

## CENSUS QUALITY SURVEY REPORT

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## **SUMMARY**

The results in this report provide users with information about the accuracy of responses to the Rehearsal version of the 2001 Census form. The results are based on the Census Quality Survey (CQS) carried out in 1999. The results are qualitative in nature and are based on information obtained from the interview stage of the CQS when interviewers compared and recorded comments on how questions were answered. The results can additionally be used as a basis for understanding the reasons for incorrect answers when filling in the 2001 Census form. The report also highlights the impact which the CQS had on reorganising the Qualifications and Carers question for the main 2001 Census.

### **Background/Strategy**

Following the previous Census in 1991, a validation survey was carried out to assess both the coverage of the Census - the extent to which the numeration of all households and individuals present on Census night had been achieved and the accuracy of the information obtained on the census form.

For the 2001 Census, however, it was decided to separate the two elements of census validation, and to carry out two separate surveys, one to measure coverage, and one to measure response quality. This report relates to the Census Quality Survey (CQS) carried out in England and Wales by ONS; a separate survey was carried out in Scotland.

For previous censuses, validation surveys were carried out following the census. For the 2001 census, it was decided that the CQS should be carried out in May 1999, by when development and testing of the census documents and procedures were at an advanced stage. This would allow the opportunity to amend the 2001 Census procedures in the light of feedback from the survey. Additionally, the qualitative results obtained from the CQS interview would provide users with some information about the sources of error when completing a Census Form.

It was recognised that some further changes might be made to the 2001 census form and the processing software. The benefit of more timely results from the CQS was expected to outweigh any possible disadvantage arising from differences between the CQS form and the final 2001 census version.

### **Report Objectives**

The objective of this report is to explain some of the sources of error when people completed census questions by comparing form data against interview data, making the assumption that the response obtained at the interview stage was the more correct answer.

## **CQS and Census Rehearsal**

The Census Quality Survey was carried out on 16 May 1999 shortly after the large scale Census Rehearsal (25 April 1999). The same procedures and processing were used, and the Census Rehearsal form was used with some modifications:

- Changes were made to the front page (title, explanation etc), and to the references to dates within the form (bringing them into line with the CQS night of 16 May).
- The removal of references to continuation or individual forms. This was done to simplify the form printing requirements and to limit interviews for a household to five people.

The areas covered in the Census Quality Survey excluded those that were used for the Census Rehearsal.

## **CQS Methodology**

### *Sample Design*

The CQS sample was drawn from the small users Postcode Address File (PAF) for England and Wales<sup>1</sup>. A two-stage stratified probability sample design was used. At the first stage, 80 postcode sectors were selected with probability proportional to their size (in terms of the number of addresses), and 58 addresses were selected from each sector at the second stage. This gave a total set sample of 4,640 addresses selected with equal probability throughout England and Wales.

However, as the PAF sampling frame is based on delivery points rather than households, interviewers were required to check whether there was more than one household at each point. For the 57 points where this was found interviewers left additional Census Quality Forms. Conversely, some delivery points were not eligible and did not receive a form as they were either:

- Businesses, institutions or non-residential addresses;
- Derelict or demolished addresses;
- Addresses where the accommodation had yet to be built;
- Empty accommodation or accommodation where the occupants were away during the field period;
- Temporary accommodation;
- Addresses which the interviewer was unable to trace;
- Second homes, counted as ineligible in order to avoid double counting.

### *Delivery and Completion of CQS Census Forms*

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<sup>1</sup> Areas included in the 1997 Test and the Census Rehearsal were excluded from the sampling frame.

Advance leaflets were sent to the selected addresses explaining the survey and encouraging households to participate. The leaflet also included a helpline number (operated along the lines of the Census Rehearsal helpline).

Interviewers from ONS's Social Survey Division (SSD) delivered one form per household to the selected addresses over the two weeks before the CQS night of 16 May 1999. Delivery was consistent with census procedures, in that two visits were allowed, and the second, if required, took place at a different time of day.

Interviewers encouraged households to complete the CQS census form, and were instructed to provide assistance consistent with that which would be expected of census enumerators. Participating households were asked to post the completed form back to the office; those who did not do so after a postal reminder were visited and the form collected as in the 2001 Census.

Responses entered on the CQS forms were entered into Blaise, the interviewing software used by SSD interviewers. The responses were not edited in any way - thus, for example, all multiple responses were entered as they appeared on the census form.

#### CQS Interview

Follow-up interviews were carried out within two months of 16 May 1999 by staff from SSD.

One potential source of error in the census is that the form is usually filled in by one person on behalf of all those in the household and this person may have incomplete or incorrect knowledge. To assess the extent of this problem the CQS sought interviews with all adults aged 16 or over who were usually resident at the address.

The SSD interviewer was instructed to ask the person who completed the household and relationship matrix questions about these questions in the interview, and to ask each adult in the household about their own personal information, whether or not they had completed that section of the form themselves.

#### Proxy Responses

The following rules governed the acceptance of proxy responses to minimise potential errors:

If this person was not available, the interviewer could ask another adult in the household about the household and relationship questions, but proxy responses in relation to personal information were only accepted:

- For children aged under 16 usually resident in the household,
- For a student not usually resident in the household where that student could not be interviewed, and
- Where a person answered through an interpreter.

Proxy issues were found to influence Date of Birth (P3), Country of Birth (P7), Carers (P12) and Limiting long-term illness (P13).

### CQS Interview Questionnaire

The interview was designed to last no more than about one hour and was designed to probe into selected questions. In particular interviewers were encouraged to reconcile differences in data and misunderstandings experienced by the respondent in order to come up with an accurate answer.

The general procedure was for the interviewer to ask the census questions in more detail, where appropriate assisting respondents with the correct interpretation of the question and/or the underlying concepts. The Computer Assisted Personal Interview (CAPI) program compared the responses from the form and the interview. The interviewer attempted to identify and record the reasons for any differences.

### **Limitations of the Report Results**

Whilst the results of this report provide users with an insight into the reasons why discrepancies occur between self-completion and interview data it should be noted that this report does not produce estimates for adjusting 2001 Census data. There are two key reasons for this: the level of response to the CQS and the changes made to the Census questions after 1999.

### Question Changes

The following differences between the 1999 CQS Questionnaire and 2001 Census should be noted:

- The question to identify Carers was reworded, although the answer codes remained the same;
- The Age filter which determined whether the Qualifications and Employment questions applied was clarified;
- The Qualification question in the CQS covered both academic and professional qualifications. This question was split into two for the 2001 Census with extensive changes made to the descriptions of the codes;
- Two bullet points were merged in the question on Working last week.
- The Income question was dropped.

### Non Response/Voluntary Survey

The main concern about conducting the CQS in 1999 rather than in 2001 was the effect of non-response bias due to the CQS being voluntary rather than compulsory, as is the Census. Every effort was made to encourage selected households to take part in the CQS, but they were under no obligation to do so.

63% of households approached did respond to the CQS by completing the form. Of those, 81% who returned the form were interviewed. The results may not be representative of those that would have been obtained from a CQS based on the 2001 Census, where a higher proportion of households would be expected to respond. Many studies show that the characteristics of those who do not respond to a survey are different from those of responders.

However, whether non-responders would generate different kinds of response errors if they were interviewed is another question. The accuracy of the measures of respondent error is not critical, provided the non-response bias is not so great as to disguise any important features in the results.

For the responses by the households who do respond to the survey to be unrepresentative of those households that do not, responses from those households that do not respond would need to be subject to response errors to different questions, or to the same questions for different reasons. Reasons for respondent error include:

- The use of concepts underlying questions which are unfamiliar to the general public;
- Problems with questions that are open to different interpretations;
- A propensity to under- or over-report;
- Lack of motivation to complete form;
- Antipathy to being asked about certain topics;
- Problems with self-perception questions.

The analysis in this report covers only those who completed the CQS form and subsequently agreed to be interviewed about it.

### **Definition of Household**

For the CQS the people in the household were defined by the respondent who completed the form.

### **Structure of this report**

The report is presented in sections dealing with the questions on the CQS (May 1999) form as follows:

- A Household Members and Visitors section, Tables 1 and 2 on the CQS form.
- A Household section for questions H1 to H9.
- A section on Relationships within the household.
- A section for each person covering questions P1 to P36.

Each section is numbered according to the question in the CQS and includes the following sub-sections where possible:

- Description of the Census question.
- Description of the Interview question.
- Gross Agreements/Reasons for incorrect answers on the census form.
- Additional comments about the questions (for P4, P11 and P16).

- Resulting changes for the 2001 Census (Questions P12 and P16).

Questions P17-21 - This was a set of employment questions from which the composite Economic Activity variable was derived. The quality of the composite variable is examined and not the individual questions.

Finally, there is an Occupation and Industry section from which the gross agreements for occupation and industry coding were calculated. The calculations were based on Standard Occupation Classification 2000 and the UK Standard Industrial Classification of Economic Activities 1992 coding.

### **Questions not covered**

Not all the 2001 census questions addressed to individuals are covered in this report, for the following reasons:

- P1 Name of respondent – No information was collected for this question.
- P9 Welsh language - This question was not asked in the CQS.
- P23, P36 These questions were instructions to assist completion of the form.

In addition, the CQS did not extend to communal establishments, so no information was collected about types of communal establishments or whether people living in them were residents or staff.

## Summary of Results

Table 1 provides a summary of the analysis of the CQS results. In particular it lists for each question the Gross Agreement rates and the Greatest Net Differences between the form and interview responses. The table also provides a brief summary of the qualitative results of the analysis although for a more detailed explanation each individual question is discussed further in the report below.

*Table 1: CQS Summary Results by Question*

Question Number	Question	Gross Agreement (%)	Greatest Net Differences	Comment
H1	<i>What type of accommodation does your household occupy?</i>	95.5	1.24	Semi-detached recorded instead of terraced particularly with end-terrace houses.
H2	<i>Is your household's accommodation self-contained?</i>	99.6	0.08	Some households recorded themselves as not being self-contained because they had access to communal rooms, such as laundry facilities. Other reasons for discrepancies included connecting doors that were not used and shared access with members of another household.
H3	<i>How many rooms do you have for use only by your household?</i>	77.5	1.54	The greatest net difference was the number of rooms differing by one in a five room household. The most common reasons for discrepancies were not counting the kitchen/utility room, counting bathrooms, counting through rooms as two rooms, not counting conservatories or box rooms.
H4	<i>Do you have a bath/shower and toilet for use only by your household?</i>	99.8	0.05	Very few discrepancies.
H5	<i>What is the lowest floor level of your household's living accommodation?</i>	95.5	1.17	Ground floor recorded rather than First floor.
H6	<i>Does your accommodation have central heating?</i>	99.0	0.36	One of the main reasons was not knowing how to treat central heating that did not cover all rooms.
H7	<i>How many cars or vans are owned, or available for use, by one or more members of your household?</i>	96.6	0.7	Respondents mistakenly writing in that they had a car available that should not have been included on the form. The most common reason was wrongly including a vehicle that was off the road.
H8	<i>Does your household own or rent the accommodation?</i>	95.9	2.88	Some households who said that they owned outright had a small mortgage or loan.
H9	<i>Who is your landlord?</i>	96.5	1.62	The greatest Net Difference was for "Other" landlords.

