

C.I.C.

Name of Interviewer: Mrs Janet Cabot

SERIAL NUMBER

1	2	3	4	5	6	7	8	9
3	1	5	1	5	1	4	0	1

Date(s) of interview(s) 19/11/68

Length of interview(s)

1 1/4 hours

or contacts

Contact 2.0 pmInterview 6.0 pmTotal actual interviewing time 1 1/4 hours

Form of introduction

"My name is X. I'm from Essex/London University. We're preparing a report (writing a book) about standards of living in Britain today and how families manage. We think it's important for the Government and everyone else to know what the facts really are. We're hoping to talk to about 3,000 families throughout the country and I'd be very grateful if you could help us by answering some questions. All our information is, of course, strictly confidential."

SUMMARY : COMPLETE AFTER INTERVIEW

1. Interview carried out at first call at second call at third or later call	10	3. Which sections were answered in whole or in part by which persons on the household? Informant	Write Section 1, 2, 3, etc.	5. Number of other households at address →	21
	X Y 0		13		None
2. Information for household — — complete skip to Q. 3 incomplete—answer 2a	11	2nd member	14	6. Household living on ground basement floor 1st floor 2nd floor 3rd floor 4th floor 5th or above Specify	22
	X Y		15		Answer 6a {
(a) Sections incomplete	1	3rd	None (Y)	(a) Is there a lift in the building? Yes No	6
	2		16		7
CODE ALL THAT APPLY	3	4th	2, 3 (Y) 9	7. Is there an internal or external flight of at least 4 steps or stairs to the dwelling entrance?	23
	4		17		
CODE ALL THAT APPLY	5	5th	9 (3)	8 9	8 9
	6		18		
(b) Reasons if incomplete — — ill/disabled does not know information unwilling to give information other (specify)	12	6th	9 (1)	8 9	8 9
	X Y 0 1		19		
Other (specify)	1	4. Semi or detached house or bungalow Ter. h'se or bungalow Self-con. flat in block Self-con. flat in house Self-con. flat attached to shop/business Room(s): furnished Other (specify)	20	Yes No	8 9
	X Y 0 1		21		
Type of Accomm.	0	Type of Accomm.	0	8 9	8 9
	1		1		
Type of Accomm.	2	Type of Accomm.	2	8 9	8 9
	3		3		
Type of Accomm.	4	Type of Accomm.	4	8 9	8 9
	5		5		

QUESTION 9

Exclude Bank Holidays in counting up holiday entitlement. List number of weeks to nearest week. Do not insert " $\frac{1}{2}$ ".

QUESTION 10 Occupation

See instructions above for Q. 7(b). Start by recording member of household in left-hand box (informant, 2nd, 3rd, etc.) and then carefully note occupation and industry or business. The office will code in the right-hand columns on the basis of your information. Avoid all vague terms, e.g. "engineer". If you find the answer too general or difficult to understand always ask "What do you do?" and write in the answer. In many households there will be only one or two persons who have been at work in the past twelve months. If necessary you can use all the space in the box just for one or two persons, providing it is clear to which person(s) the information applies.

QUESTION 11 Change of Job

Note that sub-questions (a) - (d) apply only to persons changing their jobs less than five years previously.

11(c). IRU, etc., means Industrial Rehabilitation Unit or any other Government training centre.

QUESTION 12 Training Course

Our object is to check on men taking a re-training or training course, whether or not they changed their job. Some men may have taken a course and gone back to their former job or employers. Others may be unemployed and yet have taken such a course.

QUESTION 13 Fall in Earnings

You may be asked what you mean by "big" fall. Accept whatever the informant thinks is big. Put the information in the box, including the approximate earnings previously as well as the subsequent earnings and code the extent of the fall in the right-hand columns.

Question 13(a)
couldn't or wouldn't
say exactly
It happened when
had to go on sale.
First three weeks on this
got only £9.50 per week

QUESTION 14 Best job

If you are asked "What do you mean by 'best'?" you should say "It is up to you to decide" (adding, but only if necessary, "whether it's best because of the money, the people, the job in itself or anything else"). Of course there will be people who give a mixture of reasons. Code the one they treat as most important. If they are undecided code DK.

QUESTION 15

A few persons — e.g. students — may have worked for part of the last year, or may work every Saturday and still be in full-time education. We will be asking about them later. Code them as still in full-time education.

QUESTION 15(a) Years of full-time education

The question is worded so that if someone has missed a year's schooling because of illness, say, between the ages of 5 and 14, he can adjust his answer accordingly. You can check (or aid other informants trying to reach an answer) by deducting five years from the leaving age and then asking if the result allows for any absence because of hospitalisation, war evacuation, military service, or any other reason. Note that full-time education can be provided in hospital. Only deduct a year if ALL of it was spent out of school. When writing in leaving age and number of years education remember again to insert each digit.

Question 15(a)

They didn't know
about 3rd but
they assumed it was earlier
leaving age allowed at the time

Question 16

QUESTION 16 Manual Workers

If you are in doubt from what you have been told about a man's job whether it is manual ask, "How do you do your work? Is it mostly heavy work, or operating a machine or mostly with your hands?" If he indicates any of these ask Q. 16. If still in doubt ask the question and write a note.

He has nearly
completed one
as Thermal Engineer
3 years done.

QUESTION 17(a) Husband's occupation

Follow same procedure as above under Question 10. It will be even more necessary to probe for the exact type of job. Encourage the woman to tell you what her husband did, since the answer is most important for us in classifying occupational status.

