UK Data Archive Study Number 6849 - Understanding Society: Innovation Panel



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Appointments Made	

HOUSEHOLD INFORMATION

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Final

P2823: Understanding Society Unit,

**ADDRESS LABEL** 

NatCen, 101-135 Kings Road, Brentwood, Essex CM14 4LX, Telephone 01277 200 600, Fax 01277 214 117

						Mode: Advance material: Incentive: Showcard: Leaflet:				
	ADI	DRESS	UPDAT	E / NOTES		Tel number 1				
						Tel number 2				
					Conta	ct name for call backs				
						No telephone	2	Numbe	er refused	3
Call No.	Date DD/MM	Day of week	Call Start Time (24hr clock)		all visit	S RECORD s, even if no reply. eparate grid on next page		*Call Status (Enter codes only)	Call End Time (24hr Clock)	Call foll- owed by personal/ non-CAPI time (tick)
1	/		:						:	
2	/		:						:	

\*Call Status codes: 1= No reply, 2 = Contact made, 3 = Appointment made, 4 = Any CAPI interviewing done, 5= Any other status

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#### TELEPHONE CONTACT:

Call No.	Date DD/MM	Day of week	Call Time 24hr clock	TELEPHONE CALLS RECORD Record all calls, even if no reply. DO NOT ENTER THESE CALLS IN THE CAPI MENU SYSTEM
1	1		:	
2	1		:	
3	/		:	
4	/		:	
5	/		:	

# Tracking Interviews and Consent forms

	Sex			CAPI	Health records consent	Education records consent	Youth SC
PNo	(M/F)	Age	First Name	(Y/N/NA)	(Y/N/NA)	(Y/N/NA)	(Y/N/NA)

# A: Contact at Issued Address

# COMPLETE A.1 – A.7 <u>BEFORE</u> MAKING CONTACT.

<b>A.1</b>	Does this address have an unkempt garden?	
	Yes	1
	No	2
	No obvious garden	3
A.2	Based on your observation, is it likely that this address has a car or van?	
	Definitely has a car / van	1
	Likely	2
	Unlikely	3
	Definitely does not have a car / van	4
	Cannot tell from observation	8
A.3	Based on your observation, is it likely that this address contains one or more <b>children aged under 10</b> including babies?	
	Definitely has a child / children aged under 10	1
	Likely	2
	Unlikely	3
	Definitely does not have a child / children aged under 10	4
	Cannot tell from observation	8
A.4	Are any of the following present or within <b>sight</b> or <b>hearing</b> of the address? CODE ALL TH APPLY	AT
	Boarded houses, abandoned buildings, demolished houses or demolished buildings	01
	Trash, litter or junk in street / road	02
	Heavy traffic on street / road	03
	None	96
<b>A.5</b>	Which of these best describes the condition of residential properties in the area?	
	Mainly good	1
	Mainly fair	2
	Mainly bad	3
	Mainly very bad	4
	Unable to obtain information	5

**A.6** How is the external condition of the address relative to other residential properties in the area?

Better	1
About the same	2
Worse	3
Unable to obtain information	4

**A.7** What is the status of this household?

All eligible individuals resident	1	Go to E.1
No eligible individual resident	2	Go to B.1
Some eligible individuals resident	3	Go to A.8
Could not visit household	4	Go to F.1

- **A.8** Once you have completed the household grid, CAPI will calculate how many split households there are. You will need to open the appropriate number of ARF Bs.
- **A.9** For any eligible residential respondents record respondent queries

1 Go to E.1
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Di i dicom ap accempt a	B: Follow	/-up	attem	pt 1
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<b>B.1</b>	Has the office provided you with an updated address
	for the household?

Yes	1	Go to B.5
No	2	Go to B.2

# **B.2** You need to trace the household. Use the checklist below to record all your tracing attempts. See your project instructions for further information on tracing. CODE ALL THAT APPLY

1	Attempted to contact the household by phone (using all numbers)	
2	Attempted to make contact with the current occupants	
3	Attempted to contact the neighbours	
4	Left a tracing letter with the current occupants or neighbour(s)	
5	Phoned/visited a stable address	

B.3	Were you tracing because the
	issued address you were trying
	to contact was inaccessible, you
	couldn't locate it, or you couldn't
	make contact?

Yes	1
No	2

**B.4** Did you find a follow up address for the household?

Yes	1	Go to B.5
No	2	Go to F.1

#### **B.5** RECORD ADDRESS DETAILS

Name:
Address:
Postcode:
Phone:
Mobile:
Email:

**B.6** Where is the address?

		Where is the audiess:
Go to B.7	1	Address is in my interviewing area
Confirm with Proj leader	2	Address is in GB but outside my interviewing area
Go to F.1	3	Address is in NI
00 to F.1	4	Address is outside UK

- > NOTE THAT THIS INFORMATION SHOULD BE COLLECTED BEFORE MAKING CONTACT.
- > YOU SHOULD COMPLETE ALL OF THIS SECTION
- FOR OFFICE REFUSALS: PLEASE VISIT THE ADDRESS BUT <u>DO NOT</u> APPROACH OCCUPANTS.