Question Number	Question	Gross Agreement (%)	Greatest Net Differences	Comment
R1	Relationship grid mapping the relationships of up to five household members to one another.	97.1	0.61	The greatest Net Difference was 'other related'. Although this was a small percentage of the sample difficulties arose in categorising in-laws and same sex couples.
P2	<i>What is your sex?</i>	99.9	0.05	Negligible difference.
P3	<i>What is your date of birth?</i>	99.4	0.09	The greatest net difference was for those aged 0-4 whose date of birth had been entered by proxy.
P4	<i>What is your marital status (on 16 May 1999)?</i>	98.5	0.72	The greatest net difference was for those who were married, as a result of confusion between the legal marital status.
P5	<i>Are you a schoolchild or a student in full-time education?</i>	98.5	1.09	Some part-time students were uncertain how to answer the question.
P6	<i>Do you live at the address shown on the front of this form during the school, college or university term?</i>	99.2	0.3	The greatest net difference was where the form was completed by proxy.
P7	<i>What is your country of birth?</i>	99.6	0.13	The greatest net difference was where the form was completed by proxy.
P8	<i>What is your ethnic group?</i>	96.6	0.63	A number of people ticking 'White British' were found to be from other ethnic groups. Most explanations for this suggested that the category was misread as 'British nationality'.
P9	Welsh language	-	-	This question was not asked in the CQS.
P10	<i>What is your religion?</i>	93.5	0.17	Some respondents found the 'Christian' category confusing because they were looking for their specific religion or because they preferred to see themselves as separate from other denominations.
P11	<i>Over the last twelve months would you say your health has on the whole been: Good? Fairly good? or Not good?</i>	88.4	1.14	The greatest net difference was where the question was filled in by proxy. Difficulties were experienced in assessing the subjective nature of the question.
P12	<i>Do you provide personal help for a friend or family member with a long-term illness health problem or disability?</i>	95.4	1.77	The greatest net difference was due to proxy completion.
P13	<i>Do you have any long-term illness, health problem or disability which limits your daily activities or the work you can do?</i>	94.0	1.2	The greatest net difference was due to proxy completion.
P14	<i>What was your usual address one year ago?</i>	-	-	No comparative information was collected for this question.
P15	Filter to route people aged under 16 or 75 and over past	-	-	No information was collected for this filter.

Question Number	Question	Gross Agreement (%)	Greatest Net Differences	Comment
P16	the qualification and employment questions. <i>Which of these qualifications do you have?</i>	60.6	12.5	The greatest net difference was for NVQ level 1 which respondents found difficult to match to previous equivalents.
P17	<i>Last week, were you doing any work: as an employee, as self-employed/freelance, in your own/family business, or on a Government sponsored training scheme?</i>	97.1	1.29	People with part-time jobs, contract work and other work that was erratic were sometimes uncertain how to answer this question. Some students were unsure whether their student status took precedence over the fact that they were working.
P18	<i>Were you actively looking for any kind of paid work during the last 4 weeks?</i>	83.4	-	No net differences were calculated for the ILO classifications.
P19	<i>If a job had been available last week, could you have started it within 2 weeks?</i>			
P20	<i>Last week, were you waiting to start a job already obtained?</i>			
P21	<i>Last week, were you doing any of the following?</i> <i>Retired</i> <i>In full-time education</i> <i>Looking after home/family</i> <i>Permanently sick/disabled</i> <i>None of the above</i>	97.1	2.93	The greatest net difference was due to proxy completion.
P22	<i>Have you ever worked?</i>	95.4	2.88	The greatest net difference was due to proxy completion.
P23	Instructions to assist completion of the form.	-	-	
P24–P32	Questions analyzed as part of the Occupation and Industry Analysis.	-	-	No differences calculated – see Occupation and Industry Analysis.
P33	<i>How do you usually travel to work?</i>	92.6	0.54	One reasons for differences was where respondents used two forms of transport to travel to work.
P34	<i>How many hours a week do you work in your main job?</i>	80.2	1.6	The greatest net difference was due to proxy completion.
P35	<i>What is your total current gross income from all sources?</i>	-	-	No data was collected for this question.
P36	Instructions to assist completion of the form.	-	-	

## **M1, M2 Household members and visitors**

### ***M1 Census questions***

Respondents were asked to complete Table 1 listing all members who lived in the household. The following instructions were included:

- Start with the householder or joint householders.
- Include anyone who is temporarily away from home on the night of 16 May 1999.
- Include schoolchildren or students if they live at this address during the school, college or university term.
- Also include schoolchildren or students who are away from home during the school, college or university term (only basic information is required at this address).
- Include any baby born before 17 May 1999, even if still in hospital.
- Include people with more than one address if they live at this address for the *majority of time*.
- Include anyone who is staying with you who has no other usual address.

They were also asked to complete Table 2 listing visitors with their names and addresses, in accordance with the following instructions:

- List anyone staying at this address on the night of 16 May 1999 who usually lives elsewhere.
- If there are no people listed in Table 1, please complete Table 2 and questions H1 to H5 only. No further questions need to be answered.

### ***M2 Interview Questions***

The CQS was not intended to check whether all persons in the household had been correctly included; that was the function of the Census Coverage Survey which was carried out in May-June 2001 after the main Census fieldwork. Nor did it seek to re-enumerate all the addresses in an area. Some limited checks were however carried out to assess how well the initial listing table was completed. In order to do this the interview asked the following questions:

*“You listed the following people on your Census form as usually resident in your household. (List of people read out) Can I just check, is there anyone else who would normally be a member of you household?”*

The number and names of any people missed were recorded. For each missing household members we asked:

*“Could you tell me why you didn’t include (missing person) on the form?”*

Standard definitions were used (and interviewers probed) to check that people included in the table were part of the same household:

*“Can I just check, do you all share either a living room or at least one meal a day?”*

Again the numbers and names of people incorrectly included in a household were recorded and for each we asked:

*“Could you tell me why you included (name of person) on the form?”*

Respondents were also asked about visitors recorded on the form:

*“On the Census form you listed the following people as visitors (list of names). Can I just check, do they all have another address?”*

Interviewers also checked to see if any other households existed at the address that were not known to us from either existing Postal Address File information or from details discovered when the Census forms were delivered. If this process discovered additional households the number of people they contained was also sought and recorded.

### ***M3 Gross Agreement/Reasons for incorrect answers on the form***

No gross agreement and net differences were calculated for completion of CQS Table 1.

Although results from the interview indicated that the table was well filled out, households that did not return their forms may include a greater proportion who had difficulties with this section.

#### Omissions

In a few cases at least one household member had been left off Table 1, generally by mistake or oversight. In some cases respondents had missed the whole page and started at page 3, the Household accommodation section.

- *“I have no idea - must have missed that page”.*
- *“I didn’t think page 2 was... to fill in...just to help people get focused on who to include”.*

Some single person households did not see the page as relevant as they were the only household member.

- *“Thought that page didn’t apply to me as only me living here”.*

Others missed off one individual because they had “rushed” the job of completing the form. However there were a small number of examples where respondents were uncertain whether someone should be included. Examples were where there was split custody of a child who returned to the other parent on Sunday evenings and where it was not appreciated that children should be listed.

- *“Thought it was just for adults”.*
- *“Didn’t think you had to for a child”.*

### Inclusion in error

A few people did not qualify to be in the household but had been listed on Table 1. In some cases this was because the address contained more than one household but the form filler had not applied “our definitions”

- *“Regard the house as one address”.*

In other cases the person included was a member of the form filler’s family but not a member of their household by our definitions.

- *“He is my son and I included him as he comes home some weekends and when on leave”.*
- *“Out of habit as this was his base when he visits the UK and keeps him on the electoral roll”.*

### Visitors with no other address

Most of the people recorded as visitors had an address of their own but a small proportion did not.

## HOUSEHOLD ANALYSIS

### H1 Type of accommodation (Question H1)

#### H1.1 Census question

The form asked each household:

*“What type of accommodation does your household occupy?”*

Seven answer categories were provided and each of these fell into one of three groups, namely:

- 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

Respondents were expected to tick one category only, although there was no explicit instruction to do this.

#### H1.2 Interview Questions

Interviewers were told to ask or code what type of accommodation the household occupied as it was assumed that they would have the most objective view.

If there was any difference between the answer coded in the interview and the answer given on the form, or if the respondent had ticked more than one answer, the interviewer was asked to comment on the difference. The exception to this occurred when the respondent had given more than one response but had given logically consistent answers, such as 'part of a converted or shared house' and 'detached'. It is possible that someone lives in part of a converted or shared detached house, in which case it might seem logical to tick both categories.

#### H1.3 Gross Agreement/Reasons for incorrect answers on the form

The Gross Agreement between the interview and form responses was 95.5%.

The most common error was for a household to be recorded as semi-detached when it was in fact terraced in spite of the instruction that end of terrace houses were to be counted as terraced. Similarly, detached houses that were joined by a garage were occasionally classed

as semi-detached or terraced on the Census form, as were houses that were in a line and close to each other.

Most other differences were caused by misreading on the part of the respondent. In a few cases, differences were caused because of complicated or unusual situations for example:

- *“You do not have a category for purpose built flat – only if it is in a block. This is not a block. It is not a converted house – it never was (a whole house). That was the cause of the problem”.*
- *“Is a terrace in that it has no gap, but is a different house from a different period”.*
- *“Complicated – a semi attached to a bungalow also – not really a detached house”.*

## **H2 Whether accommodation is self-contained (Question H2)**

### ***H2.1 Census question***

*“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.

Respondents could tick either “Yes, all the rooms are behind a door that only our household can use” or “No”.

### ***H2.2 Interview Questions***

Respondents might have considered themselves to be self-contained even though they rented out a room or a bed-sit in their house or where there were complex situations in converted houses.

Two questions were asked of the respondents and the interviewer provided their own assessment.

*“Do you share a kitchen, bathroom, toilet or any other rooms with another household?”*

*“Are all your rooms, including the kitchen, bathroom and toilet behind a door that only your household can use?”*

If the interviewer's response was different from the respondent's, the interviewer was asked to give reasons for this. Interviewers were given the option of saying that they were unsure about whether the household’s accommodation was self-contained or not. If they did so, they were asked to fully explain the situation.

### ***H2.3 Gross Agreement/Reasons for incorrect answers on the form***

The Gross Agreement between the interview and form responses was 99.6%.

Interviewers’ comments on reasons for differences suggested that some households recorded themselves as not being self-contained because they had access to communal rooms, such as laundry facilities. Other reasons for discrepancies included connecting doors that were not used and shared access with members of another household.

### **H3 Number of rooms (Question H3)**

#### ***H3.1 Census question***

*“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.

Respondents were given space to write a two digit figure.

#### ***H3.2 Interview Questions***

This question is known to be difficult to answer accurately, so the interviewer asked the respondent to list all the rooms they had. Interviewers were given a fuller set of instructions than can be included on the census form about what they should or should not include, and were fully briefed to deal with more complex situations.