OCCUPATIONAL FACILITIES AND FRINGE BENEFITS

General

Our intention is to invite anyone who has been working full-time to tell us about working conditions and fringe benefits. This will include anyone currently sick or unemployed who has been in full-time work in the last 12 months.

NORMALLY QUESTIONS SHOULD NOT BE ASKED ON SOMEONE ELSE'S BEHALF: THEY SHOULD BE ADDRESSED TO THE PERSON IN OR RECENTLY IN A PARTICULAR EMPLOYMENT.

But if two brothers, or husband and wife, work in the same factory or if otherwise the informant has good reason for knowing the employment conditions, then the interviewer may exercise discretion.

QUESTION 1 Outdoors

In determining whether mainly outdoors, you should find whether proportion of working time spent outdoors exceeds 50 per cent. Those working outdoors but under cover (e.g. some dock labourers and railway porters) should be counted as outdoors. Where conditions have changed, the question should be applied to the **most recent** conditions (e.g. last week at work).

QUESTION 2 Facilities

We are interested only in facilities provided by the employer. **Disregard** provisions and facilities which may happen to be available but which are not provided by the employer (e.g. garage hand who uses W.C. and washing facilities in neighbouring shop, or printer's apprentice who nips into local café for tea). For someone currently sick or unemployed the questions apply to the last job he held during the previous 12 months.

Facilities for washing Note that there must be hot water, soap and towel if "yes" is to be coded. Include liquid soap and paper towels in definition if necessary.

QUESTIONS 2 and 3 Writing in questions which do not apply

Working conditions vary widely and it is impossible to devise questions which fit them all. If you are satisfied that the answer yes or no to a particular question is meaningless or inappropriate **DO NOT CODE** alongside the item but write in underneath how many of the 8 or 10 items do not apply.

QUESTION 3 Sufficient Heating

The test is whether the informant feels cold at his work more often than the occasional instance of there being a heating breakdown or a really big freeze.

Facilities for washing Note that there must be hot water, soap, towel and mirror if "yes" is to be coded. You may count liquid soap as "soap" and paper towels and even a hand drying machine as equivalent to a towel if necessary.

Place for lunch Eating at bench or desk does not count.

Place to keep clothes e.g. cupboard, locker, wardrobe, hook in small room, etc. The wording should make clear that we are interested **both** in a place where clothes can be kept **and** one where they will be reasonably safe.

Question 3
4th works for contractor
therefore never in same
place

QUESTION 5

Note that the recent Industrial Employment Act gives employers the responsibility of notifying employees about certain terms of service. Many employees will have received some kind of notification.

QUESTION 6 Whether sick pay

Include only when employer pays cash directly to an employee who is sick. Contributions towards medical care costs come under Q. 11. Ideally we would like to have details of sick pay expected and length of time employer is expected to go on paying. (Sometimes a man is paid one proportion of pay for 3 months and then a lower proportion for a further 3 months.) Many informants, however, will not know and you should do your best to get a general idea at least of the starting level for the first month, recording underneath more specific information if known.

Sick pay amount What should be entered here is costs paid by employer. Sickness benefit should not be included even though employers contribute towards it. Earnings means **earnings before tax**.

QUESTION 7 Pension

Include any type of occupational pension, contributory or non-contributory, funded or unfunded.

QUESTION 7a Employee's contribution

Note that we are not attempting to establish what the employer pays, because many informants will not know. We require amount paid (preferably) or per cent of earnings **before tax**: many schemes are not of the type that the employer pays a fixed proportion of earnings. In these instances, code "None" or "Does not apply", according to the information you are given. When given a percentage note that it may be calculated on basic wages rather than earnings and you should note this so that we can adjust the figure in the office. Estimate the proportion of normal earnings the previous contribution amounts to — correct to nearest percentage point unless respondent names half a percentage point.

QUESTION 7b Pensionable age

That is, the age at which the pension is first payable.

QUESTION 7c Years towards pension

Do not count any years towards another pension in a previous employment unless those years have been accepted by the present employer as counting towards the pension from his employment.

QUESTION 7d Amount of pension

The question refers to the total occupational pension, though part of the cost may be paid by the informant. If the informant knows more details about his entitlement enter information in box (e.g. two-thirds of salary in last 5 years of service).

QUESTION 8 Meal vouchers

You may have to build up towards the average weekly value by asking "How much is each voucher worth?", "How many do you use in an average week?". Generally vouchers are additional to wage or salary but sometimes the employer will include them on a pay slip as part of earnings received. Watch that you do not count their value both here and later under net earnings.

QUESTION 9 Subsidised meals

Meals include drinks that may accompany them though we think it might cause offence to ask this in a formal question. We are interested to learn of anything from subsidised canteen meals to expense account lunches and dinners.

QUESTION 9a Saving on meals

Note that we are seeking an estimate of the difference between the actual cost to the employee and **what he would have spent** in the ordinary way if there were no subsidised canteen or restaurant available, or if his work did not allow him to charge the cost of outside meals. We are **not** seeking an estimate of the real value of the meals. Since some employees may not spend more outside on a poorer meal than they spend inside for a subsidised one, some entries may be "0" shillings.

Question 6(a)

Infnt didn't know exactly. Only knew that it would be less. They're possibly about $\frac{2}{3}$ but I didn't know whether to code this as he was vague

Question 7(a)

Infnt cannot join pension scheme until he has been in job for whole year. He will have to pay 15s per wk when joins after Christmas

(d) As hadn't joined as yet he couldn't answer he said.

