



## 2021 Census Advisory Group Meeting CAGW 24 January 2018

Minutes of meeting held on 24 January 2018, at the Welsh Assembly Government Building.

Attendees:

### ONS

Neil Townsend	Head of 2021 Census stakeholder engagement
	Head of 2021 Census statistical design
Orlaith Fraser	Census Statistical and Outputs Design
	Head of Field Force operations
	ONS Geography
	2021 Census stakeholder engagement
	(Secretariat) 2021 Census stakeholder engagement and communications

### CAGW

	Welsh Government
	Welsh Government
	Welsh Assembly
	City & County of Swansea
	Cytun (Churches Together in Wales)
	Public Health Wales Observatory
	Local Government Data Unit
	Welsh Government

Apologies:

- Public Health Wales Observatory
- Welsh Government
- Caerphilly County Borough Council
- Local Government Data Unit

## **1. Welcome, introductions and previous minutes**

- 1.1 [REDACTED] welcomed members to the Census Advisory Group meeting and members of the group introduced themselves. The minutes and actions from the previous meeting in June 2017 were discussed and agreed. Two actions were carried forward.

## **2. AG(17)01 – 2021 Census Highlight Report (summer 2017)**

- 2.1 Neil Townsend (NT) introduced the CTP Update. He reported that the funding for the 2018/2019 financial year had been approved for the refreshment of the Business Case and the Benefits work. When this work is completed it will be circulated to the Census Advisory Group members. We would welcome input from members.

ACTION: NT to send completed work on Business Case and Benefits to CAG members

- 2.2 He commented that the procurement of the recruitment, pay and training contract will be going ahead shortly. There will be lots of procurement activity taking place going forward.
- 2.3 At the end of February ONS will launch a consultation on outputs, focussing on user needs. NT urged members to respond. He added that roadshows will be held throughout England and Wales shortly afterwards. [REDACTED] offered to put information about this on the Welsh Assembly consultations web-page. [REDACTED] added that she could send information about it to her contacts.

ACTION: NT to provide text about the consultation to [REDACTED]

- 2.4 [REDACTED] asked for further details about the changes to the outputs system. NT said that we will be actively producing less tables but using a more flexible system so users can create their own bespoke tables. Disclosure control will be built in, and the system will be hosted on the ONS website.
- 2.6 The next meeting of the Local Authority Operational Management Group will be held in February. There are twelve representatives from England and Wales from cities, coastal and rural towns who normally attend. Items to be discussed will be the Address Register, the Marketing Plan, and the Local Authority Engagement Strategy. The Engagement Strategy will also be shared with the CAGs.

## **3. Update on Census Questionnaire Development**

- 3.1 [REDACTED] introduced the presentation on the Census Questionnaire Development. He said it was likely that the 2021 questionnaire would include a question on the armed forces, as investigation had identified that current data collected would not meet the user need for collecting data on veterans.
- 3.2 A lot of work has been done on a possible sexual orientation question, but more testing will be needed. He commented that one new version of the question has a “prefer not to say” option, which makes the question voluntary without it being explicitly stated.

- 3.3 Regarding the volunteering question, [REDACTED] said that, after testing, it was likely that ONS will recommend that a volunteering question should not be asked, due to people's different perceptions of what defines volunteering and lower user need than some other topics. [REDACTED] asked for further details on the results of the testing.

ACTION: [REDACTED] will send details on volunteering question testing to [REDACTED]

[REDACTED] feels that the harmonisation team isn't on top of the proposed questions for census. [REDACTED] will take this back to ONS.

ACTION: [REDACTED] to discuss [REDACTED] comment on harmonisation with team at ONS

- 3.4 Testing is continuing on the gender identity question. Public acceptability testing hasn't demonstrated a detrimental effect on the male to female ratio. Relevant organisations are being contacted to gain more insight on the topic.
- 3.5 The number of rooms question will no longer be asked. However, a question on the number of bedrooms will be included. ONS will continue to analyse the VOA data on the number of rooms. In addition, there may be further options to identify renewable heating systems, and a further segregation to identify solid fuel central heating.
- 3.6 The marriage and civil partnership question has been re-worded – this is currently being tested.
- 3.7 The ethnic group question has been shown to have the strongest user need after age and sex. The four communities being considered as new categories are Jewish, Roma, Sikh and Somali. Focus group testing is ongoing and there will be further engagement with these communities. We are expecting to finish this work by the summer, and finalise the recommendation.