Their instructions included:

- Exclude bathroom toilets, halls and landings that are only used as circulation space and rooms that can only be used for storage.
- Include all other rooms except those that can only be used for storage. So an unconverted attic or basement would not count but if converted so that it could be used for other purposes it would be included.
- If two rooms have been converted into one, count as one room.
- Through rooms are one room unless they have a fixed means of separation like folding doors.
- Include landings that are used as rooms, not just as circulation space.
- Include conservatories (whether or not they are heated).

Where there was a discrepancy between the number of rooms that the interviewer had counted and the number recorded on the Census form, the informant was asked why that was.

#### ***H3.3 Gross Agreement/Reasons for incorrect answers on the form***

The Gross Agreement between the interview and form responses was 77.5%.

The most common reasons for discrepancies described by interviewers were not counting the kitchen/utility room, counting bathrooms, counting through rooms as two rooms, not counting conservatories and not counting box rooms.

## **H4 Bathroom (Question H4)**

### ***H4.1 Census question***

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

Respondents could answer either “Yes” or “No”.

### ***H4.2 Interview Questions***

In the interview, respondents were again asked the Census question. If there was a difference between their Census and interview answers, the respondent was then asked which was the best answer.

### ***H4.3 Gross Agreement/Reasons for incorrect answers on the form***

The Gross Agreement between the interview and form responses was 99.8%.

Interviewers gave no reasons for the very few discrepancies that occurred. It is therefore very difficult to infer any reasons for the incorrect answers.

## **H5 Lowest floor level of the living accommodation (Question H5)**

### ***H5.1 Census question***

*“What is the lowest floor level of your household’s living accommodation?”*

Respondents were given six options:

Basement or semi-basement

Ground floor (street level)

First floor (floor above street level)

Second floor

Third or fourth floor

Fifth floor or higher

Although there was no explicit instruction, respondents were expected to tick only one category.

### ***H5.2 Interview Questions***

It was thought that this question might be difficult for those living in converted houses and those who had semi-basements or houses that were built on a slope. For this reason, interviewers were asked to assess the lowest floor level of the household’s living accommodation.

In order to assist the interviewers in making their assessment, they were given a number of rules:

- Assess this looking at the front of the address. So if the ground slopes it is the front elevation view that counts.
- First floor must have a complete ground floor beneath starting at street level. So houses where the entry floor is up a few steps will still count as being on the ground floor.
- Living accommodation includes bedrooms and utility rooms but not a garage. So a town house with only a garage and an entry hall on the ground floor would start on the first floor.

### ***H5.3 Gross Agreement/Reasons for incorrect answers on the form***

The Gross Agreement between the interview and form responses was 95.5%.

Respondents were not asked for reasons for discrepancies as the interviewer’s answer was thought to be the most objective and consistent.

## **H6 Central heating (Question H6)**

### ***H6.1 Census question***

*“Does your accommodation have central heating?”*

- If you have central heating available, tick ‘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.

Respondents could tick either “Yes, in some or all rooms” or “No”.

This question, and questions H7-H9, were not required to be answered by households with no usual residents.

### ***H6.2 Interview Questions***

During the interview, respondents were again asked the Census question, and if there was a discrepancy between the Census and interview answers, they were asked which was the best answer.

### ***H6.3 Gross Agreement/Reasons for incorrect answers on the form***

The Gross Agreement between the interview and form responses was 99.0%.

Although there was no question asking reasons for discrepancies, notes from interviewers suggest that one of the main reasons for answering differently in the interview was not knowing how to treat central heating that did not cover all rooms. This was despite the question specifying “Yes” if it was in some rooms.

## **H7 Number of cars (Question H7)**

### ***H7.1 Census question***

*“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.

Five answer categories were provided: None, One, Two, Three, Four or more. If Four or more, respondents were asked to write in the number.

Although there was no specific instruction, respondents were expected to answer one category only.

### ***H7.2 Interview Questions***

It was thought that company or pool cars might lead to inaccuracies and so two questions were asked in the interview:

*“How many company cars or vans did you have available for private use on 16 May (CQS Night)?”*

*“Besides company cars, how many cars or vans were owned by one or more members of your household on 16 May?”*

If the total number of cars and vans did not match the number given on the form, the interviewer was asked reasons for discrepancies.

Interviewers were also given the following instructions:

- Off the road cars - If a car is off the road and likely to be so for no more than one week, then include it in the count. If a car is currently off the road and likely to be so for more than one week, then exclude from the count.
- Adult children’s cars - include adult children’s cars if those children are usually a member of that household. If the adult child lives away from home during term time it depends on where the car is during this period. If the car remains with the household, you should include it in the count. If the car goes with the student, do not count it.
- Cars belonging to another household that are available to this household – Do not count these.

### ***H7.3 Gross Agreement/Reasons for incorrect answers on the form***

The Gross Agreement between the interview and form responses was 96.6%.

Most discrepancies arose because respondents mistakenly wrote in that they had a car available, when under Census definitions that car should not have been included on the form.

The most common reason for discrepancies was wrongly including a vehicle that was off the road.

Other common reasons were a car being available for use but not owned by a household member, for example:

- *“My brother has a car which is always available for my use”;*
- *“Didn’t know if I should include someone else’s car”;*
- *“Vehicle is not owned by the household but is available”.*

## **H8 Tenure (Question H8)**

### ***H8.1 Census question***

*“Does your household own or rent the accommodation?”*

Respondents were asked to tick one box only, and five answer categories were provided:

- Owns outright
- Owns with a mortgage or loan
- Pays part rent and part mortgage (shared ownership)
- Rents
- Lives here rent free

Routing to the following question on Landlord depended on the answers given to this question.

### ***H8.2 Interview Questions***

In the interview respondents were again asked the Census question and if there was a discrepancy between the interview and census answer, they were asked which was the best answer. Respondents who answered that they owned their accommodation outright were asked if they had a mortgage, even if it was very small. Census definitions meant that even if there was a just a very small amount of money outstanding on payment for the house, this was considered as 'owns with a mortgage or loan'.

### ***H8.3 Gross Agreement/Reasons for incorrect answers on the form***

The Gross Agreement between the interview and form responses was 95.9%.

The main difference between interview and form data was that some households who had said that they owned outright did in fact have a small mortgage or loan; in many cases interviewers noted that this was in order to keep the deeds at the bank.

## **H9 Landlord (Question H9)**

### ***H9.1 Census question***

All those who rented their accommodation or lived in it rent free were asked:

*“Who is your landlord?”*

Council (local authority)

Housing Association, Housing Co-operative, Charitable Trust

Private landlord or letting agency

Employer of a household member

Relative or friend of a household member

Other

Although there was no explicit instruction, it was expected that respondents would only tick one answer.

### ***H9.2 Interview Questions***

Those who said they rented or lived in their accommodation rent free were asked, *“Who is your landlord?”*. Interviewers were given an additional instruction: 'Note that if the accommodation comes with the job code as ‘employer’ even if the employer is the local authority’.

If there was a discrepancy between the census and interview answers, respondents were asked which was the better answer.

### ***H9.3 Gross Agreement/Reasons for incorrect answers on the form***

The Gross Agreement between the interview and form responses was 96.5%.

No explanations were given for differences between answers in the interview and on the form.

## RELATIONSHIP GRID

### **R1 Relationship Grid**

#### ***R1.1 Census question***

Respondents were asked to complete a series of grids that mapped the relationships of up to five household members to one another. The double page set of grids included instructions and examples of how the answers should be given.

The relationship options for each pair of people were:

Husband or wife  
Partner  
Son or daughter  
Step-child  
Brother or sister  
Mother or father  
Step-mother or step-father  
Grandchild  
Grandparent  
Other related  
Unrelated

In this way information about concealed families could be derived for the first time on a Census.

#### ***R1.2 Interview Questions***

The interview asked for each person's relationship to the preceding people in the list of household members, following the approach used on the form. The interview used a prompt card that included a wider range of relationships than could be included on the form. These additional relationships were recorded back to their form equivalents before checking whether the same answer had been given on the form. When the relationship given on the interview differed from the Census response the respondent's answer was checked and a reconciled answer recorded. Where the Census and interviewers answers differed, respondents were asked why this was.

#### ***R1.3 Gross Agreement/Reasons for incorrect answers on the form***

The Gross Agreement between the interview and form responses was 97.1%.

Earlier trials of the relationship questions revealed that form fillers saw them as initially daunting but that most were able to complete them successfully. However other sources (Adult Literacy Survey) show that a residual number of people do have difficulty in handling information in a grid layout.

#### ***Reverse Logic***

Some respondents had “reversed the logic” of the relationships consistently across the relationship grid. (For instance they said that the relationship of person 3 to person 2 was “Mother” rather than “Son or daughter”). Previous testing had identified this as potential problem for some respondents. In some cases respondents could not see the reverse logic even when this was pointed out to them.

#### *Only completing the first column of each grid*

Some respondents only completed the first relationship column for each household member (i.e. only the relationship to Person 1). Previous research suggests that the main reason for this is that the respondent could not understand the “grid format” and did not realise that they should complete relationships for all household members.

#### *Single person households*

For single person households the most common reason for not completing the section was that respondents could not see the point of a relationships section when they were the only one in the household.

- *“I am the only one here”.*
- *“I didn’t think this section applied as it is titled ‘relationship grid”.*
- *“And it is a single person household”.*
- *“Obvious I wasn’t related to anyone else”.*

Where the household contained more than one person but no entries were given at the grid it was clear that some respondents could not understand the task and most admitted this.

- *“I was too confused”.*

#### *Spouse and partner*

We received some comment that respondents were uncertain whether to record same sex relationships as partners or where to record fiancées.

- *“Didn’t think that any category reflected their relationship.”*
- *“Fiancé but he’s unrelated at the moment.”*
- *“Rather loose relationship - companions/partners.”*

#### *Relationships not included on the form but available as an interview answer*

#### Step relationships

The form did not include stepbrother/sister as a category on the relationship grid. Most stepbrother/sister relationships were identified in the survey as brother or sister on the form.

#### In-laws

All sons and daughters in law were recorded as “Other related” as were most mothers or fathers in law. However, three were seen as mother or father and one as “Unrelated”.

#### *Other reasons for discrepancies*

Others gave more general answers:

- *“I didn’t notice it - turned two pages”.*

#### Recording children

In a small number of cases respondents included children on the relationship grid for whom they had not completed individual sections on the form. Some respondents commented that they had not seen the need or had not understood the requirement to complete individual sections for children.

- *“Thought it was just for adults”.*
- *“Didn’t think you had to for a child”.*
- *“Thought it was not relevant because it asks questions like work which I thought was only for grown-ups”.*

#### Comments from form fillers

Form fillers were asked which sections of the form they found difficult to complete. 6.3% mentioned the relationship grid at this question, but only 0.4% objected to the relationship section.

## PERSON ANALYSIS

### **P2 Sex (Question 2)**

#### ***P2.1 Census question***

The form asked each individual:

*“What is your sex?”*

with tick boxes for Male and Female.

#### ***P2.2 Interview Questions***

Interviewers were instructed to code from observation or ask the following question: *“Are you male or female?”*

If the census and interview answers differed, interviewers were asked to check their answer, in case there had been a typing error or the interviewer had entered another person’s individual questionnaire.

Respondents were not asked to give any reasons for discrepancies or for not having answered this question on the form.

#### ***P2.3 Gross Agreement/Reasons for incorrect answers on the form***

The Gross Agreement between the interview and form responses was 99.9%.

