

## A National Sample of Households

The sampling procedure can be considered in 4 main stages.

- i) Dividing the U.K. into appropriate regions
- ii) Selecting an area unit suitable for sampling within each region
- iii) Selecting variables by which to stratify these units and then selecting a sample of them for each region.
- iv) Selecting a sample of households from within each chosen area.

### Regions

Official statistics are usually based on the 12 standard regions of the U.K. or the 11 planning regions. These are identical except for South Eastern England, as shown below:

#### Standard Regions

1. South Eastern - Greater London, Surrey, Sussex and Kent
2. Eastern - Bedfordshire, Hertfordshire, Essex, Suffolk, Norfolk, Cambridge and the Isle of Ely, Huntingdonshire
3. Southern - Oxfordshire, Buckingham, Berkshire, Hampshire and the Isle of Wight, Poole in Dorset.
4. South Western - Gloucestershire, Wiltshire, Somerset, Dorset, Devon, Cornwall
5. West Midland - Herefordshire, Shropshire, Staffordshire, Warwickshire and Worcestershire
6. East Midland - part Derbyshire, Nottinghamshire, Lincolnshire (parts of Holland & Kesteven) Rutland, Leicestershire, Northamptonshire
7. North Western - Lancashire, Cheshire, part of Derbyshire
8. Yorkshire & Humberside - West Riding of Yorkshire, East Riding of Yorkshire, Lindsay - part of Lincolnshire
9. Northern - Cumberland, Westmorland, Northumberland, Durham and North Riding of Yorkshire.
10. Wales
11. Scotland
12. Northern Ireland

#### The planning regions

Regions 4 - 12 are the same as above. The South East of England is divided differently as follows:

- |                   |   |
|-------------------|---|
| <u>South East</u> | - Greater London, Surrey, Sussex, Kent, Essex, Bedfordshire, Hertfordshire, together with all the counties included in the Southern region above. |
| <u>Anglia</u>     | - Norfolk, Suffolk, Cambridge and Isle of Ely, Huntingdonshire  |

In order to reduce the number of areas from which the sample will be drawn to 40 or 50, and to allow for some stratification within each region it is necessary to reduce the number of regions from 11 or 12 to 7 or 8. There are obviously several ways in which the regions can be amalgamated but as the division of the sample into regions of the U.K. is a form of stratification it is important to try to combine similar regions and keep separate those which are very different. For our purposes, variations in income between regions are important and looking at average net income



before tax/capita<sup>1</sup> the richest region is South Eastern; followed by the Eastern, Southern and West Midlands regions. These are followed by South Western, East Midlands, North Western and Yorkshire and Humberside regions. Next come Wales, Scotland and Northern region, with Northern Ireland the poorest region. There are, of course, big variations within some regions, in particular the Eastern region where the area included in the planning region Anglia is a low income area, Essex is a high income area and Hertford is very high. Bearing in mind these considerations together with the population size of each region, the regions of the U.K. can be divided in the following manner:

1. Scotland and Northern Ireland
2. North Western region
3. Yorkshire and Humberside with Northern region
4. East and West Midlands
5. South Western and Wales
6. Eastern region
7. Greater London
8. Remainder of South Eastern and Southern regions

or

1. Scotland and Northern Ireland
2. North Western region
3. Yorkshire and Humberside with Northern region
4. South Western and Wales
5. East Midlands and Anglia (as in planning region)
6. South East (as in planning region)
7. Greater London
8. West Midlands

#### Selection within regions

There are two units of area commonly used for sampling purposes:

- i) Local authority administrative areas
- ii) Constituencies

The Family Expenditure use the first for their sample as follows.

In England and Wales the administrative areas are Greater London boroughs, County boroughs, Municipal boroughs, urban districts and rural districts. There are 899 urban areas and 472 rural districts outside the Greater London conurbates. These administrative areas are divided into 3 strata:

- i) Greater London conurbation
- ii) Other urban areas
- iii) Rural districts

ii and iii are divided between the 10 standard regions of England and Wales which are listed alphabetically. The areas in strata i and ii are divided into six groups based on the J index (1955 rateable values), listing them in ascending order of their J value. Within each J value range the areas

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1. Regional survey of incomes by Coates & Rawstron, based on survey of Personal Incomes by the Inland Revenue published in the Guardian April 1967.







