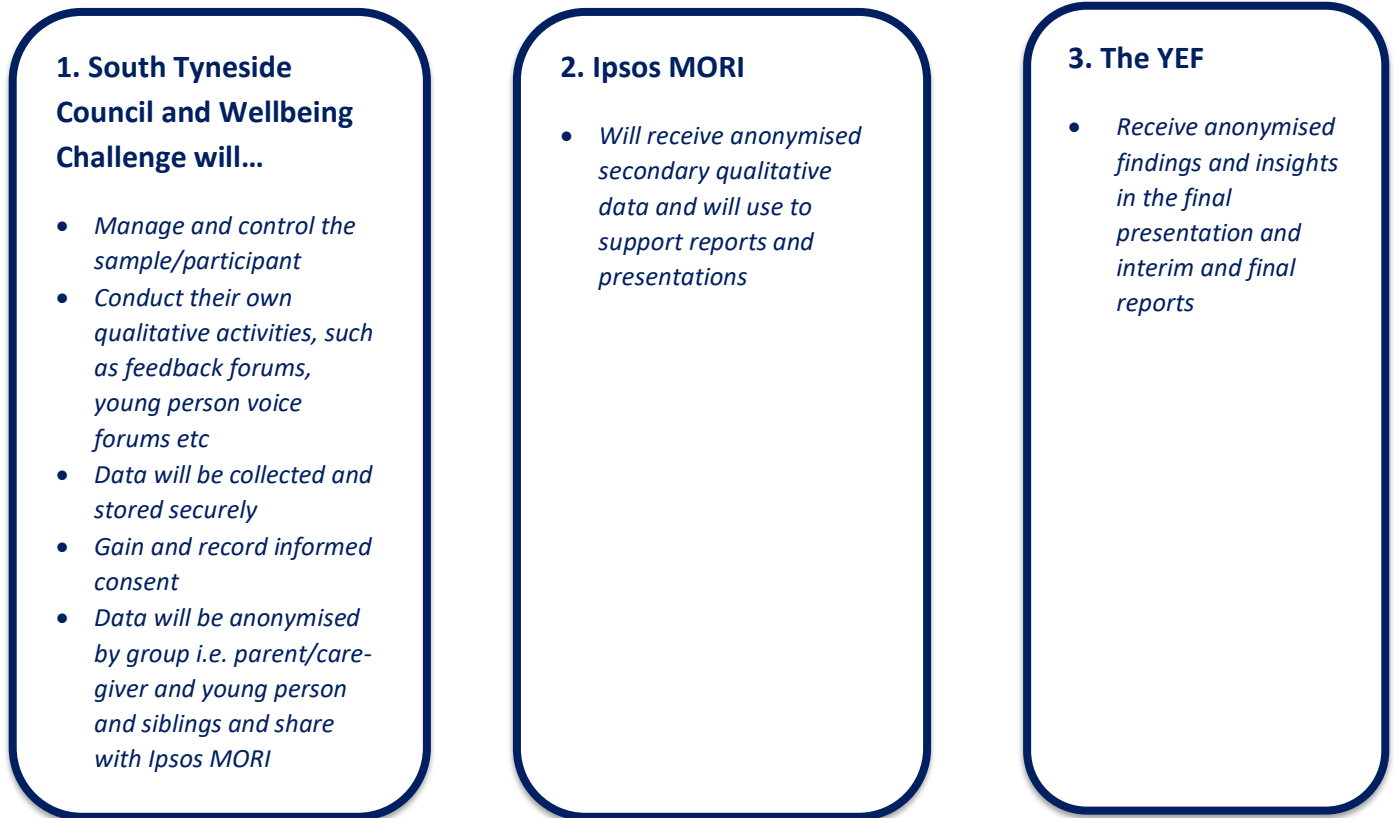
Primary qualitative data activities flow– Primary data collection