QUESTION 10 Personal use

Includes transport to and from work.

QUESTION 10a Normal repairs

Excludes repairs caused by negligence of informant or family. **Make and type** — e.g. Vauxhall Cresta, Saloon or Morris 15 cwt. van. The description should be enough for us to look up its second-hand value as a check on the value.

QUESTION 10d Driver

This is a polite way of ascertaining whether the car is chauffeur-driven. Thus Code X includes self, family, friends and other employees driving for pleasure and not because they are paid to drive the respondent around.

QUESTION 11 Other benefits

Read the prompts slowly: they are carefully drafted to cover the perks of both senior and junior staff. **The goods** may vary from free or subsidised coal given to miners to discounts on goods bought or free vegetables, seeds or seedlings. Don't hesitate to pursue it further according to occupations of informants. **Transport** may be free leisure travel given to railway or bus employees or paid holidays given to senior executives. Note this section is supplementary to the use of a vehicle in Q. 10. **Medical expenses** may be premiums to insurance agencies for private medical care or the direct payment of doctors' bills. **Education** can range from free tennis lessons or typing lessons to payment of public school fees. **Shares in the company** can be given free or below market value.

ENCOURAGE THE INFORMANT to add items under the various headings together and give time for this to be done. We are interested to know what it would cost to buy these things privately even though the employee might not have chosen to do so (e.g. the employee might have used the Health Service if his employer did not pay for him to have private medical care).

"How much a year are these things worth altogether?"

The point here is that some kinds of entries will be money saved, say, on goods and services which the informant would have had to pay for, whereas other entries will involve things he would never have afforded or thought about. Our aim is to discover what equivalent in extra income would be needed if he did the same things but had to bear the full cost himself.

QUESTION 13 Satisfaction with job

The questions are laid out in a form which equally encourage positive or negative answers. You may shorten the question to "Are you satisfied or dissatisfied with —" providing the informant seems to be genuinely weighing the alternatives.

Facilities at work means facilities as asked under Q. 3 earlier.

Question 11 -
Infs and 4th both
said could if
wanted buy certain
goods through their
firms at reduced
prices. But neither had done
this. Not quite sure how
to code.

CURRENT MONETARY INCOME

General

This section asks questions in turn of the employed, the self-employed and then everyone, including those who are not employed. Our object is to obtain reliable estimates of income, before and after tax, for each income unit in the household, both for "last week" and "the last 12 months".

Income Unit

This is any person aged 15 or over, or if in full-time education any person aged 19 or over, together with wife or husband (if she or he has one) and children under 15 (or aged 16-18 if in full-time education), if any. According to this definition a man, wife, and children aged under 15 count as one income unit, but a middle-aged widow and a son who is a university student, or an elderly widow and a single daughter of 40, count as two income units. A household consisting of man and wife with three single children who are all over 15 years of age and who are at work counts as four income units.

Allocating Income

Usually amounts of income can be entered in the appropriate column, according to the person receiving it. Do not enter any income twice. Do not, for example, enter a particular amount both for the wife and the husband. Nor need you split up any amount part of which is payable for a dependent wife or child. Thus, do not attempt to divide up the total of family allowances; enter the total in the wife's column. And enter an amount for sickness benefit, say, even if it includes sums for the wife and children, in the husband's column (if indeed it is he who receives it).

Gross and Net

In the first question you carefully ask for the last pay net of deductions and go on in the second question to establish what these deductions are. The answers to both questions effectively give gross and net earnings for the last period for which pay was received and you can build up further information in the questions that follow. You should be conscious of this distinction throughout the section. It will not always be possible to get information both for income after tax and income before tax. Remember that if you cannot get an answer for one you may be able to get it for the other. Make a note whenever you can. We can calculate in the office.

Last 12 months

Though you start by finding what was the last amount of pay received it is very important also to find what was the average pay during the previous 12 months and gradually build up the total income received by the income unit and the household in those months. You have already filled in a work-record and this will help you to answer several of the questions in the section.

QUESTION 1 Last earnings

Remember to check earnings for each member of the household, even those of a wife who had a job for only a few weeks in the year, a young son who works only on Saturdays, and a retired man with a part-time job. Second or subsidiary earnings are dealt with in Q. 14. Note that each digit is ruled off from the next. Insert "0" in any column which does not apply. Please note also that we have allowed wider columns on these income pages so that you have enough room to write in figures. But note that you will have to indicate which member of the household received any income if you are obliged to use a fifth or sixth column.

QUESTION 2 Deductions

Don't forget that a total is better than nothing. If the informant is uncertain say, "I believe it is on your pay slip" and encourage him or her to check. We have asked you to put a tick if in fact you are shown a slip or the informant reads off the amounts. As before, the small boxes on the left are for you to identify the member of the household: "Inf." "2nd" "3rd", etc.

National Insurance contributions

A male employee ordinarily pays 15s. 8d. and a female employee 13s. 2d. per week, although note that a married woman can elect to pay only 7d. per week to cover industrial injuries benefits. Boys under 18 pay 10s. 1d. and girls 8s. 5d. per week. Persons over 18 who are contracted out of the graduated pension scheme pay a higher flat rate insurance contribution of 18s. 1d. (men), 14s. 8d. (women).

