

Annex 3A

SCOTTISH GOVERNMENT LEAD ANALYSTS RESPONSES TO THE SCOTTISH HOUSEHOLD SURVEY 2018-2021 QUESTIONNAIRE REVIEW

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Climate Change

Lead Analyst	Debbie Sagar
ASD	OCEA - Energy & Climate Change
Topic areas	Climate Change

INFORMATION ON PROPOSED CHANGES

Questions you would like to stay in the SHS

(a) For each question or set of questions that you would like to stay in the survey and that you **propose remain completely unchanged** (in terms of sample size and/or frequency of collection), **please provide justification**. Remember to refer to specific variable names for clarity.

Climate1 requires to be one third annual question. It is an important data source as there is no other robust time series measuring Scottish attitudes to climate change. So the annual frequency is important, but one third sample size is sufficient for adequate detection of change over time, including for demographic variables of specific interest.

Climate2 requires to be one third biennial question. This question was included for the first time in the SHS in 2015, so there is only 1 year of data so far, but we anticipate that the data will become more valuable as a time series develops. Biennial frequency and one third sample size are sufficient to show time trends.

(b) For each question or sets of questions that you would like to stay in the survey and that you propose change frequency of data collection and/or sample size, please provide **evidence** of having **considered the needs of other users and stakeholders**. This should include confirming that:

(a) the questions you propose to change are not in another policy areas' performance measurement framework (e.g. the Child Poverty Measurement Framework requires full annual sample size questions to achieve a sufficient sample size for the sub group of families with low incomes), or that you have consulted with them if you have. You should use the SHS Questionnaire Reference spreadsheet to check for the main performance management frameworks

(b) You have considered the needs of local authorities and other stakeholders for

local authority data when moving from full to one third sample data collection.¹

N/a

Questions to be amended

For each question, or group of questions, that are being amended, please provide the detail of the amendment

Please also provide the main reason/justification and evidence that you have:

(a) confirmed that none of the questions you propose to amend are in another policy areas' performance measurement framework.

(b) Consulted with stakeholders and whether consensus was reached.

N/a

Questions to be deleted

For each question, or group of questions, that are being deleted, please provide the main reason/justification and evidence that you have:

(a) confirmed that none of the questions you propose to delete are in another policy areas' performance measurement framework.

(b) Consulted with stakeholders and whether consensus was reached.

N/a

Proposed new questions

(a) For each new question, or group of new questions, please explain why you need each individual question/variable in the SHS. Your answer should address the following: justification of full vs. one third sample, and annual vs. biennial, policy rationale for the question and how the data will be used.

In addition, you should also complete Pro-forma A-1 which provides some of the detailed information that will be needed to place your new question into the survey.

¹ Generally speaking, LA level data is only available for full sample questions. However, LA level data for one third sample questions could be made available by combining 3 years' worth of data, as the Scottish House Conditions Survey does currently.

N/a

(b) Are you bidding for any of your existing or new questions above to be made one of the **Scottish Survey Core Questions (SSCQ)**? If yes, please specify which one(s) (including variable names and whether this is an existing or new SHS question) and explain why it should become an SSCQ.

Or are you bidding for a current **Scottish Survey Core Questions (SSCQ)** to be **moved out of the core and replaced with something new?**

N/a

Stakeholder engagement

This information is required for the recommendation report that will be produced to report on the conclusions of the questionnaire review.

Please provide a list of the stakeholders that you consulted with before submitting this proforma.

Climate Change Delivery Team

Please list any new questions or changes that stakeholders wanted and that you have included in your proposed question set. Please provide the main reasons why stakeholders need these questions.

N/a

Please list any new questions or changes that stakeholders wanted but that were rejected by yourself as lead analyst and your policy colleagues, and why you decided to reject.

N/a

Detail required for introducing a new question

Section (Household (HH) or Random Adult (RA))	
Topic Area (e.g. culture, housing)	
Lead Analyst	
Preferred sample size (Delete as app)	Full sample / one third sample
Preferred frequency (Delete as app)	Annual/ biennial/ one off

New Question Name (if preference, contractors can suggest if you would rather)

Preceded by... (i.e. where do you want it to appear in the questionnaire)
<<Insert Section of SHS Questionnaire and Question Name>>

Pre-filter on this question? (i.e. Ask if...) PLEASE NOTE THIS IS DIFFERENT TO ASKING IT OF A RANDOM SUB-SAMPLE

If less than full sample, which streams would you prefer this to appear in (if you have a preference) ?

Question wording

Question Response Codes

Are these single or multicode options?

Estimated time for this new question(s) – please state for each variable and submit the estimated time calculations in the accompanying Excel questionnaire tool workbook

Other relevant information about this question (including details of whether the question has previously been asked in another survey)

Do you require any of your new questions to be cognitively tested? If yes, which ones and why? (Please note that cognitive testing costs money and therefore questions from existing surveys may not be cognitively tested.)

Culture and Heritage

Lead Analyst	Kay Barclay
ASD	OCSSA
Topic areas	Culture and Heritage

INFORMATION ON PROPOSED CHANGES

Questions you would like to stay in the SHS

(a) For each question or set of questions that you would like to stay in the survey and that you **propose remain completely unchanged** (in terms of sample size and/or frequency of collection), **please provide justification**. Remember to refer to specific variable names for clarity.

Introduction

All points in this pro-forma have been discussed and agreed with the SCENe group of key stakeholders from the culture and heritage sector, and internal policy colleagues. Considerable time and effort has been given to this exercise, to identify those questions that are most useful (and to remove those that are felt to be less essential), taking into account the needs of a range of users.

All those involved have agreed to forfeit a large number of culture questions (namely all questions in cult 5 (childhood questions- total of 10 biennial questions), cult 6 (childhood questions- total of 4 biennial questions) and cult 8 (website use questions- total of 7 biennial questions) in exchange for making improvements to some of the retained questions, and to include some **new** questions that aim to more robustly understand the reasons for non- engagement, (replacing the currently very poor and imprecise questions at cult 3C and cult 4C) and to explore some of the impacts and outcomes of cultural participation for the individual and their communities (with changes to cult 7 and a new question on outcomes). Given that we will be giving up a substantial time-stamp in the survey, we are hopeful that the changes and proposals for new questions will be successful. The new questions are initial drafts and will benefit from further refinement. They will also have to be cognitive tested.

This form incorporates the feedback from the SCENe stakeholders, who have also submitted similar points themselves in their own return.

Questions to be retained:

We propose the following questions to remain unchanged in terms of sample size and frequency of collection:

- CULT3A (but with some text edits and added items) – now CULT 3AA
- CULT3B
- CULT4A (but with some text edits and added items) – now CULT4AA
- CULT4B
- CULT7 (with text edits and added items)

Note for Cult3AA, I am also considering the option of splitting this into two questions to make this less onerous on respondents, and reduce the length of the list of items (which has an impact on the ease of answering Cult 3B). Would be interested in reviewing this option later, with the contractor and to consider cognitively testing it, if deemed a better approach.

Some stakeholders felt that in Cult 3A there is no reason to specifically exclude karaoke as this implies a value judgement on the types of activities that are believed to be cultural. We agree with this point.

Minor text edits are detailed in the annotated questionnaire and the questionnaire time tool.

Justification for retention of CULT3A, CULT3B, CULT4A and CULT4B

Culture is an important policy area for the Scottish Government. Through their work and investments, The Directorate for Culture, Tourism and Major Events aims to: create the conditions for culture, heritage and creative excellence to flourish, to build Scotland's influence and reputation abroad and value and nurture our arts, culture and heritage. The Scottish Government provides substantial investment across the sector to support National Collections and Performing Companies and is also investing capital budgets to support improvements to the V&A Dundee, the National Library of Scotland's Causewayside building in Edinburgh and Kelvinhall Development in Glasgow and the Scottish National Gallery. Culture is recognised as playing a central role Brexit and Constitutional debates as it helps to define Scotland's distinct national identity and the type of country we want to be, and this in turn helps to strengthen our international links and reputation abroad.

In addition, the Scottish Government is currently developing a Culture Strategy for Scotland. The vision for the Strategy is that:

Scotland is a place where artists thrive and everyone has the opportunity to participate in a vibrant cultural life. We are culturally connected as individuals, as communities, as a nation and on the world stage. We want culture to help reflect, shape and inform our lives and relationships and connect us to our past, present and future as a nation.

Equality of opportunities for everyone to engage with and access culture regardless of age, gender, religion, sexual orientation, ethnicity, disability, geography or socio-economic background are core objectives of the strategy. The strategy also aims to increase the number of people experiencing culture and to widen the range of culture forms in which people engage, and that all parts of Scotland benefit from the positive impact of culture.

The progress and impact of the strategy will be measured through the data obtained from the SHS primarily through the four questions which explore cultural engagement (through attendance and participation) and the frequency of cultural engagement. These questions are the only source of national level data on the

public's cultural engagement in Scotland.

A key user of the data obtained from these questions is the Cabinet Secretary for Culture, Tourism and External Affairs and her officials in the Culture and Heritage Division, who regularly draw on the data for use in briefings and speeches.

These four questions are the basis of the national indicator (no 41) in Scotland Performs (on cultural engagement) and there is no other data source available for this. Many of our stakeholders and local authorities use this data in their own performance frameworks and annual performance reports (which often follow the NPF). Local authorities (and their ALEOs) also use this data in their Single Outcome Agreements and to help inform decision making in future investments.

It is imperative that we continue to collecting data about cultural engagement **on an annual basis**, to enable precise and regular tracking of the state of the sector and levels of public engagement with it. A bi-annual sample would substantially reduce the level of precision as it would mean the data would be quickly dated. This would affect our ability to accurately measure the impact of SG policy work across the sector in a timely fashion. There is already a time lag in the publishing of results and moving to biennial data collection would further exacerbate this.

One of the core aims of the Scottish Government as a whole, and specifically the Culture and Heritage Division, is to address **equalities concerns** and to ensure that everyone has equal opportunity to engage in culture, and to widen cultural engagement to those groups that currently are less engaged. This aim is also core to the Culture Strategy as noted above. It is imperative to retain the full sample so that breakdowns by equalities criteria, including by age, gender and SEG can be conducted, and to enable analysis at local authority area so we have a complete picture of what is happening in different parts of Scotland.

As clearly demonstrated in the return submitted by the SCENE stakeholders, and in discussion with other stakeholders, who have responded separately, these questions are also used widely by local authorities and stakeholder bodies throughout Scotland so again a sufficiently large sample is important to enable them to continue to have access to data that is robust at local authority level.

For example, Creative Scotland, our national arts funding agency which distributes funding across all 32 local authorities, uses the cultural engagement indicators (and the children's cultural engagement indicator) as performance indicators in their annual reports and in briefings and their evaluation projects such as Equality Matters and Scotland's Screen Sector.

Historic Environment Scotland uses this data in their Scottish Historic Environment Audit (which reports on how people value the historic environment) using Cult 3A and B, and also to measure the success of the Historic Environment Strategy for Scotland, Our Place in Time.

Museum and Galleries Scotland uses the data at both national level (to get a high level picture of attitudes towards their sector) and local level (to support work in

museums across Scotland).

For the Scottish Libraries Information Council, the SHS is the only source of data at a national level on frequency of use of libraries.

SG is supporting the National Libraries Strategy and since 2015 have invested more than £2 million to help to reinvigorate the role of public libraries. In 2017-18 SG have maintained funding to the Scottish Library and Information Council and to the Public Library Improvement Fund (£665K). Given the importance of libraries as a local public asset, and their vulnerability to cuts at the local level, it is imperative to have accurate data on public use and perceptions of them.

Culture Counts (an organisation that promotes the value of culture in Scotland and represents professional and voluntary artists and performers) and Built Environment Forum Scotland also utilise the four questions to measure the impact of culture on communities, and to analyse equality of access and inclusiveness.

Changes to Cult 3A and Cult 4A and justification

Minor text changes are in the annotated questionnaire and detailed in the spreadsheet. These are suggested in order to improve the quality and precision of the data that is collected. They were requested by a number of stakeholders, and policy colleagues working on the Culture Strategy.

We suggest adding a new item at Cult 3A:

O - attended a performance that was digitally streamed from another place, and watched in a local venue, cinema, theatre or community hall.

And in Cult 4A we suggest adding the following items:

K - Downloaded / watched performances online (including live digitally streamed performances) on a personal device or such as a phone, tablet or computer

L- Downloaded, viewed or accessed cultural content on line such as museum or heritage collections, artefacts or artists' work (on a personal device)

M – created and/or shared cultural content online such as digital art, music, dance, performance videos or recordings

N – Contributed knowledge or expertise to an online cultural collection, discussion forum or on social media

These added items reflects recent changes in the ways that the public engages with culture (via digital means). Digital/ online use is a growth area, and therefore we'd expect to see increasing use of digital technology for cultural engagement. One of the themes in the Culture Strategy will be around increasing opportunities for digital engagement, so it is important that the SHS is able to provide data on behaviour in this area, to understand if it is changing.

Note that these new digital questions are intended to replace the **entire suite** of website questions (all the Cult 8 questions) which will provide a substantial saving. Stakeholders requested that if cult 8 questions were removed, a new set of more up

to date, relevant digital / internet questions should replace them. Incorporating these digital response options into cult3A and cult4A is an efficient way of meeting this requirement.

Cult 7

We also propose that Cult 7 is retained with some changes in the response categories. Details and justification are provided in section 3 below.

(b) For each question or sets of questions that you would like to stay in the survey and that you propose change frequency of data collection and/or sample size, please provide **evidence** of having **considered the needs of other users and stakeholders**. This should include confirming that:

(a) the questions you propose to change are not in another policy areas' performance measurement framework (e.g. the Child Poverty Measurement Framework requires full annual sample size questions to achieve a sufficient sample size for the sub group of families with low incomes), or that you have consulted with them if you have. You should use the SHS Questionnaire Reference spreadsheet to check for the main performance management frameworks

(b) You have considered the needs of local authorities and other stakeholders for local authority data when moving from full to one third sample data collection.²

Cult 3A, 3B, 4A and 4B are used to calculate the national indicator on cultural engagement. We have suggested adding some new items to the list of options. This means that the time-series for the national indicator will be disrupted. However, given that the NPF is under review, there is a chance that changes could be made to this indicator. Moreover, these are relatively minor changes which we would not envisage would have a big impact on the data. The fact that the dataset has changed will need to be made explicit on Scotland Performs. I have checked with Scotland Performs team and they do not envisage problems.

The proposed changes should not affect other users of this data in other performance frameworks.

Questions to be deleted

For each question, or group of questions, that are being deleted, please provide the main reason/justification and evidence that you have:

(a) confirmed that none of the questions you propose to delete are in another policy areas' performance measurement framework.

(b) Consulted with stakeholders and whether consensus was reached.

We suggest the following questions could be dropped from the survey as they are not currently used within the sector or are not sufficiently comprehensive. While this is a significant cut to the culture block of questions we request that CULT 3C and 4C are replaced and expanded slightly:

² Generally speaking, LA level data is only available for full sample questions. However, LA level data for one third sample questions could be made available by combining 3 years' worth of data, as the Scottish House Conditions Survey does currently.

CULT3C (to be replaced by an alternative question- see section 3)

CULT4C (to be replaced by an alternative question- see section 3)

CULT 3D

CULT4D

CULT5AM

CULT5AT

CULT5AH

CULT5AL

CULT5AS

CULT5BM

CULT5BT

CULT5BH

CULT5BL

CULT5BS

CULT 6AR

CULT6AA

CULT6AM

CULT6AS

Justification

- CULT3C and CULT4C currently ask about barriers to further engagement only to those who state that they attend or participate in no cultural activity currently. We suggest improving these questions by including 3 -4 new questions on whether respondents desire to do more (details in section 3).

- CULT3D and CULT4D: these questions ask about intended behaviour. Predicting behaviour is notoriously difficult to do and adds little value here whereas asking about actual behaviour in the last year are more reliable and robust indicator of engagement and participation.

- CULT 5 and CULT 6 (14 questions) are all about the childhood experience and although the results are of interest we would not expect to see huge variation on a biennial basis. Therefore these questions could be dropped. However, there would be benefits in testing the links between childhood activity and cultural engagement less frequently, perhaps at five or ten year intervals, to assess if this link is maintained with each generation. For this reason, we request that the childhood questions are kept under review, for inclusion in a special module at some point in the future (say in five or ten years).

- CULT 8 questions (7 questions): These questions are all about website usage and seem outdated. There were in-depth discussions with stakeholders around how best to capture digital cultural engagement. In conclusion, we agreed that questions around accessing live-streamed creative content and online collections and archives are included in the attendance and participation questions (CULT 3A and CULT 4A).

In addition we ask that consideration is given to including cultural categories in any wider questions around digital engagement.

Proposed new questions

(a) For each new question, or group of new questions, please explain why you need each individual question/variable in the SHS. Your answer should address the following: justification of full vs. one third sample, and annual vs. biennial, policy rationale for the question and how the data will be used.

In addition, you should also complete Pro-forma A-1 which provides some of the detailed information that will be needed to place your new question into the survey.

Retaining and growing participation and engagement are critical to the success of the sector. Understanding the barriers to participation is the best way to address this issue. It was very clear from all stakeholders and policy colleagues that understanding why people **do not** engage is a priority for them given the focus on widening access and addressing inequalities of opportunity. Whilst stakeholders can collect data with those who engage with their services, via their own surveys, the SHS is the **only means** by which they can access the opinions and experiences of those who **do not engage**. As noted already, widening access and participation are key objectives of the Culture Strategy and reflect broader equalities concerns of the SG.

At present, CULT3C and CULT4C are only asked of respondents who are not engaged in the sector at all. The question is however potentially confusing as it asks about non engagement very generally, and is not linked back to specific activities. This is likely to result in highly inaccurate data.

We propose three new questions to replace CULT3C to give a more comprehensive understanding of barriers to current participation at cultural places. These are required at full sample on an annual basis in order to understand differences according to local authority area and by equalities criteria and to have access to timely data, noting that this is identified as a priority issue for the sector.

CULT3CX: Ask all (show card list from CULT3AA)

“Would you like to go to any/ more of these places, or go to them more often?”³

Options: Yes, No, Don't know

CULT3CY: (Ask if “yes” response at CULT3X). Showcard of list at CULT3A: “From this list, which of these places would you most like to go to / go to more / more often?” (up to a maximum of 3 responses). (NB The list of activities could be grouped into types of activities to streamline).

CULT3CZ: (Ask for each response at CULT3Y). “Looking at this card, are there any reasons why you are not able to attend these types of events more / more often?”

The option list should include:

- It costs too much

³ Nb may be better to filter those who have said they do nothing “Would you be interested in doing ANY of these things” and those who have coded one answer, “Would you be interested in doing more of these things, or doing any of them more often?”

- I don't know enough about it
- Never occurred to me
- Not really interested
- I don't have anyone to go with
- I wouldn't enjoy it
- Not enough facilities close to where I live
- Health isn't good enough
- I might feel uncomfortable or out of place
- Lack of transport / I can't easily get to it
- Poor access to venues (e.g. no disabled ramps)
- Not enough information on what is available
- Didn't enjoy it last time
- It's difficult to find the time
- I would feel unsafe going to/from the activity/event
- I would feel unsafe at the activity / event
- Other, specify
- Don't know

We also propose the same list of questions to replace CULT4C, with some minor text edits to reflect that they are asking about barriers to undertaking a list of activities rather than visiting places. The proposed questions are included in the annotated questionnaire, the questionnaire time tool and listed below (4CX, 4CY and 4CZ).

Cult 7

As noted above, we wish to retain Cult 7 but with some changes to the existing response categories and adding a small number of new ones to improve the quality of responses and probe more deeply respondent views on the benefits and value of culture locally. Again, this is the only national source of data on these themes and one of the few questions that explore the benefits of engagement at the local level.

We would ask that this is retained at full sample (again to enable robust breakdowns by locality and SEG etc) and would suggest that this is asked annually (instead of biannually) to improve provision and generate a robust time series.

We also propose a new follow up question (CULT7X) in response to feedback from a number of stakeholders including SCENe, Vocal (representative body for culture and leisure officers), SPORTA (representative body for Sport and leisure) and other stakeholders, that there is a need for better exploration of how cultural (and sports) participation **benefits the users** and has a positive impact on them and on other outcomes (health, education, community connectedness, quality of life etc.) This is not currently being done very well in the survey. Cult 7X will therefore improve the outcomes focus of the survey. Again it is desirable to ask this question annually and at full sample to enable analysis by equalities criteria and by local authority area for same reasons as mentioned before.

Cult 7 has been changed thus:

SHOWCARD M12

I WOULD NOW LIKE TO ASK ABOUT YOUR VIEWS ON CULTURE, HERITAGE AND THE ARTS. FOR EACH OF THESE, PLEASE TELL ME TO WHAT EXTENT YOU AGREE OR DISAGREE WITH EACH STATEMENT?

Statements:

A -- Culture Heritage and the arts make a positive difference to my life

B- Culture and the arts make a positive difference to my local community

C- Culture and the arts are not really for me

D- There are lots of opportunities to get involved in culture and the arts if I want in my local area

E- It is important to me that Scotland's heritage (important buildings, archives sites and monuments) is well looked after

F - The heritage of my local area (important buildings, archives sites and monuments) is well looked after

G- My local area is a creative place

Response options:

Strongly agree [1]

Tend to agree [2]

Neither agree nor disagree [3]

Tend to disagree [4]

Strongly disagree [5]

No opinion

We have then proposed an question to follow up on respondents agreeing strongly at Cult 7.

The proposed new question to follow Cult7A:

If CULT7X = 1 (i.e. culture, heritage and the arts make a positive difference to me, my health and wellbeing)

“You said that culture, heritage and the arts makes a positive difference to your life. In what way is this? Statements:

Makes me feel happy/ something I really enjoy

Improves the quality of my life

Improves my sense of well-being

Improves my physical well-being/ health/ fitness

Takes my mind off my problems

Helps me to relax

I am meeting new people/ making new friends

I am learning new skills/ knowledge

Helps me to feel part of my local community

Other reason

Response options: strongly agree (1), tend to agree (2), neither agree nor disagree (3), tend to disagree (4), strongly disagree (5), No opinion (6)

New social context questions

Both the updated cult 7A and the new cult 7X questions potentially contribute towards understanding of what works to develop and maintain robust and cohesive communities, community connectedness, and a sense of belonging. This is relevant to the growing interest in asset approaches, community capacity building and devolving more decision making powers to the local level as reflected in policy and legislative developments including Community Empowerment Act 2015, the Land Reform Act 2016, the National Strategy on on Social Isolation and Loneliness (2017) and Local Governance Review which aims to decentralise functions and budgets. (See Elinor Findlay and Justine Geyer's proforma for further details).

These two questions are therefore of interest to analysts in Local Government and Reform Analytical Services and Office of the Chief Social Policy Advisor and relevant to the new social context/ community empowerment sections of the survey.

It is important that there is good alignment across the survey and to consider how these questions work as a set that can be analysed and reported on together in a meaningful way.

The culture sector is interested in the **new social context questions** that Elinor Findlay and Justine Geyer have developed. We are interested in:

- how participation in cultural (and other group) activities locally/ in one's neighbourhood can have a positive impact on social networks, sense of belonging, community cohesion and empowerment.
- what people do (participation wise) **in their neighbourhood, or local community** (not just in general).
- better understanding **WHERE** volunteering, cultural and sport participation etc takes place if we want to explore what makes a stronger community. At the moment many of the questions about cultural participation and volunteering are not asking specifically about local communities/neighbourhood.
- **what makes their neighbourhood a good place to live.** The survey focusses on the bad things about a neighbourhood (nuisance behaviour) only.

The proposed social context question that explores strengths of a community could offer an opportunity to consider the cultural and artistic assets of a community.

Neighbourhood/Community Strength (linked to ASB1/ASB2) Example Question - What are the greatest strengths of your neighbourhood/local

community? (Various response options such as: access to parks, low crime, safe neighbourhood, jobs, friendly neighbourhood etc). (No previous questions identified – will require cognitive testing)

We are keen to explore how cultural engagement plays a highly important role in developing robust and cohesive communities, fostering community connectedness and a sense of belonging to a locality. This question could explore the role of libraries, leisure facilities, community centres and arts centres, participation in cultural activities such as a community choir at the local level, and important sites where community connections are fostered and strengthened. This is particularly important given that these places are some of the few places freely open to the public, and places that bring communities together. Through the SHS we would like to explore the different ways in which local communities are using these venues and what impact this has on community connectedness, and indeed other outcomes.

Additional comments on other questions in the SHS:

In addition we would like to offer feedback on other questions in the survey that are of potential interest to the culture and heritage sector:

RF10C and RF10D – Use and Satisfaction with culture services

These questions are of interest to the culture and heritage sector as they explore satisfaction with a number of facilities offered by the sector. These questions are used by stakeholders leisure trusts and local authorities to assess their performance and obtain an understanding of the quality of their services and facilities.

Stakeholders recommend a change from “Council services” to “local services”. This is because the majority of Scottish LAs are now using ALEOs (Arms Length Orgs) to deliver services on their behalf usually using a Trust model. Note that stakeholders pointed out that it a respondent would not be able to distinguish between council or privately run museum or gallery.

Stakeholders have also requested the addition of two response categories “arts centres” and “archives and record offices”. The latter would include consistency with the culture questions where this category is included. The former would add mean inclusion of a type of facility that commonly exists at the local level so resulting in more completeness of relevant response categories and therefore greater accuracy.

We are also interested in the different range of uses that people make of libraries, community centres and art centres as hubs of community interaction, facilitation strengthening bonds and community cohesion. This could be explored in the new social context module when exploring how community cohesion and networks are formed.

Volunteering questions

Culture and heritage stakeholders are interested in the **volunteering questions** and request that they are retained (in some form). We think that changes should be made to improve the **volunteering questions** to ensure that volunteering in the cultural sector is more accurately represented. The list given at Vol1A and Vol1B

should be adjusted to include cultural activities that are in line with the list at Cult3A and Cult4A. At the moment the cultural activities are lumped together (N - hobbies/recreation/arts/social clubs). We would request that this latter category was expanded out to cover different types of cultural volunteering. This is important given that volunteering in a cultural venue (such as a museum or gallery) is a common route into a job in that sector.

The list with suggested changes is provided below. I have shared this with Jacqueline Rae who is lead analyst for volunteering. It is also provided in the attached annotated questionnaire.

Ask if not involved in volunteering (RF11A=2)

SHOWCARD L7

WE OFTEN FIND THAT PEOPLE FORGET ABOUT SOME OF THE THINGS THEY HAVE DONE BECAUSE THEY ONLY DO THEM OCCASIONALLY OR WOULDN'T NORMALLY THINK OF IT AS HELPING PEOPLE OR THEIR COMMUNITY. HAVE YOU UNDERTAKEN ANY WORK OR GIVEN UNPAID HELP TO ANY OF THESE TYPES OF GROUPS OR ORGANISATIONS AT ANY TIME IN THE PAST 12 MONTHS?

CODE ALL THAT APPLY Probe fully. Any others? Any others?

A – School children, for example school trips, sports days, discos, in the classroom [1/0]

B - Youth/children's groups (outside school) [1/0]

C - Education for adults [1/0]

D - Sport/exercise (coaching or organising) [1/0]

E – Religious groups [1/0]

F – Political groups [1/0]

G - ~~The elderly~~ Older people* [1/0]

H - Health, disability and social welfare [1/0]

I - Safety, first aid [1/0]

J – Environment [1/0]

K - Justice and human rights [1/0]

L - Local community or neighbourhood groups [1/0]

M - Citizens' groups [1/0]

N - ~~Hobbies/recreation/ arts/social clubs~~ - Separate out (see below) [1/0]

O - Trade union activities [1/0]

P – Wildlife [1/0]

Q – Domestic Animal Welfare [1/0]

R - None [1/0]

* Don't know (spontaneous) [1/0]

Suggested items to reflect cultural volunteering:

Museum or art gallery or at an exhibition

Historic or heritage site such as castle or archeological site

Local library

Archive or public records office

Performing arts group or organisation (eg theatre, music venue, choir grup or amateur dramatics group)

Other arts or cultural activity

*“The elderly” is an outdated term (use “older people”).

Internet questions

I have reviewed the **internet questions** and offer some general comments on these questions (attached). Digital cultural engagement (streaming live performances, viewing artefacts online etc) is a growth area for the culture sector, and will feature prominently in the forthcoming Culture Strategy so we feel that is worth bearing in mind in the internet section (noting that we have already suggested new items in the Cult3A and Cult 4A that should cover our needs). That said, at Net 5 there is an opportunity to explore a wider range of internet activities than what is listed here. There should be good read across between the digital questions and any other parts of the SHS that explores digital engagement (including the culture section).

Libraries are likely to play an important part in the Culture Strategy, as local hubs for engagement, and their digital services are a growth area that offers new cultural engagement opportunities. We are therefore interested in properly exploring the use of digital library services and this could be done in the internet section. For example at net 6A it is not clear that library services are encompassed within council services. At net 6B renewing a library book online is lumped together with other services, so will not provide data specifically about the user experience of digital library services.

More generally, the use of the term “public services” is vague in the internet section. The new Digital Strategy aims to increase delivery public services digitally and covers a wide range of areas including health, justice, voting, tax returns. There would be value in exploring these separately.

I would suggest that questions exploring barriers to digital participation should be **kept in the survey**, in order to have a robust understanding of why people may choose not to engage online. One of our interests is whether or not the public have the skills and knowledge they need to be able to engage with culture online. So understanding specifically what skills people lack is very important, and more specific exploration of skills is needed. I’d expect that this would also be useful for other policy areas where digital public services are to be rolled out.

Youth 1

The culture sector continues to have an interest in the Youth 1 question in the Household section:

Youth 1

Ask if any household members aged 8-21 years

SHOWCARD B4

THE SCOTTISH GOVERNMENT IS INTERESTED IN THE EXTENT TO WHICH YOUNG ADULTS AND CHILDREN ARE INVOLVED IN A RANGE OF ACTIVITIES. [IF MORE THAN 1 CHILD: RATHER THAN ASK ABOUT ALL CHILDREN AND YOUNG PEOPLE BETWEEN THE AGES OF 8 AND 21, THE COMPUTER

PROGRAMME HAS SELECTED ON PERSON IN THIS HOUSEHOLD, {SUB}. WHICH, IF ANY, OF THE ACTIVITIES ON THIS CARD DOES {SUB} REGULARLY TAKE PART IN?

- A - Any music or drama activities - playing in a band, a theatre group [1/0]
 - B - Any other arts activities - a photography or art club including classes [1/0]
 - C - Any sports or sporting activity whether played competitively or not [1/0]
 - D - Any other outdoor activities such as walking, angling, bird-watching etc [1/0]
 - E - Any other groups or clubs - a youth club or youth group, scouts, chess club, bridge club etc [1/0]
 - F - Representing young people's views or involvement in youth politics (eg Youth Forum or Dialogue Youth) [1/0]
 - G - Mentoring or peer education [1/0]
 - None [1/0]
- HOUSEHOLD section

We would like this question to be retained as we think it is important to track what children and young people are doing. No other source of data is available on this. Creative Scotland have regularly made use of this data in their reporting. We would also suggest reviewing the wording and content. We would like to be involved in further conversations about the content of this question.

Other questions

There are a number of other areas that are of interest to the culture sector where we would like to analyse correlations between cultural engagement and other outcomes/behaviours. These include the following:

- Feeling safe (RA4AC and RA4AD)
- Feeling connected to the community (RB4DN)
- Self reported feelings of well being (SWMWBS)
- Self reported health (GENHEALTH)

Positioning of questions

Note that some respondents queried the positioning of the culture questions towards the end of the survey which they felt could affect responses, as respondent interest waned, and wondered how that issue could best be addressed (eg by changing the order of questions)

(b) Are you bidding for any of your existing or new questions above to be made one of the **Scottish Survey Core Questions (SSCQ)**? If yes, please specify which one(s) (including variable names and whether this is an existing or new SHS question) and explain why it should become an SSCQ.

Or are you bidding for a current **Scottish Survey Core Questions (SSCQ) to be moved out of the core and replaced with something new?**

No

Stakeholder engagement

This information is required for the recommendation report that will be produced to report on the conclusions of the questionnaire review.

Please provide a list of the stakeholders that you consulted with before submitting this proforma.

External Stakeholders:

Scottish Culture and Evidence Network group (SCENE) :

Creative Scotland
Museums and Galleries Scotland
Historic Environment Scotland
The Scottish Council on Archives
Scottish Libraries Information Council

Other stakeholders submitting responses:

Built Environment Forum Scotland
Culture Counts
VOCAL- (Association for Culture and Leisure Managers in Scotland)
SPORTA, representative body for Sport, Culture and Leisure Trusts and Social Enterprises
Fife Council
High Highland Life

All 32 Local Authority Culture and Leisure Officers and all Culture and Leisure Trusts and ALEOs were informed and some attended the COSLA event in February.

Further roundtable discussions were held with the relevant stakeholders at the COSLA event.

Please list any new questions or changes that stakeholders wanted and that you have included in your proposed question set. Please provide the main reasons why stakeholders need these questions.

The new questions were jointly agreed by me and stakeholders after a number of discussions.

These are listed in the relevant sections

Please list any new questions or changes that stakeholders wanted but that were rejected by yourself as lead analyst and your policy colleagues, and why you decided to reject.