#### **B.7** ADDRESS DWELLING TYPE - CODE ONE ONLY:

Detached house/bungalow	01
Semi-detached house/bungalow	02
End terraced house/bungalow	03
Terraced house/bungalow	04
Purpose built flat/maisonette (under 10 dwellings)	05
Purpose built flat/maisonette (10+ dwellings)	06
Converted flat/maisonette (under 10 dwellings)	07
Converted flat/maisonette (10+ dwellings)	08
Dwelling with business premises	09
Bedsitter in multiple occupation (under 10 dwellings)	10
Bedsitter in multiple occupation (10+ dwellings)	11
Bedsitter/single occupation	12
Sheltered accommodation	13
Institution (write in)	14

		Other	97	

**B.8** How many floors are there at the address?

•

**B.9** Are any of these physical barriers to entry present at the address? CODE ALL THAT APPLY

Locked common entrance	1
Locked gates	2
Security staff or gatekeeper	3
Entry phone access	4
None of these	5
Unable to obtain information	6

entrance?		hearing of the address? CODE ALL	THAT	APPLY
CODE ONE ONLY		Boarded houses, abandoned buildings,		
Basement/semi-basement		demolished houses or demolished buildings	01	
Ground floor/street level	02	Trash, litter or junk in street / road	02	
1 <sup>st</sup> floor	03	Heavy traffic on street / road	03	
2 <sup>nd</sup> floor	04	None	96	
3 <sup>rd</sup> floor	05	<b>B.15</b> Which of these best describes the o	onditi	on of
4 <sup>th</sup> to 9 <sup>th</sup> floor	06	residential properties in the area?	.oriaici	511 01
10 <sup>th</sup> to 19 <sup>th</sup> floor	07	Mainly good	1	
20 <sup>th</sup> floor or higher	80	Mainly fair	2	
Don't know	98	Mainly bad	3	
<b>B.11</b> Does the address have an <b>unkemp</b>	t gard	en? Mainly very bad	4	
Yes		Unable to obtain information	5	
No	2	<b>B.16</b> How is the external condition of the	e addr	ess relative
No obvious garden  8.12 Based on your observation, is it likely address has a car or van?		to other residential properties in the		
		Better	1	
		t this About the same	2	
Definitely has a car / van	1	Worse	3	
Likely	2	Unable to obtain information	4	
Unlikely		<b>B.17</b> What is the status of this househol	d?	
Definitely does not have a car / van	4	All eligible individuals resident	1	Go to E.1
Cannot tell from observation	8	No eligible individual resident	2	Go to C.1
<b>B.13</b> Based on your observation, is it like	ely tha	Some eligible individuals resident	3	Go to B.18
address contains one or more <b>chil 10</b> including babies?			4	Go to F.1
Definitely has a child / children aged under 10		<b>B.18</b> Once you have completed the hous will calculate how many split house	holds	there are.
Likely		You will need to open the appropriate number Bs.		mber of ARF

**B.10** On what floor of the building is the address's main

**B.14** Are any of the following present or within sight or

**B.19** For any eligible residential

queries

respondents record respondent

1

Go to E.1

Unlikely

aged under 10

Definitely does not have a child / children

Cannot tell from observation

3

4

8

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-			444	

<b>C.1</b>	Has the office provided you with an updated address
	for the household?

Yes	1	Go to C.5
No	2	Go to C.2

#### C.2 You need to trace the household. Use the checklist below to record all your tracing attempts. See your project instructions for further information on tracing. CODE ALL THAT APPLY

1	Attempted to contact the household by phone (using all numbers)
2	Attempted to make contact with the current occupants
3	Attempted to contact the neighbours
4	Left a tracing letter with the current occupants or neighbour(s)
5	Phoned/visited a stable address

<b>C.3</b>	Were you tracing because the
	issued address you were trying
	to contact was inaccessible, you
	couldn't locate it, or you couldn't
	make contact?

Yes	1
No	2

C.4 Did you find a follow up address for the household?

Yes	1	Go to C.5
No	2	Go to F.1

#### **C.5** RECORD ADDRESS DETAILS

Name:	
Address:	
Postcode:	
Phone:	
Mobile:	
Email:	

#### **C.6** Where is the address?

Address is in my area	1	Go to C.7
Address is in GB but outside my interviewing area	2	Confirm with Proj leader
Address is in NI	3	Go to F.1
Address is outside UK	4	00 to F.1

- NOTE THAT THIS INFORMATION SHOULD BE COLLECTED <u>BEFORE</u> MAKING CONTACT.
- > YOU SHOULD COMPLETE ALL OF THIS SECTION
- > FOR OFFICE REFUSALS: PLEASE VISIT THE ADDRESS BUT <u>DO NOT</u> APPROACH OCCUPANTS.

#### **C.7** ADDRESS DWELLING TYPE - CODE ONE ONLY:

_ 0	C. / NBBRESS BWEELING THE COBE
01	Detached house/bungalow
02	Semi-detached house/bungalow
03	End terraced house/bungalow
04	Terraced house/bungalow
05	Purpose built flat/maisonette (under 10 dwellings)
06	Purpose built flat/maisonette (10+ dwellings)
07	Converted flat/maisonette (under 10 dwellings)
08	Converted flat/maisonette (10+ dwellings)
09	Dwelling with business premises
10	Bedsitter in multiple occupation (under 10 dwellings)
11	Bedsitter in multiple occupation (10+ dwellings)
12	Bedsitter/single occupation
13	Sheltered accommodation
14	Institution (write in)

Other	97	

**C.8** How many floors are there at the address?

i	
WRITE IN	
VVICTIE	

C.9 Are any of these physical barriers to entry present at the address? CODE ALL THAT APPLY