At the outset a high level of agreement was expected between census and interview answers and interviewers were not asked to record the reasons for any differences. It was thought that any disagreement would most likely result from respondents either getting confused about which member of the household they were completing the individual form for, or from simply making a mistake.

### **P3 Date of birth (Question 3)**

#### ***P3.1 Census question***

The form asked each individual:

*“What is your date of birth?”*

Boxes were provided for the day, month and year of birth. From this information it was possible to calculate age on CQS night.

#### ***P3.2 Interview Questions***

A number of difficulties were expected with this question. It was thought that some respondents might accidentally write in the current year rather than the year of their birth, some might have unclear handwriting which would make it difficult for the keyers to resolve the exact date, and some might get muddled up between different family members.

All interviewees were asked both their date of birth and their age. Date of birth and age were checked against each other in order to ensure they were consistent. The interviewer had to resolve any inconsistencies before continuing with the questionnaire.

If the respondent had completed the form themselves and had given a different answer to the one given in the interview, they were asked for the reason for the discrepancy.

If this question was left blank on the form, the respondent was asked why that was.

#### ***P3.3 Gross Agreement/Reasons for incorrect answers on the form***

The Gross Agreement between the interview and form responses was 99.4%.

Most respondents who gave different answers were unable to give a reason as it was considered a genuine mistake. Proxy answers accounted for three-quarters of the discrepancies found.

## **P4 Marital status (Question 4)**

### ***P4.1 Census question***

*“What is your marital status (on 16 May 1999)?”*

The response categories were:

Single (never married)  
Married (first marriage)  
Re-married  
Separated (but still legally married)  
Divorced  
Widowed

It was expected that respondents would tick one answer category only, although there was no specific instruction to do so.

### ***P4.2 Interview Questions***

Several types of error were expected such as some respondents giving their *de facto* rather than their legal marital status. Others might not notice the 'Re-married' category and would therefore classify themselves as Married.

The interviewer asked a series of questions starting with the same Census question but then checking the response given. Respondents who said that they were single were asked if they had ever been married. Married respondents were asked if this was their first marriage. Those who said that they were separated or divorced were asked questions to check their legal marital status.

Respondents were not asked reasons for discrepancies but if they had left the question blank on the form they were asked why this was.

### ***P4.3 Gross Agreement /Reasons for incorrect answers on the form***

The Gross Agreement between the interview and form responses was 98.5%.

Some form-fillers did not realise that this information was needed for children under age 16. Others did not understand the underlying concept of legal marital status:

- *“Confused over the word Widowed – I thought it was just for ladies”.*
- *“Because I am living with a partner and it does not give the opportunity to say that...”*

The most common error was for an individual to record themselves as in a first marriage when in fact they fell into one of the other marriage categories (most often Re-married). A further common error was for an individual to record themselves as divorced when they were separated but still legally married.

#### ***P4.4 Comments on the question***

There were some comments about this question. Some respondents in single sex relationships felt that the question did not give them a choice that reflected their circumstances:

- *“I did not object but I am gay and feel there should be a section to say that.”*

The view that once divorced a person's status reverts to being single was illustrated by the comment:

- *“I’m single - whether I am divorced is no one’s business”.*

## **P5 Schoolchild or Student (Question 5)**

### ***P5.1 Census question***

The form asked each individual

*“Are you a schoolchild or a student in full-time education?”*

with tick boxes for “Yes” and “No”. The answer determined which further questions they were routed to.

### ***P5.2 Interview Questions***

Interviewers were instructed to ask the following question:

*“On Sunday 16<sup>th</sup> May, were you a student/schoolchild in full-time education? That includes being in work or part of a sandwich course”.*

If the Census and interview answers differed and the respondent (rather than someone else in the household) had answered the question, they were asked which they considered to be the best answer.

Where there was a discrepancy, respondents were asked why this was.

### ***P5.3 Gross Agreement/Reasons for incorrect answers on the form***

The Gross Agreement between the interview and form responses was 98.5%.

The most common reason for leaving the question blank was that the respondent did not think it applied to them. This was particularly the case for older people, who felt that it was obvious that they were not in full time education. Comments included:

- *“Assumed it did not apply to me as I am 84 and it asks about schoolchildren”.*
- *“No need to tick just followed the routing through”.*
- *“Well I am not a schoolchild am I? I thought it only applied to schoolchildren”.*
- *“I thought it was obvious that I am a student”.*

A wide variety of reasons were given for differing answers. Many respondents simply did not know why they had put the answer they did on the census form, but there were some recurring themes. In particular, some people were uncertain what to do about part-time courses:

- *“Am a student but not full-time”.*
- *“Thought it read ‘have you a child or student in full-time education’. Also I am in part-time education”.*

- *“I am a single parent and on any form I always put down that I am a full-time mum before I put down about being in full-time education as even though I am in full-time ed, I spend more hours looking after home and family”.*

## **P6 Student address (Question 6)**

### ***P6.1 Census question***

The form asked all those who said they were in full-time education at Question 5:

*“Do you live at the address shown on the front of this form during the school, college or university term?”*

Respondents were asked to tick

*“Yes I live at this address during the school/college/university term”* or

*“No, I live elsewhere during the school/college/university term”*.

Those who answered “Yes” were given a signpost to complete the rest of the form. Those answering “No” were not required to answer any further questions and were routed to the final instruction (P36).

### ***P6.2 Interview Question***

It was recognised that the question was quite complicated, so for the interview it was broken down into two questions. The first was:

*“Do you live at this address all the time, that is during term-time and during holidays?”*

If the respondent answered “No” to this question they were asked:

*“Do you live here mainly in the term time or mainly in the holiday?”*.

Those who said they lived at this address mainly in the holidays were considered the same as those who said “No” to the original question and all others were considered to have said “Yes” to the original question.

Respondents who had said they were in full-time education on the form but had not answered this question were asked why not.

Those who said they were students who lived at the address on the front of the form during term-time but did not follow the signposts and answer Question 7 were asked why not.

Those who answered that they were students living at a different address from that shown on the front of the form during term-time, but who did not follow the signpost and went on to answer question 7, were asked what led them to do that.

### ***P6.3 Gross Agreement/Reasons for incorrect answers on the form***

The Gross Agreement between the interview and form responses was 99.2%.

In the majority of cases where there was a difference between the census and interview the form was filled in by proxy.

Several respondents were misrouted. Some in full-time education did not answer question 6. There were two principal reasons for this misroute:

- The respondent had given the wrong answer at question 5 and had said they were in full-time education when the interview found that they were not. In this case the respondent had correctly followed the routing but had incorrectly answered the question from which the routing ran.
- The respondent said they were not in full-time education on both the form and the interview but had not followed the signpost and had answered question 6.

Another misroute was where the respondent answered “No” at question 6 and still answered question 7. Respondents gave several reasons for this including:

- *“Did not see routing under question 6”.*
- *“I didn’t read it properly missed routing go to 36 but don’t understand why questions 7 – 10 don’t apply”.*
- *“Just ticked the wrong box”.*
- *“Lack of concentration”.*

## **P7 Country of birth (Question 7)**

### ***P7.1 Census question***

The Census form question asked

*“What is your country of birth?”*

with tick boxes for:

England

Wales

Scotland

Northern Ireland

Irish Republic

Elsewhere, *please write in the present name of the country*

Although there was no specific instruction, respondents were expected to tick one answer only.

### ***P7.2 Interview Question***

Interviewers asked the same Census question. If the answers differed and the respondent had answered the form themselves they were referred back to their answer and asked which they considered to be the best answer (this verification included any long-hand answers written in under the code 'Elsewhere').

### ***P7.3 Gross Agreement/Reasons for incorrect answers on the form***

The Gross Agreement between the interview and form responses was 99.6%.

There were very few discrepancies between the census and the interview responses. Those that were found were primarily due to the form being completed in proxy.

## **P8 Ethnic group (Question 8)**

### ***P8.1 Census question***

*“What is your ethnic group?”*

The respondent was asked to choose one of five broad sections (White, Mixed, Asian or Asian British, Black or Black British, Chinese or other ethnic group) and then to tick the appropriate box within that section to indicate their cultural background.

- *White* gave tick boxes for British, Irish, and a space to write in any other White background;
- *Mixed* gave tick boxes for White and Black Caribbean, White and Black African, White and Asian and a space to write in any other Mixed background;
- *Asian or Asian British* gave tick boxes for Indian, Pakistani, Bangladeshi, and a space to write in any other Asian background.
- *Black or Black British* gave tick boxes for Caribbean, African and a space to write in any other Black background;
- *Chinese or other ethnic group* gave Chinese and a space to write in any other ethnic group.

### ***P8.2 Interview Questions***

Interviewers first asked respondents *“What is your ethnic group?”* with a show card giving a choice of group which corresponded with the five sections presented on the Census form:

- White;
- Mixed Ethnic Group;
- Asian or Asian British;
- Black or Black British;
- Chinese, or Other ethnic group.

This was followed by a further question *“What is your cultural background?”*. The choices offered depended upon the ethnic group chosen. For most groups the cultural background choices corresponded to those offered under the five sections on the form. However, for the white group the interview offered a wider choice: English, Scottish, Welsh, Northern Irish, Irish (Republic of Ireland), or any other white background. As on the form, all the cultural background choices allowed for an 'other' answer category with the response written in by the interviewer.

If the answer was missing respondents were asked *“You don't seem to have answered the question about ethnic group on the Census form, can you tell me why that was?”*. Where both the form and interview were 'write in' answers the two answers were checked back with the respondent to confirm that they were the same. If the form and interview answers differed and the respondent had answered the question themselves, they were asked about the different answers. This process was also followed if more than one answer had been given on the form.

### ***P8.3 Gross Agreement/Reasons for incorrect answers on the form***

The Gross Agreement between the interview and form responses was 96.6%.

Where applicable, respondents were asked why their answer in the interview differed from that on the form. Some respondents simply could not remember why that had chosen a particular category.

Approximately one-third of the discrepancies arose because a proxy filled in the question. Another commonly cited reason was that the respondent usually used more than one ethnic group to describe themselves.

Previous research has shown that people with mixed backgrounds may vary their answer to questions about ethnicity to suit their perception of the form they are completing. A response to an interviewer may differ or be fuller than that entered on a self-completion form. A very small number of respondents who had used the 'White British' answer categories were found to be from other ethnic groups. Most explanations for this suggested that the category was misread as 'British nationality'.

Cases recorded as 'White other' included respondents who wanted to specify that they were English/Scottish/Welsh rather than 'British' or wanted to make clear that they were a mix of UK or British Isles nationalities. One respondent said:

- *“I thought you may be interested that I was first generation English and that my parents are from Southern Ireland”.*

The 'Mixed other' category covered a range of mixed backgrounds but also included some specific nationalities such as Palestinian that could have been entered as 'Other cultural background.'

An additional question, designed to see how respondents read through and assimilated the Census question, was asked of respondents who completed the form themselves as follows:

*“When filling in the question on the form, did you see the ethnic groups first, see the cultural backgrounds first, read through each full category in turn and stop when you reached your choice, or did you read right to the end of the list and then go back and choose?”*

One-third (33%) remembered choosing a cultural group or question section first as instructed on the form. A similar number (32%) read through the categories until they reached their choice of answer and some (28%) read through the entire question before making a choice. A few (2%) respondents noticed the cultural backgrounds first. Ranges of other answers were written in by the interviewer at this question. Many could not remember how they answered but there were some respondents who recalled seeing the answer they assumed was correct and ticking it but who then went on to check the other categories.

