The 2013/14
Crime Survey
for England and Wales

VOLUME ONE

Technical Report

TNS BMRB

Office for National Statistics

Contents

1.	**Background**	**2**
2.	**Sample Design**	**5**
3.	**Questionnaire content and development**	**12**
4.	**Fieldwork**	**33**
5.	**Data processing**	**57**
6.	**Data Output**	**68**
7.	**Weighting**	**75**
8.	**Comparing key survey variables with the population**	**79**

1. Background

1.1 Introduction to the Crime Survey for England and Wales

The Crime Survey for England and Wales (CSEW) is a well-established study and one of the largest social research surveys conducted in England and Wales. The survey was first conducted in 1982 and ran at roughly two yearly intervals until 2001, when it became a continuous survey[1]. Prior to April 2012 the survey was known as the British Crime Survey and conducted on behalf of the Home Office. From April 2012 responsibility for the survey transferred to the Office for National Statistics and became known as the Crime Survey for England and Wales (CSEW). Since 2001, TNS BMRB (previously BMRB Social Research) has been the sole contractor for the survey.

Since the survey became continuous in 2001 there have been few significant changes to the design of the survey. Where changes have been incorporated these have been described in detail in the relevant technical reports. The most significant changes to the design of the survey have been:

- Increase of the core sample size from 37,000 to 46,000 to allow a target of at least 1,000 interviews in each PFA (2004-05 technical report)
- Changes to the clustering of sample for interview (2008-09 technical report)
- Removal of the requirement for an additional boost of 3,000 interviews with non-white respondents
- Removal of the requirement for an additional boost of 2,000 interviews with respondents aged 16 to 24
- Extension of the survey to cover young people aged 10 to 15 (2009-10 technical report)
- Reduction of the core sample size from 46,000 to 35,000 interviews (2012-13 technical report)
- Introduction of three year sampling approach (2012-13 technical report)

In 2012-13, the core sample size was reduced from the previous year, with approximately 35,000 interviews conducted with adults across the year compared with 46,000 interviews conducted in 2011-12. The survey was designed to achieve a minimum of around 650 core interviews in each PFA in England and Wales. The survey is also designed to interview a nationally representative sample of around 3,000 children aged 10 to 15. This is also a reduction from the previous year when the target was 4,000 child interviews per year.

The CSEW is primarily a survey of **victimisation** in which respondents are asked about the experiences of **crimes against the household** (e.g. burglary) and **personal crimes** (e.g. theft from a person) which they themselves have experienced. Since the move to continuous interviewing in 2001, the reference period for all interviews has related to the last 12 months before the date of interview. Although there have been changes to the design of the survey over time, the wording of the questions that are asked to elicit victimisation experiences have been held constant throughout the period of the survey.

Respondents are asked directly about their experience of crime, irrespective of whether or not they reported these incidents to the police. As such the CSEW provides a record of peoples' experiences of crime which is unaffected by variations in reporting behaviour of victims or variations in police practices

1 Previous sweeps of the British Crime Surveys were carried out in 1982, 1984, 1988, 1992, 1994, 1996, 1998 and 2000.

of recording crime. The CSEW and police recorded figures should be seen as a complementary series, which together provide a better picture of crime than could be obtained from either series alone.

Crime statistics (including the CSEW and police recorded crime statistics) have recently been subject to a number of reviews:

- Overcoming Barriers to Trust in Crime Statistics: England and Wales, UK Statistics Authority, May 2010
- National Statistician's Review of Crime Statistics: England and Wales, June 2011
- UK Statistics Authority Assessment of Crime Statistics, January 2014
- Public Administration Select Committee inquiry, April 2014
- Inspection of Crime Data Integrity by Her Majesty's Inspectorate of Constabulary, October 2014

Following crime statistics reviews and feasibility work (Pickering et al., 2008[2]), the CSEW was extended to include 10 to 15 year olds from January 2009. The first results for this age group were published in June 2010 (Millard and Flatley, 2010[3]) as experimental statistics. Estimates of victimisation among children are now presented alongside the adult crime statistics[4].

The CSEW has become a definitive source of information about crime; the survey collects extensive information about the victims of crime, the circumstances in which incidents occur and the type of offenders who commit crimes. In this way, the survey provides information to inform crime reduction measures and to gauge their effectiveness.