None

Detail required for introducing a new question

Section (Household (HH) or Random Adult (RA))	Random Adult
Topic Area (e.g. culture, housing)	Culture
Lead Analyst	Kay Barclay
Preferred sample size (Delete as app)	Full sample
Preferred frequency (Delete as app)	Annual

New Question Name (if preference, contractors can suggest if you would rather)
<p>Cult 3AA (Cult 3A adapted)- change to the response categories- see time tool and annotated questionnaire</p> <p>Cult 3CX</p> <p>Cult 3CY</p> <p>Cult 3CZ</p> <p>Cult 4AA (Cult 4A adapted) – change to response categories- see time tool and annotated questionnaire</p> <p>Cult 4CX</p> <p>Cult 4CY</p> <p>Cult 4CZ</p> <p>Cult 7A (adapted)- change to the response categories – see time tool and annotated questionnaire</p> <p>Cult 7X</p>

Preceded by... (i.e. where do you want it to appear in the questionnaire)
<p>Cult 3X, Y and Z to follow Cult 3B</p> <p>Cult 4X,Y and Z to follow Cult 4B</p> <p>Cult 7X to follow Cult 7A</p>

Pre-filter on this question? (i.e. Ask if...) PLEASE NOTE THIS IS DIFFERENT TO ASKING IT OF A RANDOM SUB-SAMPLE
Filtering will be required for all questions listed, apart from cult 3A, 3X, 4A, 4X and 7

If less than full sample, which streams would you prefer this to appear in (if you have a preference) ?

Question wording
<p>3 and 4 X,Y and Z are similar to questions asked in a Creative Scotland Survey. Cult 7X is not based on any existing question that we are aware of.</p> <p>3X Would you like to go to any of / more of these places or go more often?</p> <p>3Y From this list which of these places would most like to go to/ go to more often (up to a maximum of three)?</p> <p>3Z Looking at this card, are there any reasons why you are not able to go to these types</p>

of events more or more often?

4CX Would you like to do more of these activities/ or do them more often?

4CY From this list, which of these activities would you like to do more/ more often?
Choose up to three.

4CZ Looking at this card, are there any reasons why you are not able to do these activities or do them more often?

Cult 7X - You said that culture and the arts makes a positive difference to your life. In what way is that?

Question Response Codes

3X Yes, No, don't know

3Y – coded list at cult 3A

3Z – coded list of responses

4X – Yes, No, Don't know

4Y – coded list at cult4A

4Z – coded list of responses

7X – grid question; responses: Strongly agree; Tend to agree; Neither agree nor disagree; tend to disagree; Strongly disagree; No opinion;

Are these single or multicode options?

3X Single code

3Y multi code

3Z multi code

4X single code

4Y multi code

4Z multi code

7X single code for each response

Estimated time for this new question(s) – please state for each variable and submit the estimated time calculations in the accompanying Excel questionnaire tool workbook

See questionnaire timetool.

Other relevant information about this question (including details of whether the question has previously been asked in another survey)

Do you require any of your new questions to be cognitively tested? If yes, which ones and why? (Please note that cognitive testing costs money and therefore questions from existing surveys may not be cognitively tested.)

All new questions will need to be cognitively tested.

Early Learning and Childcare

Lead Analyst
ASD
Topic areas

Andrew Morgan
Children and Families
Early Learning and Childcare

INFORMATION ON PROPOSED CHANGES

Questions you would like to stay in the SHS

(a) For each question or set of questions that you would like to stay in the survey and that you **propose remain completely unchanged** (in terms of sample size and/or frequency of collection), **please provide justification**. Remember to refer to specific variable names for clarity.

N/a

(b) For each question or sets of questions that you would like to stay in the survey and that you propose change frequency of data collection and/or sample size, please provide **evidence** of having **considered the needs of other users and stakeholders**. This should include confirming that:

(a) the questions you propose to change are not in another policy areas' performance measurement framework (e.g. the Child Poverty Measurement Framework requires full annual sample size questions to achieve a sufficient sample size for the sub group of families with low incomes), or that you have consulted with them if you have. You should use the SHS Questionnaire Reference spreadsheet to check for the main performance management frameworks

(b) You have considered the needs of local authorities and other stakeholders for local authority data when moving from full to one third sample data collection.⁴

Questions to be amended

For each question, or group of questions, that are being amended, please provide

⁴ Generally speaking, LA level data is only available for full sample questions. However, LA level data for one third sample questions could be made available by combining 3 years' worth of data, as the Scottish House Conditions Survey does currently.

the detail of the amendment

Please also provide the main reason/justification and evidence that you have:
(a) confirmed that none of the questions you propose to amend are in another policy areas' performance measurement framework.
(b) Consulted with stakeholders and whether consensus was reached.

Detail of amendment

An amended variable name should have an A or an _A after the original variable name.

Justification

Questions to be deleted

For each question, or group of questions, that are being deleted, please provide the main reason/justification and evidence that you have:
(a) confirmed that none of the questions you propose to delete are in another policy areas' performance measurement framework.
(b) Consulted with stakeholders and whether consensus was reached.

Detail of deleted question

The deleted questions are PLAY1 to PLAY6.

Justification

It has been agreed with the Creating Positive Futures Division that we should drop the Play questions and replace these with the ELC questions, as detailed below. This will additionally fulfil a request by Ministers that we have in place a regular process for collecting data from parents on their use and satisfaction with ELC as the expansion is rolled out.

Proposed new questions

(a) For each new question, or group of new questions, please explain why you need each individual question/variable in the SHS. Your answer should address the following: justification of full vs. one third sample, and annual vs. biennial, policy rationale for the question and how the data will be used.

In addition, you should also complete Pro-forma A-1 which provides some of the detailed information that will be needed to place your new question into the survey.

As part of the monitoring and evaluation of the Scottish Government's commitment to expand the entitlement of free ELC to 1140 hours for all 3 and 4 year olds and eligible 2 year olds by 2020, it is essential that we monitor parents' patterns of use, expenditure and satisfaction with ELC over time. For these purposes, it would be

highly beneficial for a new set of questions to be included within the annual Scottish Household Survey to allow us to monitor long term trends annually with a national representative sample.

In particular, we would look to include a screening question to only ask the ELC questions to parents with children under the age of 5 of which there were 1046 families in this category surveyed in 2015. Crucially, it would also allow us to gather information from parents who do not currently use ELC as well as those who do.

It is proposed that questions on ELC will include:

- Satisfaction with current ELC provision in terms of accessibility, flexibility, affordability and quality
- Reasons for not using (all of the) funded ELC
- Current patterns of use of ELC (type of provision/days/hours used)
- Total household expenditure on ELC (per week/month)
- How parents use the additional time their children are in ELC and purpose of using ELC

See pro-forma A1 for specific question wording

(b) Are you bidding for any of your existing or new questions above to be made one of the **Scottish Survey Core Questions (SSCQ)**? If yes, please specify which one(s) (including variable names and whether this is an existing or new SHS question) and explain why it should become an SSCQ.

Or are you bidding for a current **Scottish Survey Core Questions (SSCQ)** to be **moved out of the core and replaced with something new?**

No – not bidding for core questions

Stakeholder engagement

This information is required for the recommendation report that will be produced to report on the conclusions of the questionnaire review.

Please provide a list of the stakeholders that you consulted with before submitting this proforma.

The evaluation strategy for the Expansion of Early Learning and Childcare includes specific reference to the potential use of the SHS for monitoring parents' use and satisfaction with funded provision. This strategy has been approved by the Monitoring and Evaluation working group which includes representation from Local Authorities, ADES, National Association of Day Nurseries, the third sector, NHS HS, Early Year Scotland and academia.

Please list any new questions or changes that stakeholders wanted and that you

have included in your proposed question set. Please provide the main reasons why stakeholders need these questions.

See separate attachment for details of new questions to be added.

These questions will form a core element of the monitoring and evaluation strategy of the Scottish Government's flagship policies to extend ELC entitlement to 1140 hours by 2020. As above, this has been discussed and agreed with the Strategic Evidence Group and Monitoring and Evaluation Group which incorporates a wide range of stakeholders.

Should this bid for inclusion of questions within the SHS be unsuccessful, a separate parent survey will require to be externally commissioned focused on these same questions. This will incur significantly greater costs to the Scottish Government which is why our first preference is for inclusion of questions within the SHS. The SHS recontacts database has been considered, however it was concluded that the sample size would be too small to provide us with the level of data analysis that we require.

Please list any new questions or changes that stakeholders wanted but that were rejected by yourself as lead analyst and your policy colleagues, and why you decided to reject.

Detail required for introducing a new question

Section (Household (HH) or Random Adult (RA))	Household (HH)
Topic Area (e.g. culture, housing)	Children and Families
Lead Analyst	Andrew Morgan
Preferred sample size (Delete as app)	Full sample
Preferred frequency (Delete as app)	Annual
New Question Name (if preference, contractors can suggest if you would rather)	
Preceded by... (i.e. where do you want it to appear in the questionnaire)	
Will take advice from SHS team on this	
Pre-filter on this question? (i.e. Ask if...) PLEASE NOTE THIS IS DIFFERENT TO ASKING IT OF A RANDOM SUB-SAMPLE	
Ask if household has a child under the age of 5	
If less than full sample, which streams would you prefer this to appear in (if you have a preference) ?	

Question wording
See separate attachment
Question Response Codes
Are these single or multicode options?
Estimated time for this new question(s) – please state for each variable and submit the estimated time calculations in the accompanying Excel questionnaire tool workbook
The questions have been based on those used for the Growing Up in Scotland Study – estimated time for completion based on this is 5 minutes.
Other relevant information about this question (including details of whether the question has previously been asked in another survey)
The questions are based on the questions in Growing Up in Scotland. However, the response options have been amended.
Do you require any of your new questions to be cognitively tested? If yes, which ones and why? (Please note that cognitive testing costs money and therefore questions from existing surveys may not be cognitively tested.)
Yes, the fundamental questions have been taken from GUS however the response options have been amended therefore will require cog testing.

Discrimination and Harassment

Lead Analyst	JON HUNTER
ASD	CAD
Topic areas	Discrimination and Harassment

INFORMATION ON PROPOSED CHANGES

Questions you would like to stay in the SHS

(a) For each question or set of questions that you would like to stay in the survey and that you **propose remain completely unchanged** (in terms of sample size and/or frequency of collection), **please provide justification**. Remember to refer to specific variable names for clarity.

(b) For each question or sets of questions that you would like to stay in the survey and that you propose change frequency of data collection and/or sample size, please provide **evidence** of having **considered the needs of other users and**

stakeholders. This should include confirming that:

- (a) the questions you propose to change are not in another policy areas' performance measurement framework (e.g. the Child Poverty Measurement Framework requires full annual sample size questions to achieve a sufficient sample size for the sub group of families with low incomes), or that you have consulted with them if you have. You should use the SHS Questionnaire Reference spreadsheet to check for the main performance management frameworks
- (b) You have considered the needs of local authorities and other stakeholders for local authority data when moving from full to one third sample data collection.⁵

Questions to be amended

For each question, or group of questions, that are being amended, please provide the detail of the amendment

Please also provide the main reason/justification and evidence that you have:

- (a) confirmed that none of the questions you propose to amend are in another policy areas' performance measurement framework.
- (b) Consulted with stakeholders and whether consensus was reached.

Detail of amendment

An amended variable name should have an A or an _A after the original variable name.

Justification

Questions to be deleted

For each question, or group of questions, that are being deleted, please provide the main reason/justification and evidence that you have:

- (a) confirmed that none of the questions you propose to delete are in another policy areas' performance measurement framework.
- (b) Consulted with stakeholders and whether consensus was reached.

Detail of deleted question

Justification

⁵ Generally speaking, LA level data is only available for full sample questions. However, LA level data for one third sample questions could be made available by combining 3 years' worth of data, as the Scottish House Conditions Survey does currently.

Proposed new questions

(a) For each new question, or group of new questions, please explain why you need each individual question/variable in the SHS. Your answer should address the following: justification of full vs. one third sample, and annual vs. biennial, policy rationale for the question and how the data will be used.

In addition, you should also complete Pro-forma A-1 which provides some of the detailed information that will be needed to place your new question into the survey.

(b) Are you bidding for any of your existing or new questions above to be made one of the **Scottish Survey Core Questions (SSCQ)**? If yes, please specify which one(s) (including variable names and whether this is an existing or new SHS question) and explain why it should become an SSCQ.

Or are you bidding for a current **Scottish Survey Core Questions (SSCQ) to be moved out of the core and replaced with something new?**

Proposal that the SHS questions on Discrimination and Harassment DISCRIM 1-3 HARASS 1-2 are made part of the SSCQ.

Stakeholder engagement

This information is required for the recommendation report that will be produced to report on the conclusions of the questionnaire review.

Please provide a list of the stakeholders that you consulted with before submitting this proforma.

Scottish Government Equality Unit
BEMIS
CRER
Equality Network
Scottish Trans Alliance
LGBT Health
LGBT Youth
Stonewall Scotland
EHRC
Inclusion Scotland
SCLD
Glasgow Disability Alliance
Disability Agenda Scotland
Interfaith Scotland

Please list any new questions or changes that stakeholders wanted and that you have included in your proposed question set. Please provide the main reasons why stakeholders need these questions.

Equality Unit

Ethnicity is one of the main reasons given for why respondents thought they were discriminated against which is useful information for us – and I would support doubling of sample size if resources allow for that.

Equality and Human Rights Commission

I'd really welcome the discrimination questions moving to become part of the core question set.

We used the discrimination question in Is Britain Fairer/Is Scotland Fairer, and would plan to use it in the next statutory review in 2018. I see the proposal to move discrimination in to the core questions as a helpful development as it will increase the sample size, allow increased reliability and hopefully increased levels of disaggregation around ethnicity, religion and disability.

CRER – Coalition for Racial Equality and Rights – Evidence of Use

CRER is very supportive of the discrimination and harassment questions currently asked in the SHS being extended to all three major surveys as part of the core set of questions, particularly as we believe an increase in sample size would be beneficial to research and policy development on these issues in Scotland.

One of the limitations of the SHS is that disaggregation by individual ethnic group is not made available, which compromises our ability to determine which ethnic groups are the most likely to face discrimination and harassment and develop our policy accordingly. Widening the sample size - either by incorporating these questions into the core questions or by acquiring a booster sample – would go a way to addressing this. A bigger sample would also redress some of the issues we raised back in May 2016 about the (unrepresentative) composition of the Asian group in the Scottish surveys core questions report.

CRER utilises the data in question for our work in the following ways:

- Research on the theme of 'community cohesion and safety' in the development of the Scottish Government Race Equality Framework for Scotland 2016-2030
- Development of the key actions for community cohesion and safety in the Framework
- Research on hate crime and racial harassment in the development of CRER policy
- Research for anti-racist training and presentations in CRER's community engagement work
- Research on the prevalence of discrimination within Scottish society
- Discussions with Police Scotland on community cohesion and safety
- Discussions with the Cross Party Group on Racial Equality in Scotland on discrimination and harassment
- Parliamentary activity concerned with harassment and discrimination

BEMIS Scotland

We support your aspiration to increase data sets and disaggregation but haven't been able to

provide examples of use of the 2015 SHS data sets as the numbers are so low. It's not that it is not useful as a cursory glance but that we can't currently utilise them as robust evidence as they cover very general themes and have low representation. I've included an 3 page A4 on our thoughts which are shared in a collaborative setting. Anything we can do to help in this regard please do keep in touch. For your information we are encouraging core partners such as SDS to begin to disseminate stats based upon self-determining census stats mirrored by domestic and international law. This should help clarify gaps, trends, anomalies and points of interest.

Always welcome further data disaggregation and information to inform evidence based policy making.

Our point of origin in disseminating data should reflect legislation.

The essence of this approach is that we get coherent data sets which reflect the statutory obligations of those utilising the data to create policy or deliver public services to an evolving demographic.

More nuanced data cannot undermine pre-identified issues, on the contrary it can add additional context enabling us to identify gaps across complicated policy areas and analyse trends, similarities or anomalies between and within different groups. These may be racial, ethnic, socio/economic etc...

The current approach doesn't reflect the legal character of individual citizens. Inadvertently by consuming some minority communities into the racial classification of 'white' we lose the learning from where communities interact with various policy areas.

For example, Polish and African communities are most likely to live in acute deciles of the SIMD and most likely to live in over-crowding. They also represent the two expanding minority groups between censuses 2001 – 2011.

If we are unable to track the similarities and differences between these groups in the corresponding period of 2011-21 and data sets developed within that period (SHS, CRIME, HEALTH) we will lose a significant amount of learning.

It is the friction between disaggregated data sets and experience with any given sector/policy area where the minute of the detail is accessed.

We would welcome any strategies to increase data collection across key policy areas and believe that an enhanced disaggregation of data and engagement of diverse communities predicated on the census characteristics can enhance our understanding of the challenges faced.

Data Questions: (Document 1) pg. 126/127

Sample questions on page 126/127 are broad and leave enough space for individuals to self-identify under the Equality Act 2010 headings. This seems both practical and mirrors the self-determining nature of the characteristics. IE. It is up to the individual to respond interpret any given experience and embed that into the survey.

I would query the category covering 'sectarianism'. Unlike all the other characteristics this is not defined in Scots law and issues covering sectarianism, in a traditional sense, are technically covered

by religion both under the equality act and in hate crime legislation would be acknowledged by COPFS as a 'religious aggravation'.

Is this a new category? Do we have sense of what we are trying to capture that isn't already covered by religion or ethnicity?

Sample Size: (Document 2)

Tables 4.14 / 4.15 / 4.16 / 4.17

2011 Scottish Census – Ethnic Minority Figures:

Ethnicity	POPULATION
Polish	61,200
Irish	54,100
Pakistani	49,400
Chinese	33,700
Indian	32,700
African	29,600
Other Asian	21,100
Mixed	19,800
Arab	9,400
Other	5,000
Gypsy /Traveller	4,200
Bangladeshi	3,800
Black Caribbean	3,400
Other Black	3,100

Legal Context

1) Domestic Legislation

Equality Act 2010: Race (1)

Race includes— (a)colour; (b)nationality; (c)ethnic or national origins⁶.

2) International Legislation

UK has signed and ratified '*International Covenant on the Elimination of Racial Discrimination*'⁷

Article 1: In this Convention, the term "racial discrimination" shall mean any distinction, exclusion, restriction or preference based on race, colour, descent, or national or ethnic origin which has the purpose or effect of nullifying or impairing the recognition, enjoyment or exercise, on an equal footing, of human rights and fundamental freedoms in the political, economic, social, cultural or

⁶ <http://www.legislation.gov.uk/ukpga/2010/15/section/9>

⁷ UN General Assembly, *International Convention on the Elimination of All Forms of Racial Discrimination*, 21 December 1965, United Nations, Treaty Series, vol. 660, p. 195

any other field of public life

Table 4:14/15/16/17: Numbers are very low ie. 4:14 - 240 which I assume reflects visible minorities (4%) only and not those covered by domestic legislation and international law outlined above.

General Observations

- 1) Consuming Polish / Irish and any other assumed 'white' group into overall 'white figure will extinguish their experience in relation to the survey. This disempowers evidenced based policy making. Both of these groups have specific needs in relation to 'SHS, Crime, Health'⁸ independent of majority group.
- 2) 240 of 211,816⁹ citizens from visible minority community's represents 0.1% of that national statistical demographic. Within that group there is incredible ethnic, socio/economic and geographical diversity. In that sense without a significantly larger data set which reflects the legal character of all covered under legislation the survey can tell us very little. Including all those covered by legislation 240 represents less than 0.05% of population.
- 3) White is not an 'ethnicity' it is a racial classification which has no legal character unless utilised as an evidenced component of a racially aggravated hate crime. The statistical collation should wherever possible reflect the self-determining nature of the census.
- 4) The data sets aren't large enough or disaggregated sufficiently to tell us much about the experiences of diverse racial, ethnic and religious minorities in Scotland. Although Islamophobia is identifiable in other data sets it is consumed? In table 4:14 into 'another religion' – this output being higher at 18% would fit other trends but that is based on an intelligence based assumption and not this data set itself.

Equality Network – evidence of use

Our view is that that the larger sample size, if the questions were core questions, would start to give us data that would be useful. We would certainly use the annual time series data in our own work - it would be one way of tracking whether the level of discrimination and harassment experienced by LGB people is changing over time, and it would complement our own surveys, which are aimed specifically at LGBTI people and are self-selecting.

This is a crucial measurement for us, because the indications from our own surveys are that LGB people still face unusually high levels of discrimination and harassment, and addressing this is identified as a key priority by LGB people. Having the questions as core questions would also allow useful comparison of 5 year and longer change trends in the rate of discrimination and harassment experienced by LGB people (albeit that is discrimination or harassment on any ground), with any change in attitudes towards LGB people measured by the Scottish Social Attitudes Survey.

At present, the sample size is very small - 80 LGB people in the 2015 data. The 2015 data indicates that LGB people may experience discrimination and harassment at high rates, but the sample size is so small that the difference with other subgroups is within the sampling error. (I'm guessing that's

⁸ <http://www.bbc.co.uk/news/uk-scotland-36247541>

⁹ <http://www.scotlandscensus.gov.uk/ods-web/area.html>

why the figure I think is not included in your review report "Sexual Orientation in Scotland 2017"?) As a core question, the sample size will be larger but still relatively small each year, but figures can also be combined year on year.

Equality Network – request to tweak coding to include Trans

Data on discrimination and harassment experiences of trans people would be useful for the same reasons. However, more work is needed (and of course is ongoing) to develop demographic gender/gender identity questions that work inclusively. In the meantime, the questions "Why do you think you were discriminated against / harassed?" are open questions rather than a choice from a list, and the interviewer codes the answer into the relevant category. We therefore suggest that "gender identity or expression" could be added to the list of codes, and that interviewers be briefed about the kinds of answers that indicate that the discrimination or harassment was transphobic in nature. The numbers are likely to be very small, because the proportion of trans people is small and some trans people may be unwilling to describe transphobic behaviour as such. However, it would mean that there is a code for transphobic discrimination and harassment, which presumably at present would be coded as "Other, please specify" and perhaps might not be picked up from the specification?

LGBT Youth - Use of data

LGBT Youth Scotland welcomes the proposal to include questions on discrimination and harassment as a core question across the Scottish surveys.

As an organisation, we use national statistical data in our research, training and policy functions. The public services with which we work require reliable data on protected characteristics in order to create equality outcomes and action plans, and to monitor progress toward meeting duties under the Equality Act 2010. Although we advocate for services to engage with communities and gather the relevant data from service users, national data is considered a benchmark for comparison and no existing data sets or surveys gather a significant proportion of the population to reliably measure the numbers of LGBT people in Scotland. This lack of national information also enables public services to simply state 'no data' against sexual orientation and gender reassignment within equality impact assessments, outcomes, or monitoring. Consistently gathering information on discrimination and harassment, as well as the introduction of a question on transgender identity and expanded gender identity options, would create a clearer picture of LGBT people's experiences.

Internally, LGBT Youth Scotland uses national data on protected characteristics to inform the development of research questions, undertake research analysis, and inform training delivery and policy engagement including policy consultation responses. Being able to break down core questions across sexual orientation and transgender identity would be particularly useful for comparing the experiences of LGBT young people to the broader population and national experiences.

Discrimination and Harassment questions

Asking questions on discrimination and harassment to as wide a population sample as possible, as frequently as possible, would greatly enrich what we know about the lives of LGBT people. Due to the fact that discrimination and harassment can be, and is regularly, experienced by transgender people, we strongly suggest including 'transgender identity' explicitly within the categories offered for the discrimination and harassment questions and to relegate them to a write in option. Questions 'Discrim 2' and 'Harass 2' noticeably omit this from the checklists. We also suggest expanding the options for 'Discrim 3' to list education within the response on publicly funded service, or consider including education separately. We know from our research with LGBT young people that education is the location where they feel they experience the most discrimination.

The suggested inclusions and changes above, provided the suggestions to include transgender identity within the core questions refresh have been accepted, would create a clear picture not only of how discrimination and harassment is experienced in Scotland, but how this varies across protected characteristics. This in turn, would allow the Scottish Government, other public bodies, and the voluntary sector to understand more clearly the issues to be addressed.

SCLD

The inclusion of the discrimination and harassment questions from the Scottish Household Survey (SHS) in the Crime and Health surveys and thus becoming a core set of questions is a positive move and will allow for increased sample size and improve the reliability of data. However, there is an argument to be made that the categories are not disaggregated enough, in particular the 'disability' category. As a learning disability organisation SCLD often comes up against a lack of good quality data on the quality lives of people with a learning disability in Scotland. Data visibility is a key issue in, The keys to life, Scotland's learning disability strategy.

We know from anecdotal evidence and projected prevalence figures that people with a learning disability experience hate crimes/discrimination/harassment disproportionately and that their experiences are qualitatively different. However, at present the data collected on hate crimes/discrimination/harassment is not disaggregated so we cannot quantify this evidence.

SCLD recently published a mapping and scoping report about hate crime and Third Party Reporting Centres and it was established that it was impossible to disaggregate learning disability from the figures of reported hate crime. This meant that the report had to focus on hate crime more generally and was thus a missed opportunity to contribute to the evidence base about the extent of how hate crime/discrimination/harassment impacts people with a learning disability. The disaggregation of the 'disability' umbrella term in each of the Household, Crime and Healthy surveys would go a long way to establishing a baseline for how hate crime/discrimination/harassment impact people with a learning disability.

An example of where 'disability' has been disaggregated down into its constituent parts is the *Homelessness in Scotland: 2015/2016* publication by Scottish Government. This publication has a breakdown of homelessness applications by support need. The applications received by those with a support need account for 42% of the total applications. The categories that make up a support need are: a mental health problem, learning disability, physical disability, medical condition, drug or alcohol dependency and basic housing management/independent living skills.

Generally speaking at least four of these categories could come under the umbrella term of 'disability', those being a mental health problem, learning disability, physical disability and medical condition. These four categories make up 31% of the total homelessness applications received. However, as this publication has disaggregated the categories we know that at least 2.6% of the applications received were from people with a learning disability, a figure that would typically be lost in within the 'disability' umbrella term. This figure will therefore help to inform research that SCLD has recently commissioned concerning housing options and learning disability in a way that was not possible with our hate crime report.

Inclusion Scotland

Discrim2: I think that those answering the question should be given the opportunity of stating all the factors that they consider were involved in their feeling discriminated against e.g. they could feel that it was a combination of their gender and disability or race and disability. So it should perhaps say "Tick all that apply" or something equivalent.

Harass2: Same point as above.

Other than that we welcome the inclusion of these questions. It is widely recognised that discrimination against and harassment of disabled people is under-reported. Therefore the collection of such data in the Household Survey will be extremely useful in terms of getting a much better understanding of how widespread disability discrimination and harassment are within Scottish society.

Please list any new questions or changes that stakeholders wanted but that were rejected by yourself as lead analyst and your policy colleagues, and why you decided to reject.

Detail required for introducing a new question

Section (Household (HH) or Random Adult (RA))	
Topic Area (e.g. culture, housing)	
Lead Analyst	
Preferred sample size (Delete as app)	Full sample / one third sample
Preferred frequency (Delete as app)	Annual/ biennial/ one off

New Question Name (if preference, contractors can suggest if you would rather)

Preceded by... (i.e. where do you want it to appear in the questionnaire)

<<Insert Section of SHS Questionnaire and Question Name>>

Pre-filter on this question? (i.e. Ask if...) PLEASE NOTE THIS IS DIFFERENT TO ASKING IT OF A RANDOM SUB-SAMPLE

If less than full sample, which streams would you prefer this to appear in (if you have a preference) ?

Question wording

Question Response Codes
Are these single or multicode options?

Estimated time for this new question(s) – please state for each variable and submit the estimated time calculations in the accompanying Excel questionnaire tool workbook

Other relevant information about this question (including details of whether the question has previously been asked in another survey)

Do you require any of your new questions to be cognitively tested? If yes, which ones and why? (Please note that cognitive testing costs money and therefore questions from existing surveys may not be cognitively tested.)

Environment (Outdoors, Greenspace, Land Use Decisions, Waste and Recycling)

Lead Analyst	John Landrock
ASD	Rural and Environment Science and Analytical Services
Topic areas	Environment (Outdoors, Greenspace, Land Use Decisions, Waste and Recycling)

INFORMATION ON PROPOSED CHANGES

Questions you would like to stay in the SHS

(a) For each question or set of questions that you would like to stay in the survey and that you **propose remain completely unchanged** (in terms of sample size and/or frequency of collection), **please provide justification**. Remember to refer to specific variable names for clarity.

We propose to keep OUTDOORS, GREENFAR13 and LAND1 in the SHS unchanged (in terms of frequency of collection and sample size).

OUTDOORS is a National Indicator and so should be collected on an annual basis so that there are no gaps in the NPF. This question is also a Corporate Plan Outcome measure for SNH and feeds into the baseline monitoring data for the CSGN. A full sample is required to provide results at LA level which are used by SNH to input into community planning and to provide equalities breakdowns to help measure progress against the SNH equalities outcome. National Parks such as Loch Lomond and Trossachs also use this question to support policy development (e.g. Outdoor Recreation Plan) and project development and delivery (e.g. funding bids). The figures are widely used across organisations involved in outdoor/adventurous activities (amongst many other industries).

GREENFAR13 is also a National Indicator and again, should be collected on an annual basis so that there are no gaps in the NPF. This question is also a Corporate Plan Outcome measure for SNH and one of the indicators for Outcome 4 of the Active Scotland Outcome Framework. A full sample is required to provide results at LA level which are used to inform local greenspace projects run by the CSGN and for the Greenspace Scotland's work with local authorities to develop open space strategies and standards. A full sample is also required to provide equalities breakdowns, which are used to measure progress against SNH's equality outcome. GREENFAR13, along with the other greenspace questions, is used to produce the State of Scotland's Greenspace report which is used to inform and monitor the impact of policy and practice changes at national, regional and local authority levels.

LAND1 is one of the 10 indicators included in the Land Use Strategy indicators and should continue to be collected on a biennial basis. We also believe this question should continue to be asked of the full sample as this will ensure that LA level results can be produced. These will become more important going forward as Regional Land Use Partnerships (which bring together locals, land users and land managers) will soon become the responsibility of Local Authorities. This question also informs the communication and development work of the CSGN and is used to monitor the public's propensity for engaging with local green infrastructure issues.

(b) For each question or sets of questions that you would like to stay in the survey and that you propose change frequency of data collection and/or sample size, please provide **evidence** of having **considered the needs of other users and stakeholders**. This should include confirming that:

(a) the questions you propose to change are not in another policy areas' performance measurement framework (e.g. the Child Poverty Measurement Framework requires full annual sample size questions to achieve a sufficient sample size for the sub group of families with low incomes), or that you have consulted with them if you have. You should use the SHS Questionnaire Reference spreadsheet to

check for the main performance management frameworks

(b) You have considered the needs of local authorities and other stakeholders for local authority data when moving from full to one third sample data collection.¹⁰

We propose to continue asking GREENUSE13 and GREENSAT13 of the full sample; however, we would like to make these questions biennial rather than annual. This is partly because the headline results do not tend to change much from year to year and partly because of available funding.

However, it is important that both of these questions continue to be asked of the full sample. This is so that equalities breakdowns and LA level data can be provided. SNH use these questions to report against their equalities outcome, to measure people's perception of the quality of their local greenspace (SHS is the only source for this data) and in the future to help measure the progress of multiple national-level projects on improving access to good quality local greenspace.

These questions input into the State of Scotland's Greenspace report (produced by Greenspace Scotland and SNH) along with GREENFAR13 and also feed into Council open space strategies, related work and benchmarking. The CSGN also use these questions to inform local projects on improving greenspace.

The proposal to reduce frequency was included in the attachment of the main e-mail sent out by the SHS team to multiple stakeholders. NHS Health Scotland noted that although they did not report this information annually and have no specific requirement for annual data, they have some concerns about the decreased information available to local partners to help plan action on greenspace. All other stakeholders who responded were content to make GREENUSE13 and GREENSAT13 biennial as long as they are asked in the same years as people's rating of their neighbourhood as a place to live. In two cases this followed a telephone conversation with the councils who raised concerns, Fife and Aberdeenshire Council. We are unaware of these questions being included in other policy areas' performance frameworks.

Paths for all, suggested keeping the greenspace questions unchanged. However, this is not supported by SG policy colleagues. The numbers haven't changed and so it is not a high priority. This issue could easily be monitored every 2-3 years instead. It is not a national indicator. There are no decisions yet – but in further discussions with Paths for All, they are now content that it is going ahead as biennial for consideration. Paths for all agreed that full sample was more important than frequency.

Therefore we propose to continue asking GREENUSE13 and GREENSAT13 of the full sample; however, we would like to make these questions biennial rather than annual. This is partly because the headline results do not tend to change much from year to year and partly because of available funding.

¹⁰ Generally speaking, LA level data is only available for full sample questions. However, LA level data for one third sample questions could be made available by combining 3 years' worth of data, as the Scottish House Conditions Survey does currently.

However, it is important that both of these questions continue to be asked of the full sample. This is so that equalities breakdowns and LA level data can be provided.

Questions to be deleted

For each question, or group of questions, that are being deleted, please provide the main reason/justification and evidence that you have:

(a) confirmed that none of the questions you propose to delete are in another policy areas' performance measurement framework.

(b) Consulted with stakeholders and whether consensus was reached.

We propose deleting both RECYCLING and WASTE1. This is because there is little evidence of these questions being used and because most of the information is being replicated by Zero Waste Scotland's Tracker Survey which provides national results.

a) As far as we know, these questions are not used in another policy area's performance measurement framework or any Local Outcome Agreements. The proposal to drop these questions was also included in the attachment of the main e-mail sent out by the SHS team to multiple stakeholders and we have received only one response seeking retention. The response was from a local authority and following discussion it was confirmed that they have an alternative source.

b) We have consulted internally with the Zero Waste Delivery team and externally with Zero Waste Scotland, who have both stated that they are content to drop these questions. We asked both whether they knew of anyone else who used these questions, but neither were able to name any additional stakeholders to be consulted.

