MEMBERS OF HOUSEHOLD

Christian name for reference only

Age last birthday

Inft.	2nd	3rd	4th	5th	6th	7th	8th	9th	10th
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QUESTIONNAIRE ON HOUSEHOLD RESOURCES

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STANDARDS OF LIVING IN THE UNITED KINGDOM 1967-68

I	Housing and Living Facilities
II	Employment
III	Occupational Facilities and Fringe Benefi
IV	Current Monetary Income
V	Assets and Savings
VI	Health and Disability
VII	Social Services
VIII	Private Income in Kind
IX	Style of Living

A Survey carried out from the University of Essex and the University of London (L.S.E.)

Queries should be addressed to: Miss Sheila Benson Skepper House 13 Endsleigh Street London WC1



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Date(s) of interview(s	s)	26/11	6.8		Length	of inter	view(s	)	21	- h8	L'		
or contacts		··············											
					Total ac	tual int	erviewi	ng time		ـــ			

# 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

		SUMMARY : COMPLETE AFTER	R INTERVIEW		
Interview carried out     at first call     at second call     at third or later call	10 X Y	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 None	21
2. Information for household completeskip to Q. 3 incomplete—answer 2a  (a) Sections Housing incomplete Employment Occupational Income  CODE	11 1 2 3 4 5 8 9	2nd member  CODE 3rd ALL THAT APPLY AS LISTED IN Q'AIRE (Some Sections may be listed twice)  5th	16 (1) (17 (2) 18 (3) (4) (4) (4) (4) (4) (4) (4) (4) (4) (4	6. Household living on  ground basement floor 1st floor 2nd floor 3rd floor 4th floor 5th or above Specify  (a) Is there a lift in the building?  Yes No	X 1 2 3 4 5
ill/disabled does not know information unwilling to give information other (specify)	X Y O 1	Other (specify)  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 that ched to shop/business Room(s): furnished Other (specify)	19 20 X Y 0 1 1	7. Is there an internal or external flight of at least 4 steps or stairs to the dwelling entrance?  Yes No	8

#### QUESTION 10

At this point put any christian name of informant in first box on back flap, then christian names of all other adults and children in household. In complex households always list children immediately after their parents; or guardian(s). Otherwise, in the case, say, of a married couple and adolescent children you may find it easiest to list according to age: first the wife who is, say 54, husband 55, children 28, 24, 20, 17 and 14. When you write in information throughout the questionnaire please keep rigorously to the particular column for each named person in the household Specifically. household information is recorded in the first column. The informant's answers to the column that the property of the column that the property of the column that the property of the household of the column that the column that is of members under the household or who is temporarily away. This should be checked carefully. Boarders of more than four weeks residence should be recorded as members of the household lodgers and sub-tenants will require separate questionnaires.

#### \*\* HOUSEHOLD TYPE

On the back of the questionnaire you will find a code list of household compositions. When you are checking the questionnaire put the appropriate code for this household in the box allocated under the double asterisk

# Definition of a Household

Definition of a Household

A private household comprises one person living alone or a group of persons, living together, having some or all meals together and benefiting from a common housekeeping. Persons who have resided in the household for at least four weeks and are not expected to leave shortly, and persons who have resided in the household for less than four weeks but are not expected to leave again after that period, should be listed as members. Persons who are felt to be members of the household but are away (e.g. students or men at work) should only be included if they have been away for less than 13 weeks and are expected back within the total period of 13 weeks (code under 10(d)).

QUESTION 10(e)		QUESTION 10(d)
QUESTION 10(e) Age-group: code au 0 - 1 0 0 2 5 - 9 0 0 0 10 - 14 0 0 15 - 19 0 0 20 - 29 0 0 30 - 39 0 0 40 - 49 0 0 60 - 64 0 0 65 - 69 0 1 70 - 79 12 80 and over 13	1 2 3 4 4 5 6 6 7 7 8 9 9 0 1 1 2 2 3	QUESTION 10(d) Code reasons as below Hospital/nursing Home/convalescent Home Stating with slative or friend Otherwise away on holiday In armed services/merchant navy Otherwise working away from home Prison, approved school, Borstal, detention, etc. Children's Home or foster home Boarding school, college, university Other (specify)
NA Y	7	

### QUESTION 10(f) - Court order

A maintenance order secured through the courts. If no action has been taken to confirm the separation then code 1; in this situation at least the spouse in the household accepts that man and wife are not living together and there is no immediate prospect of them so doing.

### QUESTION 11

If answer yes, complete other parts of question and amend Q. 10 if someone included in answers to that question who proves in fact to be a temporary visitor or types (i.e. who has stayed less than 4 weeks and not expected to stay for total period longer than 4 weeks).

## QUESTION 11(a)

If there is more than one visitor enter information for all in box or on this left hand page.