ACTION: NT asked whether [REDACTED] or [REDACTED] could pass us any relevant contacts of Sikh and Jewish communities in Wales.

- 3.8 [REDACTED] said that a successful event was held in Cardiff in October/ November about the main language question. It had been decided that the question would remain the same, and added that we will continue to collect the skills question for Welsh.
- 3.9 Further research is being done on the qualifications question – trying to shorten it and look at alternative ways of presenting it. So far, the user need is around the highest level of education attained. A short survey will be sent out to interested stakeholders at the end of January/ beginning of February.
- 3.10 Regarding the "Year last worked" question, we are looking at different options to present this, including "were you employed last year?"
- 3.11 Work is continuing on the supervisory status question – we are working with an Oxford University academic to identify if there are other ways of deriving NS-Sec using census data. (Check with [REDACTED]).
- 3.12 There will be a small targeted survey about communal establishments at a similar time as the qualifications/education question survey, which will focus on the types of communal establishments. We are considering changing some of the

definitions, including possibly changing sheltered housing to no longer being defined as a communal establishment.

- 3.13 [REDACTED] mentioned the tenure question, and wondered whether lessons had been learned from the last census.

ACTION: [REDACTED] to investigate the tenure question, and whether lessons learned last census had been taken into account

- 3.14 [REDACTED] commented on the huge increase in student areas in some areas of Wales, and said that it could cause problems from an operational perspective. NT said that we will have an agenda item on addressing and communal establishments in a future CAG meeting.

ACTION: NT to add agenda item for addressing and communal establishments for a future meeting

- 3.15 [REDACTED] said that ONS would be aiming for a 4 page per person questionnaire. Because of potential additional questions on the armed forces, sex and gender, and tick-boxes for additional ethnic groups, we will need to find additional space. For the country of birth question – we are considering removing Irish as a response option and adding in a write-in section for intention to stay. Regarding type of second address, [REDACTED] commented that the Welsh Government is interested in the types of second addresses. [REDACTED] replied that we will have a write-in for this question, and would welcome any thoughts or risks posed by this, and the other options mentioned above.

#### **4. Welsh Government Update**

- 4.1 [REDACTED] gave the update from the Welsh Government. She reported that a very good Welsh Language Stakeholder Workshop had been held which had proved very useful.

- 4.2 She said that their organisation was continuing to try and engage with Assembly members including the Welsh Affairs Committee and the Secretary of State for Wales.

ACTION: [REDACTED] to confirm process for Census Regulations in Wales and prior engagement

- 4.3 She said that they had just received approval for the linking of data from Welsh Language Use Survey with English Patient Data, so this work will begin shortly.

#### **5. Geography Update**

- 5.1 [REDACTED] gave the geography update on developments since the previous census. He said a number of things had proved successful, such as workplace zones, but that others had been less successful such as information about parishes – he said that 10 per cent of parishes weren't able to receive outputs because of the low numbers.

- 5.2 Regarding Output Area (OA) maintenance – it had been decided that the same thresholds would be kept from 2011 for 2021. Looking forward, the intention will

be to try and maintain the OAs using administrative data, and then quality assure them using census data. Early indications show that this should speed up census processing for the future. He said that it had been decided that the maintenance of workplace zones would also rely on using administrative data.

- 5.3 ■ explained that the geography section will be looking to produce grids as an alternative to OAs, and grids will become a new tool.
- 5.4 He mentioned that there would be a few questions concerning geography on the upcoming Outputs Consultation and would welcome members' input. He added that there will be a consultation on geography in autumn 2018 or early 2019.
- 5.5 A four nations geography group is being planned. He will let members know when details are firmed up.
- 5.6 ■ said that he is interested in the possibilities of using administrative data but feels that in smaller areas there are more discrepancies in it as opposed to the census data. ■ welcomed this view and added that comments from local authorities would be helpful. He added that it wasn't possible to consult with 348 local authorities but that we will tap into local knowledge where we can.

