

2001

Census

News

The Newsletter of Current Census Topics

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2001 CENSUS QUESTIONS DECIDED

The UK and Scottish Parliaments have published the questions for the 2001 Census, set out in Regulations published on 16 June in England and Wales, on 16 June in Scotland and on 25 May in Northern Ireland. This issue of Census News illustrates how the questions will appear on the census household form.

New questions proposed include those on carers, general health and employment. In addition, there are major revisions to the questions on relationship within the household, ethnic group and qualifications. The inclusion in England and Wales of the question on religion proposed in the White Paper (*2001 Census of Population: cm 4253*), published in March 1999, was dependent on Parliamentary approval for a Bill to amend Census Act 1920, which has now completed its passage through both Houses of Parliament. Royal Assent to the Bill was given on 28 July, equivalent legislation for Scotland received Royal Assent in April.

Further Consultation on 2001 Census Output

Following extensive user feedback from the second round of consultation on the proposed Key Statistics and Standard Tables, *Census News* reports on the revisions and enhancements that have been made to these tables, and on further consultation.

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2001 Census Standard Tables and Census Area Statistics: further consultation and revision

Following extensive user feedback from the second round of consultation on the proposed Key Statistics and Standard Tables further revisions and enhancements have been made to these tables.

The Census Organisations are grateful to all those who took part in both rounds of consultation, providing many detailed and helpful comments. In general, users acknowledged the improvements in the content of the tables following the first round of consultation, recognising that many of their requests for revisions had been incorporated in the revised tables. Together with the first draft of the proposed Census Area Statistics (CAS) for smaller populations, this 'core' dataset were circulated for comment throughout the UK in September.

The aim is to issue a final draft of all three sets of tables by the end of this year in readiness for a rehearsal of the output production system early next year.

The delay in release of this dataset has been due to the extensive feedback from users, the earlier uncertainty over the religion

question in England and Wales, and the desire to produce output that has been carefully analysed and meets user needs. The Key Statistics and Standard Tables will form the Report to Parliament in England and Wales and together with the CAS will constitute the 'core' output from the 2001 Census. This 'core' dataset will be produced and disseminated as part of the Census Access Project (see page 5).

The revised tables

Over 100 organisations - including several co-ordinated responses on behalf of many organisations (for example the Local Government Association and the Greater London Authority [LGA/GLA] representing over 40 Local Authorities) - have provided feedback on the Key Statistics and Standard Tables. The responses have been analysed on a table by table basis to make decisions on revisions and enhancements to meet user needs. Following consultation between the three UK Census organisations, the tables will be produced, where possible, on a UK basis, recognising the differences in questions between different parts of the UK.

As in the first round of consultation, the revised Key Statistics and Standard Tables are being presented in two booklets - the first providing a detailed report on the feedback from consultation and describing the main changes to the Tables, and the second giving the layouts of the tables proposed both for the UK as a whole and for parts of the UK only. The content of the tables reflects the Census questions set out in the Census Regulations, although some further modifications may be necessary if issues are raised which have an effect either throughout the UK or in parts of the UK.

Changes since the second draft

The key revisions to the tables are:

- The Key Statistics have been revised to take account of user requirements and will be derived from counts appearing in both the Standard Tables and Census Area Statistics to assist comparability of the Census results at all geographic levels from the Output Area (OA) through to the National level.
- These statistics will be presented in table outline format, similar to the 1991 Census Reports, in a series of 27 tables including over 300 key counts covering all the main topics of the 2001 Census.
- Where possible, the tables will provide data on 1991 variables to enable users to assess change between 1991 and 2001.
- The Key Statistics will be published in paper format from National to Local Authority level to form part of the Report to Parliament in England and Wales. The statistics will also be available electronically from National to OA level and will provide useful summary information 'at a glance' on an area.
- The set of 'core' UK Standard Tables has increased by 9 new tables to 85 in total. This reflects users favourable reaction to the introduction of, and requests for more, 'theme' type tables.
- The Census organisations have introduced additional 'theme' tables on - workplace (daytime) populations, migration and households.
- The Standard Tables will be available electronically from National to Ward level as a supplement to the Report to Parliament in England and Wales.

The Census Area Statistics (CAS)

The first proposals for Census Area Statistics (CAS) in table outline format are being circulated with the revised Key Statistics and Standard Tables. The methodology

for producing the CAS was discussed with Census users in November 1999 and a paper was circulated to Census Advisory Groups and the Output Working Group (OWG) in March 2000. User acceptance of the methodology for producing CAS output has resulted in a dataset for consultation.

The CAS will be drawn wholly from the Standard Tables and will comprise a 'core' of tables common throughout the UK together with further tables covering parts of the UK only, but with a reduced level of detail appropriate for the target population ranges for Output Areas endorsed through the 1999 round of consultation (a range of 100-125 households in England, Wales and Northern Ireland and 50-80 households in Scotland to enable comparison with 1991 Census).

**first
proposals for
Census Area
Statistics to be
circulated**

In addition to a set of cross-tabulations, the CAS output will also consist of some 300 'Key Statistics' counts and a set of univariate tables to give more detail on a number of key variables, such as, for example, ethnic group.

A Discussion Paper complements the CAS output and gives full details on the rationale behind the design of the tables, the production of the Output Area geography and suggestions for additional alternative ways of providing output - for example, ranking type information and deprivation indices. This paper invites users' views on issues such as:

- the trade-off between the level of statistical detail and the size of the OA;
- the geographical size of the OAs; and
- the need for ranking of areas, indices and classifications of areas.

Across the UK, there will be approximately 280,000 OAs, each with over 6,000 individual counts providing a very rich source of data at a low geographical level. The CAS output will be disseminated electronically as part of the 'core' output. With the close relationship between two sets of output in mind, the Standard Tables will not be signed off until consultation on the CAS is completed.

Ethnic Group and Armed Forces Tables

One of the principles in the design of the Standard Tables and CAS was that they should have a content that would meet the needs of a range of customers across the UK. However, allowance is being made to

account for the needs of populations such as those of rural areas which are in a natural minority and for the fact that many Census variables have geographically skewed distribution.

In recognition of this principle, the Census Organisations for England and Wales and Northern Ireland have designed a sub-set of tables to the Standard Tables for some areas, which will provide more detailed output on the ethnic groups, such as, for example, numbers of Bangladeshi, Pakistani, Irish population etc, and also tables on the armed forces. It is proposed that these tables will be produced at the National to Local Authority area level and also for the ward level where there is a significant population of minority ethnic groups and/or armed forces.

This sub-set of tables, together with the finalised ethnic group classification, are being circulated for consultation to census users together with the Key Statistics, Standard Tables and CAS. These tables will be available as part of the 'core' dataset. Any additional requirements for more detail on these or other sub-groups can be produced on a commissioned basis. At the moment it is not planned to produce these more detailed Ethnic Group tables in Scotland. Users' views are being sought on this.

Users should also note that the ethnic group question allows write-in answers where a tick box does not reflect the form filler's perception of their ethnic group. Thus, if 'Welsh' or 'Cornish', for example, is written in under the 'White' category, these groups will be recognised and data produced. There will be univariate counts down to ward level (or equivalent) and more detailed analysis of written-in ethnicity will be included in topic-theme reports subject to further consultation.

The documentation

The documentation that is being circulated for this further round of consultation consists of:

- layouts of the revised Key Statistics (in tabular format) and Standard Tables;
- Discussion Paper on the Key Statistics and Standard Tables with sections covering: an overview of the consultation process; a summary of the second round of consultation; a description of the main changes to the tables and reasons for inclusion of additional tables; and a description of the outstanding issues affecting output that users should be aware of;
- the table outlines for the Census Area Statistics (CAS);

- Discussion Paper on the CAS with sections covering: criteria used in designing output; identified user needs for CAS output; the content of the CAS; costs, charges and terms and conditions, including defects of the Census Access Project; output geography; and a comparison between the CAS proposals and 1991 SAS.

For the first time, users are able to consider and comment on the full 'core' output from the 2001 Census. This should facilitate effective consultation and synchronise any further revisions to this extensive dataset.

Arrangements for consultation

The documentation above and a further invitation to comment through a simple *pro forma* and additional written submissions have been sent to all organisations in the UK who responded with comments to the first and second rounds of consultation. In addition, a letter has been sent to all Census users on the Customer Services database (approximately some 3,000 users) informing them of the availability of this consultation and inviting them to request the documentation for comment if they wish. The documentation has also been circulated to members of the Census Advisory Groups and the Output Working Group (OWG) and to 'umbrella' organisations representing Census users.