# QUESTION 11(f) Code as follows:

Relative staying without payment Friend staying without payment Relative staying with payment Friend staying with payment Other person staying with payment Other person staying with payment Other (e.g. nurse/student —specify

### QUESTION 12

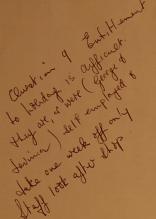
If any person is felt to belong to the household and is expected to return to it after a total absence of less than thirteen weeks (e.g. at University, in hospital, at work, staying with relatives), then the interviewer should include such a person in the replies to Q. 10. But the information should also be recorded here in Q.12.

# QUESTION 12(h) Prompt and code as follows:

Hospital/Nursing/convalescent/residential Home Staying with relative or friend Otherwise away on holiday In armed services/merchant navy At boarding school, college or university Otherwise working away from home Approved school/Borstal/detention centre, etc. Children's Home/foster home Prison Other (specify)

	SECTION II EMPLOYMENT
1. 9	Can you tell me who in the household was at work last week, for any
	attended paid employment, or self employed * not attending paid employment} SKIP TO 0.6
2. 1	Just the one job, or more than one? I mean did you do any spare- time or regular paid work?_* one job
-	two or more jobs
3. !	is the work carried out here in the house or flat? * yes, main/only occupation yes, secondary occupation(s) only no
4.	what was the usual hour at which you started and finished work sach day last week? *  X worked from before 8 am to 6 pm (or earlier)
	X worked from before 8 am to 5 pm (or earlier)  ONLY ON 0 8 am (or after) to 5 pm (or earlier)  BASIS OF 1 8 am (or after) to 5 pm (or earlier)  BASIS OF 2 after 6 pm to 8 am (or earlier)  3 no usual hour of starting and/or finishing
5.	Counting all jobs for which you received pay)?  [F WORKED LESS THAN 30 HOURS ASK 0.5(a) DK  [F WORKED 30 HOURS OR MORE SKIP TO ]
(a) 1	Note 1 of work 30 hours X less than 6 months ago or more in a week?  X less than 6 months ago or more in a week?
	0 1 and less than 3 years 1 3 and less than 10 years 2 10 or more years 3 never 4 DK
(P)	Would you work more hours If such a job were available?  CODE ONE ONLY 7 no, would not vish to no, could not do so DK
	IF NOT AT WORK LAST WEEK OR WORKING LESS THAN 30 HOURS Why weren't you at work last week? Why weren't you at work full-time? Y retired O student
	versiched   vers
	PROMPT         3 sick or injured           4 disabled or handicapped           CODE ONE         5 paid holiday
	ONLY * 6 unpaid holiday 7 not working because: school holidays 8 : caring for someone
	9 : deputising for house- vife
	X other (specify)  Y DK  Thelman Goes to a special base
	School, Spiller Have, Omagh. This is num by hospital.
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# QUESTION 9

Exclude Bank Holidays in counting up holiday entitlement. List number of weeks to nearest week. Do not insert " ½ ".

# 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 house-holds 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 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 16 Manual Workers

If you are in doubt from what you have been told about a man's job wheher 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.

# 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.

(0.14a)

This is difficult to code George t Lawing have always worked in Grocery Trade, but not always had own husiness. After having burch husiness up for or few years George bought a durall farm. George Junior now tuns this farm as his further employee, and until George mikecame ill he dupovised farm (his family were formus and Grent all his spare time working Here the farm is small of makes Cittle money and would not keep George this family kul he prefix farming to any thing else

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# 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.

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

# 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 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

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

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.

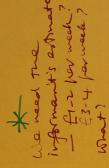
# QUESTION 9a Saving on meals

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 shi 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 "O" shillings.

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#### **QUESTION 16 Pension**

Only include if a pension scheme has been worked out in relation to the business, or is available from an insurance company or another body, because of the nature of the business or self-employment. Note that provision is made in a series of questions on this page for entries to be made in the office (Qs 16a, 16b, 17a, 18c). Much depends, however, on the information you can provide in boxes on the left, leaving us to make necessary calculations.



# QUESTION 19 Cheap goods and services

You should normally expect positive answers. A garage-owner may be able to purchase a car and run it well below ordinary retail prices. A grocer will obtain household stores cheaply. An insurance company sometimes reduces certain premiums. A small-holder may receive supplies cheaply in exchange for produce at market costs. There are exchange arrangements between people in different trades. It will, of course, be difficult to explore all these things properly but Q. 19a conveys our object and you should probe carefully whenever possible.

# QUESTION 20 Tax savings because of combined home and business

The real incomes of many self-employed persons tend to be underestimated. Their difficulties are not always easy to explain to the tax authorities and in practice low real incomes and insecure incomes are compensated because part of housing and other costs can be offset against tax. Ask the questions openly and straightforwardly.

If informants seem doubtful about answering, say: "We have nothing at all to do with the tax people. We know it is difficult for you to divide costs between the business and yourself. But we also know that even if they have more problems many self-employed persons can live a little more cheaply than people getting a salary. I wonder whether you'd mind guessing how much more cheaply—I mean because of savings of tax".