Graduated pension contributions

The employee contributes 4½ per cent of each pound of gross weekly earnings between the ninth and the eighteenth, i.e. approximately 11½d. for each of these pounds, plus ½ per cent for each pound between the 19th and the 30th, i.e. rather more than 1d. for each of these pounds. In fact a man with gross weekly earnings of £9 pays nothing, one with £13 pays 4s. 0d., one with £21 pays 9s. 0d., and one with £30, 9s. 9d. About one person in every five, however, is contracted out of the graduated pension scheme, but such persons nonetheless pay ½ per cent on each pound of gross earnings between the ninth and the 30th, or a maximum of 2s. 1d.

QUESTION 3 Highest and lowest

Check the number of weeks worked by turning up the work record. Some people's earnings will have varied only in one or two weeks of the year and it will not be difficult for you to establish an average in (b). Remember Q. 3(b) is very important. Other people's earnings may have varied widely, either because of changes of job or variations in overtime. Do not include variations due to holidays or sickness. If it is difficult to arrive at an average write in the box or in the margins, e.g. 10 weeks @ £15 10s., six weeks @ £18 15s. and 23 weeks @ £24 11s. We will work out the rest. Do not include weeks of holiday or sickness, which are explored later.

QUESTION 4 Bonuses

If a commission or bonus has been included in Q. 3 do not now amend the answer to that question. If the information is given for the first time write the amount in the box and also strike out "Before" or "After" Tax as appropriate.

Question 3(a)

4th gets overtime but also gets extra allowances if job is away from home area that week or in difficult conditions etc. I am not sure which one to code as he couldn't say which was most important reason for variation

4th said they had no basic weekly rate He is paid by the hour 5/7 - per hour is basic hourly rate Has no fixed number of hours in working week

QUESTION 8

Obtain an estimate of total cost by the normal transport used. Some people who drive cars will offer their estimate of real cost but in such cases write in as indicated the average weekly mileage to and from work (not during work). In other instances assume 6d. per mile for all small cars (i.e. under 12 h.p.) and 8d. per mile for larger vehicles.

5 miles @ 6d. = 2s. 6d.	5 miles @ 8d. = 3s. 4d.
10 miles @ 6d. = 5s. 0d.	10 miles @ 8d. = 6s. 8d.
50 miles @ 6d. = 25s. 0d.	50 miles @ 8d. = 33s. 4d.
100 miles @ 6d. = 50s. 0d.	100 miles @ 8d. = 66s. 8d.

QUESTION 9 Holiday pay

Be careful not to include pay received simultaneously with holiday pay for any week of work. Remember that many wage earners only receive the basic wage during holidays, which is usually much lower than average earnings.

QUESTION 10 Sick pay

There are several practices. (1) Some employers (e.g. public services) automatically deduct national insurance sickness benefit for the worker and his dependants from pay during sickness (or sometimes expect him to report what sickness benefit he receives so that it may be deducted from later amounts of sick pay or even from the first weeks of earnings after recovery from sickness). (2) Others (mainly smaller private firms) deduct only the sickness benefit for the worker, ignoring what he may get for his dependants. (3) Still others deduct nothing for any sickness benefit for which a worker may be eligible. In the last two cases it might seem that the worker will be better off in sickness than at work. This is true for some, particularly salaried earners, but remember that if any employer pays anything to a wage-earner in sickness rarely does it exceed the basic wage. His average earnings may be much higher. (4) When the level of sick pay is small no deductions may be made for any sickness benefit.

Changes in sick pay after the first weeks

In rare instances of persons who have been sick more than a few weeks the rate of sick pay will have changed. If the average is difficult to estimate write in the amounts thus: 4 weeks @ £10, 4 @ £5 10s., etc. After deductions of tax, etc. Note if only the amount of pay before deductions is known.

QUESTION 11 Income of self-employed

The income of the self-employed is sometimes difficult to ascertain. Four alternative methods of questioning that have been found to be helpful in previous research are listed. Our first aim is to find the figure for **annual income before tax**. Thus Q. 11 A (iv) is the crucial one and if you can get the answer to this do not press unduly for the answers to the preceding questions, but they are helpful in establishing that (iv) is in fact the figure you want. The alternative aim (if you cannot achieve the first) is to seek the **amount obtained from the business**, either **Method B** — net profit including money taken out for own use, or **Method C**, the sums actually taken out for personal use. Method D should only be tried if all else fails, and frankly, is not of much help. An accurate figure for income is important and you should if necessary take time to establish it. Method D "**Turnover**" = total receipts from sale of goods and services, less any discount allowed.

Question 7 (a)

4th could not give weekly estimate of costs. He has an occasional out lay to buy his own tools and individual clothing. He has to provide his own. He thought he might have spent 10-12 in last year

QUESTION 16 Supplementary Benefit

It is most important that you should not overlook anyone who may be receiving or who has received supplementary benefit. There are two problems. One is, as noted above, that an informant may neglect to tell you that a standard benefit, like retirement pension and sickness benefit, is in fact supplemented. The other is that the official term "supplementary benefit" is fairly new. You may therefore have to prompt "supplementary assistance?", "national assistance?" or "public assistance?".

QUESTION 16(c) Rent paid by Supplementary Benefits Commission

If the rent is in fact paid by the S.B.C. we shall be asking later how much that is.

QUESTION 17 Single Grant

A single payment may be made to meet an exceptional need — such as bedding, clothing or household equipment. It may also be made to meet charges for glasses, dentures or dental treatment obtained through the National Health Service.