The documentation can be disseminated in a number of formats to facilitate effective consultation with users namely: in paper format; on the Census Offices' web-sites; and on CD-ROM.

Any organisation in the public and private sector not covered by this arrangement but with an interest in seeing and possibly commenting on the 'core' dataset is invited to request the documentation from Census Customer Services (see page 19). Views from all Census users, even a single point about a requirement or queries of any sort about output from the 2001 Census, are welcome and are critical to ensuring that the value of the Census is realised through the usefulness of the output.

Depending on the levels of comment on the Standard Tables and CAS, the Census organisations may re-issue the documentation for a further round of consultation. It is planned to re-issue a final set of draft Key Statistics, Standard Tables and CAS by the end of 2000/early 2001 in readiness for a rehearsal of the output production system •

Origin-Destination Statistics

In June this year a series of three workshops were held with census users to discuss proposals for producing a set of origin-destination statistics from the 2001 Census.

Census Offices plan to produce a comprehensive dataset from the 2001 Census

Following extensive consultation with census users, the Census Offices plan to produce a comprehensive dataset from the 2001 Census which provides statistics on the origin and destination of migration and of travel to work or place of study (in Scotland only). This will enable users to analyse the flows of people moving from one area to another and to analyse flows of people commuting between where they live and where they work (or study in Scotland).

This dataset will be particularly useful to those potential users of statistics on migration and commuting patterns. These will include those concerned with constructing travel-to-work areas and other areas of self-containment, for example, housing markets and transport planners and those concerned with commuting patterns.

In 1991, this output was known as the Special Migration Statistics (SMS) and Special Workplace Statistics (SWS). There were no statistics on travel to study in 1991.

Consultation so far

Consultation on the development of a dataset of special Migration and Workplace Statistics began during 1997 with user representatives on a sub-group of the Output, Geography and Confidentiality Working Group (OWG). In June 1998, following responses to a paper proposing origin-destination output from the 2001 Census, a report was presented to the OWG.

In the Spring 1999, a set of proposals for origin-destination output was put to a wider group of census users as part of the Output Roadshow documentation. Comments were received from 67 individuals or organisations resulting in '2001 Census Origin-Destination Statistics - A Discussion Paper' being produced. This paper has been circulated to a large number of interested parties to facilitate further consultation on the development of this valuable and important dataset.

Most recently, some 130 users attended a series of three workshops (in London 6 June, Glasgow on 8 June and Leeds on 12 June) to discuss the paper in detail.

The Census Offices are currently consulting potential suppliers of 'delivery' software and aim to finalise specification of origin-destination products around November.

Developments since the 1991 Census

Key developments and advancements in this dataset since the 1991 Census are:

- 100 per cent coding of the destination (workplace) data – (it was 10 per cent in 1991);
- a single UK or Scotland product for each area level;
- origin-destination statistics containing flows only (more data on migrants moving into an area and/or workers who work in an area would be included into the Standard 'core' tables – see page 2 of this issue of *Census News*);
- geography would be more straightforward with symmetric origin and destination zones;
- possible imputation of full postcode of origin (for migration) and destination (for workplace) where missing;
- simpler format to help the user understand the product and to enable more user-friendly software to be developed to help users run their queries; and
- introduction of data on a 'moving group' – that is, those in a household (not necessarily all members) who share a common address one year ago.

Discussion Paper

Copies of the *Discussion Paper on 2001 Census Origin-Destination Statistics* can be obtained in paper format from:

Wilma Smith,
Census User Needs and Policy Output,
GROS,
Ladywell House,
Ladywell Road,
Edinburgh, EH12 7TF;
tel: 0131-314 4342; fax: 0131-314 4344 (fax);
e-mail: wilma.smith@gro-scotland.gov.uk

A summary report of the first analysis of responses to the discussion paper has been issued as Advisory Group Paper (00) 17 and is also available from the above address ●

The Census Access Project

ONS has been awarded funding from the Government Invest to Save Budget for a project – known as Census Access and which commenced in April – to deliver the results of the 2001 Census in an unrestricted, user friendly, and, in effect, 'free' throughout the public sector. This article summarises this major initiative to improve the dissemination of the 2001 Census. It seeks the full involvement of Census users.

Background

The Government's Invest to Save Budget (ISB) provides support for projects that involve two or more public bodies getting together to deliver services that are innovative, joined up, and more efficient. The recent award to ONS was made after a bidding process, which narrowed down an original field of around 500 applicants to 104 successful projects.

ISB grew from the 1999 Output Roadshows

The concept for the project grew from needs expressed during the 1999 Output Roadshow consultations (see *Census News 42*), and from the need to meet wider policies in which access to information is at the heart of modernised government. ISB offered an ideal opportunity to help break down the barriers to joint working with Census information.

The concept gained the support of key players among government bodies, the health service, local government and the academic community who in turn serve wider public needs. This is reflected in the partners with ONS in the bid and project – the Department of the Environment, Transport and the Regions; the Department of Health on behalf of the NHS; the Local Government Association on behalf of local authorities; and the Economic and Social Research Council (ESRC) on behalf of the academic community. The suggestion floated for consideration by the private sector end users is that organisations proposing to make substantial use of the Census results should form a consortium to become an additional funding partner.

As a recognition of the co-ordination of the 2001 Census output strategy between the three UK Census organisations, the bid proposed that the project could be beneficially extended to cover the UK as a whole, although recognising that ISB does not automatically extend to Scotland or Northern Ireland. The current position is that ISB funding has been provided for the project to cover England and Wales, and that *pro rata* extension of funding would have to be arranged by the organisations in Scotland and Northern Ireland for the whole of the UK to be included.

Objectives

Census Access combines innovation in both policy and technology. It will supply whatever a user needs from a single dataset of statistics, geography and supporting information, with a choice of means of delivery, and facilities to suit all levels of expertise. It will remain responsive to changes in user needs and technology. The project will start with a bottom line objective of delivering the complete standard local statistics (that is, including Census Area Statistics at Output Area level) with currently achievable technology, but will then develop products and services which will improve on the bottom line, including the potential to 'roll out' the system to deliver other statistical information at the neighbourhood level.

Funding

The Census Access project will be run alongside the existing 2001 Census output policy and production projects. The additional funding has been provided because, under the Census Act 1920, activities that could have been covered by Census core funding would not have sufficiently improved the quality of service. Some £2.1 million of ISB funds have been provided for deployment over a three-year period - some £0.6 million in 2000/01, £0.8 million in 2001/02, and £0.8 million in 2002/03 - amounting to 75 per cent of the projected costs. ONS will add the remaining 25 per cent - a further £0.7 million - to the project funds, as required by the terms of ISB funding.

The Census Access project will be run alongside the existing 2001 Census output policy and production projects

Funding in Scotland has been obtained for a parallel co-ordinated project, to be known as the Census Output Project.

Major benefit to users

The main benefit from the project will be having a single source for census outputs without duplication within the public sector. At the March round of Census Advisory Groups meetings (see page 16) Chris Denham, Head of Census Output and Geography at ONS and prime mover behind the project, reported that:

"The project aims to deliver the results of the Census in mainly electronic and user-friendly ways from a dataset of statistics with a geographic base and supporting metadata. It will provide the public sector with evidence for policy making and evaluation, especially in the area of social exclusion and at the neighbourhood level.

But the project will also bring results of the census to individuals and community groups and schools in a way that has never been possible before. For this reason, it is important to publicise the project widely and to involve all the major players so that 2001 Census dissemination activities are not duplicated".

The current plan is to offset the ONS contribution from costs recovered for the standard local statistics through project partners. But a bonus for users is that some of the ISB funds will be used to make a 'top slice' contribution to meeting the cost of the local statistics to pump prime the service.

Customised output cannot, of course, be funded in the same way because there would be no limit on demands, but improvements to the systems to produce customised output will be covered by the project. All output would remain Crown copyright, and all supply and use would be subject to agreement, but conditions of use would encourage joint working for public sector purposes.

Next steps

ONS has prepared a project implementation plan for HM Treasury and will shortly finalise arrangements between the partners in the project. In the meantime it hopes to involve users fully in the development of the project, with an early opportunity to do so to be provided through the forthcoming round of consultation on the Census Area Statistics (see page 2).