are listed in descending order of their 1955 parliamentary electorate. This allows them to be sampled with probability proportional at the 1955 electorate. Rural districts are not classified by the J index but within each region they are listed in descending order of the 1955 parliamentary electorate. 116 areas are selected. Scotland has different administrative areas, namely cities, burghs and district councils. The sample excludes the crofting counties which only account for 0.6% of the total population of Great Britain. Two main strata are used:

- i) urban: cities, large and small burghs and district councils of high population density: i.e. 175 areas
- ii) rural: district councils of low population density, i.e. 128 areas

Rateable value/elector is used as a stratification factor for urban areas. The areas are sampled with probability proportional to size of electorate. Twelve areas are selected: in England, Wales or Scotland if the first stage unit has a population of 100,000 or more, a further stage of sampling is introduced by choosing wards with probability proportion of the Electorate. Northern Ireland has two county boroughs which are divided into wards and local authority administrative areas which are divided in 36 urban and 31 rural areas. The areas are listed by County and within each county in descending order of the 1961 population. Ten areas are selected with probability proportional to the 1961 population. 13 addresses are selected from the rated records within each area.

The Regular Expenditure Survey carried out by the Allan Committee also used local authority administrative areas as first stage units in this instance differential sampling was used.

#### Constituencies

An example of the use of constituencies as first stage units is given by Anne Cartwright in her study of hospital patients. She chose 12 of the 547 constituencies in England and Wales. She divided the 547 into 2 main groups after dividing them into the 11 standard regions first.

- i) Those containing all urban areas - i.e. county boroughs, met. boroughs, municipal boroughs and urban districts
- ii) Those containing some rural districts
  - i) Were listed in order of proportion of electorate who were jurors.
  - ii) were listed in order of the proportion of the electorate living in rural districts

From these lists she selected every 45th constituency and within each constituency she selected every 22nd person from the constituency electoral registers. This yielded a sample of 29,400.

Which units are more suitable as first stage units for our purposes? This depends on the availability of data a) by which to stratify and b) by which to compare the representativeness of the sample chosen. At first it would seem local authority administrative areas are the better choice



because there is a great deal of published data in the Census and elsewhere for each county borough, each administrative county and other urban areas with populations above 50,000. However for rural areas i.e. rural districts there are much less data: population structure, size and change between censuses, density, household dwellings, amenities, overcrowding, tenure, etc. There is little information on the occupational structure of the population of each rural district.

The only data actually based on constituency areas is size of electorate and voting behaviour. However, very few constituencies cross county boundaries (there are 3 partly in Greater London and partly in Hertford, Kent or Surrey) all except one county borough are included in one constituency - 53 of the 81 county boroughs in England and Wales have boundaries coinciding exactly with constituency boundaries. Furthermore the names of the boroughs, urban districts, rural districts contained in each constituency are known, so the data available for use on a constituency basis has the same limitations as that for local authority administrative areas, namely availability of data for individual rural districts. Furthermore, the voting behaviour of local authority administrative areas other than county boroughs or counties cannot be calculated and percent of electorate voting left is one of the best single indicators of low income areas, and certainly much better than the <sup>J</sup>Index which is much more unreliable when based on the latest rating assessments. The correlations between percentage voting in county boroughs and factors associated with low income are high and in some cases explain more than half the variance.

Correlations with percentage voting left at 1964 General election for  
County Boroughs<sup>1</sup>

- + 0.6 - workers in industry/occupied males
- + 0.8 - Semi and unskilled workers/non manual workers
- + 0.5 - Percentage of population 0 - 14 years
- + 0.7 - Percentage of population over 25 years who left school at 15 or under
- + 0.6 - Percentage of households without exclusive use of bath
- 0.6 - Percentage of households living less than  $1\frac{1}{2}$  persons/room
- 0.8 - admin, managerial and professional workers/economically active males
- 0.7 - Percentage population over 25 years who finished education after 17 years
- 0.4 - Retail turnover/capita

For counties and county boroughs together the correlations are not quite as high, but still useful and better than population density.