## **P9 Welsh Language**

This question was not asked as part of the CQS. Instead respondents were routed to question 10.

## P10 Religion (Question 10)

### ***P10.1 Census question***

*“What is your religion?”*

- Tick one box only.

The answer categories were:

None

Christian (including Church of England, Catholic, Protestant and all other Christian denominations)

Buddhist

Hindu

Muslim

Sikh

Jewish

Any other religion, *please write in*

### ***P10.2 Interview Questions***

The interviewer asked the same question: *“What is your religion?”* but added a qualifying statement: *“Please indicate a religion even if you are not currently practising”*. This was intended to explore an issue that been found with earlier small-scale tests of religion as a Census topic. Respondents to these earlier tests who had an allegiance through birth or upbringing to a faith but who were not currently actively practising had shown inconsistent answers with some answering 'None' and other indicating a faith.

If the respondents had answered the question for themselves the reasons for any discrepancies between the interview and census answers were sought. Where a faith was written in on both the form and interview the text answers were referred back to the respondent to check that they were the same.

### ***P10.3 Gross Agreement/Reasons for incorrect answers on the form***

The Gross Agreement between the interview and form responses was 93.5%.

There was little comment about this question with few form-fillers finding any difficulty in answering or having any objection to the question. Few comments were recorded although one respondent was unsure what to put:

- *“I had to ask the wife as I do not have one. I was not sure what to put for the children.”*

Some respondents found the 'Christian' category confusing because they were looking for their specific religion or because they preferred to see themselves as separate from other denominations:

- *“I kept looking for Baptist as I didn’t really know if I was Christian or not, it took a while to decide.”*

- *“Catholic and C of E should not be in the same category.”*

Some of the 'Other religion' answers entered on the form and as a response to the interview were a result of respondents wishing to specify which Christian faith they gave allegiance to. In some cases this was because they had not read the qualifying statement that the Christian category included all Christian denominations; others had read the statement but still wished to make the point clear. Examples of comments include:

- *“Because we are not a main denomination”.*
- *“Didn’t realise Christian meant all of these so I put C of E to make sure and make the point”.*

## **P11 Health (Question 11)**

### ***P11.1 Census question***

*“Over the last twelve months would you say your health has on the whole been:*

*Good?*

*Fairly good?*

*Not good?”*

### ***P11.2 Interview Questions***

As this was an opinion question, very little probing was carried out during the interview. Respondents were simply asked the question and if their answers differed, they were asked which was the best answer.

### ***P11.3 Gross Agreement/Reasons for incorrect answers on the form***

The Gross Agreement between the interview and form responses was 88.4%.

One reason for disagreement is that subjective information on this topic is difficult to obtain accurately by proxy. In about two-thirds of cases where a different answer was given in the interview to that shown on the form, the latter had been answered by proxy.

Although respondents were not asked the reasons for any discrepancies or about any thoughts that they might have on this question, a few respondents volunteered information. Their comments were quite diverse in nature. The most commonly recorded comments were to do with the subjective nature of the question. A sample of comments is given below:

- *“Mr X seemed distressed with this question. He has several long-term illnesses, but on 16 May felt relatively well and so said he was 'Fairly good'. The next day he was feeling bad again”.*
- *“Found difficulty in making choice between the two categories”.*
- *“I suppose I would nearly always answer ‘Fairly good’”.*
- *“Difficult to answer because I do not know the degree to which bad health applies compared to other people”.*
- *“Suffers from a form of leukaemia which does not directly affect everyday things so entered ‘Good’ on census form”.*

### ***11.4 General comments on the question***

There were also some comments about the inclusion of a question of this type on the Census:

- *“Mrs X does not think this is relevant to the Census”.*
- *“Very subjective question. I thought this was an awful question”.*

## **P12 Carers (Question 12)**

### ***P12.1 Census question***

*“Do you provide personal help for a friend or family member with a long-term illness health problem or disability?”*

- Include problems which are due to old age.
- Personal help includes help with basic tasks such as feeding or dressing.

The answer categories were:

Yes, 1-19 hours a week

Yes, 20-49 hours a week

Yes, 50+ hours a week

No

### ***P12.2 Interview Questions***

Interviewers asked respondents *“Do you provide any unpaid personal help for a friend or family member with a long-term illness, health problem or disability? Include problems which are due to old age. Personal help includes help with basic tasks such as feeding or dressing”*. Respondents could answer “Yes” or “No”. There was also a separate answer category for those who gave qualified answers. These respondents then followed the same set of questions as those who had said “Yes”, but were not asked to say they were carers when they felt that that definition did not apply to them.

Respondents who said they did care for a friend or relative were asked about the kind of care they provided, the number of hours a week they spent providing care and the regularity with which they provided care. The interviewer prompted the respondent's memory with a card listing tasks that might be carried out as examples of care.

Where answers differed from the original form response, respondents were asked which was the best answer.

### ***P12.3 Gross Agreement/Reasons for incorrect answers on the form***

The Gross Agreement between the interview and form responses was 95.4%.

It is likely that the under-representation on the form of people who provided care for less than 20 hours a week was to some extent due to people not realising that some types of care should be included. The only examples given in the instructions (help with feeding or dressing) related to care that would be needed by someone with quite severe disability.

Almost half of the non-responses occurred on forms which were filled in entirely by a proxy. A further one in ten were filled in partly by proxy.

This was one of the questions that attracted least comment: 2.2% of form fillers said they had found the question difficult and only 0.1% objected to the topic.

#### ***P12.4 Impact on the 2001 Census Form***

The results of the CQS showed that respondents were unsure as to what was defined as care when assessing the number of hours they provided. This led to an under-estimation of the number of hours carers provided. The Census question was rephrased to highlight the types of people who required care and support as follows:

*Do you look after, or give any help or support to family members, friends, neighbours or other because of:*

- *Long term physical or mental ill-health or disability, or*
- *Problems related to old age?*

The tick boxes were rearranged with “No” becoming the first response category; the ranges of hours per week remained unchanged.

## **P13 Limiting long-term illness (Question 13)**

### ***P13.1 Census question***

*“Do you have any long-term illness, health problem or disability which limits your daily activities or the work you can do?”*

- Include problems which are due to old age.

### ***P13.2 Interview Questions***

The interview asked an initial question in the same terms as the form:

*“Do you have any long-term illness or health problem or disability which limits your daily activities or the work you can do?”*.

A further question to check whether age related problems had been included was then asked of respondents who were aged 65 or over:

*“When answering the previous question, did you consider any problems which might have arisen out of getting older?”*.

Those who had not considered such problems were asked a further question:

*“Do you have any long-term illness or health problem or disability which has arisen because of getting older?”*.

Where the interview and form answers differed respondents were asked to reconcile their responses and agree an answer.

### ***P13.3 Gross Agreement/Reasons for incorrect answers on the form***

The Gross Agreement between the interview and form responses was 94.0%.

People can interpret the question differently, and their view may change over a short time. Proxy information may also reflect a different perception of the individual's health than that held by the individual themselves. About two-thirds of the missing answers at this question were for individuals for whom the form was completed by proxy.

## **P14 Address one year ago (Question 14)**

### ***P14.1 Census question***

*“What was your usual address one year ago?”*

- If you were a child at boarding school or a student one year ago, give the address at which you were living during the school/college/university term.
- For a child born after 16 May 1998, tick ‘No usual address one year ago’.

The answer categories were:

The address shown on the front of the form

No usual address one year ago

Same as person 1 (for Persons 2 to 5 only)

Elsewhere, *please write in below*

### ***P14.2 Interview Questions***

Respondents were asked whether they lived at their current address one year ago. If not, they were asked where they lived at that time. If the Census and interview answers did not match, they were asked which to resolve the discrepancy, saying whether they were living here one year ago, living at another address one year ago, or had no usual address one year ago.

### ***P14.3 Gross Agreement/Reason for Incorrect answers on the form***

No Gross Agreements were calculated for this question.

There were few differences between the form and interview data. Interviewers noted any differences when they checked that the address stated on the form was correct but at the interview the person said they lived elsewhere. No reasons were sought for the discrepancies.

## **P15 Filter (Question 15)**

### ***P15.1 Census question***

The filter at question 15 was intended to route people under 16 and those aged 75 and over past the qualification and employment questions on the individual section of the form.

The instruction read:

*“If aged under 16 or over 75 Go to 35”*

There was no answer required.

### ***P15.2 Interview Questions***

The interviewer asked the following question to understand the reasons why the remainder of the form was incorrectly left as a result of the Filter.

*On the census form, you did not fill in the remaining questions - looking at the form do you remember why that was?*

- (1) Respondent misread as between 16 & 75*
- (2) Respondent just thought they should go to Q35*
- (3) Respondent wanted to avoid the rest of the questionnaire*
- (4) The arrow pointed to retired and I am retired*
- (5) Other - specify*

Where “Other” was specified the interviewers also recorded the person’s explanation.

### ***P15.3 Reasons for mis-routing***

During the interview stage the following reasons were given for when the filter was incorrectly followed:

- Misread the filter as between 16 and 75.*
- Just followed the routing to question 35 without reading the filter.*
- Just followed the arrow at the filter across to the right hand column of the Census form page, saw the word “Retired” at question 21 and carried on from there as they were retired.*

In addition a small number of respondents admitted to the interviewer that they had used the filter to avoid answering the rest of the section.

Interviewers also recorded comments that showed that some respondents had combined the filter question 15 with their interpretation of questions 16 or 17. Some had no qualifications and had not seen the “no qualifications” answer at question 16, others who were retired could not see how question 17 “any work last week” could be relevant. Question 15 was used to route past these questions. Some recorded simply admitted that a mistake had been made.

## **P16 Qualifications (Question 16)**

### ***P16.1 Census question***

The question was addressed to those who were aged between 16 and 74 and who were not in full-time education and living elsewhere during term-time. The Census question was:

*“Which of these qualifications do you have?”*

- Tick all the boxes that apply.

Answer categories comprised a list of eleven groups of academic and vocational qualifications and four professional qualifications:

No qualifications

GCSE (grades D-G), CSE (grades 2-5) *or equivalent*

‘O’ Level Passes, GCSE (grades A-C), CSE (grade 1) *or equivalent*

‘A’ Level, AS Level, Advanced Senior Certificate *or equivalent*

NVQ/SVQ Level 1, GNVQ Foundation *or equivalent*

NVQ/SVQ Level 2, GNVQ Intermediate, City and Guilds Craft, BTEC First Diploma *or equivalent*

NVQ/SVQ Level 3, GNVQ Advanced, City and Guilds Advanced Craft, RSA Advanced Diploma *or equivalent*

NVQ Level 4, HND, HNC, RSA Higher Diploma *or equivalent*

First Degree

NVQ Level 5

Higher Degree

Qualified Teacher Status (for schools)

Qualified Nurse, Midwife or Health Visitor

Qualified Medical Doctor

Qualified Dentist

### ***P16.2 Interview Questions***

The interview approach was complex and attempted to be comprehensive. Respondents were asked two sets of questions, the first on academic qualifications, the second on vocational. Choices were listed on two cards, and interviewers coded all qualifications mentioned by the respondent. Additional questions were asked if the respondent’s answers covered only higher qualifications and other lower level ones would also be expected. Any discrepancies compared with the census form were referred back to the respondent for an explanation.