## **6. 2017 Test Evaluation - Operations**

- 6.1 ■ introduced the presentation of the 2017 Test Evaluation from an operational perspective. She mentioned that lessons had been learned from the test regarding recruitment in that it had been difficult recruiting part time enumerators based on a set number of hours, and that for the 2019 Rehearsal anything between 10 and 37 hours could be contracted with an employee. It was also planned to stipulate that 1 per cent of the field force will be required to be flexible about moving to another area if needed.
- 6.2 She commented that the Field Work Management Tool (FWMT) had worked well along with the Bring Your Own Device methodology where employees used their own mobile devices where possible. The FWMT for 2019/2021 had now been procured, and workshops for internal staff will begin shortly.
- 6.3 It is intended that for the 2019 Rehearsal 10 per cent of the Census Officers will begin work a week earlier than the remainder, to deal with any start-up problems.
- 6.4 A field staff support line was set up and used for the first time during the 2017 Test and proved very useful. She added that we will also investigate providing an online help facility for field staff for the Rehearsal and after.
- 6.5 ■ asked why some questionnaires would be posted out and some would be hand delivered. ■ replied that there would be a targeted approach to delivery. She added that the team would be working with the Address Register to identify communal establishments, and the intention is to send letters to communal establishments at least 3 weeks ahead of census day.

## **7. 2017 Test Evaluation - Statistical**

- 7.1 Orlaith Fraser (OF) introduced the presentation on the 2017 Test Evaluation from a statistical perspective. She reported that we received a 42 per cent response rate which was what was largely expected. She explained that a big impact was

seen if reminder letters were used, and that using the behavioural insight version of the letter increased the response further (written in plain language). As a result, this type of letter will be used for 2019 and 2021.

- 7.2 She described the different ways people were invited to respond. This exercise had been useful to identify the characteristics of people likely to respond and how.
- 7.3 Regarding the sexual orientation question, it had been found that the inclusion of this question showed very little difference in the response rate received.
- 7.4 She mentioned the next steps in the plans for the Rehearsal in 2019, commenting on providing Hard to Count Indexes and investigations into the take-up of broadband in England and Wales. [REDACTED] asked whether we will be publishing the Hard to Count Index to LSOA level. OF confirmed that we will. [REDACTED] asked whether we will be targeting some areas with paper questionnaires. OF replied that we will probably target some LSOAs to drive up response rates where needed. [REDACTED] asked whether the reminder letter areas would be the same as in the Test, OF replied that her team are still working on it, but possibly not.
- 7.5 [REDACTED] asked for a simple timeline of the legal processes necessary for the publication of the White Paper, and also for the Rehearsal.

**ACTION:** NT will provide a basic timeline for the White Paper and the Rehearsal

- 7.6 [REDACTED] asked about the various surveys that had been mentioned at the meeting and whether members would be invited to participate. NT replied that emails will be sent to CAG members. He added that the Outputs Consultation will be widely promoted and will be sent to all CAG members. [REDACTED] offered to share the Communal Establishment survey with Housing Information Groups.

## 8. Any Other Business

- 8.1 The next meeting is likely to be held in June and proposed agenda items include the address register; outputs consultation – initial results; user journeys (of census respondents); communal establishments; legislative processes and local authority engagement.

**Date of Next Meeting: June 2018**

Action Number	Owner	Detail
CAG W 14.06.17 AP 03	[REDACTED]	[REDACTED] will contact James Tucker to gauge interest in holding a session on the census at the Royal Statistical Society. Closed
CAG W 14.06.17 AP 06	[REDACTED]	[REDACTED] will provide ONS with a list of religious communal establishments in Wales. Closed
CAG W 14.06.17 AP 11	Becky Tinsley	BT to investigate the under-count in Caerphilly and advise [REDACTED]. Ongoing
CAG W 14.06.17 AP 12	[REDACTED]	[REDACTED] to advise [REDACTED] on the sex and

		gender definitions. Closed
CAG W 24.01.18 AP 01	Neil Townsend	NT to send completed work on Business Case and Benefits to CAG members. Closed
CAG W 24.01.18 AP 02	Neil Townsend	NT to provide text about the consultation to [REDACTED]. Closed
CAG W 24.01.18 AP 03	[REDACTED]	[REDACTED] will send details on volunteering question testing to [REDACTED]. Ongoing
CAG W 24.01.18 AP 04	[REDACTED]	[REDACTED] to discuss [REDACTED] comment on harmonisation with team at ONS. Ongoing
CAG W 24.01.18 AP 05	Neil Townsend	NT asked whether [REDACTED] or [REDACTED] ([REDACTED]) could pass us any relevant contacts of Sikh and Jewish communities in Wales. Ongoing
CAG W 24.01.18 AP 06	[REDACTED]	[REDACTED] to investigate the tenure question, and whether lessons learned last census had been taken into account. Closed
CAG W 24.01.18 AP 07	Neil Townsend	NT to add agenda item for addressing and communal establishments for a future meeting. Closed
CAG W 24.01.18 AP 08	Neil Townsend	NT will provide a basic timeline for the White Paper and the Rehearsal. Ongoing