Locked common entrance	1
Locked gates	2
Security staff or gatekeeper	3
Entry phone access	4
None of these	5
Unable to obtain information	6

entrance?		hearing of the address? CODE ALL THAT APPLY			
CODE ONE ONLY		Boarded houses, abandoned buildings,	04		
Basement/semi-basement	01	demolished houses or demolished buildings	01		
Ground floor/street level	02	Trash, litter or junk in street / road	02		
1 <sup>st</sup> floor	03	Heavy traffic on street / road	03		
2 <sup>nd</sup> floor	04	None	96		
3 <sup>rd</sup> floor	05	C.15 Which of these best describes the o	onditi	on of	
4 <sup>th</sup> to 9 <sup>th</sup> floor	06	residential properties in the area?	.onuici	511 01	
10 <sup>th</sup> to 19 <sup>th</sup> floor	07	Mainly good	1		
20 <sup>th</sup> floor or higher	08	Mainly fair	2		
Don't know	98	Mainly bad	3		
<b>C.11</b> Does the address have an <b>unkemp</b>	t gard	en? Mainly very bad	4		
Yes	1	Unable to obtain information	5		
No	2	C.16 How is the external condition of the address relative			
No obvious garden	3	to other residential properties in the area?			
		Better	1		
<b>C.12</b> Based on your observation, is it like address has a <b>car or van</b> ?	ely tha	About the same	2		
Definitely has a car / van	1	Worse			
Likely	2	Unable to obtain information	4		
Unlikely	3	C.17 What is the status of this househol	d?		
Definitely does not have a car / van	4	All eligible individuals resident	1	Go to E.1	
Cannot tell from observation	8	No eligible individual resident	2	Go to D.1	
<b>C.13</b> Based on your observation, is it like	ely tha	Some eligible individuals resident	3	Go to C.18	
address contains one or more <b>children aged under</b> 10 including babies?			4	Go to F.1	
Definitely has a child / children aged 1		<b>C.18</b> Once you have completed the hous will calculate how many split house		-	
under 10		You will need to open the appropri			
Likely	2	Bs.			
Unlikely	3	<b>C.19</b> For any eligible residential			

C.14 Are any of the following present or within sight or

Go to E.1

respondents record respondent

queries

**C.10** On what floor of the building is the address's main

Definitely does not have a child / children

Cannot tell from observation

aged under 10

11.	FOLIOW-	-up attemp	

<b>D.1</b>	Has the office provided you with an updated address
	for the household?

Yes	1	Go to D.5
No	2	Go to D.2

**D.2** You need to trace the household. Use the checklist below to record all your tracing attempts. See your project instructions for further information on tracing.

#### CODE ALL THAT APPLY

1	Attempted to contact the household by phone (using all numbers)
2	Attempted to make contact with the current occupants
3	Attempted to contact the neighbours
4	Left a tracing letter with the current occupants or neighbour(s)
5	Phoned/visited a stable address

D.3 Were you tracing because the issued address you were trying to contact was inaccessible, you couldn't locate it, or you couldn't make contact?

Yes	1
No	2

**D.4** Did you find a follow up address for the household?

Yes	1	Go to D.5
No	2	Go to F.1

**D.5** RECORD ADDRESS DETAILS

Name:
Address:
Postcode:
Phone:
Mobile:
Email:

**D.6** Where is the address?

Address is in my area	1	Go to D.7
Address is in GB but outside my interviewing area	2	Confirm with Proj leader
Address is in NI	3	Go to F.1
Address is outside UK	4	00 to F.1

- NOTE THAT THIS INFORMATION SHOULD BE COLLECTED <u>BEFORE</u> MAKING CONTACT.
- > YOU SHOULD COMPLETE <u>ALL</u> OF THIS SECTION
- > FOR OFFICE REFUSALS: PLEASE VISIT THE ADDRESS BUT <u>DO NOT</u> APPROACH OCCUPANTS.

**D.7** ADDRESS DWELLING TYPE - CODE ONE ONLY:

Detached house/bungalow	01
Semi-detached house/bungalow	02
End terraced house/bungalow	03
Terraced house/bungalow	04
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Purpose built flat/maisonette (10+ dwellings)	06
Converted flat/maisonette (under 10 dwellings)	07
Converted flat/maisonette (10+ dwellings)	08
Dwelling with business premises	09
Bedsitter in multiple occupation (under 10 dwellings)	10
Bedsitter in multiple occupation (10+ dwellings)	11
Bedsitter/single occupation	12
Sheltered accommodation	13
Institution (write in)	14

	(	Other	97	
8.0	How many floors are there at the address?			
	WRITE IN			

**D.9** Are any of these physical barriers to entry present at the address? CODE ALL THAT APPLY

Locked common entrance	1
Locked gates	2
Security staff or gatekeeper	3
Entry phone access	4
None of these	5
Unable to obtain information	6
Unable to obtain information	6

entrance?	auuress	hearing of the address? CODE ALL		_
CODE ONE ONLY		Boarded houses, abandoned buildings,	6.1	
Basement/semi-basement	01	demolished houses or demolished buildings	01	
Ground floor/street level	02	Trash, litter or junk in street / road	02	
1 <sup>st</sup> floor	03	Heavy traffic on street / road	03	]
2 <sup>nd</sup> floor	04	None	96	]
3 <sup>rd</sup> floor	05	<b>D.15</b> Which of these best describes the o	conditi	on of
4 <sup>th</sup> to 9 <sup>th</sup> floor	06	residential properties in the area?	Jonaici	on or
10 <sup>th</sup> to 19 <sup>th</sup> floor	07	Mainly good	1	
20 <sup>th</sup> floor or higher	08	Mainly fair	2	
Don't know	98	Mainly bad	3	
<b>D.11</b> Does the address have an <b>unkemp</b>	t garden	Mainly very bad	4	]
Yes	1	Unable to obtain information	5	
No No obvious garden	2	<b>D.16</b> How is the external condition of the to other residential properties in the		
No obvious garacii		Better	1	
<b>D.12</b> Based on your observation, is it like address has a car or van?	ely that t	his About the same	2	
Definitely has a car / van	1	Worse	3	
Likely	2	Unable to obtain information	4	
Unlikely	3	<b>D.17</b> What is the status of this househol	d?	
Definitely does not have a car / van	4	All eligible individuals resident	1	Go to E.1
Cannot tell from observation	8	No eligible individual resident	2	Go to F.1
<b>D.13</b> Based on your observation, is it like	elv that t	Some eligible individuals resident	3	Go to D.18
address contains one or more <b>chil</b> o	-		4	Go to F.1

10 including babies?