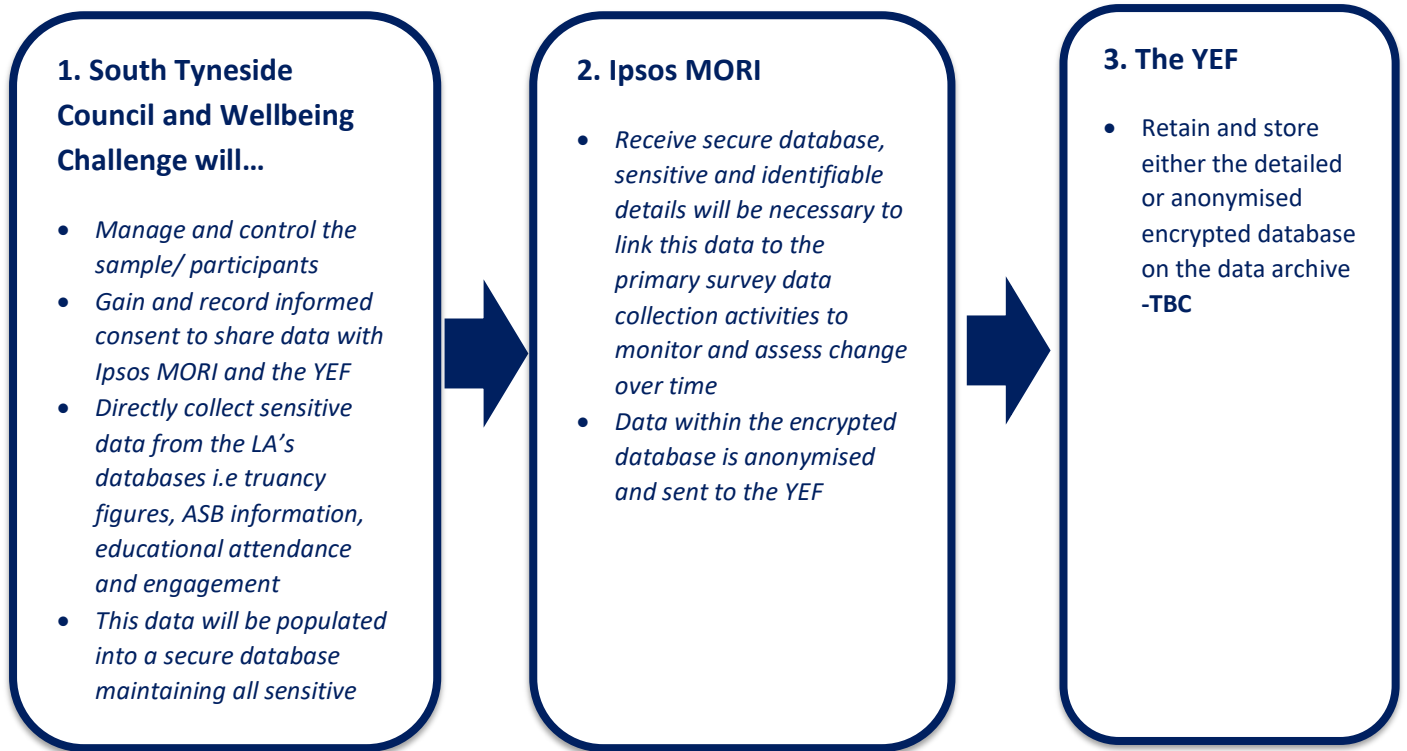
Legal basis for data collection and data sharing will be legitimate Interest

<p>Controller/Processor/NA : South Tyneside Council and Wellbeing Challenge are data</p>	<p>Controller/Processor/NA: Ipsos MORI are processor of the sample information and controller and processor for the</p>	<p>Controller/Processor/NA: GDPR is NA data will be fully anonymised – <u>not</u> pseudonymised</p>
<p>Data Transfer and Storage: NA as South Tyneside Council and Wellbeing Challenge will not be collecting data</p>	<p>Data Transfer and Storage: Ipsos MORI will collect consent forms and store them securely in lockers and qualitative data will be recorded digitally using encrypted digital recorders, which will be downloaded (then deleted from the digi) stored on our secured internal drive with restricted access, in a WinZipped and Encrypted file that is password protected and retained securely for two months after evaluation end when data will be securely deleted.</p>	<p>Data Transfer and Storage: The YEF will received fully anonymised data through iTransfer (IM's secure FTP software)</p>
<p>Secure Data Destruction NA as South Tyneside Council and Wellbeing Challenge will not be collecting data</p>	<p>Secure Data Destruction Ipsos MORI will destroy data two months after the final report is shared with the client (using Blancco)</p>	<p>Secure Data Destruction TBC</p>

Secondary qualitative data collection flow – qualitative data collected through project partners



Screening and monitoring data flow – secondary data collection



Personnel

- *Delivery team: Roles and responsibilities within the project; institutional affiliation for each member*
- *Evaluation team: Roles and responsibilities within the project; institutional affiliation for each member*

Risks

Table 1.3 lists the potential considerations and risks associated with delivery of the evaluation, alongside an assessment of their impact and mitigating actions. The consideration or risk is presented in the leftmost column, followed by the impact that this has on the evaluation delivery, rated according to the RAG system: Red (high risk) | Amber (medium risk) | Green (low risk). Mitigation measures are then indicated on the rightmost column.