QUESTION 18 Income in last year at work

Note that you have already asked how many years it is since such a man last worked (in Section II). Now you are asking for the actual year when last at work, and, if it is 1955 or a later year, for the wage and household income. Do not neglect to find the composition of the household at that time (for example, write: man, wife and adult single son, or, man, wife and wife's widowed mother). We realise memories may be faulty but most people remember the last occasion they were at work and we are anxious (for retired and disabled persons, for example) to get a rough estimate of their fall in income upon giving up work. In the office we shall of course allow for average wage increases in the intervening years in interpreting the information you collect.

QUESTION 19 Employer's pension

The question is in a form which allows for the possibility of an ex-policeman, ex-serviceman or ex-civil servant drawing a pension though still holding a subsequent job. Service pensions should be included here but not war pensions, which have been covered in Q. 15. As before: **Strike out Before or After Tax as appropriate.**

Question 18

3rd The wife's father is retired and he lives with his daughter since they have first moved into this house in 1947. I wasn't able to talk with him but his last job was only a very part time job as a postman and they couldn't remember how much he had earned. Nor could they give me a figure for the total income of the family apart from saying it was less.

QUESTION 20 Miscellaneous allowances and cash income

The various kinds of income have been laid out as compactly as possible but remember that two or more may need to be coded and you should prompt carefully. Underneath describe the type of allowance (so that we know to which code a particular amount refers) and the amount per week or per month. Ring either "1" or "2" depending on whether the allowance did in fact cover last week and strike out "Before" or "After" tax as appropriate. Make sure that in the case of allowances of husbands temporarily away from home that you have not already written in his earnings earlier as a member of the household. If you have do not write in any amount he pays. All we want here is any income which is not covered by earlier entries.

Question 20
4th received £25
in a lump sum from
his football club.
He broke a leg playing
for them and had 8 weeks
off work. I am not
quite sure how to code
this payment
His accident insurance
was in a lump sum
too.

QUESTION 20(b) Allowances for separated and divorced wives

Some wives receive money direct from their husbands (or via the court). Others have court orders but these are signed over to the Supplementary Benefits Commission, which collects the money and pays the mother a standard weekly allowance. We therefore want to avoid counting the amount in Q. 20 if that amount is already included in the figure for supplementary benefit listed under Q. 15. We also want to be able to sort out irregular payments of both money from court orders and supplementary benefit. Check carefully in all these instances and write a note if anything needs clarification. Fatherless families form a small proportion of the total sample of households. Where money from court orders is paid irregularly and the mother claims weekly from the Supplementary Benefits Office she might not always claim the full amount, or may delay her claim in which case she loses benefit. Check to see if such loss is occurring.

QUESTION 21 Allowances and sums paid to others

This question complements some of the sub-questions in Q. 20. Here we are concerned to find out about all cash payments or allowances amounting to at least 10s. a week or £25 a year. Note that married children frequently pay rent or bills for elderly parents and old people sometimes make considerable cash gifts to their children. Examples are payments for grand-children's clothing or holidays, payment of T.V. rentals and licence, cash gift for car.

QUESTION 22 Tax relief

Our object is to gain further evidence about reciprocal aid but also to help us in interpreting the figures for earnings and deductions given earlier. Note that you are not expected to probe for amounts.

QUESTION 23

Property income is considerable for a small percentage of informants and tends to be of two types: income from only one or two houses and income from a range of properties. With a few people considerable time may need to be spent on getting a reliable answer to this question. Net income after tax may not be known so we deliberately seek gross income before tax, then expenses, and only finally income after tax. You may not be able to get the third but make sure you get a figure for the first. It may also be difficult to secure a figure for expenses of rates and repairs but remember that property-owners will often know the total sums entered on their income tax returns. It may even be helpful to remind informants of this: "I mean the total like that in your income tax return — gross income less expenses." Note that many owner-occupiers and tenants rent rooms and flats to others in their accommodation. Do not count the rent from a boarder living in the household.

V SAVINGS AND ASSETS

QUESTION 1 Personal

This excludes a business bank account which is covered by Q. 4. Avoid double-counting the same bank balance or assets when questioning husband and wife.

QUESTION 2 Savings

Note that you should proceed by prompting all items to see how many are appropriate, then try to establish a total and then establish totals for each item only as a check or if necessary. Care should be taken to avoid double-counting. If the informant is hesitant or confused repeat the question to make sure he or she knows what kind of savings you are referring to and THEN show Flashcard No. 4 to get the total. Then try to obtain an absolute total rather than a range. For example, you could ask: "Would you say the figure was at the top end or the lower end of that range — nearer X or nearer Y?"

QUESTION 2(c) Interest

Try to establish the amounts the informant receives in the form he receives it — that is, before tax is deducted or after it has been deducted at source. In difficult instances you need not waste time converting a "before tax" total into "after tax" so long as you make plain what it is. We will do that work in the office.

QUESTION 3 Value of stocks and shares

This question of the value of stocks and shares is crucial and every encouragement should be used to obtain an answer. Some informants simply will not know. Remember that brokers sometimes send an annual valuation. If there is considerable uncertainty, tactfully suggest or imply that it would be very helpful to know and take any opportunity to see the valuation or to leave a note (and s.a.e.) so that a more reliable estimate can be made and either you can pick it up at a second call or ask for it to be sent on.

QUESTION 3(b) Interest

Proceed as in Q. 2c above. Mostly amounts will be received after tax has been deducted.