More information about Census Access is provided in the Census Advisory Group paper AG(00)08, which can be accessed via the 2001 Census page on the ONS website (<http://www.statistics.gov.uk>) or copies of which can be obtained from:

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Census Advisory Groups,
Room 4300E,
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PO15 5RR.
tel: 01329-813344;
e-mail margaret.wort@ons.gov.uk*

The Census Regulations

Statutory authority for the Census

The statutory authority for the Census in Great Britain is the Census Act 1920, under Section 1 of which an Order in Council may be made directing that a census be taken. In Scotland the census is a devolved matter and, as a consequence, respective Orders directing that a census be taken on 29 April 2001 in England and Wales^d and in Scotland^e were made by the Privy Council on 15 March. A corresponding Order covering Northern Ireland^f, under the provisions of the Census Act (Northern Ireland) 1969, was made on 15 May. The Census (Amendment) (Scotland) Act^g enabled an Amendment Order in Scotland^h to be made on the 15 June, which provided the authority to add new particulars with respect to religion and revised the ethnic group categories to be included in the Census in Scotland.

**Census
2001 questions
published in
Regulations**

The Regulations

Section 3(1) of the Census Act requires that, for the purpose of enabling any Census Order to be carried into effect, Regulations may be made which, among other things:

- (a) provide for the division of the country into census districts and enumeration districts and the appointment of officers to act in those districts;
- (b) require those officers to perform such duties as may be prescribed for the purpose of conducting the census; and
- (c) set out the census forms to be used.

The Regulations covering England and Wales⁶ were laid before Parliament on 6 June and came into force on 27 June. The corresponding Regulations covering Scotland⁷ were originally laid on 5 April and came into force on 15 May, but were subsequently amended to include the two new voluntary questions on religion and the revised ethnic group question; these Amendment Regulations⁸ were laid on the 16 June and came into force on 7 July. The Regulations covering Northern Ireland⁹ came into force on the 26 June.

The Annex to this issue of *Census News* illustrates how the 2001 Census questions will appear on the Household Form. The full text of the Regulations for England and Wales⁶, including copies of the census forms, is available on the census page of the ONS

website (see page 19 for address). The Scottish and Northern Ireland Regulations are similarly available from the GROS/NISRA websites.

References

- 1 *The Census Order 2000*. SI 744/2000. The Stationery Office, 2000. ISBN 0 11 098876 0.
- 2 *The Census (Scotland) Order*. SSI 68/2000. The Stationery Office, 2000. ISBN 0 11 059272 2.
- 3 *The Census Order (Northern Ireland)*. SRNI 168/2000. The Stationery Office, 2000. ISBN 0 3379390 6 3.
- 4 *The Census (Amendment) (Scotland) Act 2000*. The Stationery Office, 2000. ISBN 010 590004 4.
- 5 *The Census (Scotland) Amendment Order*. SSI 172/2000. The Stationery Office, 2000. ISBN 0 11 059357 X.
- 6 *The Census Regulations 2000*. SI 1473/2000. The Stationery Office, 2000. ISBN 0 11 099364 0.
- 7 *The Census (Scotland) Regulations 2000*. SSI 102/2000. The Stationery Office, 2000. ISBN 0 11 059310 3.
- 8 *The Census (Scotland) Amendment Regulations 2000*. SSI 194/2000. The Stationery Office, 2000. ISBN 0 11 059369 3.
- 9 *The Census Regulations (Northern Ireland) 2000*. SRNI 198/2000. The Stationery Office. ISBN 0 3379390 3 9.

Questions on religion in the 2001 Census

Currently, the 2001 Census forms for England and Wales, as published and laid before Parliament on 6 June in the Census Regulations (see above), do not contain the proposed question on religion. The Bill to amend the Census Act to provide for such a question has however, now completed its passage through Parliament. This article reports on the arrangements for including the question in the Census in England and Wales and corresponding questions in Scotland and Northern Ireland.

England and Wales

Readers of *Census News* will be fully aware that, in March 1999, the 2001 Census White Paper proposed that a question on religion be included in England and Wales for the first time. It was argued that a question would help provide information that would supplement the output from the ethnic group question by identifying ethnic minority sub-groups, particularly those originating from the Indian sub-continent. The form and wording of the proposed question was set out in *Census News 41*. But the White Paper noted that inclusion of the question in the 2001 Census in England and Wales would be dependent on a change being made to the primary census legislation – the Census Act 1920 – since, as worded, the Schedule to the Act did not permit particulars on such a topic to be collected.

Census News 43 reported that a Private Member's Bill to this effect (The Census (Amendment) Bill) was introduced in the House of Lords on 16 December 1999. It subsequently was approved by the Lords on 28 March this year, after an amendment was introduced which would have the effect of removing the statutory penalty for anyone refusing or neglecting to provide particulars with respect to religion on the census form - in effect making any question on religion voluntary. The Bill was subsequently passed to the Commons where it was introduced by Jonathan Sayeed MP on 29 March.

Though the Bill failed to get an unopposed Second Reading, on procedural grounds, on the three occasions when it was presented (7 April, 19 May and 9 June), the Government nevertheless recognised the strength of the case for information on religion to be collected in the Census. It acknowledged the importance of the question in enhancing data to be obtained from the ethnic group question to enable the Census to provide data to help address the concerns and needs of all sections of the community, and agreed to provide time within its own legislative programme to progress the Bill through its remaining stages.

The Second Reading in the Commons was subsequently successfully concluded on 20 June, and the Bill completed its remaining Parliamentary stages - Committee, Report and Third Reading in June without further amendment. Royal Assent was given on 28 July. An amendment to the Census Orders was subsequently laid before Parliament on 25 October to provide for the question on religion to be added to those already approved by Parliament for inclusion in the 2001 Census.

Scotland and Northern Ireland

The inclusion of a question on religion in Scotland was not proposed in the White Paper. However, in response to the views of the Scottish Parliament's Equal Opportunities Committee and others in the Parliament, a short Bill was introduced on 29 February to amend primary Census legislation to enable voluntary questions on religion to be asked. Using fast-track procedures, and with the support of all parties, the Census (Amendment) (Scotland) Bill was approved by Parliament on 15 March and received Royal Assent on 10 April.

**short Bill
introduced
in Parliament
on 29
February**

Following extensive consultation, the Amendment Order and Amendment Regulations provided for two voluntary questions on religion. The voluntary religion questions (see pages 27 and 28) will collect information on religious adherence and on religious upbringing, both of which will include broad sub-divisions of Christianity.

The inclusion of a religion question in the Northern Ireland Census is already permitted under existing legislation ●

2001 Census metadata strategy

Metadata is essentially 'data about data', that is, information to support the statistics being presented. It is proposed that 2001 Census metadata should enable users to fully understand and make appropriate and effective use of Census results. This article outlines the 2001 Census metadata strategy by: (a) defining the concept and scope of Census metadata from the 2001 Census; (b) proposing how Census metadata may be collected and collated; and (c) describing possible 'products'.

Introduction

There was no lack of metadata from the 1991 Census. Such data comprised over 70 separate user guides. But these were mainly hard copy publications, many of which produced only after the statistical data were disseminated. Although they provided a vast amount of information, problems with timeliness and a lack of co-ordination and cohesion of these products caused some difficulties for users in accessing the information they required and in understanding and effectively using the Census data.

During the Census Output Roadshow meetings in Spring 1999, there was a general consensus that, for 2001, metadata should be:

- more timely - available before or at the same time as the data;
- comprehensive - covering all topics and areas that a user might be interested in;
- coherent - there being a single source for all Census metadata;
- complementary - products should be consistent in design, format and presentation; and
- easy to use.

To this end, a more streamlined and co-ordinated approach is proposed. Technological developments and effective planning will enable the Census Offices to provide more integrated and coherent products.

There are likely to be four types of metadata produced for the 2001 Census:

Geographical metadata would comprise information on geographical hierarchies used in the 2001 Census and the Output Area Production System (OAPS).

Technical metadata would comprise information of a technical nature, such as how to load and run products and the 'platforms' needed. For example: "This CD-ROM product requires as a minimum requirement a 433MHz PC with a Windows 3.1x. Once you have put the CD-ROM in the drive go to the start menu, select run...". This type of metadata will be designed to enable users to make efficient and effective use of the software products.

Product metadata would be information aimed at assisting the user to get what they want from Census outputs in the most efficient way. For example, this could take the form of a help facility within a CD-ROM product. This facility could advise the user of the suitability of the product for different purposes, provide a guide on how to access the particular information they require, and highlight other related outputs that may be of interest.

Census metadata would comprise information on statistical aspects of the Census, providing background information on the results, clarifying the meaning and context. It is this type of metadata which is the main focus of this article.

