

2018-2021 Scottish Household Survey (SHS), Scottish House Condition Survey (SHCS), Scottish Survey Core Questions (SSCQ) Questionnaire Reviews

External Guidance and Pro-forma

Action required

- 1) To go through SHS, SHCS and SSCQ questions and decide on which questions can be dropped, which should be maintained or changed and if any new questions or topics are required. The [SHS 2017 questionnaire](#) and the [SSCQ](#) can be accessed on their respective websites. The SHCS social interview questions are contained within the SHS questionnaire. There is a note under the 'Stream' heading identifying SHCS questions in the [SHS 2017 questionnaire](#).
- 2) To get directly in touch with the respective Scottish Government lead analyst (list included as Annex 2) for your topic(s) of interest as soon as possible and early on in the questionnaire review process.
- 3) Provide a supporting statement and agree on **priority** questions with your Scottish Government lead analyst. As far as possible, work within the same time allocation of your questions. If you want to add a new question, then an existing question should be dropped.
- 4) Complete proforma (included in Annex 3).
- 5) Submit proforma via your Scottish Government lead analysts or, only in exceptional circumstances and with permission of the SHS team, directly to the SHS team **by 7th March 2017**.

Background

The Scottish Household Survey and Scottish House Condition Survey questionnaires are regularly reviewed. The SHCS social interview questions are contained within the SHS questionnaire. Previous full scale reviews took place in 2009 and 2011. External engagement has always featured in the questionnaire review process. There are 20 core questions included in every Scottish Government Social Survey, known as the Scottish Survey Core Questions (SSCQ) (the core may expand during 2017). The Scottish Household Survey includes the SHCS and SSCQ.

External organisations are now invited to submit their view on the SHS, SHCS and SSCQ Questions via their SG lead analysts.

The resultant new questionnaire will be used from 2018. There will be a smaller-scale questionnaire review spring 2019 and a limited annual change facility available.

Organisations outside the Scottish Government that wish to submit bids for **dropping, maintaining, changing particular questions** or for the inclusion of **new SHS/SHCS questions and/or changes or new SSCQ questions** are asked to:

a) get directly in touch with the respective lead analyst for their topic(s) of interest as soon as possible and early on in the questionnaire review process. This is to make sure that their views are represented in lead analyst discussions and deliberations with other stakeholders.

b) then complete the proforma below.

This proforma also includes a space for bidding for existing SHS questions to be made SSCQs.

Please note that question space in the SHS/SHCS is in high demand and only new questions with a strong policy rationale that are of interest to a range of different stakeholders are likely to make it into the SHS (or to stay within the survey). It would be helpful if organisations making bids for new questions could also identify which existing questions within the same topic area should be dropped or reduced to make space on the questionnaire.

The [SHS 2017 questionnaire](#) can be accessed here. There is a note under the 'Stream' heading identifying SHCS questions in the SHS [2017 questionnaire](#).

Any queries can be directed to the SHS Project Manager, Jackie Horne, at: shs@gov.scot.

Any people with views on the physical survey [data collection form](#) should email both the SHS and SHCS teams (shs@gov.scot and shcs@gov.scot). While all the information will be collected together, the SHCS question review evaluation will be a separate exercise, led by Ganka Mueller.

Any questions about the Scottish Survey Core Questions (SSCQ) should be directed to Sarah Martin at sarah.martin@gov.scot.

Please return submissions via your Scottish Government lead analyst or, only in exceptional circumstances and with permission of the SHS team, directly to the SHS team **shs@gov.scot before 7th March 2017.**

Annex 1: Scottish Surveys Core Questions

[Scottish Surveys Core Questions](#) (SSCQ) provides reliable and detailed information on the composition, characteristics and attitudes of Scottish households and adults across a number of topic areas including health, mental wellbeing, disability, smoking, and perceptions of crime and policing.

SSCQ gathers survey responses from identical questions in the Scottish Crime and Justice Survey, the Scottish Health Survey and the Scottish Household Survey into one output. The pooling of Core Questions results in an annual sample of around 20,000 respondents, providing unprecedented precision of estimates at national level.

This sample size enables the detailed and reliable analysis of key national estimates by country of birth, ethnicity, sexual orientation, religion, age and sex, marital status, disability, caring responsibility, smoking status, education level and economic activity, as well as tenure, car access and household type. SSCQ also enables a detailed sub-national analysis by Local Authority, urban-rural classification and Scottish Index of Multiple Deprivation.