Proposed new questions

(a) For each new question, or group of new questions, please explain why you need each individual question/variable in the SHS. Your answer should address the following: justification of full vs. one third sample, and annual vs. biennial, policy rationale for the question and how the data will be used.

In addition, you should also complete Pro-forma A-1 which provides some of the detailed information that will be needed to place your new question into the survey.

(b) Are you bidding for any of your existing or new questions above to be made one of the **Scottish Survey Core Questions (SSCQ)**? If yes, please specify which one(s) (including variable names and whether this is an existing or new SHS question) and explain why it should become an SSCQ.

Or are you bidding for a current **Scottish Survey Core Questions (SSCQ) to be moved out of the core and replaced with something new?**

It would be in the best interests of our stakeholders to keep the following as SSCQ:

Self-assessed general health
Disability
Long-term health conditions
Mental well-being
Ethnicity
Gender
Age

Stakeholder engagement

This information is required for the recommendation report that will be produced to report on the conclusions of the questionnaire review.

Please provide a list of the stakeholders that you consulted with before submitting this proforma.

CSGN
SNH
Greenspace Scotland
Loch Lomond and Trossachs
Cairngorms
GCV Green Network
NFUS
Scottish Land and Estates
Confor
Scottish Community Alliance
RSPB
Zero Waste Scotland
Paths for all

Please list any new questions or changes that stakeholders wanted and that you have included in your proposed question set. Please provide the main reasons why stakeholders need these questions.

Please list any new questions or changes that stakeholders wanted but that were rejected by yourself as lead analyst and your policy colleagues, and why you decided to reject.

OUTDOORS2.

Scottish Natural Heritage proposed a follow up question on attitudes to using the outdoors. Further details are given in Scottish Natural Heritage's proforma.

The proposal was rejected for the following reasons:

The survey is not a good place to gather data on the causal connections between particular activities and their impact as causal relationships are complicated. A set of questions would be needed rather than just one in order to make them robust. Qualitative research is much better for this and savings resulting from not including this question would enable the provision of some data in a well-designed small scale study.

There is already good evidence that physical activity (including outdoors activity) has a significant impact on mental health and wellbeing. Although when measuring visits to the outdoors we are measuring an 'output' we know that it is the right output in that we know it will improve mental health and wellbeing.

Survey data can of course, be used to find the variable that has the most impact on another variable (say visiting the outdoors and good mental health and wellbeing) using regression. The problem with that is that as we do know that social stuff is complicated and if regression did tip the scales towards one particular activity then it wouldn't change the policy, that is we would still want to fund all the other activities that had some impact.

LAND 2

SNH have also proposed a follow up question on related to land use. SNH indicated that the benefit would be mainly to Scottish Government land use policy.

Whether people think they have sufficient opportunities to influence land use (i.e. demand for involvement) and what other routes they might want to take.

The proposal was rejected for the following reason.

The question is very broad and it is unclear how the responses could be used by policy. If considered important, the issue would be best addressed by a focused small scale research study.

Paths for all suggested the inclusion of a new question on walkability: How easily can you walk around your neighbourhood using good quality routes?

Transport is the lead for this and has covered it in their proforma. However, mentioning it here again as it has a connection with environment. Environment and physical activity supports transport's rejection of this suggested question.

The walkability issue has much external support, including NHS Health Scotland. Place Standards, a national initiative backed by Scottish Government Planning, Architecture organisations etc. involves walkability. Emma McCallum spoke with Paths for all (29/03/2017). It was agreed that the new question would not be recommended to go into the survey this time for the following reason:

The SHS already covers this issue to some extent in our question on what discourages people from walking, where one of the reasons is "lack of walking paths." In addition, the suggested question is not one question, but would have to be split into 2 and simplified. Cognitive testing would be required to make sure it was getting to the intended issue.

Given the importance of walkability, it was suggested that a paragraph could go in either the next SHS annual report in the transport chapter or walking section into [Transport and Travel in Scotland](#) (TATIS). Possibly a new walkability derived variable based on the existing variables in the questionnaire could be devised.

Detail required for introducing a new question

Section (Household (HH) or Random Adult (RA))	
Topic Area (e.g. culture, housing)	
Lead Analyst	
Preferred sample size (Delete as app)	Full sample / one third sample
Preferred frequency (Delete as app)	Annual/ biennial/ one off

New Question Name (if preference, contractors can suggest if you would rather)

Preceded by... (i.e. where do you want it to appear in the questionnaire)

<<Insert Section of SHS Questionnaire and Question Name>>

Pre-filter on this question? (i.e. Ask if...) PLEASE NOTE THIS IS DIFFERENT TO ASKING IT OF A RANDOM SUB-SAMPLE

If less than full sample, which streams would you prefer this to appear in (if you have a preference) ?

Question wording

Question Response Codes

Are these single or multicode options?

Estimated time for this new question(s) – please state for each variable and submit the

estimated time calculations in the accompanying Excel questionnaire tool workbook

Other relevant information about this question (including details of whether the question has previously been asked in another survey)

Do you require any of your new questions to be cognitively tested? If yes, which ones and why? (Please note that cognitive testing costs money and therefore questions from existing surveys may not be cognitively tested.)

Equality – Gender

Lead Analyst	JON HUNTER
ASD	CAD
Topic areas	Equality - Gender

INFORMATION ON PROPOSED CHANGES

Questions you would like to stay in the SHS

(a) For each question or set of questions that you would like to stay in the survey and that you **propose remain completely unchanged** (in terms of sample size and/or frequency of collection), **please provide justification**. Remember to refer to specific variable names for clarity.

(b) For each question or sets of questions that you would like to stay in the survey and that you propose change frequency of data collection and/or sample size, please provide **evidence** of having **considered the needs of other users and stakeholders**. This should include confirming that:

(a) the questions you propose to change are not in another policy areas' performance measurement framework (e.g. the Child Poverty Measurement Framework requires full annual sample size questions to achieve a sufficient sample size for the sub group of families with low incomes), or that you have consulted with them if you have. You should use the SHS Questionnaire Reference spreadsheet to check for the main performance management frameworks

(b) You have considered the needs of local authorities and other stakeholders for local authority data when moving from full to one third sample data collection.¹¹

Questions to be amended

For each question, or group of questions, that are being amended, please provide the detail of the amendment

Please also provide the main reason/justification and evidence that you have:

(a) confirmed that none of the questions you propose to amend are in another policy areas' performance measurement framework.

(b) Consulted with stakeholders and whether consensus was reached.

Detail of amendment

Amendment to the gender question – see below for the details.

Justification

Questions to be deleted

For each question, or group of questions, that are being deleted, please provide the main reason/justification and evidence that you have:

(a) confirmed that none of the questions you propose to delete are in another policy areas' performance measurement framework.

(b) Consulted with stakeholders and whether consensus was reached.

Detail of deleted question

We would like to propose a change to the existing question on gender.

Recommended Question

The recommended question for collecting information on gender is:

Are you male or female?

Male

Female

The full guidance is here: <http://www.gov.scot/Resource/0039/00393543.pdf>

This question provides a response option only for those who have a binary gender. Non-binary respondents have no response option available to them.

¹¹ Generally speaking, LA level data is only available for full sample questions. However, LA level data for one third sample questions could be made available by combining 3 years' worth of data, as the Scottish House Conditions Survey does currently.

Some people in Scotland feel that their gender identity cannot be simply defined by the expected binary terms of 'man' / 'woman' or 'male' / 'female'. Instead they experience their gender in another way. Typically, we refer to this group of people as being 'non-binary'.

The term non-binary refers to a person identifying as either having a gender which is in-between or beyond the two categories 'man' and 'woman', as fluctuating between 'man' and 'woman', or as having no gender, either permanently or some of the time.

Justification

It is important in an inclusive Scotland that this group of people have somewhere to identify within the Scottish Government household surveys. Results may also be able to be used to detect whether or not this group experience disadvantage across the wide range of policy areas covered by the surveys.

The SG are reviewing and reforming gender recognition legislation; one aspect of which is to introduce legal recognition for non-binary people, therefore this question has to be able to capture all options.

Stakeholder input – “Also the issue of inaccurate data collection. At the moment, a non-binary person simply isn't able to identify themselves correctly within Scottish Government household surveys – it is in everyone's interests to have more accurate demographic information with which to make policy decisions.”

Proposed new questions

(a) For each new question, or group of new questions, please explain why you need each individual question/variable in the SHS. Your answer should address the following: justification of full vs. one third sample, and annual vs. biennial, policy rationale for the question and how the data will be used.

In addition, you should also complete Pro-forma A-1 which provides some of the detailed information that will be needed to place your new question into the survey.

We propose that the existing gender question is replaced by the following question:

How would you describe your gender identity?

Man Woman In another way

Note:

- We have removed the 'prefer not to say' option from the STA and Equality

Network's preferred question to keep consistent with the rest of the questions in the household surveys. An explicit 'Prefer not to say' can encourage non-response and affect disclosure rates. As in the Sexual Orientation question, the interviewee should be able to provide a spontaneous 'don't know / refusal' to the interviewer.

Although technically possible, we propose that there is no open text box. It is important for services that we identify people who are non-binary and less so that we find out how people define themselves, and this could be fluid.

In an interviewer-led survey this could be intrusive, time consuming and expensive. We could explore open responses in the future, and it's possible this could be more suitable for a self-completion written questionnaire.

We would like this to continue to be a core question asked of the full sample annually.

(b) Are you bidding for any of your existing or new questions above to be made one of the **Scottish Survey Core Questions (SSCQ)**? If yes, please specify which one(s) (including variable names and whether this is an existing or new SHS question) and explain why it should become an SSCQ.

Or are you bidding for a current **Scottish Survey Core Questions (SSCQ) to be moved out of the core and replaced with something new?**

We would like the new proposed question on gender to be a Scottish Survey Core Question (SSCQ), replacing the old one which was a SSCQ.

Stakeholder engagement

This information is required for the recommendation report that will be produced to report on the conclusions of the questionnaire review.

Please provide a list of the stakeholders that you consulted with before submitting this proforma.

Scottish Government Equality Unit
Scottish Government Family and Property Law
Scottish Government Analysts
National Records of Scotland
Equality Network
Scottish Transgender Alliance
LGBT Health
LGBT Youth
Stonewall Scotland

NISRA
ONS
EHRC

Please list any new questions or changes that stakeholders wanted and that you have included in your proposed question set. Please provide the main reasons why stakeholders need these questions.

Stakeholders responded positively to the proposal, their response was co-ordinated by Equality Network –

“Thanks very much for sending this on to us, it’s great to see that the gender question will be updated to be inclusive of non-binary people. I’ve attached feedback to the form you sent round last week – I’ve spoken to all of the other LGBT organisations you copied into your original email and LGBT Youth Scotland and Stonewall Scotland are both fully supportive of our position, but unfortunately I wasn’t able to reach anyone at LGBT Health.”

“Happy for the ‘prefer not to say’ option being removed if this is in keeping with all of the other demographic questions and there is still the possibility of a refusal/non-disclosure when the person is answering the question. There has probably been a historical assumption that people are always happy to disclose their gender identity, so could be worth highlighting in guidance for interviewers that this may not be the case”.

“Would it be possible to record additional information/descriptions given in response to this question, but for it not to be prompted? So each individual would not be asked to give further information, but if they did this would be recorded. While we support the current proposed wording for its inclusivity, it doesn’t allow a non-binary person to accurately describe themselves, whereas this opportunity is available for men and women. We would expect the majority of non-binary people who selected this answer to proactively volunteer additional information and descriptions of their gender identity, so this would be useful to record. We would definitely support an open text box for self-completion written questionnaires, where there were fewer practical barriers to implementation.”

We support this call for volunteered information on gender identity if this is technically possible in the survey and is not overly burdensome for interviewers.

Cognitive testing pilot of this question could be worthwhile using interviewers and the public.

EHRC -

Here are the points plus some further details:

- This sounds similar to one of the Commission’s recommended questions, but with man/woman replacing male/female and different question wording

- In our online pilot survey, we found that only a small percentage (0.4%) identified 'in another way' and that the sex ratio was only affected slightly compared with the standard binary question (see Glen and Hurrell (2012) Technical note: Measuring gender identity on our website)
- I assume that the Scottish Government would be testing the question to check that respondents understood the question and were able to answer appropriately
- Have they considered whether it is better to use 'man/woman', which relate to gender, or 'male/female', which relate to sex
- Strictly speaking, the correct terms for gender are 'man/woman', however it was decided to use 'male/female' in the Commission's question as these terms were considered 'less problematic' and 'evidence from cognitive interviews suggests that the categories 'male' and 'female' do work, and they work well for both trans and non-trans individuals' (see RR75 for further information)
- The question would not identify the PC of gender reassignment, although trans men/women might choose the 'in another way' response, and without a write-in it could not be assumed that all respondents answering 'in another way' have a non-binary identity
- Would proxy responses be collected for this question, if not this would have a negative impact on gender data

The gender identity question we tested was:

Which of the following describes how you think of yourself?

Male

Female

In another way: _____

It would be great to have a gender identity question asked in a major survey, but I am sure the Scottish Government would want to be certain it would provide good data on the usual two groups, in addition to those with a non-binary identity.

Good to hear that the sex ratio was only affected slightly – we do want to still be able to produce reliable results for men/women, or males/females.

Stakeholders have a preference for men/women where the question is about gender identity.

We recognise that we won't get gender reassignment data and that many trans men will identify as man and trans women will identify as woman.

Agree that the question should be tested.

We have to check out whether or not we should offer the non-binary option to parents on behalf of their **children** and whether there should be any age cut off for this. Karen Grieve to advise. The binary response options should be boy/girl.

This should be tested in the field.

Please list any new questions or changes that stakeholders wanted but that were

rejected by yourself as lead analyst and your policy colleagues, and why you decided to reject.

From NRS – “Ideally the Census question will be identical to the core questions. NRS has harmonisation across the UK as a commitment, so while SG prefer the wording you have proposed, it is not yet clear that this will be the census question. Feedback suggested stakeholders on the whole were content with male/female rather than man/women”.

SG response-

Thanks for your response on our proposal.

The 2011 Census asked about ‘sex’ and ‘male/female’ is the more appropriate response here. However the core questions currently ask about ‘gender’ and our stakeholders have so far advised that ‘man /woman’ is the more appropriate terminology. We’ve proposed the term ‘gender identity’ to further differentiate the social from the biological. Another difference between the Core and Census is that the Core questions are only asked of people aged 16+ and interviewer led, rather than collected through self-completion.

In terms of timing it would of course be better for us if the new Census question was known now, and for the Core match this would obviously have its benefits. However, as it is, the Core question review is underway and the Survey teams need to know next week what should go into the new questionnaire from early 2018 - it would be unacceptable to continue forward with a binary question. Please note there are smaller annual reviews of the Core which would provide opportunities to tweak the question when the Census question is finalised.

In terms of UK harmonisation, this is the ideal but as we know it’s not always possible. In some cases strong stakeholder opinion within countries can carry more weight than UK harmonisation, as we’ve seen with the ethnicity and religion questions, which diverge.

We’ve considered this and we don’t think this should go in at present – see the attached email from Karen for the reasons. It would be possible to revisit this again in further reviews.



[View email](#)

Thanks again for your input to this, and happy to discuss further

Detail required for introducing a new question

Section (Household (HH) or Random Adult (RA))	
---	--

Topic Area (e.g. culture, housing)	
Lead Analyst	
Preferred sample size (Delete as app)	Full sample / one third sample
Preferred frequency (Delete as app)	Annual/ biennial/ one off

New Question Name (if preference, contractors can suggest if you would rather)

Preceded by... (i.e. where do you want it to appear in the questionnaire)
 <<Insert Section of SHS Questionnaire and Question Name>>

Pre-filter on this question? (i.e. Ask if...) PLEASE NOTE THIS IS DIFFERENT TO ASKING IT OF A RANDOM SUB-SAMPLE

If less than full sample, which streams would you prefer this to appear in (if you have a preference) ?

Question wording

Question Response Codes

Are these single or multicode options?

Estimated time for this new question(s) – please state for each variable and submit the estimated time calculations in the accompanying Excel questionnaire tool workbook

Other relevant information about this question (including details of whether the question has previously been asked in another survey)

Do you require any of your new questions to be cognitively tested? If yes, which ones and why? (Please note that cognitive testing costs money and therefore questions from existing surveys may not be cognitively tested.)

Health

Lead Analyst	Andrew Paterson
ASD	Health and Social Care Analysis
Topic areas	Health and Disability

INFORMATION ON PROPOSED CHANGES

Questions you would like to stay in the SHS

(a) For each question or set of questions that you would like to stay in the survey and that you **propose remain completely unchanged** (in terms of sample size and/or frequency of collection), **please provide justification**. Remember to refer to specific variable names for clarity.

(b) For each question or sets of questions that you would like to stay in the survey and that you propose change frequency of data collection and/or sample size, please provide **evidence** of having **considered the needs of other users and stakeholders**. This should include confirming that:

(a) the questions you propose to change are not in another policy areas' performance measurement framework (e.g. the Child Poverty Measurement Framework requires full annual sample size questions to achieve a sufficient sample size for the sub group of families with low incomes), or that you have consulted with them if you have. You should use the SHS Questionnaire Reference spreadsheet to check for the main performance management frameworks

(b) You have considered the needs of local authorities and other stakeholders for local authority data when moving from full to one third sample data collection.¹²

Genhealth (self-assessed general health) – Retain as part of core questions. This is used to produce robust annual estimates of healthy life expectancy - which form a Scotland Performs Purpose Target.

¹² Generally speaking, LA level data is only available for full sample questions. However, LA level data for one third sample questions could be made available by combining 3 years' worth of data, as the Scottish House Conditions Survey does currently.

CCQ1 (Are you carer)

CCQ2 (If carer How many hours)

Retain as part of core questions. This key core question allows us to identify people who care for family or friends who have long term conditions or disability. There are two main sources for data on carers:

- 1) The Census (2001 and 2011)
- 2) The Core questions in the SHeS, SHS and SCJS

The Census data is infrequent and we are aware that while it provides a good estimate of high level caring (35 hours or more a week) it undercounts the overall level of caring in Scotland.

The Core questions provide a better estimate of the level of caring in Scotland because they are interview surveys rather than a paper survey and therefore allow for some discussion of what counts as caring.

The Carers (Scotland) Act will be commenced on April 1 2018 and it is important that we have a good measure of the number of carers in Scotland before, during and after implementation of the Act so that we can monitor the impact of the Act. Currently, people often don't identify as carers and the Act will raise the profile of unpaid caring and should enable people to better identify as carers. This data will allow us to see if numbers of self-identified carers increases following implementation of the Act.

The core questions allow regular analysis at LA (integration authority) level, which is the geographic level of interest.

RG19YN (Do you smoke)

RG20 (How many cigarettes)

RG2011(have you ever smoked regularly)

Retain as part of core / annual - this is the key source for sub-group analysis of smoking rates including within NHS board deprivation breakdown used to produce annual smoking cessation LDP standards (formerly HEAT targets) at NHS board level.

RG5A (Whether random adult has long term condition)

RG5B (does long term condition limit daily activities)

HF1A – whether members of household have long term condition

Retain core/annual. Important question for monitoring need (including unmet need) of care. Allows breakdown at local authority (integration authority) level, which is not possible with smaller sample size of eg SHeS.

Have outlined potential amendment to interviewer instructions for RG5A below (actual question unchanged):

In the interviewer's explanatory text add '*communication impairments impacting on understanding and expression*' between 'sensory deficits' and 'temporary-mobility

issues’.

Questions to be amended

For each question, or group of questions, that are being amended, please provide the detail of the amendment

Please also provide the main reason/justification and evidence that you have:

(a) confirmed that none of the questions you propose to amend are in another policy areas’ performance measurement framework.

(b) Consulted with stakeholders and whether consensus was reached.

Detail of amendment

An amended variable name should have an A or an _A after the original variable name.

HF2A_A (long term conditions)

Add; ‘*difficulty understanding spoken and/or written word*’ in showcard list.’

Justification

A communication impairment can have major impact on day to day living and accessing services, participation etc. There is no general category for people with a speech, language, and communication impairment. Individuals ticking some of the other boxes e.g. hearing/vision/learning may have a communication impairment but these are not going to capture everyone and are not explicitly related to communication.

There is at present no robust and comprehensive data for this population.

With an ageing population and people living longer with long terms conditions this population will be growing over time.

The last research undertaken Law J et al (2007) *Communication Support Needs: a review of the literature* Scottish Executive Social Research indicated over 250,000 people in this group.

Questions to be deleted

For each question, or group of questions, that are being deleted, please provide the main reason/justification and evidence that you have:

(a) confirmed that none of the questions you propose to delete are in another policy areas’ performance measurement framework.

(b) Consulted with stakeholders and whether consensus was reached.

Detail of deleted question

SWMWBS

Justification

Policy area felt that this did not merit inclusion as part of SHS/core questions. The on-going inclusion in the Scottish Health Survey was seen as sufficient.

Proposed new questions

(a) For each new question, or group of new questions, please explain why you need each individual question/variable in the SHS. Your answer should address the following: justification of full vs. one third sample, and annual vs. biennial, policy rationale for the question and how the data will be used.

In addition, you should also complete Pro-forma A-1 which provides some of the detailed information that will be needed to place your new question into the survey.

(b) Are you bidding for any of your existing or new questions above to be made one of the **Scottish Survey Core Questions (SSCQ)**? If yes, please specify which one(s) (including variable names and whether this is an existing or new SHS question) and explain why it should become an SSCQ.

Or are you bidding for a current **Scottish Survey Core Questions (SSCQ) to be moved out of the core and replaced with something new?**

Stakeholder engagement

This information is required for the recommendation report that will be produced to report on the conclusions of the questionnaire review.

Please provide a list of the stakeholders that you consulted with before submitting this proforma.

Consultation responses were received from the following external organisations:

- Ash Scotland
- NHS Health Scotland
- Royal College of Speech and Language Therapists - Scotland Office
- Scottish Council on Deafness

Please list any new questions or changes that stakeholders wanted and that you have included in your proposed question set. Please provide the main reasons why stakeholders need these questions.

Please list any new questions or changes that stakeholders wanted but that were rejected by yourself as lead analyst and your policy colleagues, and why you decided to reject.

1) NHS Health Scotland requested that autism be included as its own category within the long term conditions question.

Whilst it is an area of policy interest, the low rate of autism (estimated at 0.6%) means that relatively few would be picked up in the survey (with associated random adult questions for even fewer)

The census, though infrequent, provides a robust figure for those with 'Developmental disorder (for example, Autistic Spectrum Disorder or Asperger's Syndrome)'

2) NHS Health Scotland suggested that the mental health category in long term conditions be broken down into different mental health conditions.

After discussion with policy team, concluded that given one householder would be responding on behalf of all those in the household, the accuracy for mental health conditions in particular would not be great. It was felt that health issues are better explored in SHeS and the household survey is best just to get a sense of family 'burden' by chronic conditions - whatever they are.

3) Royal college of speech and language therapists and Scottish Council on Deafness suggested a standalone question regarding whether anyone in household has a 'speech, language or communication support need'. However, this somewhat duplicated a proposal made by the royal college for adding '*difficulty understanding spoken and/or written word*'(or similar) to the long term conditions question and that option would seem to be a more space/time efficient means of getting similar information.

Detail required for introducing a new question

Section (Household (HH) or Random Adult (RA))	
Topic Area (e.g. culture, housing)	

Lead Analyst	
Preferred sample size (Delete as app)	Full sample / one third sample
Preferred frequency (Delete as app)	Annual/ biennial/ one off

New Question Name (if preference, contractors can suggest if you would rather)

Preceded by... (i.e. where do you want it to appear in the questionnaire)
 <<Insert Section of SHS Questionnaire and Question Name>>

Pre-filter on this question? (i.e. Ask if...) PLEASE NOTE THIS IS DIFFERENT TO ASKING IT OF A RANDOM SUB-SAMPLE

If less than full sample, which streams would you prefer this to appear in (if you have a preference) ?

Question wording

Question Response Codes

Are these single or multicode options?

Estimated time for this new question(s) – please state for each variable and submit the estimated time calculations in the accompanying Excel questionnaire tool workbook

Other relevant information about this question (including details of whether the question has previously been asked in another survey)

Do you require any of your new questions to be cognitively tested? If yes, which ones and why? (Please note that cognitive testing costs money and therefore questions from existing surveys may not be cognitively tested.)

Income – Other adults in the Household beyond Highest Income Householder (HIH) and Spouse

Lead Analyst	Jackie Horne and Andrew White
ASD	Communities
Topic areas	Income – other adults in the household beyond highest income householder (HIH) and spouse

INFORMATION ON PROPOSED CHANGES

Questions you would like to stay in the SHS

(a) For each question or set of questions that you would like to stay in the survey and that you **propose remain completely unchanged** (in terms of sample size and/or frequency of collection), **please provide justification**. Remember to refer to specific variable names for clarity.

All of the existing income questions are important for measuring household income – which is a key analytical variable in the SHS. What is proposed is that the existing income questions are adapted in order to capture the income of other adults in the household – see below. This is because at the moment the income questions only capture the income of the highest income householder and their partner or spouse. This limits the use of SHS household income estimates to an analytical variable, rather than as an estimate of household income in its own right at Scotland and local authority (LA) level.

(b) For each question or sets of questions that you would like to stay in the survey and that you propose change frequency of data collection and/or sample size, please provide **evidence** of having **considered the needs of other users and stakeholders**. This should include confirming that:

(a) the questions you propose to change are not in another policy areas' performance measurement framework (e.g. the Child Poverty Measurement Framework requires full annual sample size questions to achieve a sufficient sample size for the sub group of families with low incomes), or that you have consulted with them if you have. You should use the SHS Questionnaire Reference spreadsheet to

check for the main performance management frameworks
(b) You have considered the needs of local authorities and other stakeholders for local authority data when moving from full to one third sample data collection.¹³

n/a

Questions to be amended

For each question, or group of questions, that are being amended, please provide the detail of the amendment

Please also provide the main reason/justification and evidence that you have:

(a) confirmed that none of the questions you propose to amend are in another policy areas' performance measurement framework.

(b) Consulted with stakeholders and whether consensus was reached.

Detail of amendment

An amended variable name should have an A or an _A after the original variable name.

Details of the questions to be amended and the suggested amendments can be found in the attached Word document, together with details of the new questions. These amendments are so that there is a logical flow of questions to capture the income of: the highest income householder, any spouse or partner, and/or any other adults aged 16 plus living in the household.

Justification

There is increasing interest in obtaining better estimates of income from the SHS for a number of purposes, both at national and LA level.

There is a case for producing better household income estimates at LA level in their own right, as this data is used in LAs for a variety of purposes. Currently the SHS does not release or make available actual LA level household income estimates, rather SG policy is that income estimates should be treated as an analytical variable only. The exception to this is in the SHCS where household income estimates for Scotland and by LA are published as a context for the fuel poverty estimates.

The main interest in improving household income estimates is from the child poverty perspective where the current Child Poverty Bill 2017 requires local authorities to 'describe any measures taken ... in the area of the local authority during the reporting year for the purpose of contributing to the meeting of the child poverty targets.' Better estimates of household income are required in order to try and produce estimates of child poverty at LA level. The SHS is the only Scottish population survey which captures income at LA level and therefore is the best vehicle to try and produce better LA household income estimates.

¹³ Generally speaking, LA level data is only available for full sample questions. However, LA level data for one third sample questions could be made available by combining 3 years' worth of data, as the Scottish House Conditions Survey does currently.

Changes to the household income estimates will also impact on the fuel poverty estimates produced by the Scottish Government at both national and local level. The methodology for deriving fuel poverty estimates requires that total household income is used in order to determine if a household is fuel poor. This is not possible to implement at present because the SHS does not collect information about the full income of the household, and this weakness of the fuel poverty statistics is recognised in the SHCS publication. Stakeholders have recommended on previous occasions that the Scottish Government makes arrangements to improve the income information used in the fuel poverty estimates. The definition of fuel poverty is currently being reviewed by an independent panel and the reviewers have been made aware of the proposal to improve the household income estimates.

Furthermore, two recent studies commissioned by the Scottish Government have utilised SHS household income – one by Glen Bramley et al at Heriot Watt University (forthcoming) which will produce local level household income estimates, and another by Matt Barnes at UCL on ‘Poverty in Perspective’ which grouped together low income households based on similarities in their lived experiences of poverty to identify 13 ‘types’ of poverty, spread across three life stages. Both studies utilised different imputation methods to come up with a household income measure that reflected the income of ALL adults in the household.

The proposed questions try to reach a balance between enabling the existing household income estimates to be reproduced using the current methodology, and allowing for a logical sequence of questions to capture the household income of all adults. It should be noted though that given the proposed change in the household benefits questions (see separate proforma commissioned by Michael Davidson), a key component of income for some households, there will inevitably be a break in the income series. However, household income estimates are not currently used to track trends in Scotland and LA level income, and are only used as an analytical variable. Therefore the impact of the break in the series should, in theory, be limited.

The SG has not undertaken any consultation with stakeholders on this proposal as it is understood that any change to improve household income estimates at LA level will be welcome. There was one consultation response received by South Lanarkshire which noted the need for the SHS to produce child poverty estimates.

Questions to be deleted

For each question, or group of questions, that are being deleted, please provide the main reason/justification and evidence that you have:

(a) confirmed that none of the questions you propose to delete are in another policy areas’ performance measurement framework.

(b) Consulted with stakeholders and whether consensus was reached.

n/a

Proposed new questions

(a) For each new question, or group of new questions, please explain why you need

each individual question/variable in the SHS. Your answer should address the following: justification of full vs. one third sample, and annual vs. biennial, policy rationale for the question and how the data will be used.

In addition, you should also complete Pro-forma A-1 which provides some of the detailed information that will be needed to place your new question into the survey.

Details of the new questions and the suggested question amendments can be found in the attached Word document.

The justification for these new questions can be found above in section two. All the new questions require to be full sample questions in order to be representative of households where there are adults beyond the highest income householder (HIH) and spouse or partner and to maximise the quality of LA level estimates.

It should be noted that as the income of other adults in the household will largely or exclusively come from the highest income householder, the quality of the income (and benefits) data obtained in SHS 2018 will require to be carefully reviewed in order to justify continued collection and the use of interview space. In any event, it is expected that some level of income imputation will be required to obtain the income of other adults in the household, and therefore better total household income estimates. It is hoped that these new SHS questions will lessen the amount of and/or improve the quality of the imputation required. This should also be carefully reviewed when SHS 2018 data becomes available in May/June 2019.

Given the recasting of the income questions, the SG will explore with the contractor whether the random adult can be asked the relevant questions about their own income levels in order to improve the accuracy and quality of the 'spouse/partner' and 'other adult' income levels.

(b) Are you bidding for any of your existing or new questions above to be made one of the **Scottish Survey Core Questions (SSCQ)**? If yes, please specify which one(s) (including variable names and whether this is an existing or new SHS question) and explain why it should become an SSCQ.

Or are you bidding for a current **Scottish Survey Core Questions (SSCQ) to be moved out of the core and replaced with something new?**

No.

Stakeholder engagement

This information is required for the recommendation report that will be produced to report on the conclusions of the questionnaire review.

Please provide a list of the stakeholders that you consulted with before submitting this proforma.

No targeted stakeholder engagement undertaken except proposal mentioned to fuel poverty methodology reviewers and also highlighted at the 'Poverty in Scotland – national and local analysis' event which will present the latest poverty analysis to a range of stakeholders in early June.

Please list any new questions or changes that stakeholders wanted and that you have included in your proposed question set. Please provide the main reasons why stakeholders need these questions.

South Lanarkshire provided general comments on the need for the SHS to enable measurements of child poverty. The proposed new income (and benefits) questions are a significant step towards this.

Please list any new questions or changes that stakeholders wanted but that were rejected by yourself as lead analyst and your policy colleagues, and why you decided to reject.

n/a

Housing Aspirations, Housing lists, Housing adaptations, Sheltered accommodation, Landlords, Mortgage/rent and accommodation

Lead Analyst	Hannah Davidson/ Joe Jobling
ASD	Communities
Topic areas	Housing aspirations, housing lists, housing adaptations, sheltered accommodation, landlords, mortgage/rent and accommodation

INFORMATION ON PROPOSED CHANGES

Questions you would like to stay in the SHS

(a) For each question or set of questions that you would like to stay in the survey and that you **propose remain completely unchanged** (in terms of sample size and/or frequency of collection), **please provide justification**. Remember to refer to specific variable names for clarity.

Housing Aspirations

ASP1-ASP3 and ASP5 are of significant value to policy colleagues for measuring housing mood and market potential. Homes for Scotland also commented they were content with the current questions. To date, there is only one year of data for these questions, thus they should be reviewed in coming years (e.g. continued need for annual data).

Housing Lists

RA15 is used as an indicator of housing demand. Unlike other sources of housing list data, RA15 excludes double counting of applicants who are on multiple lists and covers all of Scotland (other sources exclude the six local authorities who have transferred out all of their social housing stock). RA15 is included in the reporting of the housing and regeneration outcome indicator “housing lists”. It serves as a net comparison to the gross estimate derived from a compilation of local authority and common housing register lists. This question requires to be asked of a full sample and on an annual basis, to ensure estimates are reliable.

RA15A-RA15C were asked for the first time in 2016. They are asked only of respondents who answered ‘yes’ to RA15. The questions will help unpick the housing lists data, and provide information on the number of lists people are registered on, how long they’ve been registered and the main reason for being registered on a housing list. Given the infancy of these questions, suggesting no changes are made at this point in time.