Scope of 2001 Census metadata

Census metadata covers a wide range of information, from background on the selection of topics and the development of questions asked in the Census, through to data collection and processing methodologies and assessment of data quality. A full list of topics that are proposed for inclusion as Census metadata has been provided as an annex to a recent Census Advisory Group paper *Census Metadata Strategy*¹, copies of which are available on the ONS Census website.

Four types of metadata are likely to be produced for the 2001 Census

Customer's perspective

In order to decide what type of information should be included, and how it should be stored and disseminated, it is important to think from a customer perspective about how Census metadata might be used and for what purpose.

There are two main types of users of Census information - the 'general' user and the 'specialised' user. This distinction has implications for the structure of metadata products. General users are likely to require only summary-type information, whilst specialised users will seek more detailed or specific information. Furthermore, users will want to access metadata in a variety of ways. For example, one user may want all available information on students, say, whilst another may be looking for detailed information about processes for addressing under-enumeration.

The framework used for storing metadata needs to be flexible enough to cope with these different demands. Links need to be created between operational processes, themes, topics etc, and information should be available on a *drill down* basis. This means giving summary or general information on a subject to start with, for example a definition, and then offering more detailed information if required.

A sub-group of the Output Working Group (OWG), the Dissemination Special Interest Group (DSIG), which comprises key census users, has been created to provide a user perspective on proposals for content and dissemination of 2001 Census metadata. The DSIG met December last year, and the strategy set out in this article was discussed and broadly agreed.

Potential products

A broad outline of possible types of metadata products is provided below.

The *Census Metadata Warehouse* should be a core product in its own right. It could be used as a rich source of comprehensive statistical information on the 2001 Census, and would avoid the problem of duplication of effort in producing and maintaining the information in different places.

Links between different topics in the *Warehouse* would allow users to access related information seamlessly. For example, it would be possible for a user to access all relevant information on a particular Census question. The information would cover development of the question, quality of responses, edit and imputation procedures, output classifications etc.

Tailored views of information on the Census Metadata Warehouse could be created in the *Warehouse* where interest in a particular topic or type of information has been identified in advance. For example, a predefined view of selected information on quality could be provided.

Stand-alone metadata products could be developed where specific user requirements have been identified. To ensure that consistent information is presented, and to avoid duplication of effort, these stand-alone products should be sourced from the *Warehouse*. Specific examples of stand-alone products would be the *2001 Census Quality Report* and *Data Dictionary*, (formerly the *Definitions* volume) for which there are already clearly established user requirements. Consideration would need to be given to whether a stand-alone product is required along the lines of the *General Report* which was produced for the 1991 and earlier censuses, its scope, or whether this report could be replaced by the *Quality Report* and the *Warehouse* itself.

Integrated products – Metadata from the *Warehouse* could be combined with statistical information to provide powerful, integrated products for the user. These products would allow users to view statistical information and metadata simultaneously. An example of this would be where metadata is provided with standard tables, so that a user could click on a term appearing in a table, such as 'Employment Status', and be given a definition of that term, perhaps with links to more information on that subject.

Timetable

The aim is to make Census metadata available before or, at least, with the statistical output. To ensure that this work is co-ordinated and completed on time a provisional timetable is proposed:

- creation of metadata product prototype/s - *July 2000*;
- beta-testing with sample of customers - *November - December 2000*;
- completion of initial metadata product/s for users - *spring 2001*; and
- development and updating of metadata products - *on-going to April 2003*.

Further information

For copies of the Census Advisory Group paper¹ and/or further information, please contact:

*Margaret Wort,
Census Advisory Groups,
Room 4300E,
ONS, Segensworth Road,
Titchfield,
Hampshire,
PO15 5RR.
tel: 01329-813344;
e-mail margaret.wort@ons.gov.uk*

Reference

- 1 ONS. *Census Metadata Strategy*: Advisory Group Paper (00) 03. ONS. March 2000 ●

Edit and imputation rules for the 2001 Census

Census data inevitably contain some invalid, inconsistent or missing data. This article explains briefly how the Census Offices plan to correct these errors when they occur within household data from the 2001 Census. In particular, it deals with assigning missing data arising from a partially completed form.

Introduction

The Census Offices plan, edit and impute data from the 2001 Census so that, as far as possible, users can be provided with a complete and consistent database. This removes the danger of inconsistent interpretations of the data being made as users employ different methods of analysing non-response and dealing with inconsistent data.

Missing data, however, can also arise when it is known, or estimated, that a household exists but no information for it is recorded. These missing households, and missing people within them, are dealt with by the One Number Census (ONC) process, and the imputation methodology in this instance is covered in *A Guide to the One Number Census*¹ which was produced for the ONS Roadshow in 1999.

Invalid data

Invalid data comprise errors that arise from:

- the values given being outside a realistic range, such as an age of 140 years;
- the multi-ticking of responses when only one tick was expected, such as someone who ticks the single and married boxes for marital status; and
- filters on the forms not being followed, resulting in, for example, someone answering the economic activity questions when they were less than 16 years old.

These will be dealt with by a series of rules that will be invoked during the data capture and coding phase. The rules will either set the value to missing or give a correct value for the error. These rules are being reviewed using the 1999 Census Rehearsal data.

Inconsistent responses between questions

A set of consistency rules have been devised that will identify certain combinations of responses that cannot occur. Generally, these involve the key demographic variables including age, sex, marital status and relationship. Examples of these are:

- no-one under sixteen can be married; and
- the difference in age between a parent and a child must be at least 13 years.

However, it is not proposed to attempt to identify every possible inconsistency, such as those involving occupation and age or occupation and location. So, for example, the database may contain a coal miner who works in London or a 16 year-old doctor.

Inconsistencies will be corrected in a similar way to 1991 by the use of an 'edit matrix'. This will take place after the data has been captured and coded. This matrix will automatically consider all combinations of consistency rule failures that involve age and will propose an action that will either change the value of one variable or set the value of one or more variables to missing. The matrix will attempt to keep the number of changes to a minimum.

There are a series of other non age-related checks and checks between persons in the household that are each dealt with in turn.

Missing data

As a result of the previous two processes, the data will contain a 'consistent' database but will still have the same missing data.

Such data will be imputed using information from similar households that have completed data to substitute for the data that is missing. This is similar to the method adopted for the 1991 Census. The main difference will be that this time the aim is to impute all the missing data for one record from a single 'donor' household. In 1991 several 'donors' may have been used to impute data into a household with more than one item missing.

Another difference is that, with possibly one or two exceptions, missing values for all variables will be imputed. There may, however, be some variables for which it will be difficult to remove non-response bias using the imputation methodology. These are variables that have a large number of possible values such as occupation, industry, postcode of address one year ago and postcode of workplace address. These variables will be subject to evaluation using Census Rehearsal or 1991 data.

Further information

This article provides only a high level view of the edit and imputation process planned for 2001 Census. A more detailed paper² has been circulated to Census Advisory Group members, and is now available on the ONS Census website.

References

- 1 ONS/GROS/NISRA. *A Guide to the One Number Census*. 2001 Census Consultation Paper, Spring 1991
- 2 ONS. *Editing and Imputation for the 2001 Census*. Advisory Group Paper (00)13. ONS, 2001 ●



The design of a logo and slogan is a recent milestone in the publicity campaign for the 2001 Census in England and Wales.

The logo aims to encourage universal self-inclusion in the Census and which will be underlined with representations of people in ordinary walks of life as well as celebrities.

The aim will be to place the 'brand' against a background of a very distinctive yellow on a wide range of Census-related print items – most notably the census

forms themselves – and on the bags that the 60,000 - strong field force of enumerators will carry, to maximise exposure. A national TV campaign will provide a link to the brand and aid recognition and acceptance during the form-delivery phase of the census operation.

The publicity campaign is being co-ordinated by the agency M&C Saatchi with support from the Census Office's own Media Initiatives Unit. The aim is that, in the event of no-one being at home when the enumerator calls to deliver the census form and return envelope, the branding and the bright yellow envelope will help to cut through the junk mail-rich environment on the nation's doormats.

A Welsh version of the logo (Cymru'n cyfri) which translates as 'Wales counts' – but set against the same yellow background - will be used on all the corresponding forms in Welsh in Wales ●

Local Community Liaison

The Census Offices are committed to working in partnership with minority groups in order to pave the way for their co-operation in the 2001 Census. It is apparent that some sections of the community such as the elderly are becoming increasingly isolated and local community liaison will be essential to neutralise any ill effects of this on the Census. The article reports both on the ONS Community Liaison Project, recently established to facilitate the fullest possible coverage for the 2001 Census, and on a similar initiative in Scotland.