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#### CURRENT MONETARY INCOME

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

Thought 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 "O" 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

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: "Int!" 2nd" "3rd", etc.

National Insurance contributions

At male employee ordinarily pays 15s. 8d. and a female employee 13s. 2d. per week,
although note that a married women can elect to pay only 7d. per week to cover
although note that a married women can elect to pay only 7d. per week to cover
fall though note that a married women can elect to pay only 7d. per week to cover
after the surface of the second of the graduated pension scheme pay a higher
fat rate insurance contributions

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, ic. 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 £12 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.

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						1	
		Inft	2nd	3rd	4th	INTERVIE 06. etc.	WER: CODE 05
5. Income tax is usually deducted from you pay. Have you received		50	50	50	50	50	
a repayment of tax in the last	1	X	X	X	X	X	50 X
12 months?    12 months?   No. (1. 70)   DK   SKIP TO Q.6	4	Ŷ	Y	Ô	Ŷ	Y	Ŷ
		51-55	51-55	51-55	51-55	51-55	51-55
(a) How much altogether? (TICK IF DOCUMENTS SEEN )	1	£S	£s	£ s	£s	£s	£s
TOW MOUNT OFFICE TO SEE							
6. Did you pay any income tax or surtax yes ASK Q.6(a) direct to the tax authorities last year?		X	X	Š	X	×	X
OK SKIP TO Q.7		56-60	56-60	56-60	56-60	0 56-60	0
(a) How much altogether? (TICK IF DOCUMENTS SEEN )		£ s	£ s	£ s	£ 5	£ s	56-60 £ s
(a) How much altrogether? (TICK IF DOCUMENTS SEEN				)			
7. Have you any expenses in going to work which are allowed for tax		61	61	61	61	61	61
purposes, such as special clothing, laundry or use of equipment?  yes ASK Q.7(a)			×	_	×		
(a) How much a week are these expenses? no SKIP TO 0.8		Ŷ	Y	Ô	Y	X	X
ADD SUB-ITEMS HERE IF NECESSARY DK		62-64	0 62-64	62-64	62-64	62-64	62-64
laundry estimated total	1933		shillings	shillings	shillings	shillings	shillings
special clothing per week in shillings							- Initialization
8. How much does it cost you to travel to and from work each week?		65-67	65-67	65-67	65-67	65-67	65-67
8. How much does it cost you to travel to and from work each week?  (NOTE MILEAGE IF CAR		shillings	shillings	shillings	shillings	shillings	shillings
WRITE "O" IF NOTHING				000			
9. You have told me you had weeks (FROM WORK RECORD) of paid holiday last year. How much pay after		68-71	68-71	68-71	68-71	68-71	68-71
deductions did you receive on average per		X	X	$\bigvee$	×	X	×
week!		£s	£s	£s	£s	£s	£ s/
and go yet men							
10. FOR THOSE WITH ONE OR MORE WEEKS SICKNESS IN PREVIOUS 12 MONTHS You've fold me you had weeks (FROM WORK RECORD) of		72-75	72-75	72-75	72-75	72-75	72-75
sickness. How much pay, after deductions, did you receive on average per week?   mean not   same as average   earnings		x	x	(×	x	x	×
increding any stekness benefit.		£s	£s	£s	£s	£s	£s
average per week EMPLOYED - SKIP TO 0.14							
II. ASK SELF-EMPLOYED		1 2 3	4 5 6	7 8 9	]		ER: CODE 05,
USE APPROPRIATE METHOD *  METHOD A How much was your income for the most recent 12 months		X1517	336	1/0 7	7	MEMBER OF	IF 5th, 6th HOUSEHOLD
period for which you can give the income before tax or		10-11	02	10-11	04	(S) (CE)	07 0-11
the profit from the business? I' mean the amount assessed for tax after deducting depreciation allowances and business or							
practice expenses from the total.  DK   TDV NETTION D						1	
(i) What was the total		128.99					
income before allowance £ £ £							
and tax? (ii) How much depreciation?							
practice expenses were							
allowable for tax purposes?  (iv) So the net assessable							
Income was (v) I2 months period FROM/TO							
METHOD B How much net profit before tax do you get from the business including money taken out from your own use,							
arren deducting arr expenses and wages?							
DK DNA TRY METHOD C							
12 months period FROM/TO \$1.860 Oct 66-67		12-15	12-15	12-15	12-15	12-15	12-15
(cont/) g.a.		ARROW	RAPAG			10000	
/		1430	1430				
Amount cover book		_					
0 0 111							

#### QUESTION 12 Income tax

The informant will often know the approximate amount because profits or income from business fall under Schedule D. But we ask 12b to check that the informant is not including tax which is allowed for in other questions. For example, elsewhere we establish net income from dividends, but if here the informant adds £100, say, to the figure for tax to take account of tax on dividends deducted at source, we risk deducting the £100 twice by deducting it here as well. You should be warned that for this and other reasons the net income of the self-employed tends to be underestimated.