Definitely has a child / children aged

Definitely does not have a child / children

Cannot tell from observation

1

2

3

4

8

under 10

Likely

Unlikely

aged under 10

**D.18** Once you have completed the household grid, CAPI

Bs.

queries

**D.19** For any eligible residential

respondents record respondent

will calculate how many split households there are.

You will need to open the appropriate number of ARF

1

Go to E.1

# E: Eligible Households

# **E.1** Did the household respondent(s) query any of the following topics? CODE ALL THAT APPLY

PURPOSE (e.g. "What's the purpose? What's all this about?")	01
INTERVIEW LENGTH (e.g. "How long will this take?")	02
PANEL DESIGN (e.g. "You'll be coming back next year?")	03
CONFIDENTIALITY (e.g. "Who's going to see the answers?")	04
INCENTIVE/PAYMENT (e.g. "What's in it for us/me?")	05
OTHER QUERY	97
NO QUERIES	96

#### **E.2** How strongly did the respondent resist co-operation? CODE ONE ONLY

No resistance	0
Soft resistance	1
Moderate resistance	2
Firm resistance	3

#### F: Final Outcome

F.1 IF TRACING BEGUN, THE HOUSEHOLD OUTCOME CODE SHOULD RELATE TO THE LAST TRACING ATTEMPT.

IF THE HOUSEHOLD HAS SPLIT, RECORD A HOUSEHOLD OUTCOME BELOW FOR THOSE STILL LIVING AT ADDRESS. FOR THOSE ELIGIBLE INDIVIDUALS WHO HAVE LEFT THE HOUSEHOLD, OPEN APPROPRIATE NUMBER OF ARF Bs and attempt to find a follow-up address for them.

#### F.2 Productive

Completed household questionnaire and interviewed all eligible hhold members

Completed household questionnaire and at least one individual interviewed

Completed household questionnaire but no individual interviews

5	110	
/	210	END
5	211	

#### F.3 Non-contact

No contact after 6+ calls	310	
Contact made but not with eligible respondents	321	Go to G.2
Contact made at (selected) hhold, but not with responsible adult	322	

#### F.4 Refusal

Office refusal	410	END
Contact made but all information refused about household	422	
Refusal before interview	430	
Proxy refusal	432	Go to G.1
Refusal during interview (unproductive partial)	440	
Broken appointment - no recontact	450	Go to G.2

#### F.5 Other unproductive

OFFICE APPROVAL ONLY: Other unproductive 590 Go to G.2

## F.6 Unknown eligibility (No contact)

OFFICE USE ONLY: Not issued to interviewer 611 **END** OFFICE APPROVAL ONLY: Reallocated to another interviewer 612 620 **OFFICE APPROVAL ONLY:** Inaccessible Unable to locate address 630 Address found but unable to attempt address 672 Go to G.3 Certain hhold moved, no follow up address obtained 673 Address is in the UK but is outside my area 674 Unable to determine eligibility, no contact made 691 Other unknown eligibility (verbatim reason to be keyed in Admin block) 690

## F.7 Deadwood/Ineligible

All respondents no longer eligible - died All respondents no longer eligible - live outside UK Other ineligible

782	
783	Go to G.3
790	

## F.8 Unknown eligibility (Contacted)

Unable to determine eligibility, contact made

891	Go to G.3
0/1	00 10 0.5

# G: Unproductive Households

**G.1** What was the main reason for household refusal:

Too busy:	Looking after ill/elderly	10
	Looking after child(ren)	11
	Respondent almost never home	12
	Respondent is temporarily absent	13
	Stressful family situation	14
	Too busy (not elsewhere specified)	15
Personal reasons:	Unhappy about confidentiality	20
	Questions too personal	21
Attitudes towards survey:	Respondent does not want to be bothered	22
	Nothing ever changes	23
	Survey is too long	24
	Survey is waste of time	25
	Previous bad experience with surveys	26
Family pressure:	Other family member opposes respondent participating	30
	Someone has convinced respondent to refuse	31
	Other hhold member refuses on behalf of respondent	32
Other:	No reason given	96
	Other reason	97

**G.2** If a different interviewer called again in 2-3 weeks, how likely do you think it is that they would get an interview?

Very likely	1
Likely	2
Possible	3
Unlikely	4
Very unlikely	5
Impossible to say	6



IP2
ARF
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Appointments Made	Final Outcome

P2823: Understanding Society Unit, NatCen, 101-135 Kings Road, Brentwood, Essex CM14 4LX, Telephone 01277 200 600, Fax 01277 214 117 COMPLETE FOR SPLIT HOUSEHOLDS ONLY I.E IF SOME OF THE SAMPLE MEMBERS HAVE LEFT THE ORIGINAL HOUSEHOLD. WRITE IN DETAILS BELOW THEN START AT B1 ON PAGE 3. NB THERE IS NO SECTION A. **SERIAL NUMBER (as original** Highest new hhold household except for last digit) number from CAPI USE 'HHOLDSPLIT' PARALLEL BLOCK FROM THE ORIGINAL HOUSEHOLD – RECORD NAME & RESIDENT CODE FOR ALL ORIGINAL HHOLD MEMBERS. TRANSFER HOUSEHOLD INFO FROM ARF A. \*Resident Name \*Resident Household information Name code code Mode: Advance material: Incentive: Showcard: Leaflet: \*Resident code: 1 = lives in this split household, 2 = lives in another split household, 3 = confirmed as resident elsewhere, 4 = deceased Address: Postcode: Telephone Telephone number 1: number 2: Contact name for Number Νo 2 3 call backs: telephone: refused: VISITS RECORD Call Start Call Status Call End Time (24hr Clock) non-CAPI time (tick 1 / 2 / 3 / : : 4 / : 5 / : : 6 / : 7 / : : 8 / : : 9 \*Call Status codes: 1=No reply, 2=Contact made, 3=Appointment made, 4= Any CAPI interviewing done, 5= Any other status

#### TELEPHONE CONTACT:

Call No.	Date DD/MM	Day of week	Call Time 24hr clock	TELEPHONE CALLS RECORD Record all calls, even if no reply. DO NOT ENTER THESE CALLS IN THE CAPI MENU SYSTEM
1	1		:	
2	/		:	
3	/		:	
4	/		:	
5	/		:	

# Tracking Interviews and Consent forms

	Sex			CAPI	Health records consent	Education records consent	Youth SC
PNo	(M/F)	Age	First Name	(Y/N/NA)	(Y/N/NA)	(Y/N/NA)	(Y/N/NA)
	1						<u> </u>

B:	Follov	/-up	attem	pt	1

<b>B.1</b>	Has the office provided you with an updated address
	for the household?