### ***P16.3 Gross Agreement/Reasons for incorrect answers on the form***

The Gross Agreement between the interview and form responses was 60.6%.

Some respondents disregarded the instruction to include all qualifications and recorded only the highest. They did this either because they thought it was obvious from their higher level qualifications that they must have lower level ones as well, or because they could not see the relevance of examination results gained years before at school.

Respondents also forgot qualifications and grades, particularly if they had been obtained many years ago. There was a greater tendency to forget qualifications that were not relevant to a respondent's current occupation.

Problems were caused by changes in both academic and vocational qualifications over the years. The vast range of such qualifications meant that the examples given in the question could not be comprehensive. Many respondents were unsure sure how qualifications that were not listed fitted into the options given, and some were reluctant to guess which was the nearest equivalent.

The interview allowed interviewers to record qualifications that respondents could not (or would not) include in the pre-coded choices presented on the cards. A wide range of such qualifications was recorded:

- Scottish and foreign academic qualifications, e.g. '*Scottish highers*', '*Mittlere Reife (Germany)*';
- Apprenticeships - often indentured ('*Professional hairdresser five year apprenticeship*', '*indentured joiner*');
- Professional qualifications and membership of Professional bodies ('*CQSW*', '*Fellow of the Institute of Electrical Engineers*', '*Member of Royal College of Psychiatrists*');
- Vocational qualifications often specifying an awarding body such as the RSA ('*Dispensers Certificate*', '*RSA typing*');
- Training courses often of short duration covering a diverse range of topics. ('*7 weeks nuclear material course*', '*First Aid course*', '*Thai Boxing referee*').

#### ***P16.4 Comments on the question***

The qualification question was the one with which most respondents had the most difficulty with and said that they had found it the hardest to answer.

#### ***P16.5 Impact on the 2001 Census Form***

The Qualifications question was found to be the most difficult to complete. The question was reassessed and divided into two. The first part dealt with academic and vocational qualifications and allowed respondents to indicate other qualifications not catered for in the Census Quality Survey question. The Professional Qualifications section was separated and a category was added to take into account other professional qualifications.

The revised questions for the 2001 Census were as follows:

*Which of these qualifications do you have?*

Tick all the qualifications that apply or, if not specified, the nearest equivalent.

1+ O Levels/CSEs/GCSEs (any grades)

5+ O Levels, 5+ CSEs (grade 1), 5+ GCSEs (grades A-C), School Certificate

1+ A Levels/AS levels

2+ A Levels, 4+ AS Levels, Higher School Certificate

First Degree (eg BA, BSc)  
Higher Degree (eg MA, PhD, PGCE, post graduate certificates/diplomas)  
NVQ Level 1, Foundation GNVQ  
NVQ Level 2, Intermediate GNVQ  
NVQ Level 3, Advanced GNVQ  
NVQ Levels 4-5, HNC, HND  
Other Qualifications (eg City and Guilds, RSA/OCR, BTEC/Edexcel)  
No Qualifications

*Do you have any of the following professional qualifications?*

No Professional Qualifications  
Qualified Teacher Status (for schools)  
Qualified Medical Doctor  
Qualified Dentist  
Qualified Nurse, Midwife, Health Visitor  
Other Professional Qualifications

## **P17 Economic activity last week (Questions 17-21)**

### ***P17.1 Census questions***

This topic was covered by questions designed to establish whether the person was working, unemployed, or economically inactive.

The first question asked:

*“Last week, were you doing any work:*

- *as an employee,*
  - *as self-employed/freelance, or in your own/family business,*
  - *on a Government sponsored training scheme?”*
- 
- Tick ‘Yes’ if you were away from work ill, on holiday or temporarily laid off.
  - Tick ‘Yes’ for any paid work, including casual or temporary work, even if only for one hour.
  - Tick ‘Yes’ if you worked, paid or unpaid, in your own/family business.

If a respondent said they were not working in the week before Census night, a signpost directed them to a series of questions designed to establish whether they were unemployed (actively seeking work according to the International Labour Office (ILO) definition) or economically inactive:

P18 *“Were you actively looking for any kind of paid work during the last 4 weeks?”*

P19 *“If a job had been available last week, could you have started it within 2 weeks?”*

P20 *“Last week, were you waiting to start a job already obtained?”*

Each question required a “Yes” or “No” response.

Those who were not working last week were also asked:

P21 *“Last week, were you doing any of the following?”*

- Tick all the boxes that apply.

Retired

In full time education

Looking after home/family

Permanently sick/disabled

None of the above

### ***P17.2 Interview Questions***

The questions on the form were repeated in the interview with additional questions designed to check whether criteria covered by instructions on the form applied.

If the interview response differed from the form, respondents were asked which was the best answer.

The answers to the series of four questions were then combined to enable each adult to be assigned to one of the following categories:

*Economically active*

- Working
- Unemployed (ILO definition)

*Economically inactive*

- Retired
- In full-time education
- Looking after home/family
- Permanently sick/disabled
- Other reason

***P17.3 Gross Agreement/Reasons for incorrect answers on the form***

The Gross Agreement between the interview and form responses for Working Last Week (P17) was 97.1%. For the ILO definition of Unemployment (P18 - P20) it was 83.4% and for Reasons for Economic Inactivity (P21) it was 86.0%.

People with part-time jobs, contract work (particularly if they were between contracts) and other work that was erratic, were sometimes uncertain how to answer this question:

- *“I was temping in that week but also looking for a permanent job”.*
- *“I was working my notice so wasn’t sure what to fill in”.*

Some students were also unsure whether their student status took precedence over the fact that they were working.

A number of respondents did not know what constituted actively looking for work:

- *“I had an interview for a job but I was still looking around”.*
- *“I was looking for a job that I am trained for, I was not looking for any kind of job”.*
- *“I look in the papers but I don’t actively go to the job centre”.*

This question asking whether the respondent could start work within the next two weeks caused the highest level of discrepancy. Most discrepancies occurred because respondents could have started work in the two weeks after Census night but they would not have wanted to:

- *“I am available but have not been actively looking so did not think you needed to know that”.*

- *“I am studying for the Open University; I could have started a job within two weeks but only if there had been a real need”.*
- *“Physically I could have done but I am already retired and not looking”.*

In over half of the cases where different reasons for being economically inactive were given, the question had been filled in by proxy.

The category “Looking after home and family” was one of the most commented upon. One respondent commented:

- *“I didn’t know that looking after home and family was the same thing as being a housewife”.*

Comments were also made about the “Retired” category. One respondent was not sure whether to include this because she was a pensioner but had not worked for 40 years. Another thought that the Census would assume she was retired because of her age. A number of comments were also made by respondents who were sick or disabled but who felt that this might not be permanent.

#### ***PI7.4 Impact on the 2001 Census Form***

As a consequence of the need to expand the questions on qualifications, less space was available on the 2001 form for the question on working last week, and two bullet points were conflated into one. The form of the question in 2001 was:

*“Last week, were you doing any work:*

- *as an employee, or on a Government sponsored training scheme,*
- *as self-employed/freelance, or in your own/family business?”*

## **P22 Ever worked (Question 22)**

### ***P22.1 Census Question***

The form asked all those who were not working in the week before Census Night:

*“Have you ever worked?”*

Yes, *please write in the year you last worked*                      Go to 23

No, have never worked.    Go to 35

Respondents who ticked *“No, have never worked”* were not required to answer the remaining employment-related questions and were routed to Question 35 (Income).

### ***P22.2 Interview Questions***

In the interview respondents were initially asked *“Have you ever worked?”*. Respondents who said they had worked were asked *“In what year did you last work?”*. If the respondent gave a different answer to either part of the question on the form, and they answered the question on the Census form themselves, they were asked which was the best answer. Respondents who said they had worked in the past on the form, but then did not follow the routing to answer the questions about their last job, were asked why they did not answer these questions.

### ***P22.3 Gross Agreement/Reason for Incorrect answers on the form***

The Gross Agreement between the interview and form responses was 95.4%.

No explanations were given for differences between answers in the interview and on the form. However where differences occurred two-fifths were as a result of proxy answers.

## OCCUPATION AND INDUSTRY ANALYSIS

Answers to questions on the CQS form were used to derive the appropriate industry and occupation codes for each record, using the UK Standard Industrial Classification of Economic Activities 1992 (SIC(92)) and the Standard Occupation Classification 2000 (SOC2000).

### *Census Questions*

For Occupation, the key questions were:

*P26 What is (was) the full title of your **main** job?*

*P27 Describe what you do (did) in your **main** job.*

Information was also used from the following questions:

*P24 Do (did) you work as an employee or are (were) you self-employed?*

*P25 How many people work (worked) for your employer at the place where you work (worked)?*

*P28 Do (did) you supervise any other employees?*

For Industry, the key question, in conjunction with the occupation details, was:

*P29 What is (was) the business of your employer at the place where you work (worked)?*

For those who were working last week, information was also used from these questions:

*P31 What is the full name of the organisation you work for in your **main** job?*

*P32 What is the address of the place where you work in your **main** job?*

### *Interview Questions*

The interview questions were the same as those on the CQS form, but interviewers were asked to obtain as much information as they could for questions where the answers had been written in text boxes on the CQS form, such as job description (P27) and employer's business (P29).

For questions where the answers in the interview differed from that on the CQS form, interviewers were asked to try and find out the reason for the discrepancy.

### **Occupation and industry coding procedure**

The occupation and industry coding was carried out by a team of trained coders, who coded first the interview information, and then the processed Census form data. To reduce the likelihood of coders remembering the names of people whose interview data they had seen, coding of processed Census form data was carried out after a few weeks' delay.

Occupation was coded using SOC2000. This consists of 353 codes aggregated into unit, minor, sub major and major groups. The system is hierarchical, so for example SOC unit code 2451 (Librarians) is in minor group 245 (Librarians and Related Professionals), which is in sub-major group 24 (Business and Public Service Professionals) in major group 2 Professional Occupations. The occupation analysis was carried out at the major group level as shown in Table 2 below.

As well as Occupation and Industry, other potentially relevant information about the respondent, such as qualifications obtained, was also made available to the coder.

*Gross Agreement/Reliability of occupation coding*

Reliability is measured by whether or not the codes assigned to the interview and Census form data were the same. The results are shown for the four, three, two and one digit levels of matching. Thus the 4-digit level is the most detailed and identifies an occupation to unit level. Table 2 shows that the overall level of agreement was 82.7% at the major group level, falling to 72.6% at the more detailed unit group level.