Weekly National Insurance contribution

Self-employed men pay 21s. per week. Self-employed women pay 17s. 3d. per week. Boys and girls under 18 pay 11s. 10d. and 10s. 1d. respectively.

# QUESTION 13 Fluctuation in Income

The self-employed will often have an income that fluctuates throughout the year—especially those on low incomes. For example, the scrap dealer or stall-holder may not do as well in the winter as he does in the summer. The professional architect and the free-lance photographer may be paid at very irregular intervals. We are particularly interested in fluctuations which may produce hardship for a household which is usually prosperous. But remember that though income may fluctuate (e.g. in winter, for a shop-keeper or free-lance interviewer the same amounts per month may be drawn out of the bank or spent. Living standards are not necessarily affected.

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#### QUESTION 14 Second job

This will have been established in the earlier section on Employment. Repeat the question because earnings from subsidiary occupations tend to be forgotten. For example, painters and decorators may have done one remunerative weekend job for a few weeks several months earlier in the year. A gardener may have done some intensive paid work for various local people in the evenings and weekends of the summer months. Or a university lecturer may have had a remunerative consultancy or a series of well-paid broadcasts at some point in the year. Remember that extra earnings from a source other than usual employment may not be thought of as a second job. You should probe for all kinds of additional earnings, depending on the nature of the usual employment.

QUESTION 15
This is laid out as concisely as possible on one page and you are asked to ring 01, 02, 03, etc., as appropriate and then to enter the rates per week and amounts below, carefully writing in the code "01" (i.e. Family Allowances) "02" (i.e. Retirement Pension) and so on so that we are clearly aware of the allowances to which the amounts refer.

Amounts will sometimes be joint—e.g. retirement pension for man and wife—or will be for several members of the household—e.g. sickness benefit for man and wife and children. In these instances the amount should be entred (if necessary, after the interview) in one column only, under that member of household receiving payment. Wherever possible encourage informants (especially when elderly) to show you the allowance or pension book.

you the allowance or pension book.

CODE 01 Family Allowances

First child Second Third subsequent
up to April 1968 ... nil 8s. 10s. 15s.
after April 1968 ... nil 15s. 17s. 17s.
counting children under 15 or up to 19 if still in full-time education or college or an
apprentice on low wages.

CODE 02 Retirement Pension
Note that the actual amounts vary widely. Increased pensions are paid if retirement
is deferred. There are now in addition small graduated state pensions (averaging about
3s.) and pensions may be reduced because of earnings or a deficient contribution
record. Note that some of these points also apply to other benefits. Pensions and
supplementary benefits can be combined in a single payment. You will be prompting
for supplementary benefit and wherever possible we should like you to list the amount
separately (as well as the fact that it is being received). But whenever the rate given
to you exceeds the standard rate below you should
very exceeds the standard rate below you should
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wild the pendent child

£1 15s. 0d.

2 15s. 0d.

2 15s. 0d.

2 15s. 0d.

2 15s. 0d.

3 17s. 0d.

2 15s. 0d.

3 17s. 0d.

2 15s. 0d.

3 17s. 0d.

3 17s. 0d.

4 10s. 0d.

4 10s. 0d.

4 10s. 0d.

5 10s. 0d.

6 10s. 0d.

pensions latter in Q. 19.

CODE 10 Maternity Allowance

The standard rate of maternity allowance is £4 a week. It is paid to women who have been paying rull national insurance contributions. It begins 11 weeks before the expected confinement and ends after the sixth week following it.

expected confinement and ends after the sixth week following it.

CODE 11 Maternity Grant
This grant is 222 either for home or hospital confinement.

CODE 14 Single Grant
This is officially described as an exceptional needs grant. The Ministry of Social
This is officially described as an exceptional needs grant and you may need to
explain "a grant from the Assistanc" Frobe carefully for this for all income units
who are not employed, whether the state of they receive supplementary benefit. A large
are not normally eligible to receive supplementary benefit. Note also that since you
are asking about a period of 12 months there will be instances of people now in work
who obtained a grant at an earlier point in the year.

# 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(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.

# QUESTION 25(a) Private and business accommodation

Count as "business" accommodation any accommodation which counts for purposes of offsetting tax. This may include a study room for some teachers, for example.

#### QUESTION 25(e) Rate rebate or reduction

Note that many councils pay rebates twice a year.

# QUESTION 25(h) Mortgage

The informant may know the total sum paid in the previous year but not the division of the sum between interest and repayments of principal. Yet it is essential for us to find how much of the peyment represents capital repayments and how much interest payments, because otherwise we cannot work out housing costs which are comparable with costs incurred by households paying rent. In many instances a monthly or annual payment slip will show the two amounts and the informant should be encouraged to look this up. Note that if the informant still cannot give you the answer we have provided certain questions on the right-hand side of the page which will allow us to make a reliable estimate. You should note certain details in the

- (a) source of loan or mortgage;
  (b) term of repayment;
  (c) number of years paid;
  (d) amount of loan.