Yes	1	Go to B.5
No	2	Go to B.2

**B.2** You need to trace the household. Use the checklist below to record all your tracing attempts. See your project instructions for further information on tracing.

#### **CODE ALL THAT APPLY**

1	Attempted to contact the household by phone (using all numbers)
2	Attempted to make contact with the current occupants
3	Attempted to contact the neighbours
4	Left a tracing letter with the current occupants or neighbour(s)
5	Phoned/visited a stable address

**B.3** Were you tracing because the issued address you were trying to contact was inaccessible, you couldn't locate it, or you couldn't make contact?

Yes	1
No	2

**B.4** Did you find a follow up address for the household?

Yes	1	Go to B.5
No	2	Go to F.1

**B.5** RECORD ADDRESS DETAILS

Name:
Address:
Postcode:
Phone:
Mobile:
Email:

Where is the address?

		where is the address?
Go to B.7	1	Address is in my interviewing area
Confirm with Proj leader	2	Address is in GB but outside my interviewing area
Go to F.1	3	Address is in NI
60 to F.1	4	Address is outside UK

- NOTE THAT THIS INFORMATION SHOULD BE **COLLECTED BEFORE MAKING CONTACT.**
- > YOU SHOULD COMPLETE ALL OF THIS SECTION
- FOR OFFICE REFUSALS: PLEASE VISIT THE ADDRESS BUT <u>DO NOT</u> APPROACH OCCUPANTS.

**B.7** ADDRESS DWELLING TYPE - CODE ONE ONLY:

Semi-detached house/bungalow  End terraced house/bungalow  Terraced house/bungalow  O4  Purpose built flat/maisonette (under 10 dwellings)  Purpose built flat/maisonette (under 10 dwellings)  Converted flat/maisonette (under 10 dwellings)  Converted flat/maisonette (under 10 dwellings)  O7  Converted flat/maisonette (10+ dwellings)  Dwelling with business premises  O9  Bedsitter in multiple occupation (under 10 dwellings)  Bedsitter in multiple occupation (10+ dwellings)  Bedsitter/single occupation  Sheltered accommodation  13  Institution (write in)		
End terraced house/bungalow Terraced house/bungalow O4 Purpose built flat/maisonette (under 10 dwellings) Purpose built flat/maisonette (10+ dwellings) Converted flat/maisonette (under 10 dwellings) Converted flat/maisonette (10+ dwellings) Dwelling with business premises Bedsitter in multiple occupation (under 10 dwellings) Bedsitter in multiple occupation (10+ dwellings) Bedsitter/single occupation Sheltered accommodation 13	Detached house/bungalow	01
Terraced house/bungalow Purpose built flat/maisonette (under 10 dwellings) Purpose built flat/maisonette (10+ dwellings) Converted flat/maisonette (under 10 dwellings) Converted flat/maisonette (10+ dwellings)  Dwelling with business premises  Bedsitter in multiple occupation (under 10 dwellings)  Bedsitter in multiple occupation (10+ dwellings)  Bedsitter/single occupation  Sheltered accommodation  13	Semi-detached house/bungalow	02
Purpose built flat/maisonette (under 10 dwellings)  Purpose built flat/maisonette (10+ dwellings)  Converted flat/maisonette (under 10 dwellings)  Converted flat/maisonette (10+ dwellings)  Dwelling with business premises  Bedsitter in multiple occupation (under 10 dwellings)  Bedsitter in multiple occupation (10+ dwellings)  Bedsitter/single occupation  Sheltered accommodation  13	End terraced house/bungalow	03
Purpose built flat/maisonette (10+ dwellings)  Converted flat/maisonette (under 10 dwellings)  Converted flat/maisonette (10+ dwellings)  Dwelling with business premises  Bedsitter in multiple occupation (under 10 dwellings)  Bedsitter in multiple occupation (10+ dwellings)  Bedsitter/single occupation  Sheltered accommodation  13	Terraced house/bungalow	04
Converted flat/maisonette (under 10 dwellings)  Converted flat/maisonette (10+ dwellings)  Dwelling with business premises  Bedsitter in multiple occupation (under 10 dwellings)  Bedsitter in multiple occupation (10+ dwellings)  Bedsitter/single occupation  Sheltered accommodation  13	•	05
dwellings)  Converted flat/maisonette (10+ dwellings)  Dwelling with business premises  Bedsitter in multiple occupation (under 10 dwellings)  Bedsitter in multiple occupation (10+ dwellings)  Bedsitter/single occupation  Sheltered accommodation  13	•	06
Dwelling with business premises 09  Bedsitter in multiple occupation (under 10 dwellings)  Bedsitter in multiple occupation (10+ dwellings)  Bedsitter/single occupation 12  Sheltered accommodation 13	•	07
Bedsitter in multiple occupation (under 10 dwellings)  Bedsitter in multiple occupation (10+ dwellings)  Bedsitter/single occupation 12  Sheltered accommodation 13	Converted flat/maisonette (10+ dwellings)	08
Bedsitter in multiple occupation (10+ dwellings)  Bedsitter/single occupation 12  Sheltered accommodation 13	Dwelling with business premises	09
dwellings)  Bedsitter/single occupation 12  Sheltered accommodation 13	•	10
Sheltered accommodation 13	·	11
	Bedsitter/single occupation	12
Institution (write in) 14	Sheltered accommodation	13
	Institution (write in)	14