Housing Adaptations and Support Services

CC3-CC10 are of importance going forward given the policy shift towards independent living, home care and the context of an ageing population. There is also a lack of suitable alternative data sources on housing adaptations.

CC3 is used by the SHCS team to construct other variables (disability related).

CC7 and CC9 are included in the annual SHCS public dataset.

CC7 and CC8B are used to calculate the housing and regeneration outcome indicator “percentage of households in need, requiring one or more adaptations”. This indicator is updated on an annual basis.

CC6, CC8A and CC8B are reported on at a local authority level in the SHCS. These questions require to be annual, so that three years of data can be merged to achieve sufficient sample sizes to allow for local authority level analysis.+

Sheltered accommodation

ACCSUP1 identified as being used in Housing Need and Demand Assessments

(b) For each question or sets of questions that you would like to stay in the survey and that you propose change frequency of data collection and/or sample size, please provide **evidence** of having **considered the needs of other users and stakeholders**. This should include confirming that:

(a) the questions you propose to change are not in another policy areas’ performance measurement framework (e.g. the Child Poverty Measurement Framework requires full annual sample size questions to achieve a sufficient sample size for the sub group of families with low incomes), or that you have consulted with them if you have. You should use the SHS Questionnaire Reference spreadsheet to check for the main performance management frameworks

(b) You have considered the needs of local authorities and other stakeholders for local authority data when moving from full to one third sample data collection.¹⁴

CHANGES EMPHASISED IN RED

ASP2

Proposing minor change to question wording: ~~Do~~ **Would** you **like** ~~expect~~ to move from this house/flat within the next few years or not. If yes, when ~~do~~ **would** you ~~expect~~ **like** to move?

ASP3

Proposing minor change to filter wording: Ask if ~~expect~~ **would like** to move in at least 5 years (ASP2= 1-7)

ASP5

What barriers are there to you moving to the accommodation you most like to live in?

Proposing adding new response options to existing selection, and adding a showcard:

- 1) Cannot raise sufficient deposit
- 2) Cannot obtain a mortgage
- 3) Cannot afford mortgage/rent payments
- 4) Not available/in limited supply where I want/have to live
- 5) Waiting lists are too long
- 6) **Practicalities of moving are too challenging/daunting**
- 8) **Lack support/assistance**
- 8) **Lack of suitable adapted/specialised accommodation for needs**
- 9) Other (please specify)
- 10) No barrier

T25A-2018 (OLD T25A)

Ask if in SHCS stream and HB509=3,4 or 5 AND T25-2018=1

In the last year has your landlord consulted you on changes to services, policy or rent?

- 1) Yes
- 2) No
- 3) Don't know

T26A (OLD T26)

Ask if in SHCS stream and HB509=3,4 or 5 AND T25-2018=1

Taking everything into account how satisfied or dissatisfied are you with the overall service provided by your landlord?

- 1) Very satisfied
- 2) Fairly satisfied
- 3) Neither satisfied or dissatisfied

¹⁴ Generally speaking, LA level data is only available for full sample questions. However, LA level data for one third sample questions could be made available by combining 3 years' worth of data, as the Scottish House Conditions Survey does currently.

- 4) Fairly dissatisfied
- 5) Very dissatisfied
- 6) No opinion

T27A (OLD T27)

Ask if in SHCS stream and HB509=3,4 or 5 AND T25-2018=1

Would you say that the management of your home by your landlord has improved, remained about the same or got worse during the last five years (or since you moved in if more recent)?

- 1) Improved
- 2) Same
- 3) Worse
- 4) Don't know

T31A_2018 (OLD T31A)

**Ask if in SHCS stream and HB509=3,4 or 5 AND ANY T25-2018 1,2
TEXT SUB (AND) TO BE ADDED IF T25_2018=2)**

(AND) If you had a problem with your landlord and wanted to make a formal complaint about them, how confident are you that you know what to do?

- 1) Very confident
- 2) Fairly confident
- 3) Not very confident
- 4) Not at all confident
- 5) Don't know

HK5

Proposing removing filter and asking of all in the allocated streams.

This proposed change was also included in Joe Jobling's response on the basis of NHS Health Scotland's response (see Joe's spreadsheet attached in email).

Ask if yes (1) at HK3 of all

Are you concerned that you might have to move because of housing costs?

- 1) Yes
- 2) No
- 3) Don't know

ACCSUP2

Proposing removing filter, changing to multi response and adding a showcard.

Which, if any, of these care or support services is available as part of your housing?

- 1) Warden
- 2) Emergency call system
- 3) Nursing care
- 4) Food provision
- 5) Communal social areas

- 6) Social activities
- 7) Help with shopping
- 8) Laundry services
- 9) Financial and benefits advice
- 10) None (single code)
- 11) Other

(2) Questions to be deleted

For each question, or group of questions, that are being deleted, please provide the main reason/justification and evidence that you have:

- (a) confirmed that none of the questions you propose to delete are in another policy areas' performance measurement framework.
- (b) Consulted with stakeholders and whether consensus was reached.

CC11 and CC12. Independent living policy colleagues are content to drop these questions as they are currently not used.

T69 and T70- Housing Supply policy colleagues are content to drop these questions.

RA1A, RA3, RA4 & RA4B- No use identified. See Joe's spreadsheet for more info.

(3) Proposed new questions

- (a) For each new question, or group of new questions, please explain why you need each individual question/variable in the SHS. Your answer should address the following: justification of full vs. one third sample, and annual vs. biennial, policy rationale for the question and how the data will be used.

In addition, you should also complete Pro-forma A-1 which provides some of the detailed information that will be needed to place your new question into the survey.

ASP1B

A member of Age, Home and Community Monitoring and Advisory group suggested a question relating to *people downsizing their home as they become older/their needs change*, be added to the survey. This is becoming a prominent policy issue given the ageing population, emphasis on independent living and the need to ensure people are living in homes that suit their needs.

A question has been scoped out with Joe Jobling, Ross Lindsay (Housing Supply) and Margaret Irving (Independent Living). It is proposed that a new question sits within the housing aspiration section (ASP).

RA7

There is a current issue that the Random Adult question on previous tenure provides information on housing flow for adults and cannot identify entire household moves. This has also been raised by Shelter. Therefore proposing a new question that aims to identify entire household moves rather than changes to existing household formations (see Joe's spreadsheet for more info).

T25-2018

To enable us to distinguish whether people rent directly from their landlord or via a letting agent. Acts as a filter for further letting agent and landlord questions.

T25B-T27B and T31B_2018

Ensures the same questions are asked of those who rent via a letting agent as those who rent direct from a landlord. Will be used as part of the monitoring for pending letting agent regulations.

(b) Are you bidding for any of your existing or new questions above to be made one of the **Scottish Survey Core Questions (SSCQ)**? If yes, please specify which one(s) (including variable names and whether this is an existing or new SHS question) and explain why it should become an SSCQ.

Or are you bidding for a current **Scottish Survey Core Questions (SSCQ)** to be **moved out of the core and replaced with something new?**

N/A

Stakeholder engagement

This information is required for the recommendation report that will be produced to report on the conclusions of the questionnaire review.

Please provide a list of the stakeholders that you consulted with before submitting this proforma.

Internal

SG Financial Innovation Unit, More Homes Division

SG Housing Supply, More Homes Division

SG Social Housing Access and Management, Better Homes Division

SG Private Rented Sector policy, Better Homes Division

SG – Independent Living, Better Homes Division

SG– Previous SHS lead analyst for housing aspirations and housing lists questions.

SG - Strategy, Governance and Coordination, More Homes Division

SG - Communities Analysis Division

External

Age, Home and Community Monitoring and Advisory Group- membership includes representatives from local authorities, RSLs, SFHA, CoSLA, Housing Options Scotland, Improvement Hub (ihub), Age Scotland, Homes for Scotland, CIH, Care and Repair Scotland, SAL, ALACHO, McCarthy and Stone and Shelter.

Please list any new questions or changes that stakeholders wanted and that you have included in your proposed question set. Please provide the main reasons why stakeholders need these questions.

See answer to 3 (a).

Please list any new questions or changes that stakeholders wanted but that were rejected by yourself as lead analyst and your policy colleagues, and why you decided to reject.

PRS policy colleagues suggested housing aspiration questions (ASP) could switch to biennial and differentiate between the Build to Rent sector and the wider PRS. But housing supply policy colleagues, who are the primary users, requested the questions be kept annual and there is only one year worth of data for these questions, so it was decided to review further in future.

Detail required for introducing a new question

Section (Household (HH) or Random Adult (RA))	HH
Topic Area (e.g. culture, housing)	Housing aspirations
Lead Analyst	Hannah Davidson
Preferred sample size (Delete as app)	One third sample
Preferred frequency (Delete as app)	Annual

New Question Name (if preference, contractors can suggest if you would rather)

ASP1B

Preceded by... (i.e. where do you want it to appear in the questionnaire)

HB- Household accommodation section

To ask after ASP1- *Can you look at this card and tell me which kind of accommodation you would most like to live in?*

Pre-filter on this question? (i.e. Ask if...) PLEASE NOTE THIS IS DIFFERENT TO ASKING IT OF A RANDOM SUB-SAMPLE

NO

If less than full sample, which streams would you prefer this to appear in (if you have a preference) ?

9,10,11,12

Question wording

Compared to your current accommodation, what size of property would you most like to live in?

Question Response Codes

- 1) Larger
- 2) Smaller
- 3) Same size as current accommodation
- 4) Other (please specify)
- 5) Don't know

Are these single or multicode options?

Single

Estimated time for this new question(s) – please state for each variable and submit the estimated time calculations in the accompanying Excel questionnaire tool workbook

ASP1B- 00:00:06

Other relevant information about this question (including details of whether the question has previously been asked in another survey)

See answer to 3 (a). Not aware of being asked in another survey. Identified as current evidence gap.

Do you require any of your new questions to be cognitively tested? If yes, which ones and why? (Please note that cognitive testing costs money and therefore questions from existing surveys may not be cognitively tested.)

No

Section (Household (HH) or Random Adult (RA))	RA
Topic Area (e.g. culture, housing)	Adult characteristics
Lead Analyst	Joe Jobling
Preferred sample size (Delete as app)	Full
Preferred frequency (Delete as app)	Annual

New Question Name (if preference, contractors can suggest if you would rather)

RA7 (TBC)

Preceded by... (i.e. where do you want it to appear in the questionnaire)

RA- Accommodation section

To ask after RA6- *Who was your landlord?*

Pre-filter on this question? (i.e. Ask if...) PLEASE NOTE THIS IS DIFFERENT TO ASKING IT OF A RANDOM SUB-SAMPLE

Yes, same as filter for RA509 and RA6

If less than full sample, which streams would you prefer this to appear in (if you have a preference) ?

FULL

Question wording

When you moved address did you move to join an existing family / household already at that address, or did you or your household move into a property not already lived in by others?

Question Response Codes

TBC

Are these single or multicode options?

Single

Estimated time for this new question(s) – please state for each variable and submit the estimated time calculations in the accompanying Excel questionnaire tool workbook

Other relevant information about this question (including details of whether the question has previously been asked in another survey)

See answer to 3 (a). Not aware of being asked in another survey. Identified as current evidence gap.

Do you require any of your new questions to be cognitively tested? If yes, which ones and why? (Please note that cognitive testing costs money and therefore questions from existing surveys may not be cognitively tested.)

No

Section (Household (HH) or Random Adult (RA))	HH
Topic Area (e.g. culture, housing)	Letting agents
Lead Analyst	Hannah Davidson
Preferred sample size (Delete as app)	One third sample
Preferred frequency (Delete as app)	Biennial, even

New Question Name (if preference, contractors can suggest if you would rather)

T25-2018

Preceded by... (i.e. where do you want it to appear in the questionnaire)

Come before T25A-2018/T25B

Pre-filter on this question? (i.e. Ask if...) PLEASE NOTE THIS IS DIFFERENT TO ASKING IT OF A RANDOM SUB-SAMPLE

IN SHCS STREAM AND HB509=3,4or5

If less than full sample, which streams would you prefer this to appear in (if you have a preference) ?

1,2,3,4

Question wording

Do you rent your property direct from your landlord or through a letting agent?

Question Response Codes

- (1) Direct from landlord
- (2) Letting agent
- (3) None of the above
- (4) Don't know

Are these single or multicode options?

Single

Do you require any of your new questions to be cognitively tested? If yes, which ones and why? (Please note that cognitive testing costs money and therefore questions from existing surveys may not be cognitively tested.)

No

Section (Household (HH) or Random Adult (RA))	HH
Topic Area (e.g. culture, housing)	Letting agents
Lead Analyst	Hannah Davidson
Preferred sample size (Delete as app)	One third sample
Preferred frequency (Delete as app)	Biennial, even

New Question Name (if preference, contractors can suggest if you would rather)

T25B

Preceded by... (i.e. where do you want it to appear in the questionnaire)

After T25-2018
Followed by T26B

Pre-filter on this question? (i.e. Ask if...) PLEASE NOTE THIS IS DIFFERENT TO ASKING IT OF A RANDOM SUB-SAMPLE

IN SHCS STREAM AND HB509=3,4 or 5 AND T25-2018=2

If less than full sample, which streams would you prefer this to appear in (if you have a preference) ?

1,2,3,4

Question wording

In the last year has your letting agent consulted you on changes to services, policy or rent?

Question Response Codes

- 1) Yes
- 2) No
- 3) Don't know

Are these single or multicode options?

Single

Do you require any of your new questions to be cognitively tested? If yes, which ones and why? (Please note that cognitive testing costs money and therefore questions from existing surveys may not be cognitively tested.)

No

Section (Household (HH) or Random Adult (RA))	HH
Topic Area (e.g. culture, housing)	Letting agents
Lead Analyst	Hannah Davidson
Preferred sample size (Delete as app)	One third sample
Preferred frequency (Delete as app)	Biennial, even

New Question Name (if preference, contractors can suggest if you would rather)

T26B

Preceded by... (i.e. where do you want it to appear in the questionnaire)

After T25B
Followed by T27B

Pre-filter on this question? (i.e. Ask if...) PLEASE NOTE THIS IS DIFFERENT TO ASKING IT OF A RANDOM SUB-SAMPLE

IN SHCS STREAM AND HB509=3,4 or 5 AND T25-2018=2

If less than full sample, which streams would you prefer this to appear in (if you have a preference) ?

1,2,3,4

Question wording

Taking everything into account, how satisfied or dissatisfied are you with the overall service provided by your letting agent?

Question Response Codes

Very satisfied [1]
Fairly satisfied [2]
Neither satisfied nor dissatisfied [3]
Fairly dissatisfied [4]

Very dissatisfied [5] No opinion [6]
Are these single or multicode options?
Single

Do you require any of your new questions to be cognitively tested? If yes, which ones and why? (Please note that cognitive testing costs money and therefore questions from existing surveys may not be cognitively tested.)
No

Section (Household (HH) or Random Adult (RA))	HH
Topic Area (e.g. culture, housing)	Letting agents
Lead Analyst	Hannah Davidson
Preferred sample size (Delete as app)	One third sample
Preferred frequency (Delete as app)	Biennial, even

New Question Name (if preference, contractors can suggest if you would rather)
T27B

Preceded by... (i.e. where do you want it to appear in the questionnaire)
After T26B Followed by T31B_2018

Pre-filter on this question? (i.e. Ask if...) PLEASE NOTE THIS IS DIFFERENT TO ASKING IT OF A RANDOM SUB-SAMPLE
IN SHCS STREAM AND HB509=3,4 or 5 AND T25-2018=2

If less than full sample, which streams would you prefer this to appear in (if you have a preference) ?
1,2,3,4

Question wording
Would you say that the management of your home by your letting agent has improved, remained about the same or got worse during the last five years (or since you moved in, if more recent)?

Question Response Codes
Improved [1] Same [2] Worse [3] Don't know [4]
Are these single or multicode options?
Single

Do you require any of your new questions to be cognitively tested? If yes, which ones and why? (Please note that cognitive testing costs money and therefore questions from existing surveys may not be cognitively tested.)
No

Section (Household (HH) or Random Adult (RA))	HH
Topic Area (e.g. culture, housing)	Letting agents
Lead Analyst	Hannah Davidson
Preferred sample size (Delete as app)	One third sample
Preferred frequency (Delete as app)	Biennial, even

New Question Name (if preference, contractors can suggest if you would rather)
T31B_2018

Preceded by... (i.e. where do you want it to appear in the questionnaire)
Followed by T31A_2018

Pre-filter on this question? (i.e. Ask if...) PLEASE NOTE THIS IS DIFFERENT TO ASKING IT OF A RANDOM SUB-SAMPLE
IN SHCS STREAM AND HB509=3,4 or 5 AND ANY T25_2018=2)

If less than full sample, which streams would you prefer this to appear in (if you have a preference) ?
1,2,3,4

Question wording

If you had a problem with your letting agent and wanted to make a formal complaint about them, how confident are you that you know what to do?

Question Response Codes

Very confident [1]
Fairly confident [2]
Not very confident [3]
Not at all confident [4]
Don't know [5]

Are these single or multicode options?

Single

Other relevant information about this question (including details of whether the question has previously been asked in another survey)

Respondents to be asked T31A_2018 also.

Do you require any of your new questions to be cognitively tested? If yes, which ones and why? (Please note that cognitive testing costs money and therefore questions from existing surveys may not be cognitively tested.)

Yes

Accommodation, Sharing accommodation, Internet access, Recycling, Mortgage and rent, Adult characteristics

Lead Analyst				Joe Jobling			
ASD				CAD			
Topic areas				Accommodation, Sharing accommodation, Internet access, Recycling, Mortgage and rent, Adult characteristics			
Section	Question Number	Full or 1/3rd sample	Annual or Biennial	Question	Proposal	Question Priority	Lead Analyst comments
HB - Accommodation	HB1	Full	Annual	a house or bungalow [1]	Keep	High	Basic information on housing type and tenure that is widely used and for which there is a clear need for this to be collected. Currently published in SHS Annual Report Housing Chapter
HB - Accommodation	HB2	Full	Annual	Detached [1]	Keep	High	
HB - Accommodation	HB3	Full	Annual	Record lowest floor of dwelling OR four-in-a-block.	Keep	High	
HB - Accommodation	HB509	Full	Annual	In which of these ways do you occupy this accommodation?	Keep	High	
HB - Accommodation	HB6	Full	Annual	Who do you rent this property from?	Keep	High	
HB - Accommodation	T38DEP	Full	Biennial	Did you pay a deposit when you STARTED RENTING THIS PROPERTY?	Keep	High	PRS policy question - used to monitor use of deposits to assess uptake of deposit guarantee schemes. Shelter have also noted that this question helps with analysing household characteristics associated with a deposit being paid
HC – Sharing accommodation, Internet access, Recycling	HC4	Full	Annual	How many bedrooms do you HAVE in this property? Please include any bedrooms that are currently being used for other purposes.	Keep	High	Basic information on household size that is widely used and for which there is a clear need for this to be collected. Currently published in SHS Annual Report Housing Chapter and SG Social Tenants in Scotland Statistics

HJ – Mortgage and rent	HK3	1/3	Annual	In the last 12 months, have you had any difficulties in paying your mortgage/rent?	Keep	High	Used by Shelter and other external stakeholders to monitor housing affordability issues
HJ – Mortgage and rent		1/3	Annual	Are you currently behind with you rent/mortgage payments?	Keep	High	Used by Shelter and other external stakeholders to monitor housing affordability issues
HJ – Mortgage and rent	HK5	1/3	Annual	Are you concerned that you Might you have to move because of housing costs?	Keep - but remove filter so question is asked of everyone in that stream	High	Used by Shelter and other external stakeholders to monitor housing affordability issues. NHS Health Scotland have flagged that the question would be more useful if it was asked of all respondents rather than being filtered as it currently is, which would make sense.
Section	Question Number			Question			Comments
Adult characteristics	RA1	Full	Annual	How long have you lived at this address?	Keep	High	Basic information on length of tenure that is widely used and for which there is a clear need for this to be collected. Currently published in SHS Annual Report Housing Chapter and SG Social Tenants in Scotland Statistics
Adult characteristics	RA1A	Full	Annual	How many years have you lived in your local area? that is the area within about a 15 minute walk from your Home?	Drop	Low	The question may be used by other areas for cross tabs for satisfaction questions, but they would need to raise this if dropping is an issue. The question is not currently used by SG Housing. Shelter have flagged a general interest in RA1 to RA8 but only in terms of tenure moves and not in terms of time spent in the local area. Therefore propose to drop
Adult characteristics	RA3	Full	Annual	Did you or anybody else in this household previously rent this accommodation?	Drop	Low	Shelter have flagged a general interest in RA1 to RA8 but only in terms of tenure moves. Whilst these 3 questions may identify some previous transitions from social rent to owner occupation through Right to Buy, they will not capture Right to buy dwellings that have been subsequently sold on, and the questions are not clear about identifying Right to Buy as opposed to other
Adult characteristics	RA4	Full	Annual	Who was it previously rented from?	Drop	Low	
Adult characteristics	RA4B	Full	Annual	When did you / they buy this accommodation?	Drop	Low y	

							rented transitions such as Private Rent or Mid Market Rent to owner occupation
Adult characteristics	RA509	Full	Annual	Thinking about the place where you lived before you lived here, in which of these ways did you occupy that accommodation?	Keep	High	Provides information for SG and wider stakeholders (eg Shelter) on housing flows. Currently published in SHS Annual Report Housing Chapter and SG Social Tenants in Scotland Statistics
Adult characteristics	RA6	Full	Annual	Who was your landlord?	Keep	High	
Adult characteristics	NEW	Full	Annual	When you moved address did you move to join an existing family / household already at that address, or did you or your household move into a property not already lived in by others?	Proposed new question	High	There is a current issue that the Random Adult question on previous tenure provides information on housing flow for adults and cannot identify entire household moves. This has also been raised by Shelter. Therefore I am proposing a new question that aims to identify entire household moves rather than changes to existing household formations (NB THIS QUESTION WOULD FOLLOW ON FROM RA509 AND RA6 WHICH HAVE FILTERS APPLIED, I.E. WOULD EFFECTIVELY USE THE SAME FILTERS)
Adult characteristics	RA8	Full	Annual	What was the postcode at the last place that you lived?	Keep	Medium	Flagged as useful by Shelter but not currently analysed by SG Housing . If pushed for space would suggest dropping given that sample sizes may be low for analysing this when the question is only asked of those who have moved in the last year
Adult characteristics	RAHL1 - Added 2017	Full	Annual	HAVE YOU EVER LOOKED FOR HOUSING FROM A COUNCIL, A HOUSING ASSOCIATION, OR A HOUSING COOPERATIVE?	Keep	High	Housing list questions that are high priority for SG to monitor and understand trends in Housing Lists - see Hannah's response for the other housing list questions. Currently published in SHS Annual Report Housing Chapter and cross-referenced in SG Annual Housing Statistics publications
Adult characteristics	RAHL2 - Added 2017	Full	Annual	Have you applied for housing under any choice based letting scheme, or similar, in the last year?	Keep	High	

Organisations who provided consultation responses related to Housing:

Shelter Scotland

South Lanarkshire Council's Housing Strategy Section
NHS Health Scotland

Income, Social Security

Lead Analyst	Michael Davidson
ASD	Communities Analysis Division
Topic areas	Income, Social Security

INFORMATION ON PROPOSED CHANGES

Questions you would like to stay in the SHS

(a) For each question or set of questions that you would like to stay in the survey and that you **propose remain completely unchanged** (in terms of sample size and/or frequency of collection), **please provide justification**. Remember to refer to specific variable names for clarity.

NA – All questions changing slightly.

(b) For each question or sets of questions that you would like to stay in the survey and that you propose change frequency of data collection and/or sample size, please provide **evidence** of having **considered the needs of other users and stakeholders**. This should include confirming that:

(a) the questions you propose to change are not in another policy areas' performance measurement framework (e.g. the Child Poverty Measurement Framework requires full annual sample size questions to achieve a sufficient sample size for the sub group of families with low incomes), or that you have consulted with them if you have. You should use the SHS Questionnaire Reference spreadsheet to check for the main performance management frameworks

(b) You have considered the needs of local authorities and other stakeholders for local authority data when moving from full to one third sample data collection.¹⁵

N/A

Questions to be amended

For each question, or group of questions, that are being amended, please provide the detail of the amendment

Please also provide the main reason/justification and evidence that you have:

(a) confirmed that none of the questions you propose to amend are in another policy areas' performance measurement framework.

¹⁵ Generally speaking, LA level data is only available for full sample questions. However, LA level data for one third sample questions could be made available by combining 3 years' worth of data, as the Scottish House Conditions Survey does currently.

(b) Consulted with stakeholders and whether consensus was reached.

Detail of amendment

The first part of the amendment to these changes is to collect data on all adults in responding households – not just the HIH and their spouse. This means replacing HH57 and HH58 with benefit receipt questions on the adults in a household:

- Looking at this card, are you at present receiving any of these state benefits?
- Looking at this card, is your partner at present receiving any of these state benefits?
- Looking at this card, is PERSON X at present receiving any of these state benefits?

This would then mean removing questions HH59 and HH60 which ask whether it is the HIH or the spouse that receives the benefits.

Secondly, for the way the questions are asked in the SHS, we would suggest replacing the groupings in HH57 and HH58 with different groupings as follows (this is similar to the grouping in the FRS but is just an initial suggestion and will need refinement) – this has been captured in the summary table:

Working age benefits (Note: housing benefit and council tax reduction are also received by pensioner households):

- Universal credit
- Housing benefit
- Council tax reduction
- Working tax credit
- Child tax credit
- Income support
- Jobseeker's allowance
- Employment and support allowance
- Carer's Allowance
- Child Benefit
- Guardian's Allowance
- Maternity Allowance

Disability benefits:

- Personal Independence Payment
- Disability Living Allowance
- Attendance Allowance
- Severe Disablement Allowance
- Incapacity Benefit
- Industrial Injuries Disablement Benefit

Pensioner benefits:

- Pension Credit
- State Retirement Pension
- Widow's Pension, Bereavement Allowance or Widowed Parent's

- Armed Forces Compensation Scheme
- War Widow's / Widower's Pension

Other benefits

- Funeral Expenses Payment
- Sure Start Maternity Grant
- Discretionary Housing Payment
- Loan or grant from DWP
- Loan or grant from local authority
- Winter fuel payments
- Cold weather payments
- Extended payment of housing benefit
- Bereavement payment
- In-work credit
- Return to Work Payment

There would also be a requirement for new follow-up questions, linked to the questions in the grouping above, for (included in summary table):

- HH56_A1A - Jobseeker's Allowance – income-based or contributions based
- HH56_A1B - Employment and Support Allowance – income-based or contribution based
- HH56_A2A - Personal Independent Payment – mobility or daily living
- HH56_A2B - Disability Living Allowance – care or mobility

This grouping would also necessitate the revision of the following follow-up questions (not included in summary table as not expected to have an impact on time taken for completion):

- HH58B (DLA Mobility) – retain question but modified routing in and change “band” to “rate”
- HH58C (DLA Care) – retain question but modified routing in and change “band” to “rate”
- HH58D (Attendance Allowance) – current options are wrong – rates not bands, no middle band
- HH58E (PIP Mobility) – change routing in
- HH58F (PIP Daily Living) – Change routing in and options

It would also be necessary to modify the following questions slightly (included in summary table), which collect information on the amount received:

- HH61 to HH64 – amount of benefit received and period payment covered.

Justification

By the end of the current parliamentary term control over 11 Social Security benefits will be devolved to the Scottish Parliament. This equates to around £2.8 billion of expenditure per annum. In order to develop effective evidence based policy for devolved benefits in Scotland it is important that we make use of the SHS to capture

accurate and reliable data on recipients of Social Security benefits. While we will have administrative data on some aspects of benefit recipients, data from the SHS would provide a far richer picture of the characteristics of recipients of Social Security in Scotland.

We are proposing the changes to the current SHS benefit questions for the following reasons:

1. To capture information on all adults in households

We see it as vital that the SHS collects data on the benefits received by **all adults** in responding households. Under the current model, the SHS only collects benefit information for the Highest Income Householder (HIH) and their Spouse. This means that information on the benefits received by other adults in the household is not collected. From 2015 data it is estimated (unweighted) that around 20% of households contain adults outwith the HIH and their spouse (if there is one). This is a significant group of the population to knowingly exclude from the SHS data collection on benefits.

We have examined FRS data to look at multi-benefit unit households and receipt of social security benefits. In general, a similar proportion of households with and without additional adults receive social security benefits. However, for devolved benefits (with the exception of winter fuel payments which is received by virtually all adults over the women's state pension age), a slightly higher proportion of households with additional adults contain recipients compared to households with only a HIH or HIH and spouse. We believe that some of these households are likely to receive a combination of devolved benefits, for example, it could be a pensioner who is in receipt of Attendance Allowance that is living with a younger relative who is caring for them and in receipt of Carer's Allowance. Without the collection of data for all adults in a household information would only be collected for one of the benefits received.

2. To improve the quality of the data collected

Although we have no evidence, we are concerned that the current groupings that give two showcards with over 20 options each is not particularly well designed to capture information on all benefits received. The groupings proposed above are loosely based on the groupings used in the FRS.

We have not been able to fully assess the quality of the current SHS data on benefits due to inconsistencies between the SAS dataset and formats and the most recent questionnaire. There is also a significant challenge in quality assuring response totals since admin data on benefit caseloads is only available on an individual basis and SHS benefit data is collected at a household level and information on adults outwith the HIH family unit is not collected at present.

We have not had time to address points (a) and (b). We have no information on how widely used the Social Security data from the SHS is used, although it feeds into the

Questions to be deleted

For each question, or group of questions, that are being deleted, please provide the main reason/justification and evidence that you have:

(a) confirmed that none of the questions you propose to delete are in another policy areas' performance measurement framework.

(b) Consulted with stakeholders and whether consensus was reached.

Detail of deleted question

No outright deletions – only revision of existing questions.

Justification

Proposed new questions

(a) For each new question, or group of new questions, please explain why you need each individual question/variable in the SHS. Your answer should address the following: justification of full vs. one third sample, and annual vs. biennial, policy rationale for the question and how the data will be used.

In addition, you should also complete Pro-forma A-1 which provides some of the detailed information that will be needed to place your new question into the survey.

No completely new questions – all part of improving existing questions.

(b) Are you bidding for any of your existing or new questions above to be made one of the **Scottish Survey Core Questions (SSCQ)**? If yes, please specify which one(s) (including variable names and whether this is an existing or new SHS question) and explain why it should become an SSCQ.

Or are you bidding for a current **Scottish Survey Core Questions (SSCQ) to be moved out of the core and replaced with something new?**

No

Stakeholder engagement

This information is required for the recommendation report that will be produced to report on the conclusions of the questionnaire review.

Please provide a list of the stakeholders that you consulted with before submitting this proforma.

N/A

Please list any new questions or changes that stakeholders wanted and that you have <u>included</u> in your proposed question set. Please provide the main reasons why stakeholders need these questions.
N/A

Please list any new questions or changes that stakeholders wanted but that were <u>rejected</u> by yourself as lead analyst and your policy colleagues, and why you decided to reject.
N/A

Detail required for introducing a new question

Section (Household (HH) or Random Adult (RA))	
Topic Area (e.g. culture, housing)	
Lead Analyst	
Preferred sample size (Delete as app)	Full sample / one third sample
Preferred frequency (Delete as app)	Annual/ biennial/ one off

New Question Name (if preference, contractors can suggest if you would rather)

Preceded by... (i.e. where do you want it to appear in the questionnaire)
<<Insert Section of SHS Questionnaire and Question Name>>

Pre-filter on this question? (i.e. Ask if...) PLEASE NOTE THIS IS DIFFERENT TO ASKING IT OF A RANDOM SUB-SAMPLE

If less than full sample, which streams would you prefer this to appear in (if you have a preference) ?

Question wording

--

Question Response Codes

--

Are these single or multicode options?

--

Estimated time for this new question(s) – please state for each variable and submit the estimated time calculations in the accompanying Excel questionnaire tool workbook

--

Other relevant information about this question (including details of whether the question has previously been asked in another survey)

--

Do you require any of your new questions to be cognitively tested? If yes, which ones and why? (Please note that cognitive testing costs money and therefore questions from existing surveys may not be cognitively tested.)

--

Internet

Lead Analyst	Debbie McGovern
ASD	OCEA
Topic areas	Internet

INFORMATION ON PROPOSED CHANGES

Questions you would like to stay in the SHS

(a) For each question or set of questions that you would like to stay in the survey and that you **propose remain completely unchanged** (in terms of sample size and/or frequency of collection), **please provide justification**. Remember to refer to specific variable names for clarity.

HC5B, Net1, Net2Warn, Net3 and Net4 require to remain as annual, one third sample questions.

HC5B is needed to track home internet access across various household demographics over time. It is also used to filter subsequent questions so is required to remain annual.

Net1 is a national indicator and provides important information for demographic breakdowns. Moving to biennial would mean a gap in the national performance framework.

Net2Warn is needed to ensure that the information given by respondents in HC5B is accurate.

Net3 is needed to track changes in the use of different types of technology over time, as well as the rate at which different demographic groups adopt to emerging technologies. As technology is developing very quickly, it must remain annual to be able to measure and understand changing trends.

Net4 allows policy to track improvements in skills level and confidence over time. This question must remain annual to allow for progress in Scotland to be continually tracked against the rest of the UK and EU.