The Scottish Surveys Core Questions cover:

1. self-assessed general health
2. disability
3. long-term conditions
4. smoking
5. perception of local crime rate
6. perceptions of police performance
7. highest qualification held
8. economic activity
9. household type
10. housing tenure
11. mental well-being
12. car access
13. country of birth
14. ethnicity
15. religion
16. marital status
17. sexual orientation
18. gender
19. age
20. unpaid provision of care

All SSCQ data and publications are available through the SSCQ website, and are distributed across a range of platforms. Please go to www.gov.scot/SSCQ for further information.

Annex 2: Scottish Government SHS lead analysts

A list of lead analysts for each topic is provided below, together with their email address:

Household Part of Survey	Lead Analyst
HB - Accommodation HC – Sharing accommodation	Joe Jobling (Joseph.Jobling@gov.scot)
HC - Internet access	Debbie McGovern (Deborah.McGovern@gov.scot)
HC – Recycling	Kirsty Ciclitira (Kirsty.Ciclitira@gov.scot)
HE – Young people in the household	Andrew Morgan (Andrew.Morgan@gov.scot)
HF – Health and disability	Andrew Paterson (Andrew.Paterson@gov.scot)
HD – Driving and transport	Richard Morrison (Richard.Morrison@gov.scot)
HG – Employment of Highest Income Householder and HH – Household Income	Jackie Horne (Jackie.Horne@gov.scot)
HI – Financial Services/Household Finances (including HI Savings)	Andrew White (Andrew.White@gov.scot)
HI – Housing Costs HJ – Mortgage and rent	Joe Jobling Joseph.Jobling@gov.scot
SHCS - Main module of questions	Ganka Mueller (Ganka.Mueller@gov.scot)
Random Adult Part of Survey	
RA – Accommodation	Joe Jobling (Joseph.Jobling@gov.scot)
RB – Neighbourhoods and Community Safety	Darren Peaston (Darren.Peaston@gov.scot)
Green space and access to the outdoors (latter in RF section)	Kirsty Ciclitira (Kirsty.Ciclitira@gov.scot)
RC – Education and training	Jackie Horne (Jackie.Horne@gov.scot)
RF – Volunteering	Jacqueline Rae (Jacqueline.Rae@gov.scot)
RF - Convenience of local services	Gregor Berry (Gregor.Berry@gov.scot)
RF - Culture	Kay Barclay (Kay.Barclay@gov.scot)
RF – Sport	Julie Guy (Julie.Guy@gov.scot)
RG – Health and RG - Disability	Andrew Paterson (Andrew.Paterson@gov.scot)
RH – Random Adult Employment	Jackie Horne (Jackie.Horne@gov.scot)
Travel Diary	Richard Morrison (Richard.Morrison@gov.scot)

Note

The letters relate to the section of the SHS questionnaire. H is for those questions in the Household section and R in the Random adult section. The second letter just refers to the chronological order of the sections A-H. A lot of questions in each section are named according to the section they are in e.g. HB1, so the letters are used to define question names as well.

Annex 3: External Pro-forma

2018-2021 Scottish Household Survey (SHS), Scottish House Condition Survey (SHCS), Scottish Survey Core Questions (SSCQ) Questionnaire Reviews: External Pro-forma

Please return submissions before 7th March 2017. Please complete the details below.

Please Note this form must be returned with your response.

Please indicate how you wish your response to be handled and, in particular, whether you are happy for your response to be published.

Are you responding as an individual or an organisation?

Individual

Organisation

Full name or organisation's name

If responding on behalf of your organisation, please specify which team or department:

Name

Organisation

Address

Postcode

Email

Phone number

The Scottish Government would like your permission to publish your response.

Please indicate your publishing preference:

Publish response with name

Publish response only (anonymous)

Do not publish response

We will share your response internally with other Scottish Government policy teams who may be addressing the issues you discuss. They may wish to contact you again in the future, but we require your permission to do so. Are you content for Scottish Government to contact you again in relation to this consultation exercise?

Yes

No

**2018-2021 Scottish Household Survey (SHS), Scottish House Condition Survey (SHCS), Scottish Survey Core Questions (SSCQ) Questionnaire Reviews
EXTERNAL ORGANISATIONS QUESTION REVIEW PROFORMA**

(1) 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.

Detail of question

Justification

(2) 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

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(3) 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:

Detail of deleted question

Justification

(4) 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.

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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.

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.

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?

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.

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.

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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.

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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)

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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.

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.

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

Please return pro-formas before **7th March 2017 via your SG lead analysts.**

Further Contact details:

shs@gov.scot

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