	Other	97	
ጸ	How many floors are there at the a		

**B.8** 

WRITE IN	

**B.9** Are any of these physical barriers to entry present at the address?

#### **CODE ALL THAT APPLY**

Locked common entrance	1
Locked gates	2
Security staff or gatekeeper	3
Entry phone access	4
None of these	5
Unable to obtain information	6

B.10	On what floor of the building is the address's main entrance?
	CODE ONE ONLY

Basement/semi-basement	01
Ground floor/street level	02
1 <sup>st</sup> floor	03
2 <sup>nd</sup> floor	04
3 <sup>rd</sup> floor	05
$4^{th}$ to $9^{th}$ floor	06
$10^{\text{th}}$ to $19^{\text{th}}$ floor	07
20 <sup>th</sup> floor or higher	08
Don't know	98

**B.11** Does the address have an unkempt garden?

Yes	1
No	2
No obvious garden	3

**B.12** Based on your observation, is it likely that this address has a **car or van**?

Definitely has a car / van	1
Likely	2
Unlikely	3
Definitely does not have a car / van	4
Cannot tell from observation	8

**B.13** Based on your observation, is it likely that this address contains one or more **children aged under 10** including babies?

1	Definitely has a child / children aged under 10
2	Likely
3	Unlikely
4	Definitely does not have a child / children aged under 10
8	Cannot tell from observation

**B.14** Are any of the following present or within **sight** or **hearing** of the address? CODE ALL THAT APPLY

Boarded houses, abandoned buildings, demolished houses or demolished buildings	01
Trash, litter or junk in street / road	02
Heavy traffic on street / road	03
None	96

**B.15** Which of these best describes the condition of residential properties in the area?

Mainly good	1
Mainly fair	2
Mainly bad	3
Mainly very bad	4
Unable to obtain information	5

**B.16** How is the external condition of the address relative to other residential properties in the area?

Better	1
About the same	2
Worse	3
Unable to obtain information	4

**B.17** What is the status of this household?

All eligible individuals resident	1	Go to E.1
No eligible individual resident	2	Go to C.1
Some eligible individuals resident	3	Go to B.18
Could not visit hhold	4	Go to F.1

- **B.18** Once you have completed the household grid, CAPI will calculate how many split households there are. You will need to open the appropriate number of ARF Bs.
- **B.19** For any eligible residential respondents record respondent queries

1	Go to E.1
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	Fallann		- 44	
U:	Follow-	-up	attem	IDT 2

<b>C.1</b>	Has the office provided you with an updated address
	for the household?

Yes	1	Go to C.5
No	2	Go to C.2

#### C.2 You need to trace the household. Use the checklist below to record all your tracing attempts. See your project instructions for further information on tracing. CODE ALL THAT APPLY

1	Attempted to contact the household by phone (using all numbers)	
2	Attempted to make contact with the current occupants	
3	Attempted to contact the neighbours	
4	Left a tracing letter with the current occupants or neighbour(s)	
5	Phoned/visited a stable address	

C.3 Were you tracing because the issued address you were trying to contact was inaccessible, you couldn't locate it, or you couldn't make contact?

Yes	1
No	2

**C.4** Did you find a follow up address for the household?

es/	1	Go to C.5
No	2	Go to F.1

#### C.5 RECORD ADDRESS DETAILS

Name:
Address:
Nk J-
Postcode:
Phone:
Mobile:
mail:

#### **C.6** Where is the address?

Address is in my area	1	Go to C.7
Address is in GB but outside my interviewing area	2	Confirm with Proj leader
Address is in NI	3	Go to F.1
Address is outside UK	4	00 to F.1

- > NOTE THAT THIS INFORMATION SHOULD BE COLLECTED <u>BEFORE</u> MAKING CONTACT.
- > YOU SHOULD COMPLETE ALL OF THIS SECTION
- FOR OFFICE REFUSALS: PLEASE VISIT THE ADDRESS BUT <u>DO NOT</u> APPROACH OCCUPANTS.

#### **C.7** ADDRESS DWELLING TYPE - CODE ONE ONLY:

Detached house/bungalow	01
Semi-detached house/bungalow	02
End terraced house/bungalow	03
Terraced house/bungalow	04
Purpose built flat/maisonette (under 10 dwellings)	05
Purpose built flat/maisonette (10+ dwellings)	06
Converted flat/maisonette (under 10 dwellings)	07
Converted flat/maisonette (10+ dwellings)	80
Dwelling with business premises	09
Bedsitter in multiple occupation (under 10 dwellings)	10
Bedsitter in multiple occupation (10+ dwellings)	11
Bedsitter/single occupation	12
Sheltered accommodation	13
Institution (write in)	14

Other	97
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**C.8** How many floors are there at the address?