(b) For each question or sets of questions that you would like to stay in the survey and that you propose change frequency of data collection and/or sample size, please provide **evidence** of having **considered the needs of other users and stakeholders**. This should include confirming that:

(a) the questions you propose to change are not in another policy areas' performance measurement framework (e.g. the Child Poverty Measurement Framework requires full annual sample size questions to achieve a sufficient sample size for the sub group of families with low incomes), or that you have consulted with them if you have. You should use the SHS Questionnaire Reference spreadsheet to check for the main performance management frameworks

(b) You have considered the needs of local authorities and other stakeholders for local authority data when moving from full to one third sample data collection.¹⁶

N/A

¹⁶ Generally speaking, LA level data is only available for full sample questions. However, LA level data for one third sample questions could be made available by combining 3 years' worth of data, as the Scottish House Conditions Survey does currently.

Questions to be amended

For each question, or group of questions, that are being amended, please provide the detail of the amendment

Please also provide the main reason/justification and evidence that you have:

(a) confirmed that none of the questions you propose to amend are in another policy areas' performance measurement framework.

(b) Consulted with stakeholders and whether consensus was reached.

I confirm that the below changes do not affect another policy areas' performance measurement framework and that stakeholders have been consulted.

Detail of amendment

Net 5A (now Net_5A) has an omitted option of "E - mobile broadband via mobile network (3G and 4G) via a dongle or card". The wording of other connection options have also been slightly simplified. Option B has been reworded from "Superfast broadband via cable, optical fibre, Ethernet etc (eg Virgin Media, BT Infinity)" to "Superfast broadband (eg Virgin Media, BT Infinity). Option F has been reworded from "Dial-up access over a normal telephone line or ISDN" to "Dial-up access".

Net2 (now Net2A) has an omitted response option of "G - internet café or shop".

Net5 (now Net_5) has an additional response option of "informal and formal education".

Net 6A (now Net_6A) has two additional response options of "MyGov" and "Housing Associations".

Net6B (now Net_6B) has been changed from a grid question to a multiple response option. Respondents will now be asked more generally why they used any public services, rather being asked for individual reasons for each organisations website that they have used.

Net6C (now Net_6C) has been changed from a grid question to a single response option. Respondents will now be asked about their satisfaction with the overall quality of online public services rather than particular benefits from accessing public services online.

Justification

The changes to Net5A are intended to minimise complicated terminology and make the response options easier to understand. This is likely to provide more accurate data as respondents will more able to gauge which option is most fitting to the type of internet connection that their household has. Option E is omitted as connection via a dongle card is not of policy interest and this type of connection applies to very few respondents.

Option G is omitted from Net2 as the percentage of respondents reporting

accessing the internet within a café or shop has remained relatively constant across time and is not of policy interest.

The additional response option has been added to Net5 as no existing questions cover using the internet for educational purposes. This is of interest to the digital participation policy branch to understand whether citizens use the internet for beneficial purposes. This is also relevant to the digital economy branch in understanding levels of digital skills.

The additional response option of “housing associations” was added to Net6A because it was requested by the Digital Participation Steering Group, in order to allow housing associations to measure the difference in responses over time. “MyGov” has been added to Net6A as providing convenient digital public services is a key policy priority. It would be useful for the digital public services policy branch to be able to monitor and thus promote usage, using a large sample from the SHS as an evidence base.

Net6B has been changed to a multiple response option as the original grid question was very extensive for the respondent to answer. Disaggregating website use by each organisation is not of policy interest and is not reported on within the publication. The primary reasons for using organisations websites has also remained stable over time.

Net6C has been changed to overall satisfaction with public services as it is simpler, easier and quicker for respondents to answer.

Questions to be deleted

For each question, or group of questions, that are being deleted, please provide the main reason/justification and evidence that you have:

- (a) confirmed that none of the questions you propose to delete are in another policy areas’ performance measurement framework.
- (b) Consulted with stakeholders and whether consensus was reached.

I confirm that I have consulted with stakeholders and other policy areas regarding the deletion of Net8. This question belongs to the digital participation policy branch, whom I have collaborated with to create a new question with greater policy relevance.

Detail of deleted question

The question to be deleted is Net8:

Here are some reasons why people might not use the internet (other than for work). Which of these reasons, if any apply to you?

A - I don't like using the internet or computers

B - I don't need to use the internet or computers

- C - I can't afford a computer
- D - Internet connection would be too expensive
- E - It would be too difficult to learn how to use the internet
- F - There's nothing of interest to me on the internet
- G - I don't know how to use a computer
- H - I prefer to do things in person rather than use a computer
- I - I have a disability or illness that prevents me
- J - I am concerned about privacy eg keeping credit card or personal details safe
- K - I am worried about unsuitable or inappropriate material on the internet
- L - Other reasons

Justification

The barriers to internet use are well documented and understood by the relevant policy areas. Furthermore, the percentage of respondents reporting each of the options has not changed over the past several years. This question will be replaced by an alternative question examining the incentives to go online which has greater policy importance to the digital participation branch.

Proposed new questions

(a) For each new question, or group of new questions, please explain why you need each individual question/variable in the SHS. Your answer should address the following: justification of full vs. one third sample, and annual vs. biennial, policy rationale for the question and how the data will be used.

In addition, you should also complete Pro-forma A-1 which provides some of the detailed information that will be needed to place your new question into the survey.

Net9 is a new question that will be added to replace Net8. This question asks respondents that do not use the internet, what would incentive them to go online.

Ensuring that everyone has the opportunity to benefit from the digital age is a key policy priority across government. This new question would help the digital participation policy branch to understand what people that don't use the internet would value. Rather than providing them with excuses for why they don't go online, the question asks them to identify services that might entice them to use the internet. It will provide information that is not currently available, about different routes to engagement with hard to reach groups and provide a way to greater tackle digital inequalities.

This question should be included as a third of the sample, annual question. This question needs to remain annual in order for policy to be able to take actions to compensate for the deepening social and economic divide experienced by those who remain offline.

The justification for each response option is provided below:

A – Quickly accessing information about public services (eg bin collection dates, bus timetables): Provides information on the value placed on internet access to key

public services by different offline demographic groups.

B – Keeping in touch with family and friends at no extra cost: Provides information on the value placed on internet access to communications that may alleviate isolation by different offline demographics.

C – Finding more jobs and applying quickly : Provides information on the value placed on internet access to improve skills and improve employment prospects by different offline demographics.

D – Accessing education and training opportunities through online learning: Provides information on the value placed on internet access to improve skills and improve employment prospects by different offline demographics.

E – Connecting with healthcare services from home (eg making appointments, requesting repeat prescriptions): Provides information on the value placed on internet access to key public services by different offline demographics.

F – Finding information about personal interests (eg sports, cooking etc): Provides information on the value placed on internet access for entertainment and recreational purposes by different offline demographics.

G – Managing and saving money (eg via online shopping and banking, price comparison websites): Provides information on the value placed on internet access to the benefits of public versus private sector services, by different offline demographics.

H – None of the above

Net10 is a new question focusing on households use of “smart appliances” that connect to the internet. This will be included as a third of the sample, biennial question.

As society becomes increasingly connected, it would be useful to track the adoption of connected “smart” devices from a low baseline. Understanding new ways that households are using digital technologies measures citizens confidence in digital, benchmarks how digitally connected Scotland is as a nation and provides better measurement of energy use. It would also be useful for policy to understand if certain regional clusters within Scotland are adopting digital technology to a greater extent and whether there is a divide between rural areas and cities.

The justification for each response option is provided below:

A – Smart heating (eg Nest or Hive thermostats): Provides information on household energy use

B – Smart lighting (eg Philips Hue): Provides information on household energy use

C - Smart home monitoring or security systems (Nest or Panasonic): Provides information on the use of connected devices for security purposes

D -Smart speakers (eg Amazon Echo, Google Home): Provides information on use

of connected devices for entertainment purposes
E – Wearable technology (eg Fitbit, Smart watch etc): Provides information on use of connected devices for health and wellbeing purposes
F – None of the above

The presence of smart gas and electricity meters should be added into the physical survey. Household use of smart meters is of interest to energy policy but information would be better collected within the physical component of the survey than the social survey.

(b) Are you bidding for any of your existing or new questions above to be made one of the **Scottish Survey Core Questions (SSCQ)**? If yes, please specify which one(s) (including variable names and whether this is an existing or new SHS question) and explain why it should become an SSCQ.

Or are you bidding for a current **Scottish Survey Core Questions (SSCQ) to be moved out of the core and replaced with something new?**

No

Stakeholder engagement

This information is required for the recommendation report that will be produced to report on the conclusions of the questionnaire review.

Please provide a list of the stakeholders that you consulted with before submitting this proforma.

Scottish Futures Trust
Carnegie UK
Scottish Libraries
Centre of Informatics, Edinburgh University
Digital Participation Steering Group, Glasgow City Council
Scottish Libraries Information Council
Scottish Council for Voluntary Organisations
Digital Group for local authorities
Aberdeenshire Council

Please list any new questions or changes that stakeholders wanted and that you have included in your proposed question set. Please provide the main reasons why stakeholders need these questions.

- Digital Participation Steering Group requested that “Housing Associations” be

added as the list of organisations' websites within question Net6A. This request was needed as housing associations are actively trying to boost digital skills among their tenants and others, and it would be useful for them to be able to measure the difference in the responses over time.

- Carnegie UK requested that Net9 include the option "finding information about a hobby/ personal interest". This was requested as one of the key drivers of internet access is to find information of personal interest.
- Digital Group for local authorities, requested an additional question about connected devices in the home along the lines of:

Have you invested in any "smart appliances" in your home that are connected to the internet (y/n)

If Yes can you please share which of the following you currently own

- Smart Meter – Electric
- Smart Meter – Gas
- Smart Lights – (e.g Philips Hue, LIFX, GE etc)
- Smart Heating (e.g Nest, Hive)
- CCTV
- Smoke Alarm (e.g nest)
- Smart Kettle
- Smart coffee machine
- Smart TV
- Apple TV
- Washing Machine
- Fridge
- Air conditioning
- Amazon Alexa
- Google Home

Local authorities Digital Group wanted this question added to measure respondents' confidence in digital as well as energy use, and to help better design services through virtual digital assistants.

- Aberdeenshire Council commented that option A and B in Net5A are both technologies that are accessed via the phone line. Therefore, the wording of "via the phone line" has been removed from option A to avoid confusion. Dale also suggested that examples be given to the "MyGov" option in Net6A to clarify what the website can be used for.

Please list any new questions or changes that stakeholders wanted but that were rejected by yourself as lead analyst and your policy colleagues, and why you decided to reject.

- Aberdeenshire Council suggested giving examples within option J – somewhere else in Net2. This has not been included as the percentage of

respondents reporting the “somewhere else” option is very low (around 1%). The places of access that are of significant policy interest are listed as stand-alone options, thus using prompts would not provide any further value.

Detail required for introducing a new question

Section (Household (HH) or Random Adult (RA))	Random Adult
Topic Area (e.g. culture, housing)	Internet
Lead Analyst	Debbie McGovern
Preferred sample size (Delete as app)	One third sample
Preferred frequency (Delete as app)	Annual

New Question Name (if preference, contractors can suggest if you would rather)

No preference

Preceded by... (i.e. where do you want it to appear in the questionnaire)

After Net6C

Pre-filter on this question? (i.e. Ask if...) PLEASE NOTE THIS IS DIFFERENT TO ASKING IT OF A RANDOM SUB-SAMPLE

Ask if Net1=1 or 2

If less than full sample, which streams would you prefer this to appear in (if you have a preference) ?

2, 5, 8 ,11

Question wording

Here are some reasons why people might use the internet. Which of these reasons, if any, would motivate you to go online?

Question Response Codes

A – Quickly accessing information about public services (eg bin collection dates, bus timetables) [1/0]

B – Keeping in touch with family and friends at no extra cost [1/0]

C – Finding more jobs and applying quickly [1/0]

D – Accessing education and training opportunities through online learning [1/0]

E – Connecting with healthcare services from home (eg making appointments, requesting repeat prescriptions) [1/0]

F – Finding information about personal interests (eg sports, cooking etc) [1/0]

G – Managing and saving money (eg via online shopping, banking and price comparison websites) [1/0]

H – None of the above [1/0]

Are these single or multicode options?

Multi

Estimated time for this new question(s) – please state for each variable and submit the estimated time calculations in the accompanying Excel questionnaire tool workbook

Estimated Time: 00:00:03

Other relevant information about this question (including details of whether the question has previously been asked in another survey)

This question has not been previously asked in another survey.

Do you require any of your new questions to be cognitively tested? If yes, which ones and why? (Please note that cognitive testing costs money and therefore questions from existing surveys may not be cognitively tested.)

No

Section (Household (HH) or Random Adult (RA))	Household Survey
Topic Area (e.g. culture, housing)	Internet
Lead Analyst	Debbie McGovern
Preferred sample size (Delete as app)	One third sample
Preferred frequency (Delete as app)	Biennial

New Question Name (if preference, contractors can suggest if you would rather)

No preference

Preceded by... (i.e. where do you want it to appear in the questionnaire)

After HC5B

Pre-filter on this question? (i.e. Ask if...) PLEASE NOTE THIS IS DIFFERENT TO ASKING IT OF A RANDOM SUB-SAMPLE

Ask if HC5B=1

If less than full sample, which streams would you prefer this to appear in (if you have a preference) ?

Question wording

Do you have any of the following “smart appliances” that connect to the internet (eg via a smartphone, tablet or computer)?

Question Response Codes

- A – Smart heating (eg Nest or Hive thermostats) [1/0]
- B – Smart lighting (eg Philips Hue) [1/0]
- C – Smart home monitoring or security systems (Nest or Panasonic camera) [1/0]
- D – Smart speakers (eg Amazon Echo, Google Home) [1/0]
- E – Wearable technology (eg Fitbit, Smart watch etc) [1/0]
- F – None of the above [1/0]

Are these single or multicode options?

Multi

Estimated time for this new question(s) – please state for each variable and submit the estimated time calculations in the accompanying Excel questionnaire tool workbook

Estimated Time: 00:00:09

Other relevant information about this question (including details of whether the question has previously been asked in another survey)

This question has not been previously asked in another survey.

Do you require any of your new questions to be cognitively tested? If yes, which ones and why? (Please note that cognitive testing costs money and therefore questions from existing surveys may not be cognitively tested.)

No

Public Services

Lead Analyst	Gregor Berry
ASD	LGAS
Topic areas	Public Services

INFORMATION ON PROPOSED CHANGES

Questions you would like to stay in the SHS

(a) For each question or set of questions that you would like to stay in the survey and that you **propose remain completely unchanged** (in terms of sample size and/or frequency of collection), **please provide justification**. Remember to refer to specific variable names for clarity.

RF10 – Opinion of way council provides services

There is policy support for this question to be kept with a minor change to one section suggested (see also revisions section).

The question is used both internally and by local authorities to monitor opinion and track local outcomes. See also the proforma on Social Context Outcomes.

A. provides high quality services – no change

B. does the best it can with the money available – no change

C. is addressing the key issues affecting the quality of life in my local neighbourhood – no change

D. is good at listening to local people's views before it takes decisions – no change.

This is a potential indicator of community engagement and will be important for tracking of trends from before and implementation of the Community Empowerment Scotland (2015) Act.

E. designs its services around the needs of the people who use them – no change (also see rejection section)

F. is good at letting local people know how well it is performing – no change

G. is good at letting people know about the kinds of services it provides – minor wording change suggested, see later

H. I can influence decisions affecting my local area – no change (also see rejection section). This is an indicator in the National Performance Framework, and used by the Equality & Human Rights Commission in their Measurement Framework.

I. I would like to be more involved in the decisions my council makes that affect my local area. This is regarded as essential to know regarding people's opinions of wanting to get involved in decision making, although it is recognised this may actually decrease in value as more people actually feel they can and do get involved.

RF10F

A - Local health services – no change

B - Police service – no change

C - Fire service – no change

D - Refuse collection – no change

E - Local schools – no change

F - Social care or social work services – no change

G - Public transport – no change

H - Street cleaning – no change

These are used for local outcome indicators.

Composite of A, E and G is used as an indicator in the National Performance Framework.

D, E, F, H are used in Local Government Benchmarking Framework (LGBF)

Composite of E, G and H used as a proxy for satisfaction with local council services in the Menu for Local Outcome Indicators.

(b) For each question or sets of questions that you would like to stay in the survey and that you propose change frequency of data collection and/or sample size, please provide **evidence** of having **considered the needs of other users and**

stakeholders. This should include confirming that:

(a) the questions you propose to change are not in another policy areas' performance measurement framework (e.g. the Child Poverty Measurement Framework requires full annual sample size questions to achieve a sufficient sample size for the sub group of families with low incomes), or that you have consulted with them if you have. You should use the SHS Questionnaire Reference spreadsheet to check for the main performance management frameworks

(b) You have considered the needs of local authorities and other stakeholders for local authority data when moving from full to one third sample data collection.¹⁷

No proposed changes.

Questions to be amended

For each question, or group of questions, that are being amended, please provide the detail of the amendment

Please also provide the main reason/justification and evidence that you have:

(a) confirmed that none of the questions you propose to amend are in another policy areas' performance measurement framework.

(b) Consulted with stakeholders and whether consensus was reached.

RF10 – Opinion of way council provides services

G – suggested wording simplification to “is good at letting people know about what services it provides”

RF10C (use of council culture and leisure services) **RF10D** (satisfaction with council culture and leisure services).

The satisfaction questions on sports and leisure services, libraries, museums and galleries, parks and open spaces are currently used in the Local Government Benchmarking Framework (LGBF) and are the only consistently available source of information across local authority areas. In addition the use question is used to distinguish satisfaction levels between users and non-users, both of which are felt to be important to understanding perceptions of services in communities.

However, many public services are now run by Arm’s Length External Organisations (ALEOs) or Trusts. The questions, therefore, need to be updated to reflect this and not make reference to “Council run”. Suggested alternative phrasing could be:

“How often have you used each of the following publicly run services in the past 12 months?”

“How satisfied or dissatisfied are you with each of these publicly run services?”

These (RF10C & RF10D) are the responsibility of other lead analysts and hence further discussion would need to be had with them before such changes could be agreed. Consideration would also need to be given to any impact on the LGBF, and if any services could be confused with central government (e.g. museums).

¹⁷ Generally speaking, LA level data is only available for full sample questions. However, LA level data for one third sample questions could be made available by combining 3 years' worth of data, as the Scottish House Conditions Survey does currently.

Add to RF10F an option on roads maintenance, requested by policy as this is a key gap and service provided by councils.

Questions to be deleted

For each question, or group of questions, that are being deleted, please provide the main reason/justification and evidence that you have:

(a) confirmed that none of the questions you propose to delete are in another policy areas' performance measurement framework.

(b) Consulted with stakeholders and whether consensus was reached.

None.

Proposed new questions

(a) For each new question, or group of new questions, please explain why you need each individual question/variable in the SHS. Your answer should address the following: justification of full vs. one third sample, and annual vs. biennial, policy rationale for the question and how the data will be used.

In addition, you should also complete Pro-forma A-1 which provides some of the detailed information that will be needed to place your new question into the survey.

One suggested gap is around capturing **actual behaviour in participating in decision making** (as opposed to just a perception of being able to influence). This has been made by a range of different respondents, although there is some concern this may be unhelpful as the figure may be very low. This is addressed in more detail in the proforma on social context outcomes measures.

We strongly argue for addition of a question/s on **perception/satisfaction with democracy** in Scotland at local level. A manifesto commitment for this Parliamentary term is to introduce a bill to decentralise power and increase levels of local democracy. This is a major and high profile policy change and it is important to track public perceptions of progress. The Core provides the obvious choice as this will eventually allow analysis at sub local authority level which is the level to which local democracy changes are intended to have an impact. This is not anticipated to be a long or complex question so will not have a substantial impact on time.

Initial example – How satisfied are you with the process of democracy in your local area? - very satisfied / fairly satisfied / neither satisfied nor dissatisfied / fairly dissatisfied / very dissatisfied

Consideration is still being given to the nature of the question to include here, and active discussion is ongoing with policy colleagues on the wording.

(b) Are you bidding for any of your existing or new questions above to be made one of the **Scottish Survey Core Questions (SSCQ)**? If yes, please specify which one(s) (including variable names and whether this is an existing or new SHS question) and explain why it should become an SSCQ.

Or are you bidding for a current **Scottish Survey Core Questions (SSCQ) to be moved out of the core and replaced with something new?**

See comment under rejected suggestions and also refer to proforma submitted with

respect to social context outcome measures.

A new question/s on local democracy are put forward for consideration in the core as the impact of legislation in this area is to be at sub local authority level.

Stakeholder engagement

This information is required for the recommendation report that will be produced to report on the conclusions of the questionnaire review.

Please provide a list of the stakeholders that you consulted with before submitting this proforma.

Face to face meetings with Public Service Reform, Local Government and Volunteering and Third Sector policy colleagues.

Participation in SHS Review Stakeholder event on 27th February with subsequent workshop discussions.

COSLA, Audit Scotland and Improvement Service were all contacted directly, though no proforma was received from any of them. All three participated in the SHS event on Feb 27th.

Linked in to engagement on social context and volunteering questions.

External proforma from EHRC.

Please list any new questions or changes that stakeholders wanted and that you have included in your proposed question set. Please provide the main reasons why stakeholders need these questions.

Incorporated stakeholder views into other sections of the proforma.

Please list any new questions or changes that stakeholders wanted but that were rejected by yourself as lead analyst and your policy colleagues, and why you decided to reject.

RF10 – Opinion of way council provides services

E – A suggestion was made to alter the wording to “designs services to meet the needs of local users”. This was rejected due to the interest from local stakeholders in this question remaining unchanged and a potential change in meaning.

Fife Council have proposed adding RF10 to the core, however due to limited space we think that certain subsections of RF10 may be appropriate to add rather than the whole question. This will be considered within the proforma submitted on social

context questions.

RF10 - H - Suggestions were made for a slight alteration to the wording eg I can influence council/public body's decisions affecting my local area or I can influence the decisions my council/public body/service provider takes affecting my local area. However, this was rejected on the basis that many services are not provided by the council. Inserting council into the sentence may restrict the range of services that people take into consideration in their response and the current wording leaves this more open to interpretation.

Colleagues in Public Service Reform advocated for a new question to sit alongside **RF10** which asks similar questions but of public services more broadly and not just council services. There is still interest in knowing opinions of councils as well as about the services themselves. Given the limited space in the survey, this is perhaps more of a secondary consideration and there are other questions that tap into opinions of public services more generally.

A suggestion from policy has been made to introduce a new question after **RF10F** to ask about perceived ability to influence each of the services listed in RF10F enabling identification of where people feel most empowered and adding nuance to the national indicator information provided in RF10 – H. This is considered in more detail in the proforma submission on social context questions.

RF10C (use of council culture and leisure services) **RF10D** (satisfaction with council culture and leisure services).

Fife Council suggested the following wording change to take account of the situation that many services are no longer run by Councils but by ALEOs and Trusts:

“How often have you used each of the following services in the past 12 months”.

This was rejected in favour of a change which stated “publicly run services” to ensure that respondents did not include use of privately run gyms etc.

The Scottish Council on Deafness proposed a question along the lines of “Do public services and businesses that provide services a) provide information in a way that you understand: Y or N b) provide language/communication support when providing services or meeting with you? Y or N”. Consultation with policy colleagues suggested that the results of such a broad question would be difficult to interpret and act upon, and given the high policy priority of other questions in this subject area a question along these lines should not be included.

Detail required for introducing a new question

Section (Household (HH) or Random Adult (RA))	
Topic Area (e.g. culture, housing)	
Lead Analyst	
Preferred sample size (Delete as app)	Full sample / one third sample
Preferred frequency (Delete as app)	Annual/ biennial/ one off

New Question Name (if preference, contractors can suggest if you would rather)

Preceded by... (i.e. where do you want it to appear in the questionnaire)

<<Insert Section of SHS Questionnaire and Question Name>>

Pre-filter on this question? (i.e. Ask if...) PLEASE NOTE THIS IS DIFFERENT TO ASKING IT OF A RANDOM SUB-SAMPLE

If less than full sample, which streams would you prefer this to appear in (if you have a preference) ?

Question wording

Question Response Codes

Are these single or multicode options?

Estimated time for this new question(s) – please state for each variable and submit the estimated time calculations in the accompanying Excel questionnaire tool workbook

Other relevant information about this question (including details of whether the question has previously been asked in another survey)

Do you require any of your new questions to be cognitively tested? If yes, which ones and why? (Please note that cognitive testing costs money and therefore questions from existing surveys may not be cognitively tested.)



Child Material Deprivation

Lead Analyst	Maike Waldmann
ASD	Communities
Topic areas	Child Material Deprivation

INFORMATION ON PROPOSED CHANGES

Questions you would like to stay in the SHS

(a) For each question or set of questions that you would like to stay in the survey and that you **propose remain completely unchanged** (in terms of sample size and/or frequency of collection), **please provide justification**. Remember to refer to specific variable names for clarity.

None

(b) For each question or sets of questions that you would like to stay in the survey and that you propose change frequency of data collection and/or sample size, please provide **evidence** of having **considered the needs of other users and stakeholders**. This should include confirming that:

(a) the questions you propose to change are not in another policy areas' performance measurement framework (e.g. the Child Poverty Measurement Framework requires full annual sample size questions to achieve a sufficient sample size for the sub group of families with low incomes), or that you have consulted with them if you have. You should use the SHS Questionnaire Reference spreadsheet to check for the main performance management frameworks

(b) You have considered the needs of local authorities and other stakeholders for local authority data when moving from full to one third sample data collection.¹⁸

MATDEP1 and MATDEP2: I propose to increase the sample size from one third to full, with the potential of reducing the total time taken for these questions by at least 43% once I have analysed the first three years' worth of data.

The material deprivation questions were introduced in 2014 to create a combined low income and material deprivation measure for children in Scotland. This measure was requested by local authorities to fill an evidence gap on child poverty, as current national targets, based on the FRS, include a measure of material deprivation but there is no data available below national level. Data in the SHS is the only option to gather additional data on child material deprivation. A local authority breakdown of the measure is essential.

¹⁸ Generally speaking, LA level data is only available for full sample questions. However, LA level data for one third sample questions could be made available by combining 3 years' worth of data, as the Scottish House Conditions Survey does currently.

Currently, these questions are asked of households with dependent children ($\approx 24\%$) in a one third sample, resulting in an **8% sample**, or 800 households. Combining three years' worth of data (sample size 2,400) leads to sample sizes of only around 50 in some local authorities, resulting in confidence intervals too wide to be useful.

Tackling child poverty locally is a central priority for the Cabinet Secretary for Communities, Social Security and Equalities, and the Scottish Government more broadly. The Child Poverty (Scotland) Bill that is currently going through parliament includes a duty on local authorities to report on child poverty. This duty requires increased support from the Scottish Government to improve the accuracy and availability of local authority data on child material deprivation. These questions are vital to supporting the Bill and the duty.

There is potential to save at least 43% of the time spent on these questions by using a responsive scale of answers. This method was used for the material deprivation questions in the PSE Survey. The underlying idea is that respondents who are not deprived of the least prevalent items or activities in the list won't be deprived of any items. These respondents don't need to be asked all the questions in the grid.

The method can be easily applied to the SHS data, and a first estimate by Prof. Nick Bailey (Glasgow University) and myself using SHS 2014 and 2015 data showed that 49% of households lack no items at all, 17% lack one or two, and 34% lack three or more. Assuming that households that don't lack certain items are likely not to lack any items at all, we can stop asking after maybe 6 questions in MATDEP1 in 49% of the cases, and stop after MATDEP1 and the first question in MATDEP2 in further 17% of the cases, saving at least 43% of survey time.

This estimate is subject to a more in-depth analysis and a re-ordering of the questions within MATDEP1 and 2, and will be developed over the summer.

Questions to be amended

None

Questions to be deleted

None

Proposed new questions

None

Stakeholder engagement

This information is required for the recommendation report that will be produced to report on the conclusions of the questionnaire review.

Please provide a list of the stakeholders that you consulted with before submitting this proforma.

I talked to a wide range of stakeholders from local authorities and other public sector organisations at the SHS Workshop at COSLA on 27 February 2017. As data on material deprivation has not yet been published, there was little feedback other than requests for local authority figures on child material deprivation as soon as possible.

Three stakeholders submitted consultation responses:

- Fife Council
- NHS Health Scotland
- University of Glasgow

Please list any new questions or changes that stakeholders wanted and that you have included in your proposed question set. Please provide the main reasons why stakeholders need these questions.

University of Glasgow:

MATDEP1 and 2: There is a way to significantly reduce the time taken to collect this data [...] Essentially, for any individual you can ask an initial subset of the matdep questions and only go on to later items if they are lacking some of the initial set - a responsive approach. This is because the items are 'ordered' - people who don't lack the items commonly lacked only rarely lack the items rarely lacked so you don't need to cover them in their case. With this approach I think you could maybe halve the number of questions asked on average since relatively few will need the later questions. You would need to have a look at the data from the last couple of years to fine tune this but it wouldn't be a complex task.

I propose to implement this suggestion, as it will reduce the impact of the increased sample size.

Please list any new questions or changes that stakeholders wanted but that were rejected by yourself as lead analyst and your policy colleagues, and why you decided to reject.

NHS Health Scotland:

MATDEP1 - We suggest adding "a warm home" and "enough money to eat well" to the list of items.

MATDEP2 - We suggest adding "suitable shoes".

I rejected this based on my priority stated above for increasing the sample size. If the sample is increased I will consider changes to the questions such as replacements, in the next review.

Fife Council : MATDEP1 – Ask Material Deprivation questions of all households

within the relevant sample, not just those with children.

I rejected this because the SHS material deprivation questions were developed to investigate child material deprivation. To understand general material deprivation, a whole new set of questions would have to be developed.

Neighbourhoods and Communities/Community Safety

Lead Analyst	Darren Peaston
ASD	Justice Analytical Services
Topic areas	Neighbourhoods and Communities/ Community Safety

INFORMATION ON PROPOSED CHANGES

Questions you would like to stay in the SHS

(a) For each question or set of questions that you would like to stay in the survey and that you **propose remain completely unchanged** (in terms of sample size and/or frequency of collection), **please provide justification**. Remember to refer to specific variable names for clarity.

We propose to keep the questions in the Neighbourhoods and Communities section the same – both in terms of wording and frequency/coverage, with the exception of a very minor wording revision to one of the questions on cyber security (discussed further below). Please note – this has not been detailed in the questionnaire time tool as the change is very slight so the likely impact is considered negligible.

The questions in this section are relevant to a number of different policy teams within SG and a range of stakeholders. Overall, feedback indicates the questions continue to be valuable and there is support their continued inclusion at the current size and frequency – recognising that for many questions LA data and sub-LA data is important for measuring outcomes and trends for local areas and demographic groups on an annual basis, whilst for other questions (e.g. CYB1 and CYB2) population level data each year is considered sufficient.

As the questions cover a number of topic/policy areas, feedback from external stakeholders and SG colleagues highlighted the value in different questions according to particular interests. As such, it has not been possible to prioritise the questions across the chapter as a whole. However, some of the questions are used to inform a National Indicator and Justice Outcomes Dashboard indicators, therefore these have been highlighted as top priorities (RB1, RB4DN, ASB1). In addition, POLCON and CRIMPER2 are SSCQs so they have also been highlighted as key priorities, with all other questions being a second priority but of importance to relevant stakeholders across various interests.

We consulted widely on these questions with users including internal policy and analytical colleagues and external stakeholders (with a particular focus on crime and

justice stakeholders). Whilst only a small number of returns from organisations outwith SG were received, these highlighted the utility of the existing questions for a range of purposes and a variety of stakeholders. Therefore, the relatively small number of feedback forms returned does not necessarily provide evidence that the questions are not widely used.

Feedback received highlighted that:

- The questions on neighbourhood ratings, improvements and experiences were highlighted as being essential for LAs and CPPs to understand current circumstances and future requirements to inform planning and review processes. It was noted that similar data is not readily available for other sources, and not in a form that enables comparison across Scotland. This point was mentioned in a couple of the proformas submitted and also a key message emanating from the event at COSLA on 27th Feb.
- Questions on harassment and discrimination are used by LAs in community safety strategies.
- Zero Waste Scotland have a key interest in the questions on littering.
- Scottish Natural Heritage use the neighbourhood rating and improvement questions to monitor the impact of its work to improve access to high quality local greenspaces.
- NHS Health Scotland use questions to inform multi-agency work to develop ScotPHO profiles highlighting the important links between the quality of a neighbourhood and health and well-being. In addition, the questions on fear of crime are useful at a local level as they inform Mental Health Indicator sets.

Within the Scottish Government, colleagues advised that the questions remain an important source of evidence relevant to SG and stakeholders for understanding and monitoring trends on a range of issues including community safety, hate crime, resilience and cyber-resilience.

Moreover, the questions in the neighbourhoods and communities section are used to inform a number of key indicators to monitor SG performance, demonstrating the strategic importance of the questions. For example:

- RB1 informs one of the Scotland Performs National Indicators
- RB1, ASB1 and RB4DN inform three of the 24 indicators in the Justice Outcomes Dashboard
- ASB1 and RB1 are used in the Child Poverty Measurement Framework
- RB1 is used for housing and regeneration outcome indicators.

No suggestions were directly received by the lead analyst team for the neighbourhoods and communities questions to be substantively changed. Whilst a small number of suggestions were made by individual stakeholders that particular questions could be dropped (as they were not used as much by them), other stakeholders highlighted their reliance on the exact same questions – therefore, there was no consensus on this upon which to make a clear recommendation.

We are aware that other analysts within SG may have received feedback on these

questions both in terms of their current use and potential updates (for instance to more directly measure aspects of community cohesion and empowerment). As such, we understand that the SHS team will need to consider in their assessment how to balance the desire for questions to continue as currently worded from some (especially justice) stakeholders who we suspect have typically been the main users of the existing questions, against the suggestion from other stakeholders (possibly with differing interests) that the questions may be candidates for change. It is of course important to ensure that the SHS continues to gather evidence on matters of strategic priority and best meets user needs within the resources (survey space) available.