Census Offices are committed to working in partnership with minority groups

Background

Changes in census collection methodology resulting in the introduction of postback means 2001 Census field staff will now have less contact with the public than previously. There is an increased need, therefore, to target an increasingly diverse population of minority groups in order to provide them with reassurance about the aims of the Census and to offer help with form completion should they require it.

The process of communicating with minority groups commenced during the 1997 Census Test and continued through the Census Rehearsal. In both the Test and Rehearsal the main thrust was to establish direct links with local groups using the Local Authorities as a source of information and guidance.

Strategy

Around mid-1999 a strategy for liaising with local communities was developed and agreed with Census Advisory Groups with the aim of achieving the main objectives of the local community liaison, which are to:

- facilitate enumeration and ensure full coverage;
- help provide a source of potential field staff;
- advertise the Census and underline its uses;
- provide help to individual members of local communities; and
- help with translations and advertising.

The strategy has focused on developing a dialogue with particular sectors of the community, including:

- local and health authorities;
- ethnic and religious community groups, such as the Commission for Racial Equality, the Refugee Council, and the inner Cities Religious Council;
- national charities representing the elderly and disabled, such as MIND, SCOPE, MENCAP, RNID, RNIB, RADAR, Age Concern England and Age Concern Cymru; and
- other interested agencies such as the Citizens Advice Bureau, and the Women's Royal Voluntary Service.

Particular attention has been given to developing a strategy to deal with the problems associated with the diversity of languages spoken throughout the country and the need for sufficient availability of translated material.

Progress

Roadshow

A series of Roadshow meetings have been held throughout the country to discuss the community liaison programme with colleagues from local authorities, health authorities, Census Advisory Groups, voluntary and community organisations. The aim of the Roadshow was to raise awareness about the Census and identify ways of providing practical help to community groups as well as identify how community groups can provide an input to the census programme.

Roadshow meetings were held in: Cardiff, Mold, Taunton, Manchester, Birmingham, Newcastle-upon-Tyne, Cambridge, Nottingham, London (3 events) and Leeds starting on 2 February 2000 and finishing on 8 March 2000. Attendance figures range from 18 at Mold to 60 (per event) in London.

The Roadshow was generally well received, and many organisations have subsequently offered help in promoting and facilitating the Census. Issues raised included adult literacy, recruitment of ethnic staff, confidentiality and the provision of interpreters.

All contacts and offers of help will be put onto a community contacts database to be held by ONS and will also be made available to senior field staff as a key part of planning and carrying out the Census.

Language Strategy Group

To help formulate the 2001 language strategy an appeal was placed on both the ONS and Local Government Association websites asking for help and this has been successful in identifying offers of support.

Many local authorities have replied giving details of the languages spoken in their area and the translating and interpreting services they provide. Several offered to share their experiences and join a group to discuss the Census language strategy. Through the Health Service Advisory Group, an approach for similar help will be made to health authorities.

The first meeting of the language strategy group was held on 21 January and there have been three subsequent meetings. The group is chaired by ONS and is instrumental in providing information on language issues that affect the Census including: translation of the Census form and supporting documentation into a number of languages other than English; the availability, use and operation of interpreting services; data collection methods; how the Census call centre can help and advice on arrangements for liaison with organisations interested in language issues.

Translations of the Census questions will be available in:

Albanian	Japanese
Arabic	Polish
Bengali	Portuguese
Chinese	Punjabi
Croatian	Russian
Farsi/Persian	Serbian
French	Somali
German	Spanish
Greek	Swahili
Gujarati	Turkish
Hindi	Urdu
Italian	Vietnamese

In addition to translation leaflets each Enumerator will carry a Language ID card with a brief message in each of the 24 languages. This will help to identify in which language help is needed.

There will also be a dedicated language Helpline (a subsidiary to the main Census Helpline) and details of this will be printed on the translations for which bilingual operators will be available.

The languages available on the Helpline will be:

Arabic	Italian
Bengali	Punjabi
Chinese (Cantonese)	Somali
Greek	Turkish
Gujarati	Urdu
Hindi	Vietnamese

National Charities

Following the initial meeting with national charities last year, discussions have taken place with RNID, RNIB, SCOPE and RADAR about opportunities for publicising the Census by using the various newsletters produced by these organisations.

Additionally, practical measures for assisting those with impaired sight and hearing have been discussed with RNID and RNIB; these include the production of information in Braille and large print, audio tapes, the provision of minicom or text phone as part of the census helpline, and the supply of British Sign Language interpreters.

Community liaison in Scotland

On 18 May, GROS met with a number of organisations, such as members of the Race Equality Advisory Forum, RNID, RNIB, Help the Aged, and others, to explain the concept of local community liaison and to seek their assistance in raising awareness of the Census among those they represent in Scotland. This is seen as the first step in forging close working relations with these organisations at both the national level through the Census HQ in Edinburgh and with local affiliated groups through field staff managers.

Further information

Further information on the Community Liaison Project in England and Wales and offers of help can be addressed to: *Pat Mann, Room 4100W, ONS, Segensworth Road, Titchfield, Hampshire PO15 5RR; tel: 01329 813733; e-mail: pat.mann@ons.gov.uk*

Information on the initiative in Scotland can be obtained from: *Denis Owens, Room 1/2/11, GROS, Ladywell Road, Ladywell House, Edinburgh EH12 7TF; tel: 0131-314 4283; e-mail: denis.owens@gro-scotland.gov.uk* ●

Timetable For Recruitment Of Field Staff For 2001 Census

Census News 43 reported that the Census Offices had started recruitment for the top level of field staff managers required to carry out the 2001 Census. These Census Area Managers will be employed from 31 July 2000 to 30 June 2001 (4 September – 30 June in Scotland) to manage teams of Census District Managers, Census Team Leaders and Census Enumerators. In all, a workforce of over 80,000 people will be required throughout the UK. This article reports on the timetable for the programme of recruiting and appointing these other levels of field staff.

Census Area Managers

There were over 1,200 applications for the 100 posts of Census Area Manager (CAM) in England and Wales following the announcement in February's issue of *Census News*. The recruitment campaign in England and Wales was extended in Greater London where there had been an initial shortage of candidates in some areas. Elsewhere response was very encouraging, and subsequently all successful candidates were in post by the end of July. Training sessions have been completed.

In Scotland and Northern Ireland CAMs were in post by 4 September.

Census District Managers

Recruitment of the 2,000 plus Census District Managers required for the 2001 Census in England and Wales is virtually complete. At the time of going to print, some vacancies for areas in London had not been filled. Anyone interested in a CDM post in the following London Boroughs should contact Census Recruitment on 01329 813801 to check if the vacancies still exist:

Kensington and Chelsea	City
Westminster	Lambeth
Islington	Southwark
Hackney	Tower Hamlets
Wandsworth	Newham
Ealing	Barking and Dagenham
Brent	

Recruitment of the 165 CDMs in Scotland is also underway and the appointments are expected to be made by 27 November. Some difficulties have been experienced in Edinburgh and Glasgow.

Census Team Leaders

Formerly known as Assistant Census Officers, the Census Team Leaders (CTLs) will support the CDMs in the training of Enumerators and in the distribution of supplies. In addition, the main duties will be to:

- supervise a small team of Enumerators;
- carry out checks on the quality and accuracy of the Enumerators' work;
- monitor and report progress to the CDM;
- handle queries and solve problems as they arise; and
- assist with the opening, checking and recording receipt of Census forms that have been posted back.

CTLs will be selected on their ability to organise and carry out allotted tasks and clerical procedures

efficiently; assimilate and pass on detailed instructions; lead a team of Enumerators; show responsibility and conscientiousness; and work to tight deadlines.

Recruitment of the 6,000 plus CTLs starts in January 2001

Recruitment of the 6,000 plus CTLs required in England and Wales and 600 in Scotland starts in January 2001 and all are planned to be in post by 19 February 2001. Some 270 CTLs are expected to be required in Northern Ireland where recruitment will start much earlier.

Census Enumerators

The prime role of Enumerators will be deliver forms to each residential address in their allocated area and to follow-up at those addresses where forms are not posted back within a specified time. They will be employed from 20 March to 21 May 2001 and will be the main point of contact for the general public, providing assistance as necessary.

Enumerators will be required to be:

- good communicators;
- able to carry out allotted tasks and clerical procedures;
- accustomed to working to deadlines;
- able to keep neat/tidy and accurate records;
- tactful, discreet and patient; and
- responsible and conscientious.