WRITE IN	

**C.9** Are any of these physical barriers to entry present at the address?

#### **CODE ALL THAT APPLY**

Locked common entrance	1
Locked gates	2
Security staff or gatekeeper	3
Entry phone access	4
None of these	5
Unable to obtain information	6

entrance?		hearing of the address? CODE ALL THAT APPLY		
CODE ONE ONLY	<u> </u>	Boarded houses, abandoned buildings, demolished houses or demolished buildings		
Basement/semi-basement	01			
Ground floor/street level	02	Trash, litter or junk in street / road	02	
1 <sup>st</sup> floor	03	Heavy traffic on street / road	03	
2 <sup>nd</sup> floor	04	None	96	
3 <sup>rd</sup> floor	05	C.15 Which of these best describes the condition of		n of
4 <sup>th</sup> to 9 <sup>th</sup> floor	06	residential properties in the area?	.orrarer	
10 <sup>th</sup> to 19 <sup>th</sup> floor	07	Mainly good	1	
20 <sup>th</sup> floor or higher	08	Mainly fair	2	
Don't know	98	Mainly bad	3	
<b>C.11</b> Does the address have an <b>unkemp</b>	t gard	Mainly very bad 4 Unable to obtain information 5  C.16 How is the external condition of the address relative		
Yes	1			
No	2			ess relative
No obvious garden	3	to other residential properties in th	ie area	?
642.5		Better	1	
<b>C.12</b> Based on your observation, is it like address has a car or van?	ely tha	About the same 2		
Definitely has a car / van	1	Worse	3	
Likely	2	Unable to obtain information	4	
Unlikely	3	C.17 What is the status of this househol	d?	
Definitely does not have a car / van	4	All eligible individuals resident	1	Go to E.1
Cannot tell from observation	8	No eligible individual resident	2	Go to D.1
<b>C.13</b> Based on your observation, is it like	elv tha	Some eligible individuals resident 3 <b>Go to C.1</b>		Go to C.18
address contains one or more <b>child 10</b> including babies?	-			
Definitely has a child / children aged under 10	1	C.18 Once you have completed the household grid, CAPI will calculate how many split households there are.		

C.14 Are any of the following present or within sight or

You will need to open the appropriate number of ARF

1

Go to E.1

**C.10** On what floor of the building is the address's main

Bs.

queries

**C.19** For any eligible residential

respondents record respondent

2

3

4

8

Likely

Unlikely

aged under 10

Definitely does not have a child / children

Cannot tell from observation

D:	Follow	-up	attem	pt	3

D.1	Has the office provided you with an updated address
	for the household?

Yes	1	Go to D.5
No	2	Go to D.2

# D.2 You need to trace the household. Use the checklist below to record all your tracing attempts. See your project instructions for further information on tracing. CODE ALL THAT APPLY

Attempted to contact the household by phone (using all numbers)		
Attempted to make contact with the current occupants		
Attempted to contact the neighbours	3	
Left a tracing letter with the current occupants or neighbour(s)	4	
Phoned/visited a stable address	5	

D.3 Were you tracing because the issued address you were trying to contact was inaccessible, you couldn't locate it, or you couldn't make contact?

Yes	1
No	2

**D.4** Did you find a follow up address for the household?

Yes	1	Go to D.5
No	2	Go to F.1

#### **D.5** RECORD ADDRESS DETAILS

Name:
Address:
Postcode:
Phone:
Mobile:
Email:

**D.6** Where is the address?

Address is in my area	1	Go to D.7
Address is in GB but outside my interviewing area	2	Confirm with Proj leader
Address is in NI		
Address is outside UK	4	Go to F.1

- > NOTE THAT THIS INFORMATION SHOULD BE COLLECTED <u>BEFORE</u> MAKING CONTACT.
- > YOU SHOULD COMPLETE ALL OF THIS SECTION
- ➤ FOR OFFICE REFUSALS: PLEASE VISIT THE ADDRESS BUT <u>DO NOT</u> APPROACH OCCUPANTS.

#### **D.7** ADDRESS DWELLING TYPE - CODE ONE ONLY:

Detached house/bungalow 01		
emi-detached house/bungalow 02	Semi	
End terraced house/bungalow 03	End	
Terraced house/bungalow 04		
built flat/maisonette (under 10 dwellings)	Purpose built	
pose built flat/maisonette (10+ dwellings)	Purpose	
rted flat/maisonette (under 10 dwellings)	Converted flat/maisonette (under 10 dwellings)	
flat/maisonette (10+ dwellings) 08	Converted flat/	
welling with business premises 09	Dwell	
r in multiple occupation (under 10 10 dwellings)	Bedsitter in	
ter in multiple occupation (10+ dwellings)	Bedsitter i	
Bedsitter/single occupation 12		
Sheltered accommodation 13		
Institution (write in) 14		

		Other		97	
	c.				

**D.8** How many floors are there at the address?

WOITE IN	
WRITE IN	

**D.9** Are any of these physical barriers to entry present at the address?

#### **CODE ALL THAT APPLY**

Locked common entrance	1
Locked gates	2
Security staff or gatekeeper	3
Entry phone access	4
None of these	5
Unable to obtain information	6

CODE ONE ONLY				]	
CODE ONE ONLY  Basement/semi-basement	01	Boarded houses, abandoned buildings, demolished houses or demolished			
Dasement/semi-pasement	01	buildings			
Ground floor/street level	02	Trash, litter or junk in street / road			
1 <sup>st</sup> floor	03	Heavy traffic on street / road	03		
2 <sup>nd</sup> floor	04	None	96		
3 <sup>rd</sup> floor	05	D.15 Which of these best describes the c	onditi	n of	
4 <sup>th</sup> to 9 <sup>th</sup> floor	06	residential properties in the area?	.onuitii	סוו טו	
10 <sup>th</sup> to 19 <sup>th</sup> floor	07	Mainly good	1		
20 <sup>th</sup> floor or higher	08	Mainly fair	2		
Don't know	98	Mainly bad	3		
<b>D.11</b> Does the address have an <b>unkemp</b>	t gard	en? Mainly very bad	4		
Yes	1	Unable to obtain information	5		
No	2	<b>D.16</b> How is the external condition of the	e addr	ess relative	
No obvious garden		to other residential properties in th	e area	?	
No obvious garden	3	Better	1		
<b>D.12</b> Based on your observation, is it likely that this address has a <b>car or van</b> ?		this About the same	2		
Definitely has a car / van		Worse	3		
Likely	2	Unable to obtain information	4		
Unlikely	3	<b>D.17</b> What is the status of this household	d?		
Definitely does not have a car / van	4	All eligible individuals resident	1	Go to E.1	
Cannot tell from observation	8	No eligible individual resident	2	Go to F.1	
<b>D.13</b> Based on your observation, is it like	elv tha	Some eligible individuals resident	3	Go to D.18	
address contains one or more child 10 including babies?	-		4	Go to F.1	
Definitely has a child / children aged under 10  Likely 2		will calculate how many split house	• Once you have completed the household grid, CAPI will calculate how many split households there are. You will need to open the appropriate number of ARF Bs.		
Unlikely	3	<b>D.19</b> For any eligible residential			
Definitely does not have a child / children aged under 10	4	respondents record respondent queries	1	Go to E.1	