That said, it should be noted that stakeholders did recognise that the existing questions do offer some of the only data available on community cohesion at present (e.g. COMMBEL and RB4DN) therefore, it is also important to consider whether any potential changes would result in a reduction in available evidence for some users on this topic.

It is also worth highlighting that even if the stakeholders who directly provided feedback to the neighbourhoods and communities lead analyst team (who largely noted no issues with the current questions) were to consider/support changing the existing questions, it is not known at this stage whether they would prioritise measuring aspects of community empowerment rather than other matters, which may be more explicitly and directly related to community safety.

Please note – the Internet lead analyst team has indicated a willingness to take over responsibility for the cyber-resilience questions in future, but they have been captured in the Neighbourhoods and communities proforma, feedback etc for the purposes of the questionnaire review.

(b) For each question or sets of questions that you would like to stay in the survey and that you propose change frequency of data collection and/or sample size, please provide **evidence** of having **considered the needs of other users and stakeholders**. This should include confirming that:

(a) the questions you propose to change are not in another policy areas' performance measurement framework (e.g. the Child Poverty Measurement Framework requires full annual sample size questions to achieve a sufficient sample size for the sub group of families with low incomes), or that you have consulted with them if you have. You should use the SHS Questionnaire Reference spreadsheet to check for the main performance management frameworks

(b) You have considered the needs of local authorities and other stakeholders for local authority data when moving from full to one third sample data collection.¹⁹

N/A

¹⁹ Generally speaking, LA level data is only available for full sample questions. However, LA level data for one third sample questions could be made available by combining 3 years' worth of data, as the Scottish House Conditions Survey does currently.

Questions to be amended

For each question, or group of questions, that are being amended, please provide the detail of the amendment

Please also provide the main reason/justification and evidence that you have:

(a) confirmed that none of the questions you propose to amend are in another policy areas' performance measurement framework.

(b) Consulted with stakeholders and whether consensus was reached.

Detail of amendment

An amended variable name should have an A or an _A after the original variable name.

CYB1 – we'd like to update answer option D:

From:

D – Set complex passwords [1/0]

To

D- Set passwords which include three random words

Justification

This change was recommended by the SG's Cyber Resilience Policy team who are the main known users of the cyber questions in the SHS. The change is designed to measure adoption of the most recent guidance relating to secure passwords so will offer a more clear and direct measure of policy success/take-up.

Feedback on CYB1 and CYB2 was received from one external organisation (an LA) who wished them to be retained within the questionnaire. The suggested change is considered to be relatively minor and the question as a whole will still provide generally the same info, therefore it is recommended that the change is implemented.

Questions to be deleted

For each question, or group of questions, that are being deleted, please provide the main reason/justification and evidence that you have:

(a) confirmed that none of the questions you propose to delete are in another policy areas' performance measurement framework.

(b) Consulted with stakeholders and whether consensus was reached.

Detail of deleted question

None.

Justification

Some individual stakeholders highlighted that particular questions were more/less

important to them than others, and that other sources exist on some questions (e.g. 'fear of crime'). However, there was no clear indication/consensus that any particular question is not fit for purpose or is not used/considered valuable by at least *some* stakeholder groups, whilst for many of the questions the SHS offers a unique breakdown of the data at LA level and within LAs not available in other sources.

E.g. whilst data on 'fear of crime' (RA4AC and RA4AD) is available at national and police division level through the Scottish Crime and Justice Survey (and is the preferred source for national estimates), the SHS does provide data on these questions at LA level which would be otherwise unavailable. Whilst one LA said this question could be potentially dropped, another advised that this provides a key outcome indicator and so is an important measure for them at local level. Therefore, there is no clear consensus that this question is a candidate for no longer being included.

Proposed new questions

(a) For each new question, or group of new questions, please explain why you need each individual question/variable in the SHS. Your answer should address the following: justification of full vs. one third sample, and annual vs. biennial, policy rationale for the question and how the data will be used.

In addition, you should also complete Pro-forma A-1 which provides some of the detailed information that will be needed to place your new question into the survey.

None.

The lead analyst team for the Neighbourhoods and Communities questions are not proposing any new questions are added to this section. However, feedback from one stakeholder did suggest that a question could be added on the walkability of respondents' neighbourhood as a measure which cuts across a number of policy areas. Given no suggestions were made for any of the existing questions on neighbourhoods and communities to be removed, there will not be scope to include this suggestion within in the neighbourhoods and communities allocation which is currently at capacity. No other stakeholders feeding back to this lead analyst team highlighted a desire to include a question on this topic.

Moreover, whilst this suggested addition may be tied in some way to outcomes around community involvement (which the existing question set covers), it could be said that it more directly ties to the existing questions in and interests covered by other SHS sections which other lead analysts are responsible for (e.g. transport, health, greenspace, environment). We have therefore passed on this suggestion to relevant colleagues for them to consider whether it is appropriate and they have scope to include this within their question set.

(b) Are you bidding for any of your existing or new questions above to be made one of the **Scottish Survey Core Questions (SSCQ)**? If yes, please specify which one(s) (including variable names and whether this is an existing or new SHS question) and explain why it should become an SSCQ.

Or are you bidding for a current **Scottish Survey Core Questions (SSCQ) to be moved out of the core and replaced with something new?**

One stakeholder suggested that RB1 on neighbourhood ratings could be made a core question and given this appears to be widely used (e.g. by a range of stakeholders and informs a national indicator), this may warrant further consideration.

In terms of existing SSCQs, POLCON and CRIMPER2 are currently part of the SSCQ.

- Local crime rate (CRIMPER2) is a variable of interest to those within local authorities in particular and having this data available by a range of breakdowns within LAs offers greater analytical capability.
- The police confidence questions (POLCON) were innovatively used to perform latent class analysis with the SSCQ data and JAS have an on-going project working with Police Scotland to consider how evidence gathered by the SG (and others) can be most effectively used to understand trends and attitudes to refine/improve service delivery and ultimately outcomes. Having this data available at a granular level (e.g. LA level and within LA breakdowns) as offered by the SSCQ means enhances the opportunities to make evidence-informed decisions in this area.

In due course, we understand that other analysts in OCSSA may wish to review the inclusion of the police confidence questions and consideration given to potentially replacing these with questions on another topic of strategic importance, however our consultation identified no desire to change the current approach from crime and justice stakeholders. If SSCQ is to change it may therefore be worth reviewing the purpose and impact of the SSCQ and then use that work to inform the consideration of its future composition.

Stakeholder engagement

This information is required for the recommendation report that will be produced to report on the conclusions of the questionnaire review.

Please provide a list of the stakeholders that you consulted with before submitting this proforma.

SG policy teams including Building Safer Communities, Cyber-resilience, resilience, community safety unit, and relevant analytical officials.

We also invited feedback on the neighbourhoods and communities questions from:

- ScotStat mailing list on Crime and Justice statistics (with several hundred registered contacts)
- Scottish Crime and Justice Survey User Group (includes academics, service delivery organisations and public bodies such as Police Scotland).

We attended the SHS Questionnaire Review Event at COSLA on 27th Feb where we actively discussed use of the neighbourhoods and community questions and offered delegates the chance to provide feedback/discuss. Whilst no follow-up written feedback was received, the points highlighted specifically on the neighbourhoods and communities questions (e.g. on current use) have been used to inform the content in this proforma.

External feedback forms/emails were received from:

- Scottish Natural Heritage
- Zero Waste Scotland
- NHS Health Scotland
- Fife Council
- An LA who wished to remain anonymous

Please list any new questions or changes that stakeholders wanted and that you have included in your proposed question set. Please provide the main reasons why stakeholders need these questions.

- CYB1 – updated wording to response option D. Requested by cyber-resilience policy team to more directly measure adoption of most recent online security guidance.

Please list any new questions or changes that stakeholders wanted but that were rejected by yourself as lead analyst and your policy colleagues, and why you decided to reject.

- Suggestion to include question on walkability of neighbourhood. Rejected as feedback overwhelmingly suggested existing questions should be maintained and no suggestions were made for existing questions to be dropped – hence there is no scope to include this within the current questionnaire allocation. However, the measure may be more directly relevant to other topics in the SHS (such as transport, greenspace etc) so has been passed on to lead analysts in those areas to consider taking forward.
- It has been highlighted that many of the existing neighbourhoods and communities questions touch on aspects of community empowerment/cohesion. We are aware that other analysts within SG may have received feedback on these questions both in terms of their current use for this purpose, and potential updates/tweaks. However, the direct feedback received by the lead analysts on the existing questions indicates widespread use for a range of purposes, and highlights that they remain fit for purpose and important measures for stakeholders – hence no changes have been suggested in this proforma.

Detail required for introducing a new question

Section (Household (HH) or Random Adult (RA))	
Topic Area (e.g. culture, housing)	
Lead Analyst	
Preferred sample size (Delete as app)	Full sample / one third sample
Preferred frequency (Delete as app)	Annual/ biennial/ one off

New Question Name (if preference, contractors can suggest if you would rather)

Preceded by... (i.e. where do you want it to appear in the questionnaire)

<<Insert Section of SHS Questionnaire and Question Name>>

Pre-filter on this question? (i.e. Ask if...) PLEASE NOTE THIS IS DIFFERENT TO ASKING IT OF A RANDOM SUB-SAMPLE

If less than full sample, which streams would you prefer this to appear in (if you have a preference) ?

Question wording

Question Response Codes

Are these single or multicode options?

Estimated time for this new question(s) – please state for each variable and submit the estimated time calculations in the accompanying Excel questionnaire tool workbook

Other relevant information about this question (including details of whether the question has previously been asked in another survey)

Do you require any of your new questions to be cognitively tested? If yes, which ones and why? (Please note that cognitive testing costs money and therefore questions from existing surveys may not be cognitively tested.)

Social Context

Lead Analyst	Justine Geyer / Elinor Findlay (<i>note – this bid is being submitted jointly by Local Government and Analytical Services Division and the Office of the Chief Social Policy Adviser</i>). A lead analyst(s) for these questions will be identified once questions being included are confirmed)
ASD	Local Government and Analytical Services Division Office of the Chief Social Policy Adviser
Topic areas	Social Context

INFORMATION ON PROPOSED CHANGES

Questions you would like to stay in the SHS

(a) For each question or set of questions that you would like to stay in the survey and that you **propose remain completely unchanged** (in terms of sample size and/or frequency of collection), **please provide justification**. Remember to refer to specific variable names for clarity.

We have listed questions that we consider important to the area of social context and would like to remain unchanged. However, we recognise that lead analysts may have had different conversations with their key stakeholders that we have not been able to take account of here. Therefore, our suggestions are provisional and subject to further discussions with lead analysts.

Public Services (RF10 – D, H & I)

D – Council is good at listening to local people's views before it takes decisions.

H - I can influence decisions affecting my local area.

I – I would like to be more involved in the decisions my council makes that affect my local area.

All three questions are indicators of community consultation and engagement and will be important for tracking trends from before and after implementation of the Community Empowerment Scotland (2015) Act.

Use and Satisfaction with Council Services (RF10 – C,D)

We have an interest in these questions, specifically in the response category of 'community centres and facilities'. We will be having further discussions with the

lead analyst (Kay Barclay) to identify amendments that might be required for this question to more adequately pick up on whether community centres and facilities are accessible and welcoming.

Discrimination and Harassment questions (DISCRIM1, HARASS1, DISCRIM3)

These questions give some indication of the degree of tolerance and acceptance of people from different backgrounds in local areas. This forms an important element of community cohesion.

Neighbourhood Questions (COMMBEL; ASB1 D & E, ASB2 D & E; RB1; RB4DN D)

These are all useful indicators of community cohesion (from a neighbourhood quality and community safety angle) and are therefore important to retain.

Caring Questions (CCQ1; CCQ2)

These are of interest in terms of informal volunteering. However, if (as planned) the volunteering questions are revised to take account of informal activity, these questions will potentially be of less relevance.

Land Reform (LAND1)

This gives an indication of civic participation and engagement in decision-making processes and therefore we have an interest in it. However, its specific application to land use limits the wider implications that can be drawn from it and we would not have strong views if suggestions were made to revise this question.

(b) For each question or sets of questions that you would like to stay in the survey and that you propose change frequency of data collection and/or sample size, please provide **evidence** of having **considered the needs of other users and stakeholders**. This should include confirming that:

(a) the questions you propose to change are not in another policy areas' performance measurement framework (e.g. the Child Poverty Measurement Framework requires full annual sample size questions to achieve a sufficient sample size for the sub group of families with low incomes), or that you have consulted with them if you have. You should use the SHS Questionnaire Reference spreadsheet to check for the main performance management frameworks

(b) You have considered the needs of local authorities and other stakeholders for local authority data when moving from full to one third sample data collection.²⁰

No comment

Questions to be amended

For each question, or group of questions, that are being amended, please provide the detail of the amendment

Please also provide the main reason/justification and evidence that you have:

(a) confirmed that none of the questions you propose to amend are in another policy

²⁰ Generally speaking, LA level data is only available for full sample questions. However, LA level data for one third sample questions could be made available by combining 3 years' worth of data, as the Scottish House Conditions Survey does currently.

areas' performance measurement framework.

(b) Consulted with stakeholders and whether consensus was reached.

Volunteering (RF11A ; VOL1B; VOL3; VOL4)

The headline figures on volunteering (taking part, amount of time given up and the type or theme of volunteering engaged in) provide essential information on social participation. These are used by policy and a range of stakeholders. However, there was widespread feedback during the consultation that in order to improve their value they need to better capture the range of informal (as well as formal) types of social participation that people are involved in. Proposals to amend the volunteering questions are included in a separate proforma from Jacqueline Rae.

Involvement with others in neighbourhood (RB4DN A, B and C)

The questions about reliance on others are used by a range of stakeholders beyond Justice including Public Service Reform, Communities Analysis Division and Fife Council. These are an important source of data on the social support networks that people can access at a local level. The current questions focus on local, place-based networks and ask specifically about friends and relatives. While this is of value, support may also be available from neighbours which is not currently captured in the question. A suggested wording change is set out below, although this is subject to further discussion with the relevant lead analyst:

A - If I was alone and needed help, I could rely on one of my friends/relatives/neighbours in this neighbourhood to help me

B - If my home was empty, I could count on one of my friend/relatives/neighbours in this neighbourhood to keep an eye on my home

C - I feel I could turn to friends/relatives/neighbours in this neighbourhood for advice or support

There is also strong interest in understanding wider social networks and understanding social isolation which is not necessarily place-based. Please see entry under new questions section.

Questions to be deleted

For each question, or group of questions, that are being deleted, please provide the main reason/justification and evidence that you have:

(a) confirmed that none of the questions you propose to delete are in another policy areas' performance measurement framework.

(b) Consulted with stakeholders and whether consensus was reached.

We are not making any specific recommendations for questions to be removed from the survey. However, if revisions to the volunteering questions result in a reduction in time, we advocate this time be allocated to the social context questions (set out below) due to the strong demand for these.

Proposed new questions

(a) For each new question, or group of new questions, please explain why you need each individual question/variable in the SHS. Your answer should address the following: justification of full vs. one third sample, and annual vs. biennial, policy rationale for the question and how the data will be used.

In addition, you should also complete Pro-forma A-1 which provides some of the detailed information that will be needed to place your new question into the survey.

We are proposing **11 additional questions** relating to social context, to reflect increasing importance to a range of policy areas, and the need for robust measures in this area going forward. A provisional estimate of around 2 minutes 54 seconds has been made of the time footprint these new questions would require (although we are keen to consider options for the social contact question to change it from a 'long' question to a 'short').

The rationale for these questions is outlined below. We are proposing that three of these questions (social 3, 7 and 8) are asked of the full sample on an annual basis (ideally as part of the core questions) given these questions relate to 'community level' activity and the need for regular data at the lowest possible geography to adequately track progress with current and future policy developments (particularly those outlined below). We are proposing six questions (social 1, 2, 4, 5, 6 and 11) are asked of the full sample on a biennial basis (ideally in 2018) and two questions are asked of one-third of the sample on a biennial basis (social 9 and 10).

A distinctive Scottish approach to policy and public services has evolved since devolution, characterised by working in a more participative and co-productive way and focussing on developing the assets and capabilities of people and communities. Firm commitments have been made, including in:

- The **Community Empowerment Act 2015** which sets expectations about how public service providers should give communities a say in how services are delivered, and makes it simpler for communities to take over public sector land and buildings.
- The **Land Reform Act 2016** which placed a duty on the SG to measure its impact on community engagement, and therefore created a need to develop robust measures of community engagement across Scotland.
- The development of a **National Strategy on Social Isolation and Loneliness** (during 2017). This will ensure a holistic approach across policy areas, so that the impact of isolation and loneliness is understood and tackled across Scotland. Development of the Strategy is a Manifesto Commitment, and included in the Programme for Government and the Fairer Scotland Action Plan.
- Decentralisation of local authority functions, finances and democratic oversights to communities, and a **review of local government** – to improve the relationship between citizens, communities and council (outlined in Programme for Government). Policy are at an early stage in considering what measures will be required to track progress but have indicated this is likely to centre around the key dimensions of social context outlined below.
- The development and delivery of a **Scottish Open Government Action Plan** which puts an emphasis on openness, improved outcomes and putting power into the hands of people and communities.

Following the introduction of the outcomes approach with the National Performance Framework in 2007, policy areas from across the SG have increasingly recognised the role and importance of social connections, cohesion and empowerment in achieving a range of policy outcomes. For example:

- The [Housing and Regeneration Outcomes Framework](#) includes ‘Sustainable Communities’ as one of its four outcomes and specifically refers to the importance of social sustainability (e.g. people are empowered; there are strong and effective community networks in place).
- The [Justice Strategy for Scotland](#) includes ‘Our people and communities support and respect each other exercising both their rights and responsibilities’.
- The Outcomes Framework for **Environment, Climate Change and Land Reform** Portfolio includes an outcome on ‘Communities flourish and are engaged in decision making and service design’ (note: this framework is still under development and therefore in draft)
- A **National Outcome 11** (NO11 - ‘*we live in strong, resilient and supportive communities where people take responsibility for their own actions*’) Co-ordination Group (led by Gillian Russell and Carol Tannahill) has been set up to better understand how the SG is enabling the delivery of strong, resilient and supportive communities. The Group has recommended that the wording of NO11 better reflect the importance of social context²¹ and that a more coherent basket of indicators be developed that encapsulates the range of factors that influence NO11, particularly the social conditions of local communities (including community engagement, empowerment, social connections and relationships).

Added to this, the national review into targets and indicators for health and social care (chaired by Sir Harry Burns) has identified ‘community support and connections’ as a priority area.

Appropriate and suitably embedded measurement approaches are therefore essential to inform policy and practice in this area and to track progress. However, it is recognised that robustly measuring outcomes in this area of ‘social contexts’ (including social connectedness, community cohesion, social participation, and community empowerment) is very challenging and our existing measurement approaches are not sufficient for adequately measuring and demonstrating progress²². For example, a Round Table set up to inform and oversee the development and improvement of the NPF identified gaps in the measurement set including the strength of our communities and relationships (such as community cohesion, social connectedness and community resilience). There was consensus that this is a very challenging area to measure robustly and that there is no national data available (or proxy measures) which addresses the multi-faceted nature of communities and relationships.

The data gathered from these additional questions will therefore be used to help fill these measurement gaps. The data will be used by policy and analytical colleagues from across this range of areas to track progress with policy implementation and towards identified outcomes, and to inform policy and practice going forward.

²¹ Suggested revised wording - We all live in strong, resilient and empowered communities that are economically, physically and socially sustainable.

²² OCSPA (2015). The Scottish Approach to Government: how should we measure and evaluate impact? Working Paper. Office of the Chief Social Policy Adviser, Scottish Government.

There is also **strong demand from stakeholders** including COSLA, Audit Scotland/the Accounts Commission, SOLACE and the Improvement Service in developing new questions within one of the SGs large-scale surveys to take account of these requirements. Current measurement approaches are regarded as unable to adequately reflect this changing landscape.

Following engagement internally and externally (see section C below) 9 additional questions are proposed – in the areas of ‘social networks’, ‘community cohesion’ and ‘community empowerment’ (note: a separate proforma is being submitted by Jacqueline Rae covering ‘social participation’). The questions are outlined below, along with a brief summary of the relevant evidence. (Please note: these questions are initial suggestions – further engagement will be required with policy leads to finalise).

Social Networks

The evidence tells us that social networks of family and friends are important for individual wellbeing and to help support well-functioning communities (see following section on community cohesion). The SHS already picks up on the social support people have available from family and friends within their local area (RB4DN). However, it does not pick up on wider social contact (beyond the local area) or isolation. We know that while a lack of social networks and relationships can be isolating for people, this does not necessarily mean that people experience loneliness. Similarly, having social networks and relationships does not mean people cannot experience loneliness. It is therefore important to include additional questions on **both** social isolation and loneliness - these are considered to be a key gaps in the SHS and for which there is a pressing policy need for data. Social isolation and loneliness are considered to be significant public health challenges for Scotland. Following their inquiry into Age and Social Isolation, the **Scottish Parliament Equal Opportunities Committee** recommended that further research be undertaken to: examine the prevalence of social isolation and loneliness in Scotland; and identify the typical profile of people who are at most risk of being socially isolated and lonely. Including questions on social isolation and loneliness in a national survey such as the SHS is essential in order to estimate the prevalence of social isolation and loneliness in Scotland, who is experiencing it and measure changes over time. Robust data will be required to form baseline evidence before the forthcoming **National Strategy for Social Isolation and Loneliness** is implemented and to monitor progress against actions developed. Currently such data does not exist and is not collected via other survey vehicles in Scotland.

We therefore suggest the inclusion of the following two questions:

- **Social Contact Example Question - How often, if at all, do you meet socially with friends, relatives, neighbours or work colleagues? (Every day or most days; A few times a week; Once a week; A few times a month; Once a month; A few times a year; Very rarely; Never (Previously asked in the Scottish Social Attitudes Survey))**

- **Loneliness Example Question - How much of the time during the past week have you felt lonely? (None or almost none of the time; some of the time; most of the time; all or almost all of the time; refusal; don't know; no answer) (Asked in the European Quality of Life Survey)**

Community Cohesion

While the existence of individual support networks are important, an over-reliance on strong, bonding-type connections at the expense of broader networks can lead to insular, untrusting societal relations. Individual support networks do not necessarily lead to wider cohesion within communities – the overall social functioning of communities is therefore important (Dodds, 2016). This includes the way people relate to each other within geographical communities and the extent to which people have a sense of common purpose (Bond et al, 2014). The evidence tells us that tailored actions to nurture the social functioning of communities are needed in addition to facilitating social contact between people. Key features of community cohesion are: less anti-social behaviour; less isolation and distrust; more integration and social support; and a greater sense of belonging and valuing other members of the community (Dodds, 2016). There is a growing body of evidence showing the importance of everyday relationships and kindness, as pre-requisites for connected communities (e.g., Anderson et al 2015; Ferguson, 2016).

Community cohesion has been identified as a key outcome from parts 3 and 5 of the **Community Empowerment Act**. Robust data will therefore be required to track this. The additional questions outlined below pick up on collective trust and kindness as part of this overall community functioning. In line with the move towards identifying and building on the strengths and assets of people and communities (rather than a sole focus on identifying and addressing need), an additional question is proposed to identify local community strengths. It is anticipated this data will be central to the updated indicator set for the revised **National Outcome 11**. Respect for others has also been identified as a key element of community cohesion and an area that cuts across a number of SG policy areas and links to the **Public Sector Equality Duty**. The current wider political context has the potential to impact on how people interact in communities at a local level and how certain equality groups are treated within their communities. The **Independent Advisory Group on Hate Crime, Prejudice and Community Cohesion** identified the need for a more reliable picture on prejudice and hate crime across Scotland. An additional question has therefore been included on respect.

We therefore suggest the inclusion of the following four questions:

- **Neighbourhood/Community Strength (linked to ASB1/ASB2) Example Question - What are the greatest strengths of your neighbourhood/local community? (Various response options such as: access to parks, low crime, safe neighbourhood, jobs, friendly neighbourhood etc). (No previous questions identified – will require cognitive testing)**
-
- **Collective Neighbourhood Trust (linked to RB4DN) Example Question – Generally speaking, would you say that most people in your local area**

can be trusted, or that you can't be too careful in dealing with people? (People can be trusted, you can't be too careful, depends) (Previously asked in Scottish Social Attitudes Survey)

-
- **Collective Neighbourhood Kindness Example Question – This is a neighbourhood where people care about/are kind to each other**
-
- **Respect for Others Example Question – This is an area where people from different backgrounds get on well together.**

Community Empowerment

This covers civic engagement, political participation and the extent to which people and communities have control and can influence decisions and actions to improve their local area. The evidence tells us that it is important that individuals, families and communities who are at greater risk of poor outcomes are able to contribute to decision-making in order to reach relevant solutions and build capacity for self-determination and wellbeing (Dodds, 2016). Community engagement and empowerment can have a positive impact on social cohesion and there is a growing body of evidence that working with people in a co-productive way to design and deliver public services can improve a range of outcomes in relation to human and social capital and wellbeing (Findlay, 2014). Evidence highlights a positive association between a person's views about community engagement and the benefits they acquire from their neighbourhood - for example, people who feel well informed and that there are sufficient opportunities to have a say about regeneration are more likely to feel a sense of inclusion (i.e., belonging to neighbourhood and feeling part of the community), are more likely to be satisfied with their neighbourhood as a place to live and to derive a sense of personal progress from living in that area (GoWell, 2010).

A clear ask from stakeholders has been to include questions that better capture community engagement and empowerment. The participation ladder is often used to illustrate different levels of involvement moving from 'involving' people and communities in decisions and actions that affect their lives and local area through to 'empowering' people and communities where decision-making is placed in the hands of the public.

Participation Ladder:

- Inform – provide people and communities with information
- Consult – obtain public feedback to make decisions
- Involve – work directly with people and communities to ensure their views are understood
- Collaborate – partner with people and communities in each aspect of the decision
- Empower – place final decision making in the hands of people and communities.

Existing questions in the SHS capture the 'consult' rung of the participation ladder (e.g. RF10D council good at listening to local people's views before it takes

decisions; RF10H People feel able to influence decisions affecting local area). Given the changing policy landscape set out above (e.g. **Community Empowerment Act, decentralisation of local government functions**) it is essential that questions are included reflecting further rungs ('collaborate' and 'empower') of this ladder.

We therefore suggest the inclusion of the following three questions:

- **Involvement in Decision Making Example Question – The providers of local services are good at working with local people and groups to make decisions that affect my local area (5 point likert or to match existing suite of public service questions).**
- **Empowerment Example Question – I feel I can get involved and take action to make a difference and improve my local area (5 point likert or to match existing suite of public service questions).**
- **Political Participation in Scottish Parliament Example Question – How important do you think it is to vote in Scottish Parliament elections? (Very important, fairly important, not very important, not important at all)**
- **Political Participation in UK Government Example Question – How important do you think it is to vote in UK House of Commons elections? (Very important, fairly important, not very important, not important at all)**
- **Political Participation Local Government Example Question – How important do you think it is to vote in local council elections? (Very important, fairly important, not very important, not important at all)**

(b) Are you bidding for any of your existing or new questions above to be made one of the **Scottish Survey Core Questions (SSCQ)**? If yes, please specify which one(s) (including variable names and whether this is an existing or new SHS question) and explain why it should become an SSCQ.

Or are you bidding for a current **Scottish Survey Core Questions (SSCQ) to be moved out of the core and replaced with something new?**

We feel it is essential that the following indicators of community engagement, empowerment and cohesion are included in the Scottish Survey Core Questions:

- RH10D Council good at listening before makes decisions
- RH10H Ability to influence decisions
- Proposed Question 3 Neighbourhood Strength
- Proposed Question 7 Involvement in Decision Making
- Proposed Question 8 Empowerment

These will be essential in tracking trends from before and after implementation of the Community Empowerment Scotland (2015) Act and the review of local government

functions – firstly, to track progress from ‘consulting’ towards ‘empowering’ people and communities; and secondly, to investigate the relationship this has on community cohesion. As the focus of this activity is at a community level, data that is only available at Local Authority level will be limited in providing the understanding of where improvements are taking place and how to direct future support.

Stakeholder engagement

This information is required for the recommendation report that will be produced to report on the conclusions of the questionnaire review.

Please provide a list of the stakeholders that you consulted with before submitting this proforma.

The following was carried out as part of the stakeholder engagement process:

1. Review existing social context outcome measures: existing national level measures relating to the social context dimensions of social networks, social participation, community cohesion and community empowerment were reviewed. A report is available that outlines the measures available, the relevant geography, dates and sources of the data available. For each domain (e.g. social networks, social participation, community cohesion, community empowerment) key gaps in measurement were identified.

2. Consultation with key policy areas and analysts was carried out to explore which aspects of social context outcomes are of most relevance to policy priorities. An internal online survey was sent to more than 60 policy and analytical colleagues asking for views on questions on social context (including primary area of interest, current questions regarded as essential, key gaps and other sources of data being utilised). A report is available on the responses received. Added to this a series of face-to-face meetings were held with colleagues from Public Service Reform, Local Government, Volunteering and Third Sector, Justice Analytical Services, Communities Analysis Division, and the Scottish Social Attitudes Survey/Core Questions Survey Manager.

3. Consultation with key stakeholders was carried out primarily through a presentation and workshop at the Scottish Household Survey Event on 27 February 2017.

Finally, the draft proforma was circulated to internal colleagues for final sight and comment.

Please list any new questions or changes that stakeholders wanted and that you have included in your proposed question set. Please provide the main reasons why stakeholders need these questions.

Taken into account in responses earlier in proforma.

Please list any new questions or changes that stakeholders wanted but that were rejected by yourself as lead analyst and your policy colleagues, and why you decided to reject.

RF10F

A suggestion was made to introduce a question after each service to ask about perceived ability to influence to identify where people feel most empowered and adding nuance to the national indicator information provided in RF10 – H. However, this would involve a significant addition to this question and hence has not been put forward as a recommendation given the restrictions on space in the survey.

DISCRIM3

A suggestion was made to add “where I live” to the list of places where discrimination has been experienced to capture neighbourhood experiences more effectively. JAS analysts are not keen on this suggestion as it would materially impact on at least a couple of the other responses currently included in this question and would therefore need further discussion with Justice stakeholders.

Regeneration colleagues asked if a question could be inserted regarding community anchors. This was not put forward as a recommendation on the basis that this is too specific for inclusion in the SHS and would be better tackled using tailored research.

Social Enterprise colleagues asked if questions could be inserted to represent their interests. However, they also indicated there was a social enterprise census planned which is likely to better meet their needs.

From the round table discussions at the SHS engagement event a suggestion was made to include this question: “What would you need to feel empowered to engage?”. This has not been put forward as a recommendation as this is considered to be best captured using an alternative research approach and not the SHS.

Community resilience – how would a community react to major trauma? This was highlighted as an area of interest from more than one SHS event discussion table and was also an ask from internal colleagues too. No questions have been identified to date and it is not certain whether the SHS is the appropriate vehicle for this, hence further discussion may be necessary if there was space to accommodate this.

Detail required for introducing a new question

Section (Household (HH) or Random Adult (RA))	RA
Topic Area (e.g. culture, housing)	Social Context
Lead Analyst	To be confirmed (contacts are Justine Geyer and Elinor Findlay)
Preferred sample size (Delete as app)	Full sample
Preferred frequency (Delete as app)	Annual

New Question Name (if preference, contractors can suggest if you would rather)

Social 1 to Social 11

Preceded by... (i.e. where do you want it to appear in the questionnaire)

Would prefer this suite of questions to be asked alongside each other and in the same section as the existing questions in this area.

Pre-filter on this question? (i.e. Ask if...) PLEASE NOTE THIS IS DIFFERENT TO ASKING IT OF A RANDOM SUB-SAMPLE

If less than full sample, which streams would you prefer this to appear in (if you have a preference) ?

Social 9 and Social 10 – to be confirmed by Donna Easterlow

Question wording

Social One - How often, if at all, do you meet socially with friends, relatives, neighbours or work colleagues? (Every day or most days; A few times a week; Once a week; A few times a month; Once a month; A few times a year; Very rarely; Never (Previously asked in the Scottish Social Attitudes Survey)

Social Two - How much of the time during the past week have you felt lonely? (None or almost none of the time; some of the time; most of the time; all or almost all of the time; refusal; don't know; no answer) (Asked in the European Quality of Life Survey)

Social Three - What are the greatest strengths of your neighbourhood/local community? (Various response options such as: access to parks, low crime, safe neighbourhood, jobs, friendly neighbourhood etc). (No previous questions identified – will require cognitive testing)

Social Four - Generally speaking, would you say that most people in your local area can be trusted, or that you can't be too careful in dealing with people? (People can be trusted, you can't be too careful, depends) (Previously asked in Scottish Social Attitudes Survey)

Social Five - This is a neighbourhood where people care about/are kind to each other (5 point likert)

Social Six - This is an area where people from different backgrounds get on well together (5 point likert)

Social Seven - The providers of local services are good at working with local people and groups to make decisions that affect my local area (5 point likert or to match existing suite of public service questions).

Social Eight - I feel I can get involved and take action to make a difference and improve my local area (5 point likert or to match existing suite of public service questions).