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1. Correlations calculated by B. Davies and P. Stone



<u>Correlation</u> <u>with popula-</u> <u>tion density</u>	<u>Percentage</u> <u>voting</u> <u>left</u>	
0.4	0.5	males sick/economically active males
0.1	0.5	% workers in heavy industry/occupied males
- 0.3	- 0.6	admin, managerial & professional/economically active males
- 0.4	- 0.6	non manual/economically active males
0.5	0.9	% population over 25 years left school at 15 years or less
0.5	0.5	overcrowding

It would be quite feasible therefore to stratify constituencies which are either completely urban or predominantly urban by percentage voting left, thus distinguishing broadly between poor urban areas and rich urban areas. Rural constituencies i.e. those constituencies in which more than 50% of the population living in rural districts and in which there is no urban district or borough larger than 30,000 population are a sufficiently small group (approx. 1 in 5 in England and Wales) to make further stratification unnecessary and in any case, voting behaviour is different in very rural areas, from that in urban areas. A further advantage of constituencies is that they are similar in size (population) whereas L.A. administrative areas vary greatly.

Using constituencies as first stage units the sample can be drawn as follows. First the constituencies are divided into the 8 regions chosen.

Scotland and Northern Ireland	71 + 12 =	83
Wales and South West	36 + 43 =	79
North West	=	79
Greater London	=	104
Northern and Yorkshire and Humberside	57 + 39 =	96
(West Midlands	=	54
(Anglia and East Midlands	18 + 34 =	52
(Rest of South East and Southern	=	84
or		
(East and West Midlands	=	88
(Eastern	} 106 {	= 40
(Rest of South East and Southern		= 66

In each region, these constituencies are divided into three strata :

- i) urban - low proportion voting left
- ii) urban - high " " "
- iii) rural - 50% population living in rural districts

Two constituencies from each strata are chosen (except for Greater London which has no rural constituencies). Within each constituency the electoral register records can be arranged by wards in borough and urban districts and by parishes in rural districts; wards and parishes having first been arranged in descending order of population density or descending order of size. A sample proportional to the size of the constituency can be drawn taking a random start and drawing every  $n^{\text{th}}$  address. Or, a selection of the wards and parishes can be selected first and addresses chosen only from these wards and parishes. This would serve to concentrate the sample



within each constituency, rather than scatter it throughout, but at the expense of increasing error. Selection proportional to the size of the constituency can be made either with reference to the total population or the electorate. However, as we are using the electoral register to sample households rather than individuals, we could convert population figures with the equivalent number of households, by assuming a constant household size of 3.03 persons or we could estimate the number of households in each constituency and take a sample proportional to this.

Using Local Authority Administrative Areas as first stage units would require a different procedure. Also it would be more difficult to sample Northern Ireland and Scotland as one region because the administrative areas are different. A stratification factor other than voting left would be necessary and it is difficult to find a single one which correlates as highly with factors associated with low income as voting behaviour. Instead a composite factor would have to be calculated using say, percentage of overcrowded households, percentage of manual workers, percentage of population under 15 years age and population density. This calculation could only be done with expert statistical advice. As we want to limit the number of areas finally selected to 40 or 50 it would not be possible to stratify by several factors unless they were made into a single index, or unless we did not want to make regional comparisons. For the purposes of this survey regional comparisons are very important.

Having found a suitable stratification factor, however, a sampling procedure similar to F.E.S. could be used, but dividing urban areas into two strata, not six. It may however be necessary to divide rural districts into two groups those in which population is increasing and those in which the population is declining, (i.e. the less prosperous). Having chosen the areas, the sampling of households could then be carried out as by the F.E.S., using the records from which the electoral registers are compiled and sampling proportional to population size.

The use of constituencies as first stage units has disadvantages, but these are not as great as it would appear on first sight. Local Authority administrative areas, if used as first stage units, would seem to present many more practical difficulties if used for our purposes.

Other problems which need further discussion, with statistical experts are the exact procedure by which we choose addresses within the constituencies selected and the method used for estimating sampling errors. Do we want to oversample in poor urban or rural constituencies, and how do we estimate standard errors? The F.E.S., for example, treats their multi-stage sample as a single-stage random sample. We want to make good estimates of incidence of different groups in poverty in the U.K. so we need to be more accurate in estimating standard errors if our figures are to be really convincing.



## A National Sample of Households - The Second and Third Stage

Every constituency in England and Wales is made up of part, one or several boroughs, urban districts or rural districts. There are further divisions: within boroughs and urban districts into wards and within rural districts into parishes. A selection of wards and parishes within each constituency will be made at the second stage in order to cluster the sample to some extent.