Please make special note if the repayment of a mortgage is covered by an endowment policy and note the amount and frequency of the premium. As elsewhere put a tick in the small box or make a note if you are fortunate enough to be shown documents.

# QUESTION 25(i) Value of house/flat

Ask for an estimate and only show Flashcard No. 3 if the informant hesitates in giving an answer and you judge that it would be appropriate. Always insert the code number as given on the Flashcard, even if you also obtain an exact estimate.

QUESTION 25(1) Government's Mortgage Scheme
Note that, broadly, this is advantageous only to a householder with
relatively low income who does not expect to pay tax at the standard rate in
the foreseeable future. Q. 25(1) Vory afficiet, Impossible to deporate

> are over behind of attacked to shop. would be restimated 1 10 Roly 21800. Stock t

good will would be extra

### QUESTION 29(c) Estimate of market rent

Proceed as for Q. 27(a)

## QUESTION 30(a) Income from lodgers or boarders

Be careful not to obtain an inflated total. Amounts may vary according to numbers of boarders and, if necessary, write down separate amounts on this page. If the informant has difficulty in producting an average per week or total in year, obtain last week's GROSS income (taking into account number of boarders) and then work back to get an estimate for the year.

#### QUESTION 30(c) Net income

Carefully prompt for services and the cost of providing these services so that you can make an estimate of NET income—"profit" as some people will understand it. In some instances you will have to write down figures for gross amount received and an estimate of the cost of different services. If the informant does not know what his net income has been, make an estimate on the basis of what he tells you about gross payments and cost of services and expenses. Try to obtain a figure net of any tax paid. As before, note that if you cannot do this, you can strike out "after" tax in the box provided. We are asking you to provide a figure both for last week and last year. There may be changes in income (due to loss or arrival of boarders) during the year which are revealed in interview. Remember also that costs may be as great or even greater than receipts. In these cases write in "O" and make a note.

### QUESTION 32 Value of own food or poultry

Try to obtain a weekly average of the value of using own garden, allotment and farm produce. Do not waste too much time on produce amounting in value to less than 10s. a week. Be careful not to give an inflated estimate of the saving. Husbands sometimes exagerate the value of what they grow in a large garden. What you want is an estimate of what it would cost in the shops to purchase the kind of produce consumed in the home which is grown by the household, LESS all expenses. For a small-holding or farm this means taking account of purchases of stock or seed, wages, payments of fuel bills, etc., in the same way as earlier you explored the income of the self-employed.

# QUESTION 33 Total income last year

In some instances you may have difficulty with an informant who, though willing to answer other questions, is unwilling to answer questions on income, or an informant who is vague or uncertain about details. By adopting a matter of fact approach or by coming back to these questions after dealing with the rest of the questionnaire in an interview, you may overcome the difficulty. If the questions remain unanswered, try the question here as given, adding any other explanation according to your individual style or to the circumstances of the situation. Show the Flashcard and the do your best to arrive at a specific amount. Also do your best to check: "Does that include family allowances, pensions, etc.?" You may be surprised sometimes to find that the informant gradually undends and is prepared to answer many preceding questions. You should also do your best to check whether the total given includes other income units in the household. Try to establish totals for these units in the same way. \( \frac{\text{Vex}}{\text{vex}} \) week

# V SAVINGS AND ASSETS

#### QUESTION 1 Personal

This excludes a business bank account which is covered by  $\mathbf{Q}$ . 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  $\mathbf{Q}.$  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 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 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.

#### VI HEALTH AND DISABILITY

#### QUESTION 1 Health

Do not probe for the names of disabling illnesses or conditions, unless the informant happens to mention them.

# QUESTION 2 Unwell today

Note that the emphasis is on "today" and that you are instructed to complete the questionnaire as if all questions applied to the date when you first made contact with the household. This means that if you have postponed an interview because of illness you should ask all the questions about the day you first called.

#### QUESTION 2a Off work

Check with the work record (page 8) where weeks off work will have been established. But here the information is needed as the basis for general questions about current illness and disability.

# QUESTION 2a (i) & b (i) Number of weeks

If more than a year write "52". If the informant cannot be sure of the exact number and there is uncertainty whether it is less or more than eight weeks seek confirmation of the exact period from the individual concerned at a second call if necessary.

# QUESTION 2c Regularly

That is, at least once a month for the past three months in connection with the present illness or disability.

### QUESTION 3 Condition affecting activity

This question is designed to prepare the ground for the all-important Q. 7. You are not asked to trace every conceivable disability or condition from which people may suffer. Many of them, anyway, will not know diagnostic terms even if you ask them. Instead, you ask about conditions which restrict activity, show Flashcard No. 6 (which is nearly the same list as prompted verbally) and code any part of the body or faculty with which "trouble" is reported. You do not explore all possible effects but only a few examples of effects in which we are particularly interested. Remember you are only trying to find out about certain conditions not every condition. you are only trying to find out about certain conditions, not every condition.