1.2 Outputs from the CSEW

Following the move of the processing and publication of crime statistics to ONS from the Home Office, the standard quarterly releases have been extended to include more long-term trends and other data sources

In addition to the regular quarterly publication ONS publish at least three additional publications on a particular topic or theme. These 'Focus On' publications make use of the wide range of data gathered by the CSEW. Recent 'Focus On' publications include:

- Focus on Property Crime – November 2013[5]
- Focus on Violent Crime – February 2014[6]
- Focus On Victimisation and Public Perceptions - May 2014[7]

The references above are intended only to illustrate the types of reports and findings that are produced from the Crime Survey for England and Wales (or the British Crime Survey, in its previous incarnation). For more details on all ONS publications associated with the CSEW, see http://www.ons.gov.uk/ons/rel/crime-stats/crime-statistics/index.html and http://www.ons.gov.uk/ons/taxonomy/index.html?nscl=Crime+and+Justice.

2 **Pickering, K., Smith, P., Bryson, C. and Farmer, C.** (2008) British Crime Survey: options for extending the coverage to children and people living in communal establishments. Home Office Research Report 06. London: Home Office.

3 **Millard, B. and Flatley, J.** (2010) Experimental statistics on victimisation of children aged 10 to 15: Findings from the British Crime Survey for the year ending December 2009. Home Office Statistical Bulletin 11/10.

4 http://www.ons.gov.uk/ons/dcp171778_371127.pdf

5 http://www.ons.gov.uk/ons/dcp171776_340482.pdf

6 http://www.ons.gov.uk/ons/dcp171776_352364.pdf

7 http://www.ons.gov.uk/ons/dcp171776_365138.pdf

For previous Home Office publications relating to the BCS, see http://webarchive.nationalarchives.gov.uk/20130128103514/http://www.homeoffice.gov.uk/publications/science-research-statistics/research-statistics/crime-research/?d-7095067-p=1.

As well as through published reports, the CSEW/BCS data are made available through the UK Data Archive at the University of Essex (http://www.data-archive.ac.uk/), and the ONS Virtual Data Laboratory (info@ons.gsi.gov.uk.). The Economic and Social Data Service (http://www.esds.ac.uk/) provides additional support to users of CSEW/BCS data.

Considerable emphasis is given in the course of conducting the interview to assure respondents that; information they provide will be held in confidence, the data set does not identify the location of the sampled areas and this information is not released to the ONS by TNS BMRB. Special Licence low-level geographic data for CSEW are also available.

The CSEW is a complex study with data organised at different levels (households, individuals, and incidents) and it includes numerous sub-samples that are asked specific questions. Accordingly, considerable effort and expertise is required to analyse the data and to interpret it in a valid manner. Some of the analysis routines that play a key role in the published estimates are implemented after the data have been supplied to the ONS, and are not documented in this report. Further information is available from the UK Data Archive or the Economic and Social Data Service (http://www.esds.ac.uk/).

The ONS produces a user guide for those interested in understanding CSEW data which contains further detail on the content and structure of the data: http://www.ons.gov.uk/ons/guide-method/method-quality/specific/crime-statistics-methodology/user-guide-to-crime-statistics.pdf.

1.3 Structure of the Technical Report

This report documents the technical aspects of the 2013-14 CSEW. The analysis in this report relates to the total sample that was issued in the financial year 2013-14, irrespective of when interviews actually took place. The distinction between issued sample and achieved sample is explained in more detail in section 2.2 of the report.

The sample design is set out in Chapter 2. Data collection is the major task for the organisation commissioned to conduct the CSEW and forms the central part of this report. Chapter 3 covers the content and development of the questionnaire, while Chapter 4 examines the fieldwork. Chapter 5 gives details of the tasks that are involved in preparing the data for analysis, including the coding and offence classification and Chapter 6 covers the preparation and delivery of the CSEW data files. Chapter 7 outlines the weighting required for analysis of the data. Chapter 8 provides the results of some checks on the profile of the CSEW achieved sample against estimates for the population that the CSEW aims to represent.

2. Sample Design

2.1 Introduction

The 2013-14 sample design is broadly similar to previous survey designs although it differs in two respects from the sample design used in the 2008 to 2011 surveys. Firstly, the overall sample size is smaller with an achieved annual sample size of 35,000 adults compared with 46,000; and secondly, the previous partially clustered design was adapted in an effort to reduce annual PSU-level cluster effects and to build into the design a completely unclustered sample over a three year period.