The constituencies in the large conurbations may consist of only the part of a large metropolitan borough, whereas the constituencies in rural areas consist almost entirely of rural districts, with one or two small boroughs or urban districts. This means some constituencies are divided into only three wards, others into about fifteen. Some of the rural ones are divided into four or five wards and more than ninety parishes. Before a selection can be made, some way must be found of grouping some of the very small parishes together because some contain only ten or twenty households. We must also find some factor by which to stratify both wards and parishes.

In Scotland the administrative districts are slightly different. There are cities, large burghs, small burghs and district councils. A constituency may consist of a number of wards in a city or large burgh; small burghs and districts in rural areas. A selection of wards, small burghs and districts within constituencies must be made.

### Stratification Factors

It is not possible to use voting figures from Parliamentary elections at ward and parish level because they are not published in a suitable form. It would be possible to use voting figures in local elections by which to stratify wards. However, there are several disadvantages in using these figures. Firstly, there is often a very low poll, so the voting figures only refer to a small proportion of the population. Secondly, although in the densely populated urban areas the distinction



between Left and Right candidates is as clear as in national elections, in the more rural areas the majority of candidates are often Independants who cannot always be assumed to be Tories in disguise. Thirdly, no data exists on how well voting behaviour in local elections, e.g. the proportion of the voters voting Left, correlates with characteristics associated with low income. I should be very reluctant therefore to use voting behaviour as a stratification factor at the second stage.

The published census reports contain very little data at ward and parish level: population figures, acreage, population density, household figures and extent of overcrowding are all that can be found in County Reports. However, it is possible to obtain unpublished material from the G.R.O. so in fact there is a wide choice of stratification factors. The choice has been made by looking at factors positively correlated with characteristics of poverty and negatively correlated with characteristics of high income. One of the best appears to be the proportion of the population aged 25 years or more who left school at the age of 15 or under. Using data based on administrative counties and county boroughs the following correlations were calculated:<sup>(1)</sup>

- 0.8 non-manual male workers/economically active males
- + 0.7 semi-and un-skilled workers/non-manual workers (male)
- + 0.5 infant mortality rate, average 3 years (1960-2) per 1,000 popln.
- + 0.5 persons living at a density above  $1\frac{1}{2}$  per one/room.

While it is true that these correlations are inflated because no account is taken of the wide variation within counties and county boroughs, these results do suggest that the proportion of the population aged 25 and over with minimum terminal age of education is a fairly good single stratification factor for our purposes.

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(1) Based on calculations made by P. Stone and B. Davies.



Within each constituency each ward and parish will be listed in descending order of the value of this factor, those with a high value being 'poor', those with a low value 'rich'. Wards and parishes should be listed separately to ensure the division of the sample between urban and rural reflects the proportions of the total population within the constituency living in wards and parishes. The number of strata into which the wards and parishes of each constituency will be divided needs further discussion, and will depend on the number of areas we want to sample within each constituency. We may decide to sample every ward where there are only three or four, but take only eight or ten (say) of 60 parishes. The selection will be made with probability proportional to size, as at the first stage but measuring size by number of households rather than number of electorate.

#### The Third Stage

This needs a great deal more discussion and the way in which we divide the sample between the chosen parishes and wards depends on the objects of the survey. Assuming we are limited to a 3,000 sample, it has been suggested we take a sample of 2,000 households, divided between all the selected areas and chosen so that every household has an equal chance of selection. The object of this sample is to provide us with sufficient income and resources data to give a representative picture of the levels of living of households in the U.K.

The remaining 1,000 households could be chosen in several different ways depending on the kind of information required and the kind of statements we want to make. If we want to increase the numbers of low income households (and the 2,000 sample will only give us about 400 'poor' households) <sup>then</sup> we should sample only those areas which appear 'poor' by our criteria. In other words we have a 3,000 sample of households chosen with unequal probability, a greater chance of selection being given to

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households in 'poor' areas. Using weighting procedures to allow for this we could use all the 3,000 sample for our national incidence figures. If, however, we are only interested in certain groups - immigrants, single women and their dependants or the disabled, for example - then we may want to adopt a screening procedure. As this could only be carried out in all the areas if we are given sufficient funds and the administrative assistance to undertake to visit seven or eight thousand households, some way must be found to concentrate the remainder of the sample if it is only 1,000 in a few areas. The choice of the areas, say six, depends partly on practical considerations, i.e. easy accessibility for the team in Colchester and London and/or the number of available interviewers in an area, and partly on the groups in which we are interested. For example, if we want a larger number of immigrants we can base our choice on census data concerning numbers in wards and parishes born overseas. The more we know about a particular area, the more efficient our screening procedure. Census data, however, will not give us any indication of the areas in which there are large numbers of disabled, for example, (even supposing they are in any way 'concentrated' in areas). In this case there is a possibility that the Ministry of Social Security will provide samples of individuals in receipt of disability pensions, industrial injury benefit, in certain areas.