QUESTION 4

This is to cover any type of business which is owned in part or in whole by the informant. Being a director does not necessarily mean ownership. The answer to this question should not duplicate the answer to the previous question. Shares come under Q. 3. This is to cover such things as shops, professional practices and small businesses of every kind except limited companies. In all cases make sure that money in the business, bank account and stocks are borne in mind when the valuation is made. When the business (e.g. shop or farm) is run from the owner occupier's dwelling, the value of the dwelling will often have been included in the answer to this question (i.e. Q. 25 in Section V). UNDER NO CIRCUMSTANCES MUST THE DWELLING BE COUNTED TWICE. The valuation should be on the assumption that the informant had to sell but was in no great hurry. A year or even more could be taken to find a purchaser. The valuation should NOT be made on the basis of: "What would you take for your business?" — that is, when the informant has to be persuaded to sell. NOTE that vehicles should be included in the valuation of a business — say of a haulage contractor, a cab owner or even a building contractor or window cleaner.

QUESTION 5 Other property

Remember that some people use two houses. Others have houses which they rent off to others. This last is not uncommon among elderly people who may be very poor themselves. A "boat" may include anything from a luxury yacht to a small rowing boat.

Question 2 (b)
They would only give a total approximate figure and were very reluctant to divulge the individual amounts. The premium bonds represent a negligible proportion of the whole. The major share is in the Trustee Savings Bank and the interest has been credited to these savings. Interest is 6 1/2%

QUESTION 6a Cars, Vans

Note that in Section II you will have noted any car owned by the business or firm and whether it is also used privately. Do not count this car here also but find out whether there is a second car—e.g. wife's. **If informant unable to value a vehicle** note instead its make, type and year of manufacture to enable us to look up its value.

QUESTION 6c Debts on vehicles

Note that the question does not apply only to payments which are overdue but to the total sum still owing. You will usually have difficulty in excluding interest from the amount owed. If the amount owed is estimated at less than £50 record the sum and do not take up time making sure that the interest is deducted. But if the amount owed including the interest element is £50 or more ask for the details listed under (c). We will then make an estimate in the office.

QUESTION 7 Life Insurance

If there is more than one policy add up the payments and, if necessary, note any difference in frequency or years of payment. Note that our main object is to establish the equivalent current value in cash of policies they hold. The majority of households will hold policies of little current value and you will see that if they pay less than 10s. a week we do not ask for any details.

QUESTION 8 Value of saleable assets

Please note that we do not envisage that goods in everyday use—beds, blankets, basic furniture, crockery, clothes—need to be valued. We are interested only in items of value that could be sold without serious detriment to the household and its daily life if some ready cash was badly needed. Jewellery, furs, stamp collections, works of art, antiques, and collections of books, might be sold and we need to obtain an approximate estimate of their total current worth. Naturally enough we cannot expect precise valuations and you will find the minimum value of £25 for an article (or a group of articles—e.g. a number of pieces of jewellery) helpful in avoiding protracted discussion of the value of articles used every day in the home.

*Question 7(c)
Infr did not know
how many years*

QUESTION 9 Other assets

Rarely will there be any kind of asset not covered by our other questions. But by asking this general question you may be given information that belongs in the answer to another question. The informant may have misunderstood a question. But be careful not to include an item here which is already covered elsewhere.

QUESTIONS 10 & 11 General assets sold and windfalls

It may be difficult for you to secure an estimate of money raised or spent on "ordinary living expenses" but you will find that our object is fairly clear and once you understand it you can probe for an estimate. We do not want information about sums of money invested in new assets, in replacing old assets (e.g. property, including houses and cars) and in savings, but only information about sums of money spent in the ordinary way on housekeeping, food, clothing, and entertainment. An estimate is better than nothing. Note that we are not asking you to waste time checking small amounts of less than £25.

QUESTION 10 Assets sold in last 12 months

Some people, especially the elderly, will have sold some of their assets in the last 12 months to bolster a low income. This can be an important contribution to their standard of living. **Savings**—Note that each item should be prompted carefully, especially to persons who have already told you they have sizeable amounts in savings, stocks and shares, etc. Note that we are not interested in this question in total sums which amount to less than £25 in the 12 months. Nor are we interested in amounts that may have been saved from income and spent in the same year (e.g. savings for Christmas or a holiday).

Partial use of sales or savings for living expenses—In some cases property might have been sold, say, and part of the money spent but part of it saved. Try to get a total estimate only of the sum spent on ordinary living expenses.

QUESTION 11 "Windfalls"

The procedure is the same as in the last question (Q. 10). Remember that for some people an occasional windfall is the only hope they have of getting out of debt, and please make a note if you come across any interesting example.

*Question 11.
Inft. used his/her
tax rebate for
ordinary living expenses*

QUESTION 12 Hire purchase

The informant may know neither the total amounts nor the amounts less interest which are owed. If the total is less than £25 simply write it in and do not waste time asking detailed questions about **original price**, etc. Otherwise ask each of the questions and tick the box if any documents are seen. Sometimes there may be several large items and you may need to use the margins on the page for any additional notes. Remember that we are concerned to establish the total owed altogether, **less interest**, and so long as this can be estimated you should not be concerned to take up time with every subsidiary question. If you cannot get the informant to give an estimate of the total owed less interest and succeed only in answering the questions under (a) you can leave to the office the job of estimating and writing in the total.