The key features of the 2013-14 design are as follows:

- An achieved sample size of 35,000 interviews across the year with adults aged 16 and over resident in private households in England and Wales;
- A minimum of around 650 interviews per year in each of the 42 Police Force Areas (PFA)[8]. This required a degree of over-sampling in less populous PFAs;
- A bespoke sampling geography for the survey so that the sample clusters are more heterogeneous than the previous clusters, which had been based on MSOAs;
- An evolution of the previous partially clustered sample design with different levels of clustering being used in different population density strata and clusters being 'sampled' over a three year period to create a completely unclustered sample;
- An achieved sample size of around 3,000 10 to 15 year olds identified through screening at households interviewed for the main sample; and
- Fieldwork continued to be conducted on a continuous basis with the sample being allocated to provide nationally representative estimates on a quarterly basis

2.2 Sample size and structure

The target sample size for the 2013-14 survey is 35,000 interviews with adults aged 16 and over living in private households in England and Wales[9]. Additionally, the survey has a target of interviewing 3,000 10-15 year olds to be identified through screening at the core sample addresses (see section 2.8).

Within the overall target of 35,000 adult interviews a second requirement of the survey is to achieve a minimum of 650 adult interviews in every PFA in England and Wales. Although this represents a reduction from the previous minimum sample size of 1,000 interviews in each PFA the broad approach to oversample smaller PFAs in 2013-14 was identical to the approach used on previous surveys. The objective was a design which boosted sample size in smaller PFAs without reducing the sample size in the larger PFAs. Thus, within the overall reduction of the sample from 46,000 in 2011-12 to 35,000 in 2012-13 and 2013-14, the sample sizes in the large, metropolitan areas such as London, West Midlands, Greater Manchester, and South Yorkshire remained roughly the same. As a result, the design of the new smaller sample was less skewed than the previous larger sample size with a reduced design effect from an estimated 1.17 in 2011-12 to 1.06 in 2012-13 and 2013-14 (this is based on the standard formula for calculating design effects that ignores between-strata differences in element variance).

8 For sampling purposes the City of London Police are combined with the Metropolitan Police.

9 The sample size was reduced from 46,000 to 35,000 at the start of the 2012-13 survey year.

The sampling fraction used in each PFA to estimate the required issued sample size is based on the historical deadwood and response rates in each area (see section 4.10.5). Since conversion rates at PFA level are subject to some annual fluctuation it was decided to over sample addresses by a magnitude of 1.2 to create a pool of reserve addresses. Additionally, it was agreed that within each PFA a range of +/- 50 interviews around the actual target would be deemed acceptable (i.e. for a PFA with a target of 650 achieved interviews, the expected number of interviews should fall in the range 600-700).

Table 2.1 shows the number of addresses estimated for each PFA at the start of the year, the actual number of addresses issued during the year, and the target number of interviews required. The actual number of interviews achieved and the final annual response rate for each PFA are shown in Table 4.11.

Table 2.1 Total issued and achieved sample sizes by PFA

PFA	Estimated no. of addresses to issue	Actual no. of addresses issued	Target no. of interviews	Target range
Metropolitan/City of London	6,657	6,440	3,860	3,810-3,910
Greater Manchester	2,173	2,115	1,434	1,384-1,484
Merseyside	1,087	1,077	750	700-800
South Yorkshire	1,033	1.049	713	663-763
Northumbria	1,085	1,040	792	742-842
West Midlands	2,080	2,015	1,373	1,323-1,423
West Yorkshire	1,725	1,744	1,173	1,123-1,223
Avon & Somerset	1,177	1,175	836	786-886
Bedfordshire	956	971	650	600-700
Thames Valley	1,636	1,658	1,129	1,079-1,179
Cambridgeshire	942	959	650	600-700
Cheshire	903	922	650	600-700
Cleveland	929	917	650	600-700
Devon & Cornwall	1,408	1,432	929	879-979
Cumbria	929	930	650	600-700
Derbyshire	929	940	650	600-700
Dorset	970	1,023	650	600-700
Durham	890	869	650	600-700
Sussex	1,241	1,222	856	806-906
Essex	1,297	1,298	908	858-958
Gloucestershire	942	1,042	650	600-700
Hampshire	1,433	1,404	989	939-1,039
West Mercia	915	901	650	600-700
Hertfordshire	970	964	650	600-700
Humberside	970	914	650	600-700
Kent	1,269	1,273	888	838-938
Lancashire	1,139	1,146	786	736-836
Leicestershire	970	1,023	650	600-700
Lincolnshire	915	921	650	600-700

Norfolk	985	970	650	600-700
Northamptonshire	942	904	650	600-700
North Yorkshire	970	961	650	600