Table 1.3: Project evaluation risk register

Consideration/Risk	Likelihood	Impact	Mitigating measures
<p>Lack of engagement with the YEF and the project partners</p>	<p>Low</p>	<p>High</p>	<p>We fully appreciate the importance of partnership working throughout the life-cycle of the evaluation and propose regular email updates and monthly telephone/skype meetings with project partners and quarterly meetings with the YEF. This approach will be essential to:</p> <ul style="list-style-type: none"> ▪ Designing and integrating a purposeful and proportionate evaluation ▪ Enhancing recruitment and retention to the evaluation ▪ Collecting data and gaining multiple perspectives of impact
<p>Inadequacy of research tools, use of age and project appropriate measures</p>	<p>Low</p>	<p>High</p>	<p>We use a combination of validated research tools to assess the views of participants both pre and post the intervention that:</p> <ul style="list-style-type: none"> ▪ offer maximum insight into project effectiveness ▪ are proportionate to the project stage, scope and level of funding ▪ consider the whole family ▪ provide rigour and validity while minimising burden ▪ measure impact <p>From previous experience we know that face-to-face data collection methods are most effective for eliciting higher response rates from vulnerable families, compared to telephone and online modes. Face-to-face approaches enable researchers and project staff to build a rapport and level of trust with participants which enhances participant buy-in that is critical for post-intervention data collection with multiple family members. To increase efficiencies, manage costs and maximise data collection we will train project partners to administer paper-</p>

			<p>based versions of the chosen validated measures. This will build on the existing expertise held by the project delivery team who have previously administered all the measures outlined in similar family-based interventions.</p> <p>We propose to undertake a set of complementary qualitative research activities to add depth and breadth to the evaluation. Qualitative methods will:</p> <ul style="list-style-type: none"> ▪ Provide an in-depth understanding of participant perceived changes, perceptions of impact and experiences of the project ▪ Explore family engagement with the resilience workshops, outdoor activities and community activities ▪ Capture project partner perceived changes, perceptions of impact and experiences of delivery ▪ Explore mechanisms by which impact might have been achieved <p>Again, we have ensured sufficient budget for the provision of incentives which will be important to engage family members.</p> <p>Finally, working with the YEF and project partners we will identify and integrate screening and monitoring data into our evaluation. We are already aware of the screening tool and recruitment criteria being developed by the South Tyneside Council youth team in conjunction with wider project partners. We believe a selection of this data, supplement with the insights possibly gained from participant diaries during residential will support primary data collection</p>
<p>Sample size, statistical significance, project population and missing data</p>	<p>Medium</p>	<p>High</p>	<p>The evaluation team will closely work with the Thurston Family Resilience project to establish the best times to administer the survey which are likely to generate high response rates from project participants. The project aims to engage four groups of families, comprising 48 young people aged 10-14 years. Taking into the account the small size of the target group (n=48), we</p>

			<p>suggest using the EIF level 2 evidence standards, which translates into setting an ideal sample minimum that represents 60% of the project population outline above, that is n=29 at pre/post data collection timepoints. In order to achieve this, we will employ an over-sampling approach to mitigate attrition. We therefore propose to target all 48-young people aged 10-14 years. It should be noted that any data analysis conducted on this sample will provide indicative results and inform future evaluation approaches.</p> <p>Achievement of n=29, will be challenging, but we believe leveraging the project teams' extensive experience of family-focused projects this ideal minimum is still achievable. The collection of pre and post survey data from parents/caregivers will be collected using the same approach.</p>
<p>Lack of access to and working with young people and families, including GDPR and informed consent considerations</p>	<p>Medium</p>	<p>High</p>	<p>Young people may be reluctant to engage in the evaluation and may not wish to share personal or sensitive information about themselves or their family. Parental/care-giver sensitivity coupled with perceptions of local authority organisations may also prevent family engagement. While we understand that the project delivery team will work closely with other agencies to develop a participant screening tool and a protocol for participant referral we will need to work in partnership with project partners to fully understand how participants and families are identified, referred, screened, invited and recruited to participate in the project. In addition, and where appropriate, we will engage with parent and children & young people panels to further enhance and tailor our approaches to accessing and working with young people and their families. Collectively, this will inform when and how to involve young people and their families in the evaluation. Given the project population size, the pre/post design proposed for this evaluation and the need to gain informed consent from parents/care-givers, young people and their siblings getting this right will be vital to the success of the evaluation, while also ensuring we continually adhere to GDPR requirements and</p>