Social Nine - How important do you think it is to vote in Scottish Parliament elections? (Very important, fairly important, not very important, not important at all)

Social Ten - How important do you think it is to vote in UK House of Commons elections? (Very important, fairly important, not very important, not important at all)

Social Eleven - How important do you think it is to vote in local council elections? (Very important, fairly important, not very important, not important at all)

Question Response Codes

Outlined above

Are these single or multicode options?

All questions – with the exception of social 3 – are expected to be single code. We anticipate social 3 will require multicode options.

Estimated time for this new question(s) – please state for each variable and submit the estimated time calculations in the accompanying Excel questionnaire tool workbook

2 minutes 54 seconds for all 11 questions.

Other relevant information about this question (including details of whether the question has previously been asked in another survey)

Outlined above.

Do you require any of your new questions to be cognitively tested? If yes, which ones and why? (Please note that cognitive testing costs money and therefore questions from existing surveys may not be cognitively tested.)

We anticipate four questions will require cognitive testing – questions 3, 5, 7 and 8.

Scottish House Condition Survey (SHCS)

Lead Analyst	Ailie Clarkson/Silvia Palombi
ASD	Communities
Topic areas	Repairs, Satisfaction with accommodation, Heating (including type of heating, control, cost, and suitability), Renewables, Energy Efficiency and Insulation, Adaptations

Question name	Question Description	
HB1	Household's accommodation type	Keep
HB2	If property is a house or bungalow, whether it is detached, semi-detached or terraced / end of terrace	Keep
HB3	Record lowest floor of dwelling OR four-in-a-block if flat / maisonette	Keep
HB509	In which of these ways do you occupy this accommodation?	Keep
HB6	Who do you rent this property from?	Keep
T24 (FROM SHCS)	Are you sure this house/flat is still owned and managed by {Local Authority} council?	Delete
T1 (FROM SHCS)	Is this your only home or do you own or rent other accommodation as well as this?	Keep - evidence of stakeholder use
T14	Is this home owned or being bought by someone who lives here	Delete

	permanently?	
T15	In whose names is this property owned?	Delete
T16	What is your relationship with the owner of this house or flat?	Delete
ACCSUP1	Is this sheltered accommodation?	Keep - this has been identified as being used in Housing Need and Demand Assessments
ACCSUP2	Is regular support or care available as part of your housing?	Amend to capture other care settings beyond sheltered accommodation.
T25a	In the last year, has your landlord consulted you on changes to services, policy or rent?	Amend to include letting agent component
T26	How satisfied or dissatisfied are you with the overall service provided by your landlord?	Amend to include letting agent component
T27	Would you say that the management of your home by your landlord has improved, remained about the same, or got worse	Amend to include letting agent component
T31a	If you had a problem with your landlord and wanted to make a formal complaint about them, how confident are you that you know what to do?	Amend to include letting agent component
T34	Have you personally ever owned a property other than this one? This refers to residential property only.	Keep - question provides information on first time buyers.
T35	Who was this property bought from?	Keep

T36	Can I check, were you renting this property before you bought/acquired it?	Keep
T37	Was this house ever owned by a local council or housing association?	Delete
T38	On what date did your household first start renting this property?	Keep - question provides background information on length of residence.
T38DEP	Did you pay a deposit when you started renting this property?	Keep - the question is relevant to private rented sector policy.
T39	And on what date did your household first own this property?	Keep and add to all streams in line with T38 - provides background information on length of residence.
T60	Can I just check, have you ever lived anywhere else (other than this address)?	Keep
T61	Can you tell me the address of your previous home?	Keep
T62	Approximately how far away was that from here?	Keep
T63	How long did you stay there for?	Keep
T68	What was/were your reason(s) for moving to this area?	Keep
T69	Did you (or your husband/ wife/partner) own or rent that previous accommodation or were you lodging or boarding there?	Delete
T70	Which of these best describes your former landlord?	Delete

ASP1	Which kind of accommodation would you most like to live in?	Keep
ASP2	Do you expect to move from this house / flat within the next few years or not? If yes, when do you expect to move?	Keep - minor wording changes
ASP3	When you next move, how likely, if at all, is it that your next property will be [SUB1]?	Keep - minor wording changes
ASP5	What barriers are there to you moving to the accommodation you would most like to live in?	Keep - minor wording changes
HC4	How many bedrooms do you have in this property? Please include any bedrooms that are currently being used for other purposes.	Keep - the question provides basic background for those respondents not in streams 1-4.
R2	In the past year, since {day month year} (or since you moved in if more recent) have you/ has your landlord done any of these jobs to your home?	Keep - the question is used to quality assure other data
R2a	Which of those, if any, did your landlord pay for in part or in full?	Keep
R3	Which of those, if any, did you have to pay for in part or full?	Keep
R3b	Was any of this work grouped together so that you only know a total cost?	Keep
R4	How did you pay for the work / your share of the work?	Keep
R5	Roughly - how much did it cost to have this work done?	Keep
R6	Did you receive a grant from the local council, or any other body, to	Amend to incorporate grants and loans

	pay for any of this work?	form Home Energy Scotland
R7	How much of a grant did you receive for this job?	Amend to incorporate grants and loans form Home Energy Scotland
R8	Would you have done this job if you had not received a grant from the council?	Amend to incorporate grants and loans form Home Energy Scotland
R9	Who was the work done by?	Keep
R10	Why did you do this job yourself?	Delete
R11	Do you consider this work to be a mainly a repair or mainly an improvement to your home?	Delete
R11B	How satisfied or dissatisfied were you with the cost of the work?	Delete
R12	Thinking about all the jobs in the last year, which of these jobs, if any, were communal where more than one household contributed towards the costs?	Delete
R13	what proportion of total cost was your share?	Delete
R17	In terms of repairs and maintenance, but not decoration, of your home what do you think you are responsible for?	Delete
R19	In total, including all the repairs and decoration, roughly how much have you spent on your home in the past year.	Keep

R23	Overall, how do you rate the general condition of this house/flat?	Keep - this is a Housing and Regeneration outcome indicator
R25	Who repairs and looks after the common parts of the block, like any common stairs, or the roof?	Delete
r25a	How satisfied or dissatisfied are you with the overall service provided by your factor?	Delete
R26	Do the people who live in this block regularly meet to discuss things like repairs and maintenance?	Delete
R27	How easy or difficult is it to get common repairs done in this block?	Delete
R28	Are you aware of any occasions when people have failed to pay their share of repairs?	Delete
R29	What did you do in that situation?	Delete
R31	Is there a maintenance fund or account that everyone pays into on a regular basis to cover repairs and maintenance of the common parts?	Delete
R32	Still thinking of the common parts – is it regularly inspected and maintained or is work done only when there is an emergency?	Delete
R33	Which of these things, if any, does the factor / council / Housing Association etc. do to maintain the common parts of this building?	Delete
R34a	Does your household pay a regular service charge for this in addition to the mortgage/rent?	Delete

R34B	And, are there any irregular payments made by your household to cover this?	Delete
R35	How satisfied are you with the management and maintenance of the common parts of this block/ building?	Delete
PA1	On the whole, how satisfied or dissatisfied are you with this house/flat?	Keep - this is a Housing and Regeneration outcome indicator
PA2	What is it about this house/flat that you are dissatisfied with?	Keep
PA3	And more specifically, how satisfied or dissatisfied are you with the overall size of this house/flat?	Delete - similar information is captured in another question.
PA4	In your view, does your house/flat have too few rooms, too many rooms, or about the right number for your current household?	Keep - policy interest
HT1	Which of these rooms do you have?	Keep
HT2A	Which of these best describes the main form of heating you use at home (that is the type you use most often)?	Keep - the information is used in the Low Carbon Framework publication and Energy in Scotland publication
HT2B	What type of heat pump system do you have?	Keep
xCHcont	Do you have central heating which uses a time clock, thermostat, or thermostatic radiators?	Keep - the information is used in the Low Carbon Framework publication
xCLKcont	Do you (or anyone in your household) use the time clock or thermostat to adjust how long or how high you heat your home?	Keep - the information is used in the Low Carbon Framework publication

xTHMease	Do you find your central heating system easy to use and control?	Keep - the information is used in the Low Carbon Framework publication
xFIPICH	Do you have full or partial central heating?	Keep - the information is used in the Low Carbon Framework publication
XDHT3	On winter weekdays for how long do you heat your rooms?	Keep
XWKDYOFF	Are there any rooms which are not heated on winter weekdays, for example, if the radiator is turned off?	Keep - the information is used in the Low Carbon Framework publication
ROOM1	Which rooms?	Keep
XDH4	On winter weekends for how long do you heat your rooms?	Keep
XWKEDOFF	Are there any rooms which are not heated on winter weekends, for example, if the radiator is turned off?	Keep - the information is used in the Low Carbon Framework publication
XWKEDRM	Which rooms?	Keep
HT3	On winter weekdays for how long do you heat your rooms?	Keep
HT4	On winter weekends for how long do you heat your rooms?	Keep
HT4A	Generally speaking, during winter when heating needs are greatest, at which of these times are you or someone else in your household regularly at home?	Keep
HT5	Which of these types of fuel do you use for lighting, heating and power?	Keep

HT5b	Which of these types of fuel bills do you pay together?	Keep
HT6	And thinking about the cost of your fuel bills, how much do you spend on {fuel}?	Keep
HT7	What period does the amount you just gave cover?	Keep
HT8	What method of payment did you use to pay for {fuel}?	Keep
HT8A	Do you have an arrangement or contract to service your heating?	Delete
HT8B	How much do you pay for this service?	Delete
HT8D	What period does the amount you just gave cover?	Delete
HT11	During the winter months, do you generally find that your heating keeps you warm enough at home, or not?	Keep - published in Scottish House Condition Survey report
HT12	How much of a problem is this, if at all, to you?	Keep - published in Scottish House Condition Survey report
HT14	Which of these things, if any, make it difficult to heat your home?	Keep - published in Scottish House Condition Survey report
ES2a	Does your dwelling use energy from any of these sources?	Keep - the information is used in the Low Carbon Framework publication
ES2b	What source(S) does your dwelling use?	Keep - the information is used in the Low Carbon Framework publication

ES3	Does any of your heating come from a Communal or District Heating system?	Keep - the information is used in the Low Carbon Framework publication and to quality assure Heat map and Energy in Scotland statistics.
ES4a	To what extent do you monitor your use of energy in your property?	Keep - the information is used in the Scottish House Condition Survey report and the Low Carbon Framework publication as well as the Energy Statistics database.
ES4b	Do you have an energy-use monitoring device in your home?	Keep - the information is used in the Scottish House Condition Survey report.
LCR1	I'm now going to ask some questions about renewable energy systems which can be installed to power and heat homes. Which if any of the following systems have you heard of?	Keep
LCR2	And which, if any, are suitable for your property?	Keep
LCR3	Which of these statements best applies in relation to installing [SUB1]?	Keep
LCR4	Why have you decided not to install [SUB1]?	Keep
EE1	I'm am now going to read out a number of insulation measures that can be taken to make homes more energy efficient for your property. Which of these statements best describes whether each are possible to install?	Keep

EE2	Do you know if the loft insulation you currently have is at least 27cm deep?	Keep
EE3	Which of these statements best applies in relation to installing [SUB1]?	Keep
EE4	Why have you decided not to install [SUB1]?	Keep
ES1	In the last year, which of these actions, if any, have you specifically taken to reduce your household energy use?	Keep
CC3	What adaptation or aids {do you/does (name)} use to get about indoors?	Keep
CC4	Who would you say has most difficulty getting around indoors?	Keep
CC5	Please could you tell me from this card what difficulty, if any, [PERSON INDICATED AT CC4] have doing each one without assistance?	Keep
CC6	What, if anything, is there about your home that limits the activities that you (or anyone in your household) can do?	Keep
CC7	Does your home require adaptations to make it easier for you (or anyone in your household) to go about daily activities?	Keep
CC8a	Which, if an, of these adaptations do you have in your home, whether they are currently needed or not?	Keep
CC8b	And which are missing, but are required?	Keep
CC9	How suitable is this accommodation for your/their needs?	Keep

CC10	Which, if any, of these services do you or other household members receive at present?	Keep
CC11	And which of these do you need...?	Delete
CC12	Which one of these would do most to improve your or another household member's quality of life?	Delete
OH2	Can I just check, did you or someone in your household buy this property or was it inherited or a gift?	Keep
OH4	Did you or someone from your household buy this house/flat under the Right to Buy or Rent to Mortgage scheme?	Keep
OH9	What was the purchase price of this property?	Keep
OH11	From which of the sources on this card did youR household get the money to buy this property?	Keep
OH13	Was the money your household borrowed at the time just to cover the cost of buying the house/flat itself, or was it also to cover the cost of repairs or improvements?	Keep
OH14	How much did you and your household borrow in total at this time?	Keep
OH15	How much of this was borrowed for the purchase of the property?	Keep
OH16	How much was borrowed for the repairs or improvements?	Keep
HJ1	Can I just check, does your household have a mortgage or loan outstanding on this property?	Keep

OH19	Which of these best describes your mortgage?	Keep
OH21	And how many years does the mortgage / loan have left to run?	Keep
HJ2	At the moment, how much does your household pay EACH MONTH in mortgage payments, excluding any contents or buildings insurance or mortgage protection?	Keep
OH25	Do you have a mortgage protection insurance policy, that is a policy that will cover the repayments on your mortgage in the event of you being made redundant or being unable to work?	Keep
OH26	How much does your household pay each month for this?	Keep
OH27	Does your household pay a regular service charge for the maintenance or upkeep of the common areas around your house?	Keep
HJ3	How much is the total rent for your household's accommodation, that is before any Housing Benefit is deducted?	Keep
HJ4	How long a period does that rent cover?	Keep
HJ5	And how much does your household actually pay for this accommodation after any housing benefit has been deducted?	Keep
HJ6	How long a period does that rent cover?	Keep
RH4	Overall, how many people are contributing towards the rent figure you just gave me?	Keep - used in Scottish House Condition Survey publication for Fuel Poverty statistics

RH8	Does the rent figure you have just given me include the cost of heating or hot water?	Keep
RH9	And does the rent figure you have just given me include a separate service charge for the maintenance or upkeep of this property, which is part of your tenancy agreement?	Keep
CT1 - added January 2017	Does your household pay full council tax or receive a discount?	Keep
CT2A	How much does your household pay for council tax?	Keep
CTAX1 - Delete January 2017	How much does your household pay for council tax after any deductions or reductions?	Keep
CT2B - added January 2017	How much does your household pay for council tax?	Keep
CT3 - added January 2017	Is that the yearly amount or a single installment?	Keep
HK3	In the last 12 months, have you had any difficulties in paying your mortgage/rent?	Keep
HK4	Are you currently behind with you rent/mortgage payments?	Keep
HK5	are you concerned that you Might you have to move because of housing costs?	Keep and ask of all 4 streams.

Physical Activity and Sport

Lead Analyst	Julie Guy
ASD	HSCA
Topic areas	Physical Activity and Sport

INFORMATION ON PROPOSED CHANGES

Questions you would like to stay in the SHS

(a) For each question or set of questions that you would like to stay in the survey and that you **propose remain completely unchanged** (in terms of sample size and/or frequency of collection), **please provide justification**. Remember to refer to specific variable names for clarity.

SPRT3A and SPRT3B require to be full sample, annual questions.

Both SPRT3A and SPRT3B are indicators for the Active Scotland Outcomes Framework (ASOF) an evidence based framework that sets out and monitors policy on physical activity and sport for health. The data from the questions allows us to monitor and describe the sport and physical activity of people in Scotland against the guidelines set by the Chief medical officer. The annual data allows early detection of the changes and the full sample size is required to allow breakdown by equalities groups and local authority areas.

(b) For each question or sets of questions that you would like to stay in the survey and that you propose change frequency of data collection and/or sample size, please provide **evidence** of having **considered the needs of other users and stakeholders**. This should include confirming that:

(a) the questions you propose to change are not in another policy areas' performance measurement framework (e.g. the Child Poverty Measurement Framework requires full annual sample size questions to achieve a sufficient sample size for the sub group of families with low incomes), or that you have consulted with them if you have. You should use the SHS Questionnaire Reference spreadsheet to

check for the main performance management frameworks

(b) You have considered the needs of local authorities and other stakeholders for local authority data when moving from full to one third sample data collection.²³

N/A

Questions to be amended

For each question, or group of questions, that are being amended, please provide the detail of the amendment

Please also provide the main reason/justification and evidence that you have:

(a) confirmed that none of the questions you propose to amend are in another policy areas' performance measurement framework.

(b) Consulted with stakeholders and whether consensus was reached.

Detail of amendment

An amended variable name should have an A or an _A after the original variable name.

N/A

Justification

Questions to be deleted

For each question, or group of questions, that are being deleted, please provide the main reason/justification and evidence that you have:

(a) confirmed that none of the questions you propose to delete are in another policy areas' performance measurement framework.

(b) Consulted with stakeholders and whether consensus was reached.

²³ Generally speaking, LA level data is only available for full sample questions. However, LA level data for one third sample questions could be made available by combining 3 years' worth of data, as the Scottish House Conditions Survey does currently.

Detail of deleted question

N/A

Justification

Proposed new questions

(a) For each new question, or group of new questions, please explain why you need each individual question/variable in the SHS. Your answer should address the following: justification of full vs. one third sample, and annual vs. biennial, policy rationale for the question and how the data will be used.

In addition, you should also complete Pro-forma A-1 which provides some of the detailed information that will be needed to place your new question into the survey.

N/A

(b) Are you bidding for any of your existing or new questions above to be made one of the **Scottish Survey Core Questions (SSCQ)**? If yes, please specify which one(s) (including variable names and whether this is an existing or new SHS question) and explain why it should become an SSCQ.

Or are you bidding for a current **Scottish Survey Core Questions (SSCQ)** to be **moved out of the core and replaced with something new?**

Stakeholder engagement

This information is required for the recommendation report that will be produced to report on the conclusions of the questionnaire review.

Please provide a list of the stakeholders that you consulted with before submitting this proforma.

sportscotland

Scottish Sport Association

Physical Activity for Health Research Centre

Scottish Natural Heritage

Paths for All

Please list any new questions or changes that stakeholders wanted and that you have included in your proposed question set. Please provide the main reasons why stakeholders need these questions.

N/A

Please list any new questions or changes that stakeholders wanted but that were rejected by yourself as lead analyst and your policy colleagues, and why you decided to reject.

SportScotland asked for a follow on question to SPRT3A on membership of sportsclubs. I was unable to recommend this for two reasons (i) what they wanted to know could not be gathered in one question, the question they suggested was three questions in one (ii) membership of sports clubs is not a strategic priority for population health rather participation in sport and physical activity is as such there was no funding forthcoming for the additional question. They also asked for a category answer to VOL1 to be split. I discussed this with them and we decided that as the response produced only 4% that splitting it down further would have made the numbers too small to interrogate.

The SSA asked for two follow up questions to SPRT3A on membership of sportsclubs. I was forced to reject these because they would require additional funding and there is no strategic need for such data and as such no funding from policy.

Paths for all suggested the inclusion of a new question on walkability: How easily can you walk around your neighbourhood using good quality routes? This actually falls under transport, but is mentioned here as a cross-reference.

The walkability issue has much external support, including from Rory Mitchell, NHS Health Scotland. Place Standards, a national initiative backed by Scottish Government Planning, Architecture organisations etc. involves walkability. Discussions with Paths for all (29/03/2017) where it was agreed that the new question would not go into the survey this time for the following reason.

The SHS already covers this issue to some extent in our question on what discourages people from walking, where one of the reasons is "lack of walking paths." In addition, the suggested question is not one question, but would have to be split into 2 and simplified. Cognitive testing would be required to make sure it was getting to the intended issue.

Given the importance of walkability, it was suggested that a paragraph could possibly go in the next SHS or TATIS annual report and possibly a new walkability derived variable based on the existing variables in the questionnaire.

Detail required for introducing a new question

Section (Household (HH) or Random Adult (RA))	
Topic Area (e.g. culture, housing)	
Lead Analyst	
Preferred sample size (Delete as app)	Full sample / one third sample
Preferred frequency (Delete as app)	Annual/ biennial/ one off

New Question Name (if preference, contractors can suggest if you would rather)

--

Preceded by... (i.e. where do you want it to appear in the questionnaire)

<<Insert Section of SHS Questionnaire and Question Name>>

Pre-filter on this question? (i.e. Ask if...) PLEASE NOTE THIS IS DIFFERENT TO ASKING IT OF A RANDOM SUB-SAMPLE

--

If less than full sample, which streams would you prefer this to appear in (if you have a preference) ?

--

Question wording

--

Question Response Codes
Are these single or multicode options?

Estimated time for this new question(s) – please state for each variable and submit the estimated time calculations in the accompanying Excel questionnaire tool workbook

Other relevant information about this question (including details of whether the question has previously been asked in another survey)

Do you require any of your new questions to be cognitively tested? If yes, which ones and why? (Please note that cognitive testing costs money and therefore questions from existing surveys may not be cognitively tested.)

Trust in Government

Lead Analyst	Sarah Martin
ASD	OCSSA
Topic areas	Trust in Government

INFORMATION ON PROPOSED CHANGES

Questions you would like to stay in SHS (including SHCS and SSCQ).

(a) For each question or set of questions that you would like to stay in the survey and that you **propose remain completely unchanged** (in terms of sample size and/or frequency of collection), **please provide justification**. Remember to refer to specific variable names for clarity.

Crime in local area question – national indicator required with a large sample from all three surveys to enable local results to be analysed.

Questions to be deleted

Suggestion of which current questions could be dropped from the survey, from the same topic area, to make room for new higher priority questions

For each question, or group of questions, that are being deleted, please provide the main reason/justification and evidence that you have:

*Six Police Confidence Questions – following detailed analysis of 4 years with a large sample size, these have sufficient sample in the SCJS alone going forward and are not required to be asked in the SHS.
See also proforma for Culture for further deletions and modifications of OCSSA-led questions.*

Proposed new questions

(a) For each new question, or group of new questions, please explain why you need each individual question/variable in the SHS (including SHCS and SSCQ). Your answer should address the following: justification of full vs. one third sample, and annual vs. biennial, policy rationale for the question and how the data will be used.

The Long Term Survey Strategy for Scotland includes a feasibility assessment on the transformation of the mode in which certain attitude and opinion data in our current surveys may be collected. In future, we hope to collect certain attitudes data in online panel surveys, making better use of re-contact details provided by participants of our household surveys. In order to assess the impact of moving questions from face-to-face to online, we require comparability with face-to-face delivery on FM office priority questions from the Social Attitudes Survey in an overlap period. This will provide mode continuity of FM priority questions to compare to and evaluate online delivery. This work may enable further questions to be moved online. We would like to suggest the following questions be included in the SHS

- in one stream of SHS only (minimum sample 1200 interviews)
- for two years: 2018 and 2019 (annual)

I-a) How much do you trust the UK government to work in Scotland's best long-term interest?

- 1 Just about always
- 2 Most of the time
- 3 Only some of the time

- 4 Almost never
- 8 (Don't know)
- 9 (Refusal)

-b) Still using the card, how much do you trust the Scottish Government to work in Scotland's best interests?

- 1 Just about always
- 2 Most of the time
- 3 Only some of the time
- 4 Almost never
- 8 (Don't know)
- 9 (Refusal)

II-a) How much do you trust the UK government to make fair decisions? By fair decisions I mean decisions that are fair to different groups of people in the UK.

- 1 A great deal
- 2 Quite a lot
- 3 Some
- 4 Not very much
- 5 Not at all
- 8 (Don't know)
- 9 (Refusal)

-b) And still using the card, how much do you trust the Scottish Government to make fair decisions? (By fair decisions I mean decisions that are fair to different groups of people in Scotland)

- 1 A great deal
- 2 Quite a lot
- 3 Some
- 4 Not very much
- 5 Not at all
- 8 (Don't know)
- 9 (Refusal)

III-a) In general how good would you say the Scottish Government is at listening to people's views before it takes decisions

- 1 ...very good,
- 2 quite good,
- 3 not very good,
- 4 or, not at all good?
- 8 (Don't know)
- 9 (Refusal)

-b) And how good would you say the UK government is at listening to people's views before it takes decisions ...

- 1 ...very good,
- 2 quite good,
- 3 not very good,
- 4 or, not at all good?
- 8 (Don't know)
- 9 (Refusal)

For any suggested new questions:

At what sample size do you require the data? Please note that only questions that illustrate a clear need for local authority level data on an annual basis, or that require a

10,000 sample size to reach a small sub-group will be considered for 'full sample' data. Otherwise the default sample size should be 'one-third sample' (around 3,500 for households and 3,200 for adults), which would enable publication of annual results at a national level, but would require data from 3 years to be combined to produce Local Authority results.

Minimum 1200 interviews; 1 stream.

At what frequency do you need the data? Annual, biennial or one off? Please note that only those questions that have estimates which are likely to change year on year, or whether there is a strong policy need for annual data, will be placed in the SHS (including SHCS and SSCQ) questionnaire on an annual basis.

annual

Why is the SHS, SHCS or SSCQ the most appropriate survey to gather this information? Are other sources of data available (including administrative data source) and why is the SHS (including SHCS and SSCQ) better?

There are no administrative sources of such attitudinal data. Omnibus and online surveys are not suitable to assess mode continuity. These questions fit alongside attitudinal questions around public services already in the SHS.

What would be the impact on your area of work if this data was not collected in the SHS (including SHCS and SSCQ)? No impact/Some impact/Major impact.

Major impact – this would require re-procurement of these questions in a separate face to face survey at considerable cost.

Is it important to link data on this new question/topic to other existing questions/topics in the SHS (including SHCS and SSCQ)? If yes, please explain why and specify which questions/topics you need to link to.

Only basic demographic variables.

Please indicate the likely number of questions, including proposed question wording. If the question has been asked in another survey, please insert links to the questionnaire and the findings.

OR

If you have not devised appropriate question wording, please indicate the feasibility of constructing suitable questions.

See three two-part questions above. <http://www.gov.scot/Publications/2016/03/5843/3>

Relevance to Scottish Government, Local Authority and/or other organisations' policy objectives. This should cover how the data will be used (e.g. to inform legislation, to allocate funding, or to monitor Single Outcome Agreement indicators)

Data will be used as information for, and for use in speeches by, the First Minister and Senior Managers, to provide indicators of how well the Scottish Government is perceived to be doing on a number of key commitments (relative to how the Scottish sample perceive the UK Government is doing) since devolution:

- The competence of the Scottish Government as a government (a key commitment of the 3 SNP Scottish Governments)
- The fairness, openness and accountability of the Scottish Government (The FM has committed to making the Scottish Government to being one of the most open governments in the world)
- The developing relationship between citizen and state in Scotland

BID FOR INCLUSION WITHIN SCOTTISH SURVEY CORE QUESTIONS (SSCQ)

Are you bidding for any existing SHS/SHCS questions to be made Scottish Survey Core Questions (SSCQ)? If yes, please specify which one(s) and explain why it should become an SSCQ.

No

Are you bidding for any of these new questions in the SHS/SHCS listed above to be made Scottish Survey Core Questions (SSCQ)? If yes, please specify which one(s) and explain why it should become an SSCQ.

No

Are you bidding for a current Scottish Survey Core Questions (SSCQ) to be moved out of the core and replaced with something new?

Yes to be removed. Not to be replaced. Please note this proforma links in with
- the Culture proforma from OCSSA
and
- the Community Empowerment proforma –proposing social capital questions in the Core.

Transport and Travel

Lead Analyst	Richard Morrison
ASD	Transport
Topic areas	Transport and Travel

INFORMATION ON PROPOSED CHANGES

Questions you would like to stay in the SHS

(a) For each question or set of questions that you would like to stay in the survey and that you **propose remain completely unchanged** (in terms of sample size and/or frequency of collection), **please provide justification**. Remember to refer to specific variable names for clarity.

Household

NUMCARS and **NUMVANS** are both required to be full sample annual questions. Numcars is a Scottish Survey Core Question and widely used as a predictor for travel behaviour. Numvans has been added in 2015 to monitor the possible increase in delivery vans due to more online shopping. It is important to be able to monitor this on local authority level. Since the question has only been in the survey for a year it needs to be collected on an annual basis so we can create a time series that can be evaluated.

HD19 This is an SSCQ and is likely to be used by other policy areas as well.

HD2011 is required to be a full sample annual question. Bicycle ownership is an indicator used by policy colleagues and by external stakeholders. It is necessary to monitor this on local authority level since there is regional variation. It is required on an annual basis.

HECHECK, HE6, SCHOOL_NAME are all needed to determine where a child attends school. These questions are required to be full sample annual questions because they are needed as a filter for the travel to school questions, which are asked from the full sample every year.

HE10N and **HE13N** are required to be full sample annual questions as these provide estimates of active travel by children. This is required to monitor active travel. This information is needed on a local authority level and on an annual basis. Information is also used by external stakeholders such as Cycling Scotland.

HE15, HE16, HE17 used by policy colleagues in public transport and sustainable travel. Also used by external stakeholders such as Cycling Scotland. The full sample is required as we need to be able to disaggregate this information by local authority. Since there is limited change over time a biennial estimate suffices.

Random adult

Full annual

LICENCE Driving licence ownership is used as an indicator of the potential number of motorists. Also used as a filter for other questions on driving. Information on driving licences by demography has been requested in a PQ recently and is relevant from an equality point of view. For these reasons, it is required of the full sample every year.

FREDRIV Frequency of driving is used by policy colleagues and external stakeholders. Required from the full sample on an annual basis to detect changes over time and differences between local authorities

RD1, RD2, RD3, RD6 Mode of travel to work is a national indicator for percentage of journeys to work made by active travel. These questions should therefore be retained in their current form.

ALTMODE1, ALTMODE2 Indicators to pick up on alternative travel modes and potential for change in behaviour. Required from the full sample on an annual basis to detect changes over time and differences between local authorities.

WORKCON1, WORKCON2 Traffic congestion is a national indicator. It is therefore required from the full sample on an annual basis.

WORKYR This variable acts as a filter for MODEYR and should therefore be asked from the full sample on an annual basis.

MODEYR, MODEDIFF are both used to detect change in behaviour. This is important for policies on climate change and active travel. In order to meet climate change objectives we should see rapid change over the next few years, so these are required to be annual questions. The full sample is required because the number of people changing their mode is relatively low.

RE10b Questions on bus use is of vital importance for the bus policy team who use it for monitoring purposes. Required from the full sample on an annual basis to detect changes over time and differences between local authorities.

RE10d, TRAINPUR Questions on rail use are similarly important. Therefore these are also required from the full sample on an annual basis to detect changes over time and differences between local authorities.

GPAWR1 A real change in behaviour is needed in respect of personal transport habits if we are to bring down transport emissions from now to 2030 and help meet the targets within the Climate Change Act. For this to happen policy measures and new technologies such of these will need to be adapted and taken up by the majority of people. The first step in this process is for individuals to be aware of options available to help them make this change and reduce their personal emissions. Green buses are now a feature in the fleets of many bus companies.

GPAWR2C, GPAWR3CY, GPAWR3CN Potential importance as evidence for the Low Emission Strategy. Desire from policy for more info on electric vehicles from the SHS, in particular on changing attitudes and anxieties/barriers to purchase. There is a module in the OLEV survey which covers this, however the Scottish sample size is fairly small (~100 respondents) and results are currently not broken down by country. This is more of a leading indicator of potential uptake across the fleet. If we get a fixed y-o-y % saying yes – i.e. attitudes are not changing then we know that sales will not increase. Also as and when cars with new ranges are introduced if we see a spike in consideration after these announcements we know that range anxiety is a key issue and whether it has been overcome – if not, we know that it isn't. These variables are required to be full sample variables because we expect low numbers throughout the population, hence the full sample is needed to pick up relevant numbers. These questions require to be annual variables because we should be seeing rapid uptake in the coming years and it is important to be able to monitor this on an annual basis.

TRAVEL DIARY variables - The travel diary is widely used by policy colleagues and external stakeholders, such as Cycling Scotland. It is used to determine the percentage of trips made by different modes and informs the rates for concessionary travel. The travel diary should therefore be retained in its current form.

Biennial full

GPAWR2A Car sharing contributes to sustainable travel and it is therefore important for policy colleagues to monitor its incidence. It is useful to be able to break this down by local authority since there is regional variation.

GPAWR2B Fuel Efficient Driving (FED) is simply the most cost effective solution that we have to reducing emissions without stopping people driving. It is a lead indicator in peoples' habits changing. At the moment it saves the driver money instantly (unlike many other measures) and is highly cost effective. If we can better understand the barriers to people taking FED training then we can possibly remove this barrier in our policy development. This question has only been asked since 2015 so it is important to keep it in for at least a few more years to establish a time series. Since the numbers of uptake are quite low it is required to ask the full sample.

RD7, RD8, RD8b Policy colleagues need information on the reasons for using and not using public transport. Since there is limited year on year variation a biennial estimate suffices. The full sample is required to get useable estimates.

RE6, RE7, RE8, WALKDIS These questions provide important information for the active travel team. They are also of interest to external stakeholders such as Cycling Scotland, the University of Edinburgh and Paths for All. The full sample is required to get useable estimates.

RE10c, NOTBUS, RE12N, RE12B Questions on the reasons for using the bus are useful to the bus policy team. The full sample is required to get useable estimates.

RE10e, TRAINDIS Used by policy colleagues. This question needs to be asked of

the full sample to get sufficient numbers. Since there is limited year on year variation a biennial estimate suffices.

MODEPROB Indicator for integrated travel, used by bus and train policy teams. Required from full sample because numbers are quite low. Biennial indicator gives enough information because there is relatively little year-on-year variation.

Annual national

PTCRIM1 Used by the bus policy team. This is required to be an annual estimate to allow for timely policy interventions. It is not necessary to break this down by local authority.

RDCON1 Useful estimate on road conditions. It is not necessary to break this down by local authority.