Recruitment for the 62,500 Census Enumerators required in England and Wales, and the 7,000 required in Scotland starts in January 2001. The recruitment of an additional 2,700 required in Northern Ireland is likely to start much earlier.

Further information

Further information for these posts can be obtained from:

England and Wales

To obtain a full job description and application form for either a Census Team Leader or an Enumerator post, telephone the Census Jobs Helpline on:

0845 306 2001 (local rate call).

Lines will be open on **3rd January 2001**

Scotland

*Linda Brennan,
Census Data Collection,
Census Headquarters,
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Ladywell Road,
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tel: 0131-314 4324;
e-mail: census.recruitment@gro-scotland.gov.uk*

Northern Ireland

*Eamon Dallett,
Census Office,
NISRA,
2-14 Castle Street,
Belfast BT1 1SA.;
tel: 02890 348155;
e-mail: eamon.dallett@dfpni.gov.uk*

Census Manager for Wales appointed

In addition to the recruitment of a traditional field force to conduct the Census in Wales, the Registrar General has appointed a Census Manager for Wales, who will effectively be the ONS representative in Wales but with Census HQ retaining full responsibility for the policy and direction of the Census operation.

Deryk Williams has been appointed as the Census Manager for Wales for the 2001 Census. By profession Derek is a journalist who has commented on each census since 1971.

He joined the BBC in 1979, and in 1982 established the Corporation's news service for the emergent SC4. In



1987 he became Deputy Director of Programmes for SC4, and from 1991 until his early retirement in 1997 was Director of Programmes

Since then, Deryk has worked as a freelance television producer

and consultant. As well as his experience behind the camera, Deryk has often appeared on television and radio in Wales and is an experienced public speaker. He also has extensive contacts amongst the Welsh media and politicians from all parties.

Deryk is a native of Criccieth, North Wales, and has lived in Cardiff for the past 35 years. Of himself he says: "I am a planner – and the Census, which will involve every household in Wales, is a feat of organisation and planning. But by trade I am also a presenter and persuader. I am looking forward to getting across to the public in Wales why the Census is important and how it will benefit them".

The Census Manager will:

- be the first point of contact with the media on the Census in Wales;
- join in discussions with the Welsh Assembly, the Welsh Language Board and the Welsh Language Society;
- advise ONS on Welsh language issues;
- assist with recruitment and training of Census Area Managers in Wales; and
- take both a pro-active and a reactive role on issues to do with the census in Wales generally.

The appointment of the Census Manager for Wales is until 30 June 2001 ●

Census Advisory Groups: latest round of meetings

There are separate Advisory Groups representing the interests of census users in:

- central government departments (Departmental Working Group);
- local authorities (CLIP Census Sub Group);
- health authorities (Health Service Advisory Group);
- the academic community (Academic Advisory Group);
- the private sector (Business Advisory Group);
- other business areas of ONS (ONS Advisory Group);
- Scotland (Scottish Census Advisory Group); and
- Northern Ireland (Northern Ireland Advisory Group).

latest
round
meetings

Two rounds of meetings for Groups in England and Wales have taken place this year - in March and in October - at which the following papers were discussed:

March round

Census Legislation timetable. Advisory Group Paper (00)11.
Census Quality Survey. Advisory Group Paper (00)02.
Edit and Imputation. Advisory Group Paper (00)06.
Community Liaison. Advisory Group Paper (00)07.
Census Access Project. Advisory Group Paper (00)08.
Revised proposals for key statistics and standard tables. Advisory Group Paper (00)04.
Census Area Statistics. Paper (00)09.
Workplace and migration statistics. Advisory Group Paper (00)10.
Census Metadata Strategy. Advisory Group Paper (00)03.
Recruitment of Field staff in England and Wales. Advisory Group Paper (00)05.

Issues covering the One Number Census and the Review of Security and Confidentiality were also discussed.

The Scottish Census Advisory Group at its meeting in April considered the above papers, corresponding papers and other issues related to the census in Scotland, particularly those concerning the further consultation on the proposed religion and ethnic group questions (SCAG Paper (00)06) and Scottish output areas (SCAG Paper (00)11).

October round

Legislation update. Advisory Group Paper (00)15.
Field staff recruitment: progress report. Advisory Group Paper (00)19.
Coding of occupation and industry: status report. Advisory Group Paper (00)14.
A quality assurance contingency strategy for the One Number Census. Advisory Group Paper (00)16.
Editing and imputation for the 2001 Census. Advisory Group Paper (00)13.
Standard Tables and Census Area Statistics: further consultation and revision and Census Access. Advisory Group Paper (00)20.
Origin-Destination Statistics: summary report of first analysis of response to the discussion paper. Advisory Group Paper (00)17.
Community liaison update report. Advisory Group Paper (00)18.

In addition, a presentation on the 2001 Census publicity campaign, and a demonstration of the scope of the content 2001 Census metadata, were given.

Further information

Details of the membership of the several Advisory Groups in England and Wales and copies of papers are available from:

Margaret Wort,
Census Advisory Groups,
ONS,
Room 4300E,
Segensworth Road,
Titchfield,
Hampshire PO15 5RR;
tel: 01329 813344;
fax: 01329 813189;
e-mail: margaret.wort@ons.gov.uk

Alternatively, look on the ONS Census website page:

<http://www.statistics.gov.uk>

For Scotland, please contact:

Wilma Smith,
Census User Needs and Output Policy,
GROS,
Room 1/2/9,
Ladywell House,
Ladywell Road,
Edinburgh EH12 7TF;
tel: 0131-314 4342;
fax 0131-314 4344;
e-mail: wilma.smith@gro-scotland.gov.uk

For Northern Ireland, please contact:

*Caroline Gourley,
Census Customer Services,
NISRA,
McAuley House,
2-14 Castle Street,
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tel: 028-9034 8164;
fax: 028-9034 8161;
e-mail: caroline.gourley@dfpni.gov.uk*

CensusAtSchool

A significant milestone in the run up to the 2001 Census of population was reached on 29 October with the arrival of CensusAtSchool - a web-based survey which is expected to produce the largest database of children's statistics in the country.

The project is managed by the Royal Statistical Society (RSS) Centre for Statistical Education, based at The Nottingham Trent University, in partnership with the Office for National Statistics, the Northern Ireland Statistics and Research Agency and Maths Year 2000 and it is expected that over a million school children will take part.

During October, schools were invited to register an interest in the project at www.censusatschool.ntu.ac.uk, a website containing a variety of teaching resources associated with data collection in addition to the pupil questionnaire which formed the basis of the project.

All school children aged 7-16, in participating schools, were asked to complete a one-page questionnaire on 29 October 2000, or as soon as possible after that date. Some of the questions asked in the schools' census mirror those to be asked in the main Census of population on 29 April 2001, but there were also questions on such topics as: pet ownership, favourite school subject and favourite football team. Information is also being collected about PC/Internet access to produce an indicator for the growing level of high-tech awareness of pupils.

Director of the Census, Graham Jones, sees the schools' census not just as a valuable learning activity but also an effective awareness-raiser for the main

census on 29 April 2001. 'We want CensusAtSchool to be a talking point at home as well as an educational opportunity. In a very real sense this initiative will promote the Census within the family'.

For further information, visit the project website at www.censusatschool.ntu.ac.uk or contact Rob Reynolds, Census Media Initiatives (tel: 01329 813930, e-mail: robin.reynolds@ons.gov.uk)

Revised Standard Occupational Classification

ONS has recently published SOC 2000 - a revised version of the 1990 edition of the Standard Occupational Classification to be used in the 2001 Census. The classification will allow the coding of occupations to be allocated to either the new SOC or the 1990 version.

Background

In consultation with users two strong influences on the revision of the Standard Occupational Classification emerged, previously reported in *Census News 40*. These were the need to improve alignment with the International Standard Classification of Occupations (ISCO 88) and to attempt to resolve the classification issues revealed by the development of the new National Statistics Socio-Economic Classification (NS-SEC) (reported in *Census News 41*).

Main features

The main features of the revision include:

- a tighter definition of managerial occupations;
- a thorough overhaul of computing and related occupations;
- the introduction of specific occupations associated with the environment and conservation;
- changes linked to the upgrading of skills but the de-skilling of manufacturing processes; and
- the recognition of the development of customer service occupations and the emergence of remote service provision through the operation of call centres.