*Table 2: Overall SOC Occupation Reliability (%age)*

	4 Digit Code (Unit Group)	3 Digit Code (Minor group)	2 Digit Code (Sub-major group)	1 Digit Code (Major group)
Percentage Agreement: Interview versus Process	72.6	76.7	80.2	82.7

*Table 3: Overall SOC Occupation Reliability by Major Groups (%age)*

Major Group	4 Digit Code (Unit Group)	3 Digit Code (Minor group)	2 Digit Code (Sub-major group)	1 Digit Code (Major group)
Managers and Senior Officers	70.3	73.0	78.3	82.6
Professional Occupations	77.4	87.5	87.5	88.5
Associate Professional and Technical Occupations	72.3	75.8	78.5	81.4
Administrative and Secretarial Occupations	72.6	74.6	80.5	84.4
Skilled Trades	76.8	79.3	81.5	83.4
Personal Service Occupations	79.1	84.2	84.2	85.6
Sales and Customer Service Occupations	76.7	82.2	82.6	83.0
Process, Plant and Machine Operatives	65.9	72.1	78.8	79.9
Elementary Occupations	68.6	71.1	74.9	78.5

Table 3 shows variations in reliability between the nine Major Groups at different levels of the classification. In general, reliability was higher than average for Professional, Personal Service, and Sales and Customer Service Occupations.

### *Reasons for lack of agreement*

The key questions providing information for occupation coding were the job title (P26) and the job description (P27).

There was 96.5% agreement between the job title on the CQS form and that given in the interview. Some differences were due to people with more than one job being unsure which to give. Other reasons for discrepancies included retired people entering the main job they pursued for the majority of their career, rather than their more recent part-time job.

Where there was a discrepancy in job titles between the CQS form and the interview, agreement on the occupation code ranged from 25% for the 2-digit code to only 17% for the 4-digit code. This compares with the overall occupation SOC reliability of 80.2% at the 2-digit level and 72.6% at the 4-digit level. Thus the reliability of the occupation coding decreased significantly if the job titles differed.

Differences in job descriptions arose if people found it difficult to describe the varied nature of their work. This could lead to differences in occupation coding although the job title was considered to be the most important source of information. Indeed, some respondents failed to answer the question because they thought it was just repeating information given in their job title.

### **Industry Coding**

Industry was coded using the Census Industry Coding frame based on SIC(92) to the section and subsection level, listed in Table 4.

As well as Occupation and Industry, other potentially relevant information about the respondent, such as qualifications obtained, was also made available to the coder.

### *Gross Agreement/Reliability of Industry coding*

The overall level of agreement of SIC Codes was 69.6%. It can be seen from Table 4 that there was wide variation in reliability between Industry sections. Sample sizes in some sections were very small, and reliability estimates are not shown where the sample base was fewer than 20. For sections where percentages are shown, reliability varied from 81% for construction to below 60% for some sectors of manufacturing.

*Table 4: Reliability of Industry Coding by section and subsection level*

	Reliability (%age)	Sample Size
A Agriculture, hunting and forestry	50.9	55
B Fishing	*	1
CA Mining and quarrying of energy producing materials	*	16
CB Mining and quarrying except energy producing materials	*	1
DA Manufacture of food products, beverages and tobacco	53.0	66
DB Manufacture of textiles and textile products	58.3	60

		Reliability (%age)	Sample Size
DC	Manufacture of leather and leather products	*	8
DD	Manufacture of wood and wood products	*	7
DE	Manufacture of pulp, paper and paper products; publishing and printing	67.3	55
DF	Manufacture of coke, refined petroleum products and nuclear fuel	*	3
DG	Manufacture of chemicals, chemical products, and man-made fibres	67.9	28
DH	Manufacture of rubber and plastic products	55.2	29
DI	Manufacture of other non metallic mineral products	56.3	32
DJ	Manufacture of basic metals and fabricated metal products	60.6	71
DK	Manufacture of machinery and equipment not elsewhere classified	62.5	72
DL	Manufacture of electrical and optical equipment	55.9	68
DM	Manufacture of transport equipment	70.1	67
DN	Manufacture not elsewhere classified	50.0	42
E	Electricity, gas and water supply	73.1	26
F	Construction	81.0	163
G	Wholesale and retail trade; repair of motor vehicles, motorcycles and personal and household goods	80.0	555
H	Hotels and restaurants	68.6	121
I	Transport, storage and communication	71.5	186
J	Financial intermediation	78.3	115
K	Real estate, renting and business activities	60.8	316
L	Public, administration and defence; compulsory social security	69.0	171
M	Education	63.7	273
N	Health and social work	76.4	365
O	Other community, social and personal service activities	70.6	136
P	Private households with employed persons	*	18
Q	Extra-territorial organisations and bodies	*	5

### *Reasons for lack of agreement*

No data were available from the follow-up interview about reasons for the differences compared with the CQS form, but it is likely that they would have occurred for similar reasons as for job title - for example, where people had more than one job and were uncertain which position to put down or where retired people in one case entered details of the main job they had pursued for the majority of their career and in the other entered details of their more recent part-time job.

Where there was a discrepancy between the business described in the interview and on the CQS form, the industry codes agreed in only 20.8% of cases. This compares with the overall industry SIC reliability of 69.6%.

## **P24 Employee or self employed (Question 24)**

### ***P24.1 Census Question***

*“Do (did) you work as an employee or are (were) you self-employed?”*

Tick boxes were provided for:

Employee  
Self-employed with employees  
Self-employed/freelance without employees

### ***P24.2 Interview Questions***

In the interview respondents were asked *“Do (did) you work (worked) as an employee or are (were) you self-employed?”* The respondent was then given the choice as to whether they were an *“Employee”*, *“Self-employed with employees”* or *“Self-employed/freelance without employees”*. These answers were then compared with the form and where there was a difference the interviewer asked *“What was it about the form that led you to put that answer?”*. The explanation for the difference was then recorded.

### ***P24.3 Gross Agreement/Reason for Incorrect answers on the form***

No Gross Agreements were calculated for this question. This question was used as part of the Occupation and Industry Analysis.

The following quotes were given when differences occurred:

- *“Did not know what to fill in”.*
- *“Spasmodic work - not regular - haven't had such work this year”.*
- *“Contractual worker”.*
- *“I also work on a self employed basis part time, main job as employee”.*

In the case of these responses there was some confusion over which box to tick for a number of reasons, including persons having more than one occupation or work on a contractual basis and those who had moved jobs.

Other reasons were as a result of whether they classed themselves as being employed by their own company or whether they were self-employed. A quote from one person is as follows:

- *“Working for own company so I should have interpreted that as employer”.*

## **P25 How many work for your employer (Question 25)**

### ***P25.1 Census Question***

*“How many people work (worked) for your employer at the place where you work?”*

- If you are (were) self-employed, tick to show how many people you *employ (employed)*.

Four tick boxes were provided: 1-9, 10-24, 25-499, 500 or more.

### ***P25.2 Interview Questions***

The interviewer asked *“How many people work (worked) for your employer at the place where you work (worked)?”*. Where there was a difference to what was recorded on the form the interviewer asked whether the respondent completed the form and asked for a possible explanation.

### ***P25.3 Gross Agreement/Reason for Incorrect answers on the form***

No Gross Agreements were calculated for this question. This question was used as part of the Occupation and Industry Analysis.

Differences can be partly explained by analysis of the following quotes:

- *“Not sure if whole employer or just his depot”.*
- *“500 in total but only six worked for Firm X”.*
- *“That number referred to the company to which I am subcontracted to”.*
- *“I did not realise it meant to include cleaners and security people, so I did not include them”.*
- *“Because I work from home mainly, not sure of exact numbers”.*

The main reasons for discrepancies were that people were unsure who to include, such as cleaners and other ancillary staff. If the person was on a site as a subcontractor, should they count the people working for them or the site as a whole. Other reasons were who to include in the case of a franchise or if a person was going from site to site working from a home base. In the case of large companies should they look at the company as a whole or on an individual site basis.

Other quotes where discrepancies occurred for question 25 include:

- *“Missed it!”*
- *“I can’t remember it must have been as it was at the bottom of the page and I missed it”.*

In these cases it is clear that the person simply missed the question or had forgotten to complete it.

## **P26 Main Job Title (Question 26)**

### ***P26.1 Census Question***

*“What is (was) the full title of your main job?”*

This question was qualified by the following examples:

- For example, PRIMARY SCHOOL TEACHER, STATE REGISTERED NURSE, CAR MECHANIC, TELEVISION SERVICE ENGINEER, BENEFITS ASSISTANT.
- Civil Servants, Local Government Officers – please give job title not grade or pay band.

### ***P26.2 Interview Questions***

Interviewees were initially asked to describe *“What was their main job?”*. The interview also elaborated that the main job was considered to be that where the most hours were worked if the person had two or more jobs. Where the person was not working in the week of the survey the details of their previous main job were requested. Where there was a difference from the form the interviewer then asked the reason why a difference occurred.

### ***P26.3 Gross Agreement/Reason for Incorrect answers on the form***

No Gross Agreements were calculated for this question. This question was used as part of the Occupation and Industry Analysis.

Differences can be partly explained by analysis of the following quotes given at the interview stage:

- *“Helped in canteen as well as waitressing, but mainly waitressing”.*
- *“Assumed that I had to talk about my last main job before retirement”.*
- *“I earn more at that one and it’s all the year round but is less hours than YHA management job”.*
- *“Took early retirement from stock control job and then became school caretaker - I was stock controller for more years”.*
- *“Last job was temporary, only lasted two weeks thought it was meant to be permanent”.*
- *“I have put down both my last two jobs - one as sales assistant, also a dress presser”.*
- *“Didn’t think part-time work counts”.*

The above quotes are from people who were interviewed and who indicated a variety of reasons why the two job titles do not align. These include having more than one job and being unsure which position to put down. This may be due to the earnings in one occupation exceeding the other and so being considered the main job.

Other reasons for discrepancies included retired people putting their main job they pursued for the majority of their career, where they could be currently in a part time position.

Discrepancies in answers can also be explained where the form is completed by a proxy and is unsure of the other person's main occupation.

## **P27 Description of Main Job (Question 27)**

### ***P27.1 Census Question***

*“Describe what you do (did) in your **main** job?”*

### ***P27.2 Interview Questions***

In the interview respondents were asked *“Describe what you do in your main job?”*. The response was compared with the form and where there was a difference the following question was asked: *“You don't seem to have given an answer to this question on the Census form. Can you recall why that was?”*.

### ***P27.3 Gross Agreement/Reason for Incorrect answers on the form***

No Gross Agreements were calculated for this question. This question was used as part of the Occupation and Industry Analysis.

The following quotes from people were given when differences occurred between answers to question 27.

- *“Very varied activity. Couldn't decide what to put”*.
- *“Uncertain about job status”*.
- *“Too hard to describe all the things I did”*.
- *“The job consisted of so many things”*.

The above quotes indicate several reasons for differences in job descriptions, e.g. the inability to describe the varied nature of the work.

A second reason was the assumption that the Job Title was sufficient to describe the type of work. This was demonstrated by the following quotes received during the interview stage:

- *“Thought title self-explanatory”*.
- *“Well I had already indicated my job at a previous question”*.
- *“I must have just missed it, or maybe I thought I put cleaner, why put it in again”*.
- *“Packer seemed to describe job already”*.

Other reasons include those related to question 26, i.e. knowing what job was their main job and forms completed by proxy, e.g. as quoted below:

- *“Wife completed partly and husband continued with details”*.