Nerves  $$\operatorname{Pay}$ particular attention to the need to prompt for any trouble with "nerves".$ 

# Reading ordinary print

Note that your code "No" only if a person cannot read print in a newspaper. Do not code "No" if a person merely has difficulty. For someone who cannot read interpret the question as "seeing" print in newspaper. We are interested at this point in sight not literacy.

Hearing

Note that if an informant does not admit difficulty with hearing but it is observed, you can code accordingly.

George had levere Corony tombolis 9 weeks ago, has not waked dince. Ladinia Loup het health is only fair, worty + extra work Through Garges

#### QUESTION 4 Special schools & centres

This question is asked only of persons who have been ill and off work or confined to bed or the house for eight weeks or more continuously, and those who are coded for any item in Question 3.

#### QUESTION 5 Date of onset of sickness or disabling condition

Our object is to establish the year of onset but the question is worded 'first have any condition" so as to allow for the fact that some conditions develop out of others. For persons with a disabling condition you ask, in effect, when all the trouble started.

#### Previous occupation

In the section on Employment you have already asked for the last occupation of everyone not now at work (p. 7). Some people change their occupation because of a disabling condition before finally being obliged to give up work. You should probe for the (previous) occupation which people had before any history of illness or disability started.

#### QUESTION 6 Mobility

You should code people according to their usual mobility, taking no account of a temporary illness or injury. "Usual mobility" may be interpreted as "for at least eight weeks and unlikely to become more mobile in the immediate future" or "for less than eight weeks but unlikely to become more mobile within at least that total period." Someone who spends most of the time in bed and needs help to get out to sit in a chair is defined as bedfast. Someone who can get out of his bed into a chair or wheelchair and who can walk indoors but not even a few yards outdoors without help is defined as housebound. The test is whether someone can walk on his own (without the assistance or company of any other person — though with or without sticks or crutches).

# QUESTION 7 Incapacity

In prompting this series of questions you may find it simplest to ask the question without the variation in brackets, unless it seems appropriate. Remember you are asking whether they have any difficulty in doing X. Sometimes certain questions will not apply to particular people or to particular situations. You will meet people who do not (or say they do not) wash down, negotiate stairs (living in bungalows), go shopping and do housework (especially some men). The question should then be asked in terms of "But would you have any difficulty in doing X if you had to?" The codes 0, 1, 2 are listed in increasing order of difficulty and you should check that we give no of them for each item. that you ring one of them for each item.

It would be insensitive and unnecessary to ask questions about the daily activities of the bedfast. They are therefore excluded from this question and the rest of the series. You may encounter other people (e.g. advanced obesity) of whom it is clear that they cannot do certain activities. You may refrain from putting questions to them. The same is true of any situations in which the questions are likely to cause great distress. BUT AS A GENERAL RULE QUESTIONS 7 (e) to (1) SHOULD BE ASKED FOR ALL OTHER THAN THE BEDFAST AND CHAIRFAST.

# QUESTIONS 8 & 9 Variation in incapacity

These questions explore whether the pattern of answers to Question 7 is permanent. Question 8 seeks any indication of seasonal variations (e.g. bronchitis) and Question 9 day-to-day variations in the effects of disability.

b for George In. Can walked unaided but not very fat get.

#### QUESTION 9

Uniform grants are available to poorer children in State schools on a means test basis. The grant can be in kind: a parent may be given a voucher or a letter to take to a special shop. NOTE that the question is addressed ONLY TO ONE OF THE PARENTS OF THE CHILD OR CHILDREN. Very uncommonly there will be two sets of parents and children in the household. ONE parent of the second family should also be asked the question. ONLY complete the column alongside Qs. 10a and 10b for the parent in question. If the parent says the grant was made by the Supplementary Benefits Commission check whether you have already included the amount in Q. 15 (code 14) of the Income Section. If not, include the amount here. Remember to code parent only.

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# QUESTION 10 Costs of going to school

We are interested not only in fees paid to private or "public" schools but in some kinds of cost met by parents of children in State schools. Fees include payments for music lessons. School outings — We are interested only in payments for outings or school holidays organised by the school or a school club which the child went on.

# QUESTION 11

Educational maintenance allowances are provided by local authorities for poorer children attending school between the ages of 15 and 18 on a means test basis. We ask parents of 14-year-olds whether they have heard about them to find whether this is taken into account in the decision to leave school. We are also interested in applications which were refused or which were made and the child did not in the end continue at school after the minimum leaving age.

# QUESTION 12 Type of college

Teacher training college			1
College of Education			2
Technical college			3
University		4	4
College or School of Comi	nerce	:	5
Art college		(	6
Domestic Science college		1	7
Evening Institute			3
Secretarial college			9
Other: SPECIFY		(	

As with "school" the informant may not know the type and the interviewer may be able to code on the basis of the name supplied. Or he should check on the basis of that name. Part time DAY study means attendance during normal working hours when the student or pupil works for a salary or wage, however small, or, if he has no job, attendance during the morning or afternoon.