QUESTION 14 Rent or mortgage arrears

As elsewhere, remember to write in an amount in only one column (not in two columns, e.g. wife and husband). The amount should be debited to the person who normally pays the rent or the mortgage payments. Do not trouble to calculate the exact total amount owed. You have asked about the weekly or monthly payments earlier and so long as you tell us the **number of payments** (and whether weekly or monthly) we can calculate the figure in the office.

QUESTION 17 Total assets

Like the question at the end of the Income section, this question is designed to be used when an informant does not wish to go into detail or finds great difficulty, either in the first or in a subsequent interview, in answering preceding questions. Encourage him or her to help you gain at least a broad estimate of total assets, but remember this includes the value of any owner-occupied house, a car, the surrender value of any life insurance policy and personal possessions of value, as well as any savings or stocks and shares. Again, try to get a separate estimate for each income unit in the household, and if the informant shows willingness to go back to the preceding detailed questions encourage him to do so. Try if you can to get the informant to give an exact figure rather than a range.

*b58
201*

QUESTION 19 Housekeeping and board

The question refers to ALL INCOME RECIPIENTS including pensioners, as well as earners, who contribute to the housekeeping expenses. Be careful that you probe for everyone in the house, including adolescent earners. Sometimes the actual sum available for housekeeping will be quite different from that suggested by the total income of the household. The husband or teenagers may retain quite large sums not only for their own use but because the pattern of responsibility in one household for expenditure may be different from that in another household which has the same composition. Housekeeping can be a touchy point if both husband and wife are present, and it is perhaps best dealt with by interviewing one of them on their own (the housewife preferably) and, if possible, checking later with the other (the husband). If both husband and wife are present avoid expressing any surprise or criticism if you think the housekeeping is small. Also avoid indicating any opinion on the question of whether wage-earners should pay bills. Try to imply that all arrangements are equally possible. We have listed the common ones, but there will be others. REMEMBER TO CODE EACH INCOME RECIPIENT.

QUESTION 19 (b) Money back

This can be daily fares, insurances or clubs paid, dinner money, or simply "spending money". Some teenagers hand over their wages but get clothing bought. Usually this question will apply to teenagers, but some husbands may get money from the housekeeping for their cigarettes and beer mid-week.

QUESTION 19 (c) Payment of housekeeping bills

Often the husband will pay some larger bills, but alternatively he may pay housekeeping but expect to "help out" if a heavy bill comes in. We realise that an estimate may be rough but try to get an average contribution. Teenage children may buy food as "treats" for the household from the money they retain. Again try for an average.

QUESTION 20 Long-term saving

We are not interested in asking here whether the informant has savings (that was asked in Section V). Nor are we interested here in asking for short-term saving. Instead the question explores whether at the present time the informant manages to put aside savings for a long-term objective.

QUESTION 21 Ten years ago

To give us some idea of fluctuating fortunes we ask what things were like ten years ago. Some persons aged 35 or over will have been at home in their parents' households ten years ago and therefore we have to find what was the composition of the household. In any case, we require an estimate of the total money flowing into the household, and the number of adults and children that were supported at that time. Give the informant time to recollect. And check that income includes pensions, family allowances, etc. Fortunately, the informant will already have some idea of what you are after from the detailed questions asked earlier.

*Question (c)
He could not even
give rough guess
but was definite about
being worse off.*

ASK CHIEF WAGE EARNER/H.O.H. CODE C.W.E./H.O.H. ONLY

23. * Do you think you could GENUINELY say you are poor now? —

PROMPT AND CODE ONE ONLY

X Does Not Apply SKIP TO Q.24
 Y all the time } ASK Q.23(a)
 0 sometimes }
 1 never } SKIP TO Q.24
 2 DK }

(a) Do you feel poor at any of these times or in any of these situations?

PROMPT AND CODE ALL THAT APPLY

3 at weekends
 4 mid-week
 5 at Christmas
 6 with some of your friends
 7 with some of your relatives
 8 with some of the people round here
 9 other (SPECIFY)

FOR CHIEF WAGE EARNER/H.O.H. CODE C.W.E./H.O.H. ONLY

24. (a) There's been a lot of talk about poverty. Do you think there's such a thing as REAL poverty these days? *

Does Not Apply SKIP TO Q.25

yes
 no
 DK

(b) What would you describe as poverty?

WRITE IN ANSWER

There shouldn't be but yes there is. Think of some of the people round here. There is no need for it but yes I would definitely say yes to those being people living at a low standard compared to us. Some old people are in poverty but there is no need for it.

(c) Would you say that if people are in poverty its mainly

PROMPT AND CODE ONE ONLY

X - their own fault?
 Y - the Government's fault?
 0 - the fault of their education?
 1 - the fault of industry not providing the right jobs?
 2 - anything else? (SPECIFY)

3 - a combination of (some of) these?
 4 - none of these?
 5 DK

ASK CHIEF WAGE EARNER AND HOUSEWIFE ABOUT ALL AGED 23 AND OVER CODE ALL AGED 23 & OVER

25. Do you mind telling me if you voted in the last General Election (I don't mean who you voted for, just whether you voted)? *

yes, voted
 no
 DK
 DNA

ASK CHIEF WAGE EARNER/H.O.H. CODE C.W.E./H.O.H. ONLY

26. If there is poverty what do you think can be done about it?

nothing
 DK

WRITE IN ANSWER

It is up to the individual. It's a matter of working for it - doing a full days hard work. People must help themselves