On the other hand, we may want to choose areas with very different characteristics: a rich constituency in the South East, a poor constituency in London, one in the North East or Northern Ireland and a rural constituency, for example. If we want to look not just at a particular group or groups vulnerable to poverty, but begin to investigate low income households in relation to the employment situation, housing and education provisions in a particular area then we should consider this strategy. The choice depends on the emphasis of the survey: the incidence of poverty or the causes of poverty.

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National Poverty Survey  
S a m p l i n g   I n s t r u c t i o n s

1   INSTRUCTIONS for selecting a sample of addresses  
from a card index or set of Home Office Form A files

Each card or form should represent one address - check whether this is the case with the electoral registration officer. If more than one address appears on a card or form you must count these separately, both when working out the total number of addresses and when counting your sampling interval.

Addresses which refer to dwellings empty at the time of the canvass or at which no one is entitled to vote may be grouped separately. As long as none refer to addresses outside your selected ward, this does not matter. They must be given a chance of inclusion in your sample.

- (i) Count the total number of addresses in the ward (unless of course the electoral registration officer can tell you the total, including empty and non-electors addresses)
- (ii) Divide this total by the number of addresses to be selected in this ward. This will be your sampling interval
- (iii) Your first address will be the Yth where Y is your random starting number, your second the  $(X + Y)$ th and so on
- (iv) Include an address whether or not an elector was living there at the time of the canvass

If cards or forms have more than one address recorded on them you must be careful to count these addresses separately. If this is the case you may find the  $(X + Y)$ th address refers to the second address listed on a card or form, in which case only this address and not any of the others must be recorded.

List the addresses together with any names recorded there (you may find it useful to ask for a particular name when you first call at the address). The number of names will also give you some warning of the possibility of the existence of several households at an address. It would be helpful to us to have any information about non-electors or empty dwellings.



## National Poverty Survey

### S a m p l i n g   I n s t r u c t i o n s

#### 2   INSTRUCTIONS for selecting a sample of addresses from an electoral register together with canvassers' notes, amendments etc

The electoral register is a list of electors and does not, therefore, include all householders. It is important to represent in our sample addresses at which no one is entitled to vote because they are aliens or are too young, and addresses at which no one was living at the time of the canvass. This is the reason for taking canvassers' notes, amendments, etc. into account.

We require a sample of addresses in which every address has an equal chance of selection. This means we have to adopt a procedure of sampling which takes into account the fact that there may be several electors listed at one address.

(i) Count the total number of different addresses AND the number of additions (less deletions) together with any addresses listed as empty or at which no one is entitled to vote. This means looking at the column of numbers on the right-hand side of the list of electors' names. These refer to the number of the street or road and where there is no number usually the name of the house is printed. Where there are two or more electors the same number or name is repeated. Do not count any road or street number or house name more than once; but note that 14a, 14b and 14c, for example, are three separate addresses.

(ii) Divide this number by the number of addresses required in that ward. This is your sampling interval: (X).







- (iii) This time counting every elector together with any amendments or additions made by the canvassers on the register (even if the entry only refers to an address with no name by it and labelled 'empty' or 'no contact'), count to the Yth entry where Y is your random starting number. Provided he or she is the first elector or the first entry to be listed for that address this will be the first address in your sample. Your second will be the  $(X + Y)$ th and so on. If you have to reject any address because the elector or entry is not the first to be listed for that address, note that you should still start counting your sampling interval from that elector or entry.
- (iv) If you find you have not selected exactly the quota of addresses for that ward do not worry if it is a little over your quota. If, however, you have less addresses then go back to the beginning of the ward, carrying over the sampling interval from the last address selected.

### R u r a l   a r e a s

In rural areas the electoral register is published in a different order. Here the electors are listed alphabetically by surname not by street or road order. It will therefore be far too tedious to count the number of addresses. Proceed as follows:

- a) Count the total number of electors AND the number of additions (Less deletions) together with any addresses listed as empty or at which no one is entitled to vote.
- b) Divide this number by two and a half times the number of addresses required in that county electoral division. This is your sampling interval (X).
- c) Counting every elector together with any amendments or additions made by the canvasser (even if there is only an address with no name by it), count to the Yth entry where Y is your random starting number. The address opposite this entry will be included in your sample provided it is the first entry to be listed for that address. To establish this you will have to search for the address among the names listed before this elector or entry in the polling district.