Biennial national

CARDEP, MODECHNG Indicators for how likely people are to change their mode of travel. Important for policy on sustainable and active travel. A national estimate provides enough information so therefore it is not asked of the full sample.

RD9, RD9n, RECON Reasons for not using public transport are useful for policy making on sustainable travel. A national estimate on biennial basis suffices.

YCONC1 Variable used by the bus policy team. A national estimate on biennial basis suffices.

CARPLAN, PTPLAN, WKTPLN provide indicators for discussions on travel planning. This information is used in the context of sustainable travel policy. A national estimate on biennial basis suffices.

RE13, RE15, RE16 Information on road accidents is used by external stakeholders such as Scottish Borders Council and Cycling Scotland.

SHARE1, SHARE2 Car sharing contributes to sustainable travel and it is therefore important for policy colleagues to monitor its incidence. A national estimate provides enough information so therefore it is not asked of the full sample.

WEEKWORK provides information on how many work journeys people make per week. This information is important to benchmark the travel diary. A national estimate suffices so therefore the information can be asked of 1/3 of the sample. Because the travel diary is included every year this information is also required every year.

(b) For each question or sets of questions that you would like to stay in the survey and that you propose change frequency of data collection and/or sample size, please provide **evidence** of having **considered the needs of other users and stakeholders**. This should include confirming that:

(a) the questions you propose to change are not in another policy areas'

performance measurement framework (e.g. the Child Poverty Measurement Framework requires full annual sample size questions to achieve a sufficient sample size for the sub group of families with low incomes), or that you have consulted with them if you have. You should use the SHS Questionnaire Reference spreadsheet to check for the main performance management frameworks

(b) You have considered the needs of local authorities and other stakeholders for local authority data when moving from full to one third sample data collection.²⁴

Detail of amendment

FLY1

FLY2

FLY3

FLY4

FLY6

The frequency of the flying variables should be changed to annual (full) from biennial (full).

Justification

These variables provide important information about aviation. Given the planned devolution and proposed reduction in air departure tax it will be important to get annual estimates of the number of passengers and the destinations they are flying to since this will allow us to monitor the effects of the policy.

Detail of amendment

RG6AN, RG6use

The frequency of these variables should be changed to biennial (full) from annual (full).

Justification

We now have access to administrative data which gives us similar estimates. We would like to retain these questions on a biennial basis for quality assurance of the administrative data.

Detail of amendment

GPAWR2D

The frequency of this variable should be changed to biennial (full) from annual (full).

Justification

Very little year-on-year change for this question. Since the numbers are quite low we do require the full sample to ensure a sufficient number of people are asked the question.

Questions to be amended

²⁴ Generally speaking, LA level data is only available for full sample questions. However, LA level data for one third sample questions could be made available by combining 3 years' worth of data, as the Scottish House Conditions Survey does currently.

For each question, or group of questions, that are being amended, please provide the detail of the amendment

Please also provide the main reason/justification and evidence that you have:
(a) confirmed that none of the questions you propose to amend are in another policy areas' performance measurement framework.
(b) Consulted with stakeholders and whether consensus was reached.

PRIDE4_5_A

The current questionnaire has five questions on park and ride. The proposal is to delete four and only keep: have you used a designated park and ride facility in the past month? Tracy McKen (Sustainable and active travel Policy) and Tom Davy (Head of Bus Policy) have been consulted and agree with this decision.

CYCL1

This question currently has a large number of responses. We consolidated these categories after consulting with Tracy McKen. The proposal is not final; we propose the question is tested before being put in the final survey if there is scope to do so.

Questions to be deleted

For each question, or group of questions, that are being deleted, please provide the main reason/justification and evidence that you have:
(a) confirmed that none of the questions you propose to delete are in another policy areas' performance measurement framework.
(b) Consulted with stakeholders and whether consensus was reached.

Detail of deleted question

SHARE3, SHARE4 – reasons for not car sharing

Justification

There is very little year-on-year variation in this question. In addition, most of the reasons given by respondents could not be changed by policy intervention. Therefore, the information provided by this question is of limited use by policy colleagues. Tracy McKen has been consulted and has agreed to this decision.

Detail of deleted question

RE7 – cycling for pleasure

Justification

This question is not used by policy colleagues, since the policy focus is on cycling as a means of transport. In addition, the results are highly correlated with cycling as a means of transport, and therefore this question adds little information. Tracy McKen has been consulted and has agreed to this decision.

Detail of deleted question

PRIDE1

PRIDE2

PRIDE3

PRIDE5

- park and ride questions

Justification

These questions are currently underutilised. Chris Martin of IPSOS Mori suggested these questions can be interpreted as quite leading which might affect the quality. It was therefore decided to only keep one question on park and ride. Tom Davy and Tracy McKen have been consulted and agree with this decision.

Detail of deleted question

RD8main

RE12main

RD9main

- main reason for .. (not using public transport, not cycling, not using the bus). Asked only if respondents provide multiple responses when asked for their reasons in preceding question.

Justification

These questions add little information beyond what is already provided in the previous question. The results are not currently published and are not used by policy colleagues or external stakeholders. Cycling Scotland and Paths for All requested to keep this information but for the reasons above we think dropping these questions will have little impact.

Detail of deleted question

COCAR

Justification

We are unaware of anyone using this question and it is not published on either.

Proposed new questions

(a) For each new question, or group of new questions, please explain why you need each individual question/variable in the SHS. Your answer should address the following: justification of full vs. one third sample, and annual vs. biennial, policy rationale for the question and how the data will be used.

In addition, you should also complete Pro-forma A-1 which provides some of the detailed information that will be needed to place your new question into the survey.

No proposed new questions.

(b) Are you bidding for any of your existing or new questions above to be made one

of the **Scottish Survey Core Questions (SSCQ)**? If yes, please specify which one(s) (including variable names and whether this is an existing or new SHS question) and explain why it should become an SSCQ.

Or are you bidding for a current **Scottish Survey Core Questions (SSCQ) to be moved out of the core and replaced with something new?**

No.

Stakeholder engagement

This information is required for the recommendation report that will be produced to report on the conclusions of the questionnaire review.

Please provide a list of the stakeholders that you consulted with before submitting this proforma.

The questionnaire review was circulated to all external stakeholders on the SHS mailing list. We received written responses from Cycling Scotland, Sustrans, Edinburgh city council, Scottish Borders Council, the University of Edinburgh and Paths for All.

We also consulted with internal stakeholders in bus policy, low emissions vehicles, sustainable and active travel, transport modelling and transport economics.

Please list any new questions or changes that stakeholders wanted and that you have included in your proposed question set. Please provide the main reasons why stakeholders need these questions.

-

Please list any new questions or changes that stakeholders wanted but that were rejected by yourself as lead analyst and your policy colleagues, and why you decided to reject.

The **bus policy team** and **Edinburgh city council** expressed an interest in reinstating a question that was previously part of the SHS:
“About how long would it take ME to walk from here to the NEAREST bus stop (or place where I could get on a bus)? (I am interested in the nearest one even if it isn't

the main one you use.)”

This question aims to measure accessibility to bus services. We do not propose to reinstate this question as we are currently working with the GIS team to complete analysis that would most likely allow us provide a more refined measure of accessibility than can be offered by the SHS.

Scottish Border Council proposed a new question on the likely causes of accidents. **Cycling Scotland** proposed a new question on the type of vehicles involved in accidents.

Since typically only 1% of the sample reports being involved in an accident, we have concerns that these questions would not provide sufficiently high numbers to allow for meaningful analysis. We consulted with the Road Safety team in Transport Scotland, and they agreed that adding such questions to the SHS was unlikely to be useful. We therefore do not recommend to add these questions.

Paths for all suggested the inclusion of a new question on walkability: How easily can you walk around your neighbourhood using good quality routes?

The walkability issue has much external support, including from NHS Health Scotland. Place Standards, a national initiative backed by Scottish Government Planning, Architecture organisations etc. involves walkability. SG spoke with Paths for all (29/03/2017). It was agreed that the new question would not go into the survey this time for the following reason.

The SHS already covers this issue to some extent in our question on what discourages people from walking, where one of the reasons is “lack of walking paths.” In addition, the suggested question is not one question, but would have to be split into 2 and simplified. Cognitive testing would be required to make sure it was getting to the intended issue.

The Scottish Government National Walking Strategy needs to be delivered but also measured. Given the importance of walkability, it was suggested that a paragraph providing evidence to measure the strategy could go in a new walking section in the Transport and Travel in Scotland (TATIS) report. Possibly a new walkability derived variable based on the existing variables in the questionnaire could be devised. Any new analysis would help measure the delivery of the Scottish Government National Walking Strategy.

Volunteering

Lead Analyst	J Geyer on behalf of Jacqueline Rae
ASD	Local Government and Analytical Services Division
Topic areas	Volunteering

INFORMATION ON PROPOSED CHANGES

Questions you would like to stay in the SHS

(a) For each question or set of questions that you would like to stay in the survey and that you **propose remain completely unchanged** (in terms of sample size and/or frequency of collection), **please provide justification**. Remember to refer to specific variable names for clarity.

This proforma is based on a range of information:

- Submitted external stakeholder proformas²⁵
- Key internal policy discussions²⁶
- Discussions at the Scottish Household Survey (SHS) Review event (COSLA – 27 Feb 2017), and
- A further internal and external stakeholder engagement workshop held on 27th April 2017 with subsequent communications²⁷

There was widespread and strong support for retaining a set of volunteering questions in the SHS. However, there was also strong consensus on the requirement for updating and amending the set and to consider some deletions and insertions of new questions.

Having consulted as widely as possible and attempted to take account of differing views and reach consensus, our final recommendations for the volunteering questions are set out here, however, it should be noted that it was not possible in the time available to resolve all differences and fully consult on all suggestions.

The only question to be retained entirely unchanged is VOL7.

This is used to provide a complete picture of volunteering participation as it asks about those who have previously taken part, but not in the last 12 months.

Rationale for retaining a set of volunteering questions in the SHS - Key messages:

- **Strategic direction** - for the Scottish Government (SG) the questions are instrumental to inform strategic policy direction and guide future interventions.
- **National source of data** - the SHS is the only national source of volunteering data in Scotland. Volunteer Scotland emphasise that this data is extensively used across the public and third sectors to inform policy and practice, to

²⁵ Volunteer Scotland, Councils (Fife, Scottish Borders, Aberdeenshire), Scottish Natural Heritage, Equality and Human Rights Commission, SportScotland

²⁶ Third Sector Unit, Local Government, Community Planning and Empowerment Unit

²⁷ Third Sector Unit, Scottish Sports Association, Scottish Natural Heritage, Local Government, Volunteer Scotland (unable to attend on the day but who had sight of a note of discussions – Culture and Sport analysts, Community Planning and Empowerment Unit, representatives from Fife, Scottish Borders and Aberdeenshire local authorities).

monitor strategies and performance, to assist with work planning, and to provide evidence when applying for funding/grants, etc.. The Equality and Human Rights Commission (EHRC) emphasise the importance of SHS data to be able to fully meet a UK statutory duty to report on progress in Scotland on equality and human rights every 5 years, and for Scottish public authorities to be able to develop and monitor equality outcomes to meet the Public Sector Equality Duty. SportScotland and the SG emphasise that the SHS is a key resource to monitor progress against the Active Scotland Outcomes Framework, which includes active volunteering in its indicator set.

- **Inform policy and monitoring** - the SHS data is essential to inform national and local volunteering policy, contribute to monitoring of legislation and National Outcomes (NO) (e.g. Community Empowerment (Scotland) Act 2015 and NO11), and to support reporting across a range of indicators to meet statutory and public sector equality and human rights duties.
- **Local outcome measurement** – the full menu of questions about volunteering activity are required to gain an understanding of the situation at local level, helping to identify areas of good practice. Scottish Borders stated this is important in relation to benchmarking local authorities, as new legislation comes into force.
- **Cost effective** - Volunteer Scotland consider the SHS as a cost effective way of collecting volunteering data, more so than for each local area in Scotland to do so individually – which would make it challenging to ensure consistency of questions and robustness of analysis, and comparisons both nationally and locally.

Highlighted below are extracts from discussions and proformas that have informed the key messages above:

Informing Policy

Of primary interest to the Third Sector Unit are questions on volunteering (formal / 'informal') rate (and demographic breakdown); frequency and duration of engagement; themes / interest areas that people choose to devote their time to (linked to national outcomes e.g. environment, young people, early years, healthcare etc.) – RF11A, VOL1A, VOL1B, VOL2, VOL3, VOL4, VOL6. Of secondary interest are questions around barriers to participation – VOL8B, VOL9B.

It should also be noted that the headline rates of volunteering data from the SHS is used by a range of policy areas across the Scottish Government to support policy decisions around for example, employability and fair work, community engagement, health and well-being, resilient communities, older people support, social isolation and equalities. For example, VOL1 Answer category D is a topline indicator for the Active Scotland Outcomes Framework (ASOF). Inactivity is the fourth biggest cause of non-communicable disease mortality in the world. The Scottish Government has responded by developing the ASOF based on the best available evidence worldwide on how to improve the health of a nation through physical activity. One aspect of the policy is capacity building for those who deliver sport and physical activity services and who do so on a voluntary basis. As such this indicator not only describes the

level of input across Scotland but acts as a measure of the significant contribution volunteers make to delivering a healthier Scotland.

Indicators / Outcomes

Fife and Aberdeenshire Councils highlight the key importance of questions RF11A, VOL1A, VOL1B, VOL2, as did Scottish Natural Heritage (RF11A, VOL1A, VOL1B). Fife emphasised that SHS data is used as a key source of data for monitoring local outcomes, many of which are part of the Menu of Local Outcome Indicators and the National Performance Framework. There would be a detrimental impact on ability to measure local outcomes if this data was not available from national surveys. Scottish Natural Heritage (SNH) emphasised that the volunteering questions are essential to help monitor progress – and the impact of SNH work to deliver - on a key outcome measure in their Corporate Plan: *'increase the % of adults engaging with environmental issues'*. This includes developing more opportunities for the public to engage in volunteering and citizen science, as described in *'Big step 3' in 'Scotland's Biodiversity: a route map to 2020'*.

Scottish Borders Council made particular comments on the importance of VOL3, VOL4, VOL6 to provide: an accurate perspective on overall volunteering rates; key information on hours contribution in the Scottish Borders supporting the economic / development side of volunteering; and insights into how people perceive the needs (and respond to these) of their own communities and whether voluntary actions correspond to budgetary / social / flagship political policies. Scottish Borders also made particular comments of the importance and necessity of VOL7, VOL8B, VOL9B to understand the barriers to volunteering and motivations to volunteer without which interrogation of the 'infrastructure' of volunteering and how enabling it is would be lost.

The Equality and Human Rights Commission highlight the importance of RF11A/VOL1 to measure political participation which is part of their current measurement framework, stating as far as they are aware, there are no other sources / surveys to gain this information by protected characteristics in Scotland. The EHRC propose amended wording which is highlighted at 2 below.

SportScotland and SG highlight the importance of VOL1A, VOL1B and VOL2 as these are key questions, amongst others in the SHS, to monitor progress against the Active Scotland Outcomes Framework. They also propose amendments to the dropdown options at VOL1A and VOL1B at 2 below.

(b) For each question or sets of questions that you would like to stay in the survey and that you propose change frequency of data collection and/or sample size, please provide **evidence** of having **considered the needs of other users and stakeholders**. This should include confirming that:

(a) the questions you propose to change are not in another policy areas' performance measurement framework (e.g. the Child Poverty Measurement Framework requires full annual sample size questions to achieve a sufficient sample size for the sub group of families with low incomes), or that you have consulted with them if you have. You should use the SHS Questionnaire Reference spreadsheet to check for the main performance management frameworks

(b) You have considered the needs of local authorities and other stakeholders for

local authority data when moving from full to one third sample data collection.²⁸

We are not proposing to move from full to one third sample size. Consensus is that the sample size and frequency of the volunteering questions should be maintained.

Volunteer Scotland's proforma clearly sets out the justifications for maintaining full sample size which we agree with. In particular reducing would make sub-group analysis problematic and impact detrimentally on the accuracy of findings (currently some of the questions are only asked of those people who have identified as volunteers (2,500)). Local authority level analysis would also be problematic if the sample was reduced and would affect ability of not only local authorities, but also Third Sector Interfaces and other volunteering involving organisations, who use the data to understand volunteering in their areas in order to fulfil their functions.

Due to the biennial nature of many of the questions, combining data would result in too infrequent snapshots of volunteering to be of policy and practice value.

The annual headline volunteering questions provide important time series data that is of policy importance internally and externally. The biennial questions are valuable to policy and data users as they provide a richer picture of volunteering in Scotland. The data from these questions also allows for secondary data analysis, such as calculating the economic value of volunteering, which is an often cited figure.

The EHRC emphasis that any changes to the sample size and frequency of collection would impact on the usefulness of SHS data to be analysed by protected characteristics, and thus be detrimental to meeting equality and human rights duties at a UK and Scotland level.

Questions to be amended

For each question, or group of questions, that are being amended, please provide the detail of the amendment

Please also provide the main reason/justification and evidence that you have:

- (a) confirmed that none of the questions you propose to amend are in another policy areas' performance measurement framework.
- (b) Consulted with stakeholders and whether consensus was reached.

Questions to be retained with amendments

1. RF11A
2. VOL1A
3. VOL1B
4. VOL3 (minor)
5. VOL4 (very minor)
6. VOL6
7. VOL9B

²⁸ Generally speaking, LA level data is only available for full sample questions. However, LA level data for one third sample questions could be made available by combining 3 years' worth of data, as the Scottish House Conditions Survey does currently.

See **Annex A** (attached in the email) for detail of changes proposed.

Rationale

Overall, the proformas and discussions strongly suggest that the wording of the current set of volunteering questions are outdated / archaic and drop-down options are not clearly linked and aligned to current policy contexts / direction, outcomes and the National Performance Framework - particularly in the context of participation and measuring the '*strength of our communities and relationships*' - to gain a fuller understanding of what is really happening in communities to inform policy development.

Further, the Third Sector Unit is in the process of reframing the strategic agenda around volunteering. In order to ensure the data can inform policy, the Unit strongly propose that questions be amended and developed to move away from an outdated 'recruit and retain' volunteering model which does not capture and reflect how and why / why not people now engage / participate. Also as noted previously, the headline volunteering questions are used by a range of Scottish Government policy areas and amendments and additional questions to reflect the current policy climate around engagement and participation, and shifts in delivery would helpfully inform thinking and policy development across the office.

The EHRC propose the importance of capturing political participation, which is part of their current Equality Measurement Framework to meet a statutory duty to report on progress every 5 years.

SportScotland is the key delivery agency for sport in Scotland. They have requested a change to VOL 1 Response category D, if a new question cannot be added on coaches (see lead analyst Sports proforma). At present it is "Sport/exercise (coaching or organising)". SportScotland have requested that coaching and organising are split into two different response categories. A question on the number of people who coach will inform outcome 4 of the Active Scotland Outcomes Framework – 'we improve our active infrastructure – people and places'. This data could show how many people are involved in coaching on a voluntary basis across Scotland. Further, an impact measure in SportScotland's corporate plan is around increasing the diversity of those involved in coaching and this data would provide equalities data to address this. (To note, lead analyst for Sport has suggested that it would not be viable to split the category).

Finally, we recommend that the volunteering questions are considered alongside proposals around capturing and measuring social context outcomes with a suggestion to include a chapter on participation in the SHS to enable the dynamics of participation to be asked together and reported collectively, rather than in silos.

Questions to be deleted

For each question, or group of questions, that are being deleted, please provide the main reason/justification and evidence that you have:

(a) confirmed that none of the questions you propose to delete are in another policy areas' performance measurement framework.

(b) Consulted with stakeholders and whether consensus was reached.

Detail of questions proposed to be deleted

1. VOL2
2. VOL8B

Justification

Volunteer Scotland propose three current questions (VOL6, VOL8B and VOL9B) could be deleted to make room for a question on 'informal' volunteering and further questions on formal volunteering.

Volunteer Scotland suggest that although VOL8B and VOL9B are useful, they have been asked for a number of years with little movement in the results suggesting the findings are fairly static. There are also other sources of information that can be drawn upon to explore the barriers and enablers to volunteering (however not always specific to Scotland). Further, Volunteer Scotland suggest that a high 'no answer' response to question VOL9B (54%) could imply that the question is not working in its current format and fails to elicit responses from participants. It is also possible that alternative research methods might yield a better – and more informed – response to this type of question.

VOL8B and VOL9B were originally identified by Scottish Borders Council as necessary to understand the barriers to volunteering and motivations to volunteer. The Council emphasises without these questions, interrogation of the 'infrastructure' of volunteering and how enabling it is would not be possible. However, after the workshop in the 27th April, they are now content if these are deleted.

At the workshop on the 27th April, there was general consensus from those present that **VOL8B could be deleted** with agreement on Volunteer Scotland's rationale for this and a general sense that the question will not offer any further insight if continued. However, the Scottish Sports Association was still interested in retaining VOL9B if there was space and the wording could be changed to focus it more effectively on what could help facilitate a return to volunteering.

Although VOL6 was proposed by VS to be deleted, others saw value in retaining it – see end of section C on stakeholder engagement.

It was agreed at the workshop on the 27th April that **VOL2 could be removed** if a 'OTHER' option was added to VOL1A and VOL1B. It was considered that a separate extra question was not required to be asked again of everyone as a repeated prompt, given that VOL1A is an extra prompt question already (asked of those who respond no to RF11A).

Proposed new questions

(a) For each new question, or group of new questions, please explain why you need each individual question/variable in the SHS. Your answer should address the following: justification of full vs. one third sample, and annual vs. biennial, policy rationale for the question and how the data will be used.

In addition, you should also complete Pro-forma A-1 which provides some of the detailed information that will be needed to place your new question into the survey.

Detail of new question/s

1. **VOL_NEW1** - Participation in different types of informal volunteering (question format similar to VOL1A and 1B)
2. **VOL_NEW1** - Frequency of informal volunteering
3. **VOL_NEW1** - Hours of informal volunteering

Rationale

There is strong support to develop and update the set of volunteering questions in the context of social participation for example, exploring how to capture what is sometimes termed as 'informal' volunteering alongside the formal volunteering in the SHS. Formal volunteering is important, but not the whole story.

'Informal' volunteering in terms of helping a neighbour, is seen as a more accurate reflection of community cohesiveness – indicating willingness to help those around you, whereas people who participate in formal volunteering might volunteer out-with their community. However, question wording and development needs to be mindful that concepts such as formal / 'informal' volunteering can be unhelpful and understood differently. Further, the distinction between formal and 'informal' volunteering does not allow for more nuanced responses around active participation and citizenship and of discretionary contributions to society / communities in the widest sense – contributions people make to communities of place and interest, to society, to families. This is important to inform the development of the indicator set for the National Performance Framework around *'the strength of our communities and relationships'*. Overall, this is about participation. This is clearly aligned to the social context questions proforma and understanding participation in different contexts (e.g. in the context of culture, sport, environment, digital).

Volunteer Scotland also emphasises that measuring (and therefore recognising and valuing) a broader range of participation could help ensure that we are recognising everyone's contribution. They highlight that participation in organised formal volunteering generally reflects existing structural inequalities, whereby more affluent households and groups have higher rates of participation. However, research elsewhere has highlighted that people who live in more deprived communities, and some ethnic groups, tend to have higher rates of 'informal' volunteering, and that participation is understood differently by different communities (e.g. faith, disabled people, ethnic minorities, etc.). The risk therefore of only measuring formal volunteering is that some people who live in more deprived communities and some equality groups could wrongly be considered 'disengaged' and not actively participating.

We agree with Volunteer Scotland's proforma which proposes that extending the survey to also capture the level of unpaid help being given by individuals (to others who are not their family) would provide:

- A fully comprehensive view of volunteering in Scotland in all its forms;
- Analysis of the linkages between, and determinants for, 'individual' and 'organisation' focused volunteering;

- An increased understanding of the relationship between volunteering and social capital and how this changes over time;
- A more accurate national comparison with other surveys (where we know formal volunteering questions are incomparable);
- A reinforced and strengthened confidence in the SHS as the very best view of the level of volunteering participation in Scotland (and the gold standard for national volunteering surveys).

Three new questions are proposed (two based on those asked in the UK Community Life Survey) - one question to firstly capture the more informal aspects of volunteering in Scotland followed by a second question to ask how often people engage in this type of activity and a third (based on VOL4) on amount of hours. These are intended to provide a more complete and rounded picture of volunteering in Scotland – to be asked of the full sample on a biennial basis to allow interrogation of the data a local level, which will be of interest to local authorities in the context of Community Empowerment and cohesion.

For VOL_NEW1 and VOL_NEW2, Volunteer Scotland propose using the wording of the ‘informal’ volunteering questions asked in the UK Community Life survey as this wording has already been tested and would allow for direct comparisons to be made against the English data in terms of benchmarking, etc (see Annex 3). However, the suitability of the wording in the Scottish context for VOL_NEW1 was challenged at workshops we undertook in June 2015 with internal colleagues and key equality, third sector (including Volunteer Scotland) and community groups to explore the potential to measure social capital in Scotland around the concepts of ‘informal’ volunteering and participation. Participants expressed considerable concerns on the suitability of these questions around diversity, language and the activities asked. Concerns were also raised and alternatives discussed at the workshop in April 2017.

There was agreement that the introductory text required adapting to widen the scope of informal volunteering beyond acts solely for individuals ie to include activities for the benefit of wider society.

It was felt to be important that the response options captured participation that was purposeful, meaningful and for the benefit of others rather than all potential acts of participation. This was about making a distinction between someone that was a general good citizen versus an active citizen.

There was a desire to see the following captured in some way:

- Environmental protection, including wildlife and outdoor places
- Place – community environment
- Activities aimed at tackling loneliness
- Advocacy type activities
- Neighbourliness
- Culture and heritage
- Supporting skill development
- Supporting people to be more active

A response from Volunteer Scotland after the April 2017 workshop suggested that

the CLS response options still provided a useful prompt for a range of activities of interest and were keen to see these largely retained which has been taken into account in the question design.

A revised version of the UK Community Life Survey informal volunteering question is proposed as set out in **Annex A**, attached in the email (and detailed in Annex 2 below). This new question will require cognitive testing and hence further development with the survey contractors is likely before a final version is reached.

NB

These new questions need to be aligned with the fuller module of volunteering questions when these are asked.

As highlighted previously, we would also emphasize that all SHS questions across the survey in the context of participation need to be linked and considered collectively when being asked and reported.

(b) Are you bidding for any of your existing or new questions above to be made one of the **Scottish Survey Core Questions (SSCQ)**? If yes, please specify which one(s) (including variable names and whether this is an existing or new SHS question) and explain why it should become an SSCQ.

Or are you bidding for a current **Scottish Survey Core Questions (SSCQ) to be moved out of the core and replaced with something new?**

No.

Stakeholder engagement

This information is required for the recommendation report that will be produced to report on the conclusions of the questionnaire review.

Please provide a list of the stakeholders that you consulted with before submitting this proforma.

Volunteering proforma workshop on 27th April

- Attended - Third Sector Unit, Scottish Sports Association, Scottish Natural Heritage, Local Government, Volunteer Scotland
- Unable to attend on the day but who had sight of a note of discussions – Culture and Sport analysts, Community Planning and Empowerment Unit, representatives from Fife, Scottish Borders and Aberdeenshire local authorities).

Discussions with internal policy colleagues in Third Sector Unit, Community Engagement and Empowerment, Local Government.

Communications with Active policy and Culture policy lead analysts.

External stakeholder submitted proformas from:

- Volunteer Scotland - Volunteer Scotland submitted a collated response from the Cross Party Group on Volunteering and the Volunteering Forum which

involved consultation with their members (75 organisations). Information on the SHS Review was circulated through the Third Sector Research Forum newsletter.

- Councils (Fife, Scottish Borders, Aberdeenshire)
- Scottish Natural Heritage
- Equality and Human Rights Commission
- SportScotland

Views were also gathered at the SHS Review event at COSLA on 27 February 2017.

In June 2015, we previously consulted internal and external colleagues on the 'informal' volunteering questions asked in the UK Community Life Survey. Information on the SHS Review was circulated to these participants.

Please list any new questions or changes that stakeholders wanted and that you have included in your proposed question set. Please provide the main reasons why stakeholders need these questions.

See earlier entry under proposed new questions.

Please list any new questions or changes that stakeholders wanted but that were rejected by yourself as lead analyst and your policy colleagues, and why you decided to reject.

Volunteer Scotland (VS) suggested after the meeting on the 27th April that VOL6 should be deleted because, even if the response options are revised/condensed they are not sure how much value this question has without knowing more about the context of the volunteering. They also suggest it may be possible to extract this type of information from other sources, for example the VS volunteering opportunities search. However, as this has not been discussed amongst wider stakeholders and there is now insufficient time to do this, the decision is to retain this question as agreed at the workshop in this current review, but with revised options,.

VS suggested after the workshop on 27th April that it would perhaps be more useful to know (in place of VOL6) about the types of volunteering people would like to take part in in the future, however, they did accept this proposal would be challenging to explore given the time constraints and hence we are not putting forward this new question suggestion for this review.

VS submitted a request for the inclusion of a further 3 new questions after the workshop on the 27th April. These have not been included in this proforma as there has been insufficient time to consult with other stakeholders on these suggestions and these would further impact on the time foot print even after accounting for suggested deletions.

Detail required for introducing a new question

Section (Household (HH) or Random Adult (RA))	Random Adult
Topic Area (e.g. culture, housing)	Volunteering / Participation
Lead Analyst	
Preferred sample size (Delete as app)	Full sample
Preferred frequency (Delete as app)	Biennial

New Question Name (if preference, contractors can suggest if you would rather)
VOL_NEW1 (new name can be proposed)
Preceded by... (i.e. where do you want it to appear in the questionnaire)
Aligned under a theme of participation in the context of social context outcomes and alongside the other volunteering questions
Pre-filter on this question? (i.e. Ask if...) PLEASE NOTE THIS IS DIFFERENT TO ASKING IT OF A RANDOM SUB-SAMPLE
If less than full sample, which streams would you prefer this to appear in (if you have a preference) ?
Question wording
<p>The next section asks about any unpaid help you as an individual may have given to other people (a friend, neighbour or someone else but not a relative) OR to improve an issue you care about, that is apart from any help given through a group, club or organisation.</p> <p>In the last 12 months have you done any of these things unpaid?</p> <p>Please select all that apply.</p>
Question Response Codes
<ul style="list-style-type: none"> A. Keeping in touch with someone who is at risk of being lonely (in person, telephoning or e-mailing) B. Doing shopping, collecting pension, benefits or paying bills C. Routine household chores eg cooking, cleaning, laundry, gardening D. Car or home maintenance or repairs E. Babysitting or looking after children F. Helping with personal care (e.g. washing, dressing) G. Providing advice or support with letters, forms or speaking with others on someone else's behalf H. Providing transport or accompanying someone away from home I. Helping to improve your local environment eg litter picking but not as part of an organised activity J. Helping someone else to improve a skill K. Helping someone else to be more active L. Anything else (specify) M. No help given in last 12 months"

Provisional wording with some further development needed.

Are these single or multicode options?

Multi

Estimated time for this new question(s) – please state for each variable and submit the estimated time calculations in the accompanying Excel questionnaire tool workbook

37seconds

New Question Name (if preference, contractors can suggest if you would rather)

VOL_NEW2 (new name can be proposed)

Preceded by... (i.e. where do you want it to appear in the questionnaire)

Aligned under a theme of participation in the context of social context outcomes and alongside the other volunteering questions

Pre-filter on this question? (i.e. Ask if...) PLEASE NOTE THIS IS DIFFERENT TO ASKING IT OF A RANDOM SUB-SAMPLE

If answered yes to any of the positive response options for the informal volunteering question

If less than full sample, which streams would you prefer this to appear in (if you have a preference) ?

Question wording

Thinking about all the unpaid help you as an individual may have given to other people OR to improve an issue you care about. How frequently do you do this?

Question Response Codes

Several times a week

About once a week

Less than once a week but at least once a month

Less than once a month, but at least five or six times a year

A few times a year

About once a year

Never

Are these single or multicode options?

Single

Estimated time for this new question(s) – please state for each variable and submit the estimated time calculations in the accompanying Excel questionnaire tool workbook

8 seconds

New Question Name (if preference, contractors can suggest if you would rather)

VOL_NEW3 (new name can be proposed)

Preceded by... (i.e. where do you want it to appear in the questionnaire)

Aligned under a theme of participation in the context of social context outcomes and alongside the other volunteering questions

Pre-filter on this question? (i.e. Ask if...) PLEASE NOTE THIS IS DIFFERENT TO ASKING IT OF A RANDOM SUB-SAMPLE

If answered yes to any of the positive response options for the informal volunteering question
If less than full sample, which streams would you prefer this to appear in (if you have a preference) ?
Question wording
Again, thinking about all the unpaid help you as an individual may have given to other people OR to improve an issue you care about. How many hours would you estimate you spent on these activities in the past month?
Question Response Codes
hours
Are these single or multicode options?
single
Estimated time for this new question(s) – please state for each variable and submit the estimated time calculations in the accompanying Excel questionnaire tool workbook
16 seconds

Other relevant information about this question (including details of whether the question has previously been asked in another survey)
VOL_NEW1 and 2 are based on questions in the UK Community Life Survey on 'informal' volunteering. VOL_NEW3 is based on VOL4.

Do you require any of your new questions to be cognitively tested? If yes, which ones and why? (Please note that cognitive testing costs money and therefore questions from existing surveys may not be cognitively tested.)
Yes this will be required for VOL_NEW1.