**D.14** Are any of the following present or within sight or

hearing of the address? CODE ALL THAT APPLY

**D.10** On what floor of the building is the address's main

Cannot tell from observation

entrance?

# E: Eligible Households

# **E.1** Did the household respondent(s) query any of the following topics (CODE ALL THAT APPLY)?

PURPOSE (e.g. "What's the purpose? What's all this about?")		
INTERVIEW LENGTH (e.g. "How long will this take?")	02	
PANEL DESIGN (e.g. "You'll be coming back next year?")	03	
CONFIDENTIALITY (e.g. "Who's going to see the answers?")		
INCENTIVE/PAYMENT (e.g. "What's in it for us/me?")	05	
OTHER QUERY	97	
NO QUERIES	96	

# **E.2** How strongly did the respondent resist co-operation?

No resistance	0
Soft resistance	1
Moderate resistance	2
Firm resistance	3

#### F: Final Outcome

# F.1 IF TRACING BEGUN, THE HOUSEHOLD OUTCOME CODE SHOULD RELATE TO THE LAST TRACING ATTEMPT.

THIS IS A SPLIT HOUSEHOLD SO RECORD A HOUSEHOLD OUTCOME BELOW FOR THOSE WHO HAVE MOVED TO THIS ADDRESS. REMEMBER TO RECORD A NEW ADDRESS FOR THIS HOUSEHOLD ON THE FRONT OF THE ARF.

#### F.2 Productive

Completed household questionnaire and interviewed all eligible hhold members

Completed household questionnaire and at least one individual interviews

Completed household questionnaire but no individual interviews

210

END

#### F.3 Non-contact

No contact after 6+ calls	310	
Contact made but not with eligible respondents	321	Go to G.2
Contact made at (selected) hhold, but not with responsible adult	322	

#### F.4 Refusal

Office refusal	410	END
Contact made but all information refused about household	422	
Refusal before interview	430	
Proxy refusal	432	Go to G.1
Refusal during interview (unproductive partial)	440	
Broken appointment – no recontact	450	Go to G.2

## F.5 Other unproductive

<b>OFFICE APPROVAL ONLY</b> : Other unproductive	590	Go to G.2
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#### F.6 Unknown eligibility (No contact)

OFFICE USE ONLY: Not issued to interviewer	611	END
OFFICE APPROVAL ONLY: Reallocated to another interviewer	612	
OFFICE APPROVAL ONLY: Inaccessible	620	
Unable to locate address	630	
Address found but unable to attempt address	672	Go to G.3
Certain hhold moved, no follow up address obtained		00 to 0.5
Address is in the UK but is outside my area	674	
Unable to determine eligibility, no contact made		
Other unknown eligibility (verbatim reason to be keyed in Admin block)	690	

## F.7 Deadwood/Ineligible

All respondents no longer eligible - died	782	
All respondents no longer eligible – live outside UK	783	Go to G.3
Other ineligible	790	

## F.8 Unknown eligibility (Contacted)

Unable to determine eligibility, contact made	891	Go to G.3
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# G: Unproductive Households

**G.1** What was the main reason for household refusal:

Too busy:	Looking after ill/elderly	10
	Looking after child(ren)	11
	Respondent almost never home	12
	Respondent is temporarily absent	13
	Stressful family situation	14
	Too busy (not elsewhere specified)	15
Personal reasons:	Unhappy about confidentiality	20
	Questions too personal	21
Attitudes towards survey:	Respondent does not want to be bothered	22
	Nothing ever changes	23
	Survey is too long	24
	Survey is waste of time	25
	Previous bad experience with surveys	26
Family pressure:	Other family member opposes respondent participating	30
	Someone has convinced respondent to refuse	31
	Other hhold member refuses on behalf of respondent	32
Other:	No reason given	96
	Other reason	97

**G.2** If a different interviewer called again in 2-3 weeks, how likely do you think it is that they would get an interview?

Very likely	1
Likely	2
Possible	3
Unlikely	4
Very unlikely	5
Impossible to say	6

#### SAMPLE INFORMATION SHEET

Serial number: Serial\_Num

Household information: ff\_modew2, ff\_incentw2, ff\_advance, ff\_showcard

IP1 hhold DoI: ff\_idate

#### INDIVIDUAL INFORMATION

Pno	Name Name	Sex	Deceased?	IP1 OC	IP1 DoI	Home no.	Mobile no.	Work landline	Work mobile	New home landline
ff_pn o	ff_forname ff_surname	ff_sex	FF_dead	ff_ivl olw	ff_idateiv	ff_rhland	ff_rphmob	ff_rwland	ff_rphwrk	ff_landline_new

Serial number: Serial\_Num Field area: Field\_Area

#### **STABLE CONTACT DETAILS:**

Person	Sample member name	Name of contact	Relationship	Address of contact person	Tel. no	Alt tel no.
ff_pno	ff_forename ff_surname	ff_ctname	ff_ctrel	ff_ctadd1, ff_ctadd2, ff_ctadd3, ff_cttown ff_ctenty, ff_ctpcode	ff_cttel1	ff_cttel2

OFFICE NOTES/UPDATES						