Your second address will be the  $(X + Y)$ th entry and so on. If you have to reject any address because the elector is not the first to be listed at that address, note you should still start counting your sampling interval from that elector.

- d) If you find you have not selected exactly the quota of addresses for that county electoral division do not worry if it is a little over your quota. If, however, you have less addresses then go back to the beginning of the county electoral division, carrying over the sampling interval from the last address selected.

List the addresses together with any names recorded there (you may find it useful to ask for a particular name when you first call at the address. The number of names will also give you some warning of the possibility of the existence of several households at an address. It would also be helpful to us to have any information about non-electors or empty dwellings.



INSTRUCTIONS FOR DRAWING A SAMPLE  
OF DWELLINGS FROM RATING RECORDS

We need a sample of separately rated units of dwelling property ('rateable units'). This sample is to be taken from the rating records (Valuation Rolls in Scotland). Usually each separate 'rateable unit' will either be listed on a separate line in the rating ledger or allocated a separate card in a card index system. Recent additions, empty property, etc., may be grouped separately at the end of each ward or parish and not entered in the appropriate street. This does not matter provided none of them refers to addresses outside of your selected ward or parish and they can be treated as a continuation of the list or card index.

1. Count the total number of rateable units in the ward or parish (taking account of additions, empty property, deletions, etc.). If possible, count only those units referring to dwelling property (even if it is standing empty at the time) - not shops, garages, etc., unless there is a dwelling included in their assessment, e.g. House and shop - rateable value £40. Remember that a total figure may refer to several dwellings (e.g. 15-31 Northgate Street; count this as nine items). The rating officer may be able to tell you the total number of dwellings (or domestic hereditaments) or at least advise you on the least laborious method of ascertaining it. (We want the figure to be as accurate as possible.) If it is only possible to ascertain the total number of rateable units (=A) including dwellings and non-dwellings then ask the rating officer whether he knows the proportion dwellings form of the total number of rateable units. If this is, say, two thirds then the total number of dwellings will be approximately  $\frac{2}{3} \times A$ .
2. Divide the total number of dwellings (whether you have counted them or had to estimate the figure from the proportion they form of the total number of rateable units) by the number of addresses you require for that ward. This will be your sampling interval X.
3. If it is easy to count only the dwelling property, do so and your first address will be the Yth where Y is your random starting number, your second the (X + Y)th, and so on until you reach the end of the ward or parish. You may find that the 'assessment' or other reference number in the left-hand columns of the ledgers help in your counting. DO NOT rely on them implicitly because the original numbering system may have been upset by amendments. Remember to be careful with entries of property belonging to one owner which may be lumped together and not detailed separately, (e.g. 15 - 31, Northgate Street ..... 9 houses). Such a block should be counted as nine separate units and the right one of them taken if you should land on such a line. If



you have to count dwelling and non-dwelling units then, using the same sampling interval, you must record every item you land on whether it is a dwelling or not. You will then get more items than the number of addresses required - this does not matter provided you indicate on the list whether or not it is a dwelling or at least contains dwelling accommodation. Go right through the rating records or card index even if you do end up with more dwellings listed than the number of addresses you require. If, however, you end up with fewer dwellings go back to the beginning of the ward and, carrying on your sampling interval, continue your selection procedure until you have the required number.

4. Record as much information about the selected rateable units as you can.

The name of the occupier, the gross value and the rateable value of the property would be useful. However, check with the rating officer first - he may object to your recording names.

5. Council property (and Crown property)

Council property for a ward or parish may be recorded as a total figure only in the ledger or card index and for detailed information you will have to refer to a separate volume. (The same may apply to Crown property, although if it is only a very small proportion of the total include it in with the rest of the ward.) If this is the case you will have to sample council property separately (and Crown property if there is a substantial amount). To do this you count the total number of separate council flats or houses. Express this as a proportion of the total number of dwellings in the ward. You must then allocate that proportion of your sample of addresses (say a fifth) to council property and the remaining four-fifths to the rest of the ward. Divide the total number of council dwellings by the number of addresses allocated to them. This will be your sampling interval  $X_1$ . Then, with random starting number  $Y_1$  your first address will be the  $Y_1$ th and the second the  $(X_1 + Y_1)$ th, and so on.