The conceptual basis of the classification remains unchanged, and the classification retains its four-tiered structure. As in SOC 1990 there are nine major groups, though the SOC 2000 titles have been revised to reflect the change in content. Thus:

SOC 1990 Major Groups

- 1 Managers and administrators
- 2 Professional occupations
- 3 Associate professional and technical occupations
- 4 Clerical and secretarial occupations
- 5 Craft and related occupations
- 6 Personal and protective occupations
- 7 Sales occupations
- 8 Plant and machine operatives
- 9 Other occupations

SOC 2000 Major Groups

- 1 Managers and senior officials
- 2 Professional occupations
- 3 Associate professional and technical occupations
- 4 Administrative and secretarial occupations
- 5 Skilled trades occupations
- 6 Personal service occupations
- 7 Sales and customer service occupations
- 8 Process, plant and machine operatives
- 9 Elementary occupations

In SOC 2000 the numbers of groups in the lower tiers have been revised to include 25 new sub-major groups (compared with 22 in SOC 1990), 81 minor groups (compared with 77 in SOC 1990) and 353 unit groups (compared with 371). Furthermore, the sub-major groups have been incorporated into the numbering system for SOC 2000. Thus, for example whereas in SOC 1990 'Chemists' appeared as Unit Group 200 under:

- Major Group 2 (Professional occupations)
 - Sub-Major Group 2a (Science and engineering professionals)
 - Minor Group 20 (Science professionals)

in SOC 2000, they appear as Unit Group 2111 under:

- Major Group 2 (Professional occupations)
 - Sub-Major Group 21 (Science and technology professionals)
 - Minor Group 211 (Science professionals)

SOC 2000 in two volumes

SOC 2000 is published in two volumes^{1,2}. *Volume 1* describes the classification, showing the structure in full, and provides detailed descriptions of the unit groups with short lists of related job titles.

Volume 2 is the coding index – an alphabetical list of over 26,000 job titles, each one linked to a unit group of both the 1990 and 2000 Classification. This is a new feature of SOC and has been introduced to help users make the transition from the old to the new classification. *Volume 2* is also available electronically from the ONS Occupational Information Unit at Titchfield. Call 01329 813640 or e-mail occupation.information@ons.gov.uk.



over
26,000 job
titles

Use of SOC 2000

The revised classification will be used, along with the NS-SEC, in output from the 2001 Census. Other main government data collections will also start to use SOC 2000 during the year 2001.

Eurostat uses a variant of the International Standard Classification of Occupations called ISCO 88 COM. A mapping of SOC 2000 Unit Groups to the minor groups of ISCO 88 COM will be available from the Occupational Information Unit. It will be used to supply Eurostat with counts on ISCO 88 COM from the Labour Force Survey as well as the 2001 Census.

Reference

- 1 ONS. *SOC 2000. Volume 1: Structure and Definitions of Major, Sub-Major, Minor and Unit Groups* The Stationery Office, 2000. ISBN 0 11 621388 4. Price £40.00.
- 2 ONS. *SOC 2000. Volume 2: Coding Index*. The Stationery Office, 2000. ISBN 0 11 62139 2. Price £39.00 ●

Coding of occupation and industry in the 2001 Census

In consultation with users, and particularly following the round of Advisory Group meetings in April, ONS, on behalf of the Census Offices, agreed in principle to code industry and occupation for the 2001 Census for 100 percent of the population aged between 16 and 74 and who had worked in the last 10 years, and to retain a facility to code those who had worked more than 10 years ago at a later stage, should funds be available.

At the latest round of Advisory Group meetings (see page 16), ONS had to report to users that, as part of the final negotiations for the processing contract for the 2001 Census, it had had to cut back on these provisional plans on cost grounds and proposed to code occupation and industry information for all people aged between 16 and 64 (inclusive) who worked in the week before the Census or who last worked in 1996 or later. The views of users were sought.

Users have since expressed a variety of strong views, with some wishing to have information covering the whole of the population whilst others preferred coverage of the retired groups. In the light of representations made overall, ONS have concluded that the lack of data on elderly workers in particular that would result from the revised proposal would significantly reduce the value of the occupational data. Consequently it has been decided to code the remaining people aged 65-74 currently in work at the date of the Census, estimated to be about 350,000 in Great Britain.

The coding of occupation and industry in Northern Ireland will cover the population age group as originally proposed ●

Census Customer Services

Enquiries about Census statistics, products and services should be directed to:

*Census Marketing and Customer Services,
Office for National Statistics,
Segensworth Road,
Titchfield,
Fareham,
Hampshire PO15 5RR;
tel: 01329 813800;
fax: 01329 813587;
Website address: <http://www.statistics.gov.uk>
e-mail: census.customerservices@ons.gov.uk*

for 2001 Census Consultation:

e-mail: census.consultation@ons.gov.uk

A MINICOM telephone number - 01329 813669 - is available for the hard of hearing or partially deaf.

or (for customers in Scotland) to:

*Customer Services Population Statistics Branch,
General Register Office for Scotland,
Ladywell House,
Ladywell Road,
Edinburgh EH12 7TF;
tel: 0131-314 4254;
fax: 0131-314 4344;
Website address: <http://www.gro-scotland.gov.uk>
e-mail: customer@gro-scotland.gis.gov.uk*

or (for customers in Northern Ireland) to:

*Census Office for Northern Ireland,
Northern Ireland Statistics and Research Agency,
2 - 14 Castle Street,
Belfast BT1 1SA;
tel: 028 9034-8160;
fax: 028 9034-8161;
Website address: <http://www.nisra.gov.uk> ●*

Annex A The 2001 Census questions

This Annex to Census News illustrates how the topics approved by the UK and Scottish Parliaments for inclusion in the 2001 Census will appear as questions on the Household forms. Most of the topics have been included in previous censuses but in some cases the questions have been re-designed, particularly to accommodate a greater degree of tick-box response.

The Annex illustrates the questions as they currently appear on the Household form for Wales (which includes the additional question on Welsh language) and which was published in the Census Regulations 2000 for England and Wales (see page 7). The form does not currently include the proposed question on religion, which first requires legislative approval by Parliament (see page 8), but the proposed wording of this question is shown separately on page 27. Variations to the questions as they appear in the Household forms for Scotland and Northern Ireland are also shown separately on pages 27-28.

Questions to be asked of each household

Some questions will be asked about each household *as a whole*. These relate to the type and characteristics of the accommodation and transport available to the household. See questions H1-H9 on page 21. Where accommodation is unoccupied on Census night, the enumerator will record, on a separate form, a few basic facts that will be used to augment the information collected from occupied accommodation. Households that are entirely absent from their usual address on Census night will be required to complete a census form on their return, if this is within six months of Census night.

In households of two or more people, a new style of question will ask about the relationship between each person in the household (see pages 22-23).

Questions to be asked of residents in households

About a half of the questions addressed to residents in households (see the Person 1 questions on pages 24-26) will apply to everyone; the questions relating to qualifications, economic activity, occupation and industry will not be asked of children under 16 or people who are aged 75 or over. Question 9 relating to the Welsh language will not be included on the form in England.

Differences in Scotland and Northern Ireland

In Scotland an additional household question (H10) on furnished/unfurnished accommodation is included. In Northern Ireland an additional household question (H6) on whether or not the accommodation is located on more than one floor is included (See page 27). Furthermore the ordering of the person questions differ in Scotland to accommodate the extension of the questions on workplace and travel to work to include place of study.

There are variations in the wording of the ethnic group and religion questions in Scotland and Northern Ireland (see page 27-28). There are also differences in the corresponding questions on language (which refer to Gaelic and Irish respectively) and qualifications (not shown) ●

How to complete the remaining questions

Remember to use black or blue ink.

Put a tick in the appropriate box, like this . If you mark the wrong box, fill in the box and put a tick in the right one, like this



Where you are required to write in an answer please use CAPITAL LETTERS and leave one space between each word. Start a new line if a word will not fit.

7 What is your country of birth?

Elsewhere, please write in the present name of the country

S O U T H

A F R I C A

Household Accommodation

H1 What type of accommodation does your household occupy?

A whole house or bungalow that is:

- Detached
- Semi-detached
- Terraced (including end-terrace)

A flat, maisonette, or apartment that is:

- In a purpose-built block of flats or tenement
- Part of a converted or shared house (includes bed-sits)
- In a commercial building (for example, in an office building, or hotel, or over a shop)

Mobile or temporary structure:

- A caravan or other mobile or temporary structure

H2 Is your household's accommodation self-contained?