			<p>the MRS code of ethics. Information sheets and accompanying consent forms have been designed to cover consultations work with participants under and over 16 years of age. Ipsos MORI will ensure that GDPR requirements are communicated early on with projects, material shared in advance of any consultation work. Questionnaires will be conducted on an opt-out basis and all qualitative work on an opt-in basis. Wherever participants are aged under 16, the evaluation will also seek to use the responsible adult (e.g. teacher or youth worker) to provide consent – in this case, parents will be communicated the purpose of the research.</p>
<p>Dropout, retention and incentives linked to post / follow-up data collection</p>	Medium	High	<p>Dropouts are common in longitudinal designs and are a potential source of bias. Dropout can occur for various reasons, with attrition rates typically being high for hard to reach groups such as vulnerable families and at-risk young people. We will work closely with the YEF and project partners to maximise family engagement and reduce logistical challenges by agreeing suitable approaches for:</p> <ul style="list-style-type: none"> ▪ strong case management and communication ▪ reducing the level of burden on participants and staff <p>In developing our budget, we have ensured that we provided sufficient resource to reduce attrition.</p>
<p>Slippage of evaluation activities timetable</p>	Medium	Medium	<p>Ipsos MORI will be in regular communication (initially through fortnightly catch-ups) with the YEF and Thurston Family Resilience project delivery team. This will ensure that any project delays which can impact the evaluation activities timeline will be picked up as soon as possible, allowing the evaluation team and project leads to re-assess the evaluation scope. Should a change of evaluation scope be deemed necessary, Ipsos MORI team will review the change ensuring minimal loss of time and resources, and ensure this is communicated and agreed with the YEF before implementing.</p>

<p>Low availability of key documentation, monitoring data and GDPR</p>	<p>Low</p>	<p>High</p>	<p>We will undertake an information and data mapping exercise during the scoping phase to inform the design and delivery of the evaluation (e.g. operational documents, evidence from prior family-focused projects, data collected through screening and other output data collected about the participants). This will be done in conjunction with the YEF and project partners to ascertain:</p> <ul style="list-style-type: none"> ▪ the availability and frequency of data collection ▪ the quality of this data ▪ the feasibility of linking to our primary data <p>Whilst linking data will increase the robustness and richness of the evaluation we appreciate that the associated GDPR requirements may prove too burdensome for this evaluation. However, this is something the project partners and our team are keen to explore.</p>
<p>Reviewing sensitive or personal data and GDPR</p>	<p>Medium</p>	<p>High</p>	<p>Some of the project data requested may be highly sensitive meaning that project partners may be reluctant to provide this information to the evaluation team. However, we will reassure all partners that Ipsos MORI work to the highest standards in the market research industry and have the appropriate data security and confidentiality systems in place to minimise any risk. We abide by the MRS Code of Conduct and adhere to ISO 20252 (international market research specific standard), ISO 9001 – (international general company standard), ISO 27001 (international standard for information security). In addition, Ipsos MORI has registered its processing of personal data with the Information Commissioner’s Office (ICO). The ICO is the UK’s Data Protection Authority. Our registration number is: Z5502515. The evaluation team will be sure to emphasise these standards and Ipsos MORI processes when requesting to review sensitive data. Our Business Excellence team can prepare and liaise with partners to put in place data transfer agreements if required, this</p>

19-081251-01 Thurston Family Resilience Evaluation

			includes use of our GDPR compliant data transfer software iTransfer.
Accessibility and appropriateness of outputs for dissemination	Low	High	We strongly believe that recognising and valuing the inputs of all participants is essential to any successful evaluation. With this in mind we propose producing a short and informative PowerPoint output that can be shared with families, as well as presentations and reports for the YEF and project partners. We will also explore the possibility of co-delivering a workshop with the YEF and the project partner as part of the What Works Centre.
Ethical considerations	Medium	High	There are a range of ethical considerations when conducting research with vulnerable families and at-risk young people. All our research adheres to Market Research Society (MRS), Social Research Association (SRA), and Government Social Research (GSR) ethical guidelines. This means we recognise a duty of care to all participants and the importance of assessing and where relevant reporting safeguarding issues. For example, we must ensure that individuals participating in research do so with full consent and knowledge of the research aims and usage; this is vital as we consider the end uses for this evaluation. In addition, considerations to the minimisation of the risks of harm for participants, their families, project partners and the researchers, including harm of disclosure. Please see appendix 3 for our internal ethics review.



youthendowmentfund.org.uk



hello@youthendowmentfund.org.uk



[@YouthEndowFund](https://twitter.com/YouthEndowFund)

The Youth Endowment Fund Charitable Trust

Registered Charity Number: 1185413