Inft	2nd	3rd	4th	5th	6th	7	8	9	10
71	71	71	71	71	71	71	71	71	71
X	X	X	X	X	X	X	X	X	X
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
0	0	0	0	0	0	0	0	0	0
1	1	1	1	1	1	1	1	1	1
2	2	2	2	2	2	2	2	2	2
3	3	3	3	3	3	3	3	3	3
4	4	4	4	4	4	4	4	4	4
5	5	5	5	5	5	5	5	5	5
6	6	6	6	6	6	6	6	6	6
7	7	7	7	7	7	7	7	7	7
8	8	8	8	8	8	8	8	8	8
9	9	9	9	9	9	9	9	9	9
72	72	72	72	72	72	72	72	72	72
X	X	X	X	X	X	X	X	X	X
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
0	0	0	0	0	0	0	0	0	0
1	1	1	1	1	1	1	1	1	1
73	73	73	73	73	73	73	73	73	73
X	X	X	X	X	X	X	X	X	X
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
0	0	0	0	0	0	0	0	0	0
1	1	1	1	1	1	1	1	1	1
2	2	2	2	2	2	2	2	2	2
3	3	3	3	3	3	3	3	3	3
4	4	4	4	4	4	4	4	4	4
5	5	5	5	5	5	5	5	5	5
74	74	74	74	74	74	74	74	74	74
X	X	X	X	X	X	X	X	X	X
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
0	0	0	0	0	0	0	0	0	0
1	1	1	1	1	1	1	1	1	1
75	75	75	75	75	75	75	75	75	75
X	X	X	X	X	X	X	X	X	X
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
0	0	0	0	0	0	0	0	0	0
1	1	1	1	1	1	1	1	1	1
2	2	2	2	2	2	2	2	2	2
3	3	3	3	3	3	3	3	3	3
4	4	4	4	4	4	4	4	4	4
5	5	5	5	5	5	5	5	5	5

fil

INTERVIEWER PLEASE CODE ALL THAT APPLY AFTER INTERVIEW

- (a) Household in which there is a child, one of whose parents is not resident
- (b) Household consisting of woman and adult dependants
- (c) Household in which there are five or more dependent children
- (d) Household containing an adult who has been unemployed for eight weeks (consecutively or in last 12 months)
- (e) Household containing an adult under 65 years of age who has been ill or injured for eight weeks (consecutively or in last 12 months)
- (f) Household containing a disabled adult under 65
 - (a) disabled
 - (b) borderline disabled
- (g) Household containing a disabled or handicapped child (including child ill or injured for eight weeks or more)
- (h) Household containing a person aged 65 or over who has been bedfast or ill for eight weeks or more or who is otherwise severely incapacitated
- (i) Household in which there are
 - (a) earners, none earning £12 a week or more
 - (b) adult male earners (aged 21 to 64) earning less than £14 a week
- (j) Household in which there are persons who are
 - (a) non-white
 - (b) born in Eire

67
X
Y
9
1
2
3
4
5
6
7
8
68
X
Y

Ch

COMPOSITION OF HOUSEHOLD: CODES (Q. 10, p. 3)		
One generation		
Man alone: aged 60 or over	101	Man: and widowed or separated daughter
Man alone: aged under 60	102	Woman: and widowed or separated son
Woman alone: aged 60 or over	103	Woman: and widowed or separated daughter
Woman alone: aged under 60	104	Otherwise two generations: all related
Husband and wife: both aged 60 or over	105	Otherwise two generations: at least one person not related to any other
Husband and wife: at least one aged under 60	106	Other (SPECIFY)
Husband and wife: both under 60	107	
Man and woman: otherwise related	108	Three generation
Man and woman: unrelated	109	Man, son and d-in-law, grandchildren: all under 15
Two or more men only: related	110	Man, son and d-in-law, grandchildren: at least one under 15 and one over 15
Two or more men only: unrelated	111	Man, daughter & son-in-law, grandchildren: all under 15
Two or more women only: related	112	Man, daughter & son-in-law, grandchildren: at least one under 15 and one over 15
Two or more women only: unrelated	113	Woman, son and d-in-law, grandchildren: at least one under 15, one over 15
Other (SPECIFY)	114	Woman, daughter and son-in-law, grandchildren: all under 15
Two generation		Woman, daughter and son-in-law, grandchildren: at least one under 15, one over 15
Man, wife: + 1 child under 15	201	Married couple, married child and child-in-law, grandchildren under 15
Man, wife: + 2 children both under 15	202	Otherwise 3-generations:
Man, wife: + 3 children all under 15	203	—all persons related, at least one child under 15
Man, wife: + 4 or more children all under 15	204	—all persons related
Man, wife: + children, at least 1 under 15 and at least 1 over 15, none married	205	—unrelated
Man, wife: + children all aged 15-24, none married	206	Other (SPECIFY)
Man, wife: + children all over 15, at least 1 aged 25 or over, none married	207	
Man and one child under 15	208	Four generation
Man and two children both under 15	209	DESCRIBE COMPOSITION BELOW
Man and three or more children under 15	210	
Man and children at least one under and one over 15, none married	211	
Man and children all aged 15-24, none married	212	
Man and children all over 15 at least one 25 or over, none married	213	
Woman: and one child under 15	214	
Woman: and two children both under 15	215	
Woman: and three or more children under 15	216	
Woman: and children, at least one under and one over 15, none married	217	
Woman: and children, all aged 15-24, none married	218	
Woman: and children all over 15, at least one 25 or over, none married	219	
Man: and widowed or separated son	220	
		221
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