◆ This means that all the rooms, including the kitchen, bathroom and toilet are behind a door that only your household can use.

- Yes, all the rooms are behind a door that only our household can use
- No

H3 How many rooms do you have for use only by your household?

◆ Do not count bathrooms, toilets, halls or landings, or rooms that can only be used for storage such as cupboards.

◆ Do count all other rooms, for example kitchens, living rooms, bedrooms, utility rooms and studies.

◆ If two rooms have been converted into one, count them as one room.

Number of rooms

H4 Do you have a bath/shower and toilet for use only by your household?

- Yes
- No

H5 What is the lowest floor level of your household's living accommodation?

- Basement or semi-basement
- Ground floor (street level)
- First floor (floor above street level)
- Second floor
- Third or fourth floor
- Fifth floor or higher

H6 Does your accommodation have central heating?

◆ If you have central heating available, ✓ 'Yes' whether or not you use it.

◆ Central heating includes:

- gas, oil or solid fuel central heating
- night storage heaters
- warm air heating
- underfloor heating

- Yes, in some or all rooms
- No

H7 How many cars or vans are owned, or available for use, by one or more members of your household?

◆ Include any company car or van if available for private use.

- None
- One
- Two
- Three
- Four or more, please write in number

H8 Does your household own or rent the accommodation?

◆ one box only.

- Owns outright
▶ Go to H10

- Owns with a mortgage or loan
▶ Go to H10

- Pays part rent and part mortgage (shared ownership)
▶ Go to H10

- Rents
▶ Go to H9

- Lives here rent free
▶ Go to H9

H9 Who is your landlord?

- Council (Local Authority)
- Housing Association
Housing Co-operative
Charitable Trust
Registered Social Landlord
- Private landlord or letting agency
- Employer of a household member
- Relative or friend of a household member
- Other

H10 Please turn the page.

Household Members and their Relationships within the Household

- ◆ The example below shows how to provide the relationship information for John Smith, his wife (Mary) and their three children (Alison, Steven and James).
- ◆ In this example Steven's (Person 4) relationship to Person 1 is son, to Person 2 is son and to Person 3 is brother.

Name of Person 1	Name of Person 2	Name of Person 3
First name JOHN	First name MARY	First name ALISON
Surname SMITH	Surname SMITH	Surname SMITH
ENTER NAME OF PERSON 1 ABOVE	Relationship of Person 2 to Person → 1	Relationship of Person 3 to Person → 1 2
	Husband or wife <input checked="" type="checkbox"/>	Husband or wife <input type="checkbox"/> <input type="checkbox"/>
	Partner <input type="checkbox"/>	Partner <input type="checkbox"/> <input type="checkbox"/>
	Son or daughter <input type="checkbox"/>	Son or daughter <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
	Step-child <input type="checkbox"/>	Step-child <input type="checkbox"/> <input type="checkbox"/>
	Brother or sister <input type="checkbox"/>	Brother or sister <input type="checkbox"/> <input type="checkbox"/>

- ◆ Use the same order and person numbers as in Table 1 (page 2), starting with Person 1.
- ◆ Print the name of each household member in the space at the top of each column.
- ◆ ✓ a box to show the relationship of each person to each of the other members of your household.
- ◆ Include relationship information for household members who require an Individual Form for privacy reasons. Questions on the following pages should be left blank for these people.

Name of Person 1	Name of Person 2	Name of Person 3
First name	First name	First name
Surname	Surname	Surname
ENTER NAME OF PERSON 1 ABOVE	Relationship of Person 2 to Person → 1	Relationship of Person 3 to Person → 1 2
	Husband or wife <input type="checkbox"/>	Husband or wife <input type="checkbox"/> <input type="checkbox"/>
	Partner <input type="checkbox"/>	Partner <input type="checkbox"/> <input type="checkbox"/>
	Son or daughter <input type="checkbox"/>	Son or daughter <input type="checkbox"/> <input type="checkbox"/>
	Step-child <input type="checkbox"/>	Step-child <input type="checkbox"/> <input type="checkbox"/>
	Brother or sister <input type="checkbox"/>	Brother or sister <input type="checkbox"/> <input type="checkbox"/>
	Mother or father <input type="checkbox"/>	Mother or father <input type="checkbox"/> <input type="checkbox"/>
	Step-mother or step-father <input type="checkbox"/>	Step-mother or step-father <input type="checkbox"/> <input type="checkbox"/>
	Grandchild <input type="checkbox"/>	Grandchild <input type="checkbox"/> <input type="checkbox"/>
	Grandparent <input type="checkbox"/>	Grandparent <input type="checkbox"/> <input type="checkbox"/>
	Other related <input type="checkbox"/>	Other related <input type="checkbox"/> <input type="checkbox"/>
	Unrelated <input type="checkbox"/>	Unrelated <input type="checkbox"/> <input type="checkbox"/>

Name of Person 4

First name	STEVEN
Surname	SMITH

Relationship of

Person 4 to Person → 1 2 3

Husband or wife	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Partner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Son or daughter	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Step-child	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brother or sister	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Name of Person 5

First name	JAMES
Surname	SMITH

Relationship of

Person 5 to Person → 1 2 3 4

Husband or wife	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Partner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Son or daughter	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Step-child	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brother or sister	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Name of Person 4

First name
Surname

Relationship of

Person 4 to Person → 1 2 3

Husband or wife	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Partner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Son or daughter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Step-child	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brother or sister	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mother or father	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Step-mother or step-father	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Grandchild	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Grandparent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other related	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unrelated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Name of Person 5

First name
Surname

Relationship of

Person 5 to Person → 1 2 3 4

Husband or wife	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Partner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Son or daughter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Step-child	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brother or sister	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mother or father	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Step-mother or step-father	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Grandchild	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Grandparent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other related	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unrelated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Remaining questions should be answered by each member of your household in the same order as Table 1 on page 2 of this form. Where a household member is completing an Individual Form for privacy reasons, the remaining questions for this person should be left blank.

Question Variations

Variations to the standard Household Accommodation question are as follows;

Northern Ireland

H6 Are the rooms used by your household located on more than one floor?

- Yes No

Scotland

H10 Is the accommodation provided furnished or unfurnished?

- Furnished
 Unfurnished

The proposed question on religion in **England and Wales**

10 What is your religion?

- ◆ This question is voluntary.
- ◆ ✓ one box only.

- None
 Christian (including Church of England, Catholic, Protestant and all other Christian denominations)
 Buddhist
 Hindu
 Jewish
 Muslim
 Sikh
 Any other religion, *please write in*

Variations to the question on religion in **Scotland**

13 What religion, religious denomination or body do you belong to?

- None
 Church of Scotland
 Roman Catholic
 Other Christian, *please write in*

- Buddhist
 Hindu Jewish
 Muslim Sikh
 Another Religion, *please write in*

14 What religion, religious denomination or body were you brought up in?

- None
 Church of Scotland
 Roman Catholic
 Other Christian, *please write in*

- Buddhist
 Hindu Jewish
 Muslim Sikh
 Another Religion, *please write in*

Question Variations - continued

Variations to the question on religion in

Northern Ireland

8 Do you regard yourself as belonging to any particular religion?

- Yes ► Go to **8a**
 No ► Go to **8b**

8a What religion, religious denomination or body do you belong to?

- Roman Catholic
 Presbyterian Church in Ireland
 Church of Ireland
 Methodist Church in Ireland
 Other, *please write in*

► Go to **9**

8b What religion, religious denomination or body were you brought up in?

- Roman Catholic
 Presbyterian Church in Ireland
 Church of Ireland
 Methodist Church in Ireland
 Other, *please write in*

None

Variations to the question on ethnic groups in

Northern Ireland

10 To which of these ethnic groups do you consider you belong?

- ◆ one box only.
- White
 Chinese
 Irish Traveller
 Indian
 Pakistani
 Bangladeshi
 Black Caribbean
 Black African
 Black Other
 Mixed ethnic group, *write in*

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Any other ethnic group, *write in*

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and
Scotland

15 What is your ethnic group?

◆ Choose ONE section from A to E, then the appropriate box to indicate your cultural background.

A White

- Scottish
 Other British
 Irish
 Any other White background, *please write in*

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B Mixed

- Any Mixed background, *please write in*

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C Asian, Asian Scottish or Asian British

- Indian
 Pakistani
 Bangladeshi
 Chinese
 Any other Asian background, *please write in*

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D Black, Black Scottish or Black British

- Caribbean
 African
 Any other Black background, *please write in*

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E Other ethnic background

- Any other background, *please write in*

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