## QUESTION 12 (d) & 12 (g) Fees and cash from others

Code source of help but if the amount has been included in the Income section earlier (i.e. Q. 20 of that section) make a note, drawing our attention to the fact.

#### **QUESTION 13**

NHS means free, wholly paid for by the National Health Service. Private and amenity (paying) beds in NHS hospitals should be coded as private.

#### QUESTION 13(b) Number of nights

If a person has had two or more spells in hospital add the total number of nights together.

# luce last tRIDIT QUESTION 13(c) Name of hospital

This will be used in the office to code type of hospital.

#### QUESTION 14

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Ill in bed means actually in bed for at least half the day.

#### QUESTION 15

Visits by and to a doctor will include calls when a person is no longer in bed but up and about. The questions are not, therefore, dependent on the answer yes to Q. 14. When the household is large and/or when there have been several visits it may take you a little time to obtain a reliable answer. Remember that in cases of difficulty it is usually best to approach the answer by asking: "When did you last see your doctor?" "And when was the time before that?" "So that means you saw your doctor seven times altogether in the last 12 months?" Remember that we want to count each consultation, even if there are two consultations on one day or on succeeding days. Remember also to include locums and other (alternative) doctor seen in this period.

# QUESTION 15(c) Visits paid for

If the informant is a wife who makes a visit to her NHS doctor and pays later for the pill, which he prescribes, this should still be counted as a NHS visit.

# QUESTION 16 Spectacles

Most people pay in part for spectacles even under the NHS but some obtain them free by paying and then claiming a refund on test of means (by the SBC).

# QUESTION 18 Doctor at hospital

It is the number of occasions we want to know, not the number of doctors seen at the hospital.

Visits to dentist

Remember to ask number of visits, not number of courses of treatment.

# Home help

We are interested only in the use of a local council's Home Help Service. Someone from the Welfare

We mean a social worker or officer fro ma Council health, welfare or children's department who is concerned with some aspect of family welfare. Include a health visitor, say, but not an officer from the Supplementary Benefits Commission or someone from a voluntary organisation — like the WVS or Salvation Army.

# QUESTION 18(a) Paying a dentist

The point is that very poor people can get free dentures and do not have to pay the £1 for a course of treatment.

### QUESTION 18(b) Home help

Some councils charge for a home help's service on test of means.

#### IX STYLE OF LIVING

This section aims to find out some ways in which people spend their time, how they manage on their incomes, what kinds of things they buy and do, and how they feel about their situation. Most of the questions are pre-coded (but interviewers are urged to write any interesting comments on the blank spaces in the questionnaire or on the back). It is hoped that the answers will put some flesh on the income skeleton you have painstakingly built up in the rest of the questionnaire.

# QUESTION 1 Holidays

Note that this question immediately follows Questions 9 and 10 of Section VIII. Question 9 of Section VIII refers only to staying in the homes of relatives and friends or being subsidised by them on a joint holiday. Question 1 in this section applies to all "holidays" (as understood by the informant) which are away from home, excluding only those which were spent actually in the homes of relatives or friends. If there was more than one holiday add together their duration and code accordingly in Question 1 (a) 1 (a)

# QUESTION 2 Meals out

Care should be taken because people may forget meals which were incidental to the visit. By "snack" you should understand something more than a biscuit and cup of tea, say at least a sandwich. Note that in this question and in later questions there are certain persons whom it is not expected you should code. Thus children under the age of 15 should be coded DNA.

# QUESTION 3 Friends to meals

Note that it is possible to code both "Yes, relative" and "Yes, friend".

# QUESTION 4 Friends in to play

There are few simple questions which can be asked about the child's own standard of living and social life. Some homes are too poor for the child to bring his friends in, so stress in the house.

# QUESTION 5 Afternoons and evenings out

The key point is entertainment for which someone spends money (youth clubs require entrance and weekly fees; scouts, guides, etc., require uniform and 'bus fares for outings'). Examples of leisure-time activities will vary according to the age of the person to whom the question is addressed and you should probe accordingly. (Note that while we do not ask for amounts of expenditure we try to find the relative frequency of all forms of entertainments so that we can see how it varies with income.)

### QUESTION 6 Church

10.4 Children usually have friends in to

tea, but family circumstances part 2th unusual the lo ledges illness

Accept any religious sect or denomination which may be mentioned.

# QUESTION 7 Food

Actual nutritional levels cannot be established by an interview of this kind, but it is hoped that these questions will show very roughly (i) whether a family member goes short of food occasionally, (ii) whether the family is able to buy relatively expensive foods frequently, (iii) whether any member of the family goes short of food occasionally, and (iv) to what extent patterns of food consumption vary with income.

(a) Cooked breakfast
Many women do not eat breakfast. Bacon and eggs is only an example.
Others would be boiled or fried egg, haddock, kipper, etc. But not porridge, toast, fried bread or potatoes (the distinction is between carbohydrates and other foods)

(b) No cooked meal Stress the whole day, A heavy breakfast but nothing later, or a heavy meal at supper-time will not count as going without a cooked meal during the day.

