

## POPULATION AND MIGRATION STATISTICS(PAMS) COMMITTEE (SCOTLAND)

### 2011 Census Progress Report

#### Introduction

1. This paper provides a brief update on the preparations being made by the General Register Office for Scotland (GROS) for the 2011 Census.

PAMS members are invited to note the progress being made.

#### General

2. With the coming into force of the Census (Scotland) Amendment Regulations 2010 in September, the parliamentary process for the 2011 Census has now been completed. A review of the parliamentary process is underway to pick up on lessons to be learnt for any future census.
3. In August we appointed our 22 Census Regional Managers to lead the census field force and are now close to completing the recruitment of 170 Census District Managers, appointments expected by 20 October. Adverts for the recruitment of 525 Team Leaders will go out on 7 October, with appointment in January, while adverts for recruiting around 5,800 enumerators will go out 3<sup>rd</sup> week in November for late February appointment.
4. A regional network of 21 census field offices has now been established successfully and kitted out with IT and other equipment. These will be used for recruitment, training and storage of census materials.
5. The 2011 Census programme is subject to virtually continuous external assessment via the Independent Information Assurance Review (looking specifically at our security arrangements), internal and external audit and also the Gateway Review process. The next Gateway Review is planned for June 2011 and will assess whether the programme is ready to move into the key phase of capturing all the paper and electronic questionnaires (capture and coding), downstream processing and census outputs delivery.

#### Census 'back office' systems

6. Work on printing the non-personalised material for the census questionnaires and other census material has been completed. The next phase is to personalise all the questionnaires by adding address information, to add unique internet access codes and to carry out a complex mail merge to ensure each household receives a questionnaire, supporting information on the census and a reply paid envelope to return the completed questionnaire (if not using the internet completion service). This phase will run through to February 2011.

7. The paper data capture and coding site in Livingston, where all the census questionnaires will be scanned and processed, is due to be commissioned at the end of October.
8. Work to develop downstream processes – the phase of census processing which converts the information captured from the questionnaires into a data set for the production of outputs - continues to progress satisfactorily. In particular, GROS is working collaboratively with the Office for National Statistics (ONS) to develop a harmonised methodology for coverage estimation and adjustment, edit and imputation, statistical disclosure control and quality assurance.
9. The Internet Public Assistance (IPA) web facility is due to go live on 18 October. This will provide the public with a range of background information and advice about the 2011 Census and act as the portal for those who choose to complete their census questionnaire online.
10. A new learning pack, created by the Scottish Government and the General Register Office for Scotland, was launched on 10 September. The pack, which illustrates the importance of the census and its value to people throughout Scotland, is intended a resource for teachers and tutors to use with groups of young people or adults who are keen to learn more about the census. It is aimed at encouraging people with literacy difficulties and those learning the English language, to overcome any problems they face when filling in official forms. Further details can be found on the Scotland's Census website:  
<http://www.scotlandscensus.gov.uk/en/>

### **Outputs and dissemination**

11. A summary analysis of the responses received to the spring 2010 consultation about GROS' initial plans for statistical outputs from the 2011 Census is due to be published on the GROS website later this month. An email alert will be sent to all those who were sent the original consultation document.
12. A draft outputs prospectus will be sent out some time early in the New Year, with proposed table specifications based on the spring 2010 user consultation. An outline outputs timetable is provisionally planned for May 2011.
13. GROS is currently in the process of procuring the statistical software it needs to produce and disseminate the tabular output for the 2011 Census. The procurement process should complete in December 2010.
14. GROS is working with the other UK census offices on how best to meet user requirements for comparable UK-wide statistics from the 2011 Census. Initial plans may be part of the early 2011 consultation on the table specifications and outputs prospectus.