If you have to follow this procedure, remember before calculating your sampling interval to adjust the number of addresses allocated to the remainder of the ward.



## National Poverty Survey

Notes on ADDRESSES CONTAINING MORE THAN ONE HOUSEHOLD  
EXCLUDED ESTABLISHMENTS  
HOUSEHOLDS WHO HAVE MOVED OR ARE ABOUT TO MOVE  
HOUSEHOLDS TEMPORARILY RESIDENT AT A SELECTED ADDRESS  
HOUSEHOLDS AWAY; HOUSEHOLDS ABOUT TO GO AWAY  
ABSENCE OF MEMBER(S) FROM A HOUSEHOLD  
INCLUSION OF TEMPORARY MEMBERS OF A HOUSEHOLD

### Addresses containing more than one household

All households at an address must be interviewed unless there are more than 6 in which case CONTACT HEAD OFFICE before interviewing any of them. If you have used the electoral register to draw your sample, some indication of the presence of several households will have been given by the number of surnames listed at that address.

### Deletions for extra households at multi-household addresses

Multi-household addresses produce additional households above the quota set and in order to compensate for them addresses not yet called on are deleted. Thus if an address contains two households, one address must be crossed off the list. If the address contains three households then two addresses must be crossed off the list and so on. Once an address has been visited - WHETHER CONTACT WAS MADE OR NOT, - IT CANNOT BE DELETED. The deletion must be made whether or not all or any of the households in the multi-household address cooperate.

As many addresses as necessary must be deleted, taking them in order. Thus the first address to be deleted is the next one below the multi-household address which makes the deletion necessary, provided you have not yet tried to contact it. The second address to be deleted is the one below that and so on. Towards the end there may not be enough households left to delete; nevertheless you should try to interview all households at a multi-household address.

### Excluded establishments

This survey is concerned primarily with private households. An address which is that of a school, prison, hospital or convent must be excluded UNLESS it contains any private household(s) - for example, a resident warden or housekeeper. In this case only the private household(s) should be interviewed. If there are more than six such households, contact head office as above. A boarding house, hostel or hotel with 6 or fewer boarders at the time of first contact should be treated like a private household (ie: each boarder will be recorded on the same questionnaire). A boarder should not be included, however, if he or she has been in residence for four weeks or less and is not expected to stay for a total period of more than four weeks. If there are more than 6 boarders or residents who qualify to be included, contact the head office. Although a guest house, say, may include 12 guests you may find that 9 of these are temporary. In such a case you can go ahead and interview the remaining three.

We are not interested in households consisting of aliens who are in this country only temporarily (ie: not expecting to settle permanently here) - for example, a household containing members of the US Forces or of the Diplomatic Corps of another country or a visiting professor and his family. If you have any doubts about including such a household, contact head office. .../...

WHEN WE ASK YOU TO CONTACT HEAD OFFICE we normally mean you to return your progress sheet immediately but if there is urgency, telephone.







## NOTES continued

### Households who have moved or are about to move

We are interested in recording the situation at an address at the time of first contact. Therefore it is the household(s) now living at the listed address with whom the survey is concerned and no other. People who have moved since the beginning of the survey but before the first call must not be followed to their new address. If a household has moved in since the sample was drawn then they should be interviewed. Households who are about to move at the time of the first call should be interviewed if at all possible before they move. They should only be followed to their next address if

- (a) they are moving within the ward or county electoral division in which the interviewer is working;
- (b) they are moving to a newly built dwelling (ie: completed since the beginning of October 1967).

### Households temporarily resident at a selected address

A separate household living temporarily (ie: for less than 4 weeks OR for 4 weeks and expecting to leave shortly) in a private house or caravan, whether on holiday or not cannot be included. A household permanently living in a caravan is to be included. This applies also to people living in boats.

### Households away

If a household is away it should be visited as soon as it returns unless it is to be away for 13 weeks or more - in this case it is counted as a non-effective address.

### Households about to go away

If a household is about to go away and it is not possible to interview them before they leave then they should be interviewed when they return unless, as above, they are to be away for more than 13 weeks.

### Absence of member(s) from a household

Persons who are felt to be members of the household but are away (eg: 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.

### Inclusion of temporary member(s) of a household

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 4 weeks but are not expected to leave again after that period should be listed as members.