(c) Fresh meat

This will be difficult for households where children have school dinners, or members of the household eat canteen meals. It would be reasonable to code such persons "Yes" in the absence of any better information. It is highly possible that some housewives may have very little fresh meat (defined to include chicken, chops, frozen meat of any kind but not corned beef, tinner meat, boiled ham or sausages). Care is needed as meateating is probably over-stated, and when there is meat the men in the household and not the women may have it.

# QUESTION 8 (a) Joint

Accept what the informant understands by a joint,

# QUESTION 8 (b) and (c) Milk

Do not include school milk (a correction for this will be made in the office). Check for extra milk at weekends. Include sterilised milk ("stera") as fresh. Some houses buy milk in powder or liquid in tins for babies too, but do not attempt to assess the quantities of this. Just make a note that it

# QUESTION 9 (b) Clothing

Clothing cheques are "Provident" cheques and the like where a cheque for £1, for example, entitles a person to shop at certain shops and repayment is made at 1s. in the £1 for 21 weeks. Clubs include any kind of arrangement through a catalogue, shop, or door-to-door salesman.

# QUESTION 9 (c) and (d) Spending on clothing clubs

Some clubs include coal and furniture as well as clothes; try to get an estimate of the proportion of money spent on clothes. Informants often give a maximum figure, when in fact they miss or only pay something on account.

### QUESTION 11 Adequate footwear

Includes state of repair as well as fit. Plimsolls and sandals in winter are not adequate, nor are boots alone adequate for summer. Plastic sandals are coded not adequate, unless there are other shoes.

# QUESTION 12 Smoking, pools and betting

Smoking is often underestimated in surveys. By asking quantities we hope to be able to work out roughly the expenditure. Note if cigars and not cigarettes. Take care to make betting seem a very common activity (which it is, of course), since information may not readily be forthcoming in the context of all these questions on shortages.

# **QUESTION 13 Christmas**

Make sure that the sum you have is the  $\mbox{\sc extra}$  expense on top of normal housekeeping for the household unit.

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# QUESTION 19 Housekeeping and board

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.

\$12 Rw. La house keeping ( except milk) back Social Electricaly Bulls

#### QUESTION 23 Poor now

Stress genuinely and try to avoid facetiousness at this point, Question 23 (a) explores what the informant understands by feeling "poor". If the word "poor" seems inappropriate use the alternative "very hard up".

#### QUESTION 24 Poverty

Stress the word "poverty". Do not explain what you think it means if you are asked. Seek from the informant his definition and write it in the box as clearly as you can.

# QUESTION 25 Voting

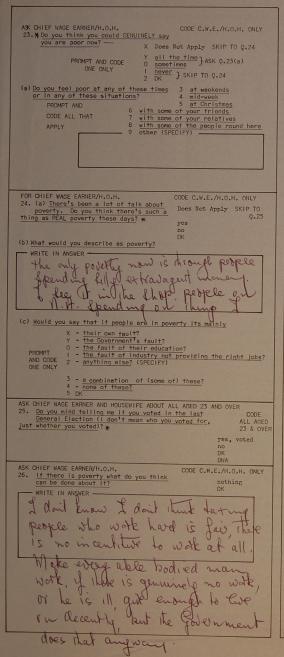
Ask for those old enough to have voted in the last election (March 1965). We are not concerned who they voted for (although they will probably say) but would like to know if they are sufficiently involved to vote at all. Be careful to reassure people that this is confidential and as far as you are concerned non-voting is blameless—many people consider that voting is legally compulsory or morally obligatory and so voting figures are over-estimated. Try to get a clear recollection by fixing the incident (time of day, who they went with) if necessary. Stress National, not local elections.

#### QUESTION 26 Action on poverty

We are interested in what the informant thinks can be done. Give as full an answer as possible.

Please write in any additional notes.

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# 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





COMPOSITION OF I	F HOUSEHOLD: CODES (Q. 10, p. 3)
Man alone: aged 60 or over Man alone: aged dunder 60 Woman alone: aged over Woman alone: aged under 60 Husband and wife: both aged 60 or over Husband and wife: both under 60 Man and woman: otherwise related Man and woman: otherwise related Two or more men only: related Two or more men only: unrelated Two or more women only: unrelated Two or more children all under 15 Man, wife: + 4 or more children 15 and at least Man, wife: + children all aged 15-24, none married Man and two children both under 15 Man and children all over 15 at least one 25 or over, none married Man and children all over 15 at least one 25 or over, woman: and one children the least one under and one over 15, none married Man and children all over 15 at least one 25 or over, woman: and three or more children under 15 Woman: and children, at least one under and one over 15, none married Woman: and children, at least one under and one over 15, none married Woman: and children all over 15, at least one 25 or over, none married Woman: and children all over 15, at least one 25 or over, none married Woman: and children all over 15, at least one 25 or over, none married	102
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