## **P28 Supervisor (Question 28)**

### ***P28.1 Census Question***

*“Do (did) you supervise any other employees?”*

A supervisor or foreman is responsible for overseeing the work of other employees on a day-to-day basis.

### ***P28.2 Interview Questions***

In the interview the respondents were asked *“Do (did) you supervise any (other) employees?”*. The response to this question was then compared with that completed on the form and where there was a difference the following questions were asked:

*Did someone else answer this question for you?*

- (1) gave an answer to this question myself*
- (2) someone else answered it on my behalf*

*What was it about the form that led you to put that answer?*

### ***P28.3 Gross Agreement/Reason for Incorrect answers on the form***

No Gross Agreements were calculated for this question. This question was used as part of the Occupation and Industry Analysis.

The following quotes were given for the differences between answers to Question 28.

- *“Only sometimes oversee apprentices”.*
- *“I supervise workers if they are doing work for me but I am not an official supervisor”.*
- *“When I was doing furniture removals I had to employ others - just casual labour”.*
- *“I did supervise the younger employee unofficially”.*
- *“Only occasionally supervised”.*
- *“They are not strictly employees - voluntary”.*
- *“On an informal basis”.*
- *“Supervises only one person”.*
- *“I only supervised one or two people and thought that didn't count”.*
- *“Management say we are but union say not”.*

The major reasons for discrepancies were uncertainty as to what is a supervisor. Although some guidance was given, problems arose from uncertainty over the number of people that a supervisor was required to manage and whether volunteers should be included. Further

explanations include the extent of time that the person supervised staff and whether it was in their job specification or as perceived by themselves and others. Other quotes from people include a change in job or simply a mistake, e.g.

- *“Recent changes in job position”.*
- *“Simply made a mistake”.*

## **P29 Business of employer (Question 29)**

### ***P29.1 Census Question***

*“What is (was) the business of your employer at the place where you work (worked)?”*

- For example, MAKING SHOES, REPAIRING CARS, SECONDARY EDUCATION, FOOD WHOLESALE, CLOTHING RETAIL, HOSPITAL.
- If you are (were) self employed/freelance or have (had) your own business what is (was) the nature of your business?
- Civil Servants, Local Government Officers – please specify your Department.

### ***P29.2 Interview Questions***

In the interview the respondents were asked *“What is (was) the business of your employer at the place where you work(ed)? e.g. making shoes, repairing cars, secondary education, food wholesale, clothing retail, hospital”*. However, no data was collected to reconcile differences between the interview and the form.

### ***P29.3 Gross Agreement/Reason for Incorrect answers on the form***

No Gross Agreements were calculated for this question. This question was used as part of the Occupation and Industry Analysis.

No data was available from the follow-up interview to reconcile differences in the business their employers were in.

Where differences occur they are likely to be for similar reasons as for occupation (P26). These include people having more than one job and being uncertain which position to put down or having a part-time career after retiring from their main job.

Other reasons for differences include an incomplete answer, missing the question or inaccurate completion by a proxy.

## **P30 Filter (Question 30)**

### ***P30.1 Census Question***

The filter at question 30 was:

*If you were working last week            Go to 31*

*If you were not working last week    Go to 35*

This filter was intended to route people according to their answer to P17 (Working last week). If the answer to P17 was “Yes” they should have answered P31-P34 about their current job. Otherwise they were routed straight to P35 (Income).

### ***P30.2 Interview Questions***

No interview question was asked. However, during the interview where the filter was incorrectly applied the interviewer recorded the explanation given by the respondent.

### ***P30.3 Gross Agreement/Reason for Incorrect answers on the form***

In the few cases where the filter was incorrectly applied the following quotes from people were given for the mis-routing:

- *“Don't know - must have missed the question”.*
- *“Missed it”.*
- *“Because it says don't answer if not working last week”.*
- *“Must have missed it/because I looked at question 30 - got confused”.*

These comments indicate that the filter was misunderstood or missed by the person completing the form.

## **P31 Name of Organisation (Question 31)**

### ***P31.1 Census Question***

*“What is the full name of the organisation you work for in your **main** job?”*

- If you have your own business, write in the name.

In addition tick boxes were provided for:

*Self-employed/freelance*

*Work for a private individual*

### ***P31.2 Interview Questions***

In the interview the respondents were asked, *“What is the name of your business?”*. Where there was a difference the following question was asked, *“You don't seem to have answered this question on the Census form. Can you recall why that was?”*

### ***P31.3 Gross Agreement/Reason for Incorrect answers on the form***

No Gross Agreements were calculated for this question. This question was used as part of the Occupation and Industry Analysis.

The following quotes from people were given when differences occurred:

- *“Only part-time”*.
- *“I put down my nanny job as my main job is at the nursery”*.

In the case of the above responses there was some confusion for part-time workers with more than one occupation. Other differences occurred where people had no name for their business. Typical quotes from the interview stage are as follows:

- *“Just ticked worked as self-employed. Didn't think it applied to me because business does not have a name”*.
- *“I am freelance and it changes”*.
- *“No name for business”*.
- *“Self-employed: teach piano”*.

Other reasons for discrepancies include incorrectly following the routing and overlooking the question. Examples of typical quotes from the interview stage are as follows:

- *“Overlooked it”*.
- *“Missed it”*.
- *“I don't know why I didn't, I saw the thing about ‘your own business’”*.

## **P32 Address of workplace of main job (Question 32)**

### ***P32.1 Census Question***

*“What is the address of the place where you work in your **main** job?”*

- If you report to a depot, write in depot address.

Boxes were supplied for the address and postcode. In addition, tick boxes were provided for:

*Mainly work at or from home*

*Offshore installation*

*No fixed place*

### ***P32.2 Interview Questions***

No interview data was collected for this question.

### ***P32.3 Gross Agreement/Reason for Incorrect answers on the form***

No Gross Agreements were calculated for this question. This question was used as part of the Occupation and Industry Analysis.

Although no interview data was collected the explanation for differences are likely to include those who have put down a part-time job, people who have more than one occupation and those who were unsure as to which was their main job.

A second set of reasons includes where people have changed occupation or were undertaking short-term temporary work.

## **P33 Method of travel to work (Question 33)**

### ***P33.1 Census Question***

The form asked those who were currently working:

*“How do you usually travel to work?”*

Instructions asked respondents to tick one box only and to tick the box for the longest part, by distance, of their usual journey to work. The answer categories were:

Work mainly at or from home  
Underground, metro, light rail, tram  
Train  
Bus, minibus or coach  
Motorcycle, scooter or moped  
Driving a car or van  
Passenger in a car or van  
Taxi  
Bicycle  
On Foot  
Other

### ***P33.2 Interview Questions***

In the interview, respondents were asked *“How do you usually travel to work? Give the answer for the longest part of your journey.”* Respondents were only allowed to give one answer and an instruction was given to interviewers to code the longest part, by distance, of the usual journey to work. If the answer given in the interview differed from that given on the form, or if more than one answer was given on the form, respondents who filled in this question on the form themselves were asked which was the best answer. A reconciled answer was then calculated. If the reconciled answer was different from that given on the form, the respondent was asked for the reasons for discrepancies.

### ***P33.3 Gross Agreement/Reasons for incorrect answers on the form***

The Gross Agreement between the interview and form responses was 92.6%.

The most common reason cited was that the respondent used different methods of transport on different days:

- *“Because the majority of weeks I travel by bus but there can be some weeks when I travel by car”.*
- *“Both equal. Some days car. Equally, some days bus”.*
- *“If I am working the day shift, I walk. Night shift, I drive”.*
- *“Two months a passenger and one month driving – car share”.*
- *“Passenger in a car to work and then get the bus home”.*

Other respondents used two modes of transport on their daily journey to work and either mentioned more than one on the form or mentioned different ones in the form and the interview:

- *“They are about equal. I said the bus because it sounded more environmentally friendly. I drive to the park and ride and then I get the bus”.*
- *“Walk part of the way and then catch the bus – one bus or two depending on whether I am late”.*
- *“Uses train and then underground – tube the longest”.*

A number of respondents mentioned the method of transport they used in the course of their work:

- *“Well I work from home, but travel by car to conduct my work”.*
- *“I travel to the places I work at so I thought it meant that. My base (do paperwork, keep equipment) is at home”.*

A number of other reasons were also cited:

- *“I didn’t see the top category – it’s a bit squashed up there”.*
- *“I looked at all the travel options and didn’t see the instruction to tick one box”.*

## **P34 Hours worked (Question 34)**

### ***P34.1 Census Question***

The form asked all those working in the week before CQS night:

*“How many hours a week do you work in your main job?”.*

Instructions told respondents to answer to the nearest whole hour and to give the average number of hours for the last four weeks. There was space for a two digit figure.

### ***P34.2 Interview Questions***

Interviewers asked the same question in the interview as was asked on the Census form *“How many hours a week do you usually work in your main job?”*. An on screen instruction told interviewers: *“Note: if hours vary give average for last 4 weeks (not including time off/holidays etc)”*. Respondents could answer in the range 1-99. If their answer differed from that given on the form, respondents were asked the reason for the discrepancy and which was the best answer.

### ***P34.3 Gross Agreement/Reasons for incorrect answers on the form***

The Gross Agreement between the interview and form responses was 80.2%.

One of the most common reasons given for discrepancies was that the number of hours that the respondent worked per week varied considerably:

- *“Varies a lot from week to week so can’t always give exact hours”.*
- *“It varies so much, some weeks I work 40 and some weeks I work 10 (own business)”.*
- *“At a senior level, hours are not tangibly measured, e.g. weekend work. Hours fluctuate between 50 and 55 hours a week”.*

Another very commonly mentioned reason was that respondents were unsure whether to put down their contractual hours or the hours that they actually worked:

- *“Put down contracted hours only”.*
- *“I am only paid for 37 but I usually work 40”.*

A number of respondents were unsure what to do with part hours:

- *“It is 47.5 but I didn’t know if you rounded it up or down”.*
- *“I work 7.5 hours but you can’t put that on the form”.*

Other reasons included:

- *“Because I get paid fortnightly and it’s ten hours a fortnight”.*
- *“Included my lunch hours”.*

- *“Because I only counted the work I did in school but I do a lot of work at home”.*
- *“At the time we had just had the directive through about the maximum working week but it is not working that way”.*
- *“These were the hours of all my jobs together”.*

## **P35 Income (Question 35)**

### ***P35.1 Census Question***

The form asked all people apart from students living away during term-time:

*“What is your total current gross income from all sources?”*

Seven tick boxes were provided:

Per week	or	Per year (approx)
Nil		Nil
Less than £60		Less than £3,000
£60 to £119		£3,000 to £5,999
£120 to £199		£6,000 to £9,999
£200 to £299		£10,000 to £14,999
£300 to £479		£15,000 to £24,999
£480 or more		£25,000 or more

There were instructions not to deduct Tax, National Insurance, Superannuation or Health Insurance payments, and to count all income including Earnings, Pensions, Benefits, Interest from savings or investments, Rent from property, Other (for example maintenance payments, grants)

### ***P35.2 Interview Questions***

No data was collected at the interview stage for this question because of concern that asking an Income question might adversely affect the interview response. Thus no estimate can be made of the accuracy of the reported data.

The income question was not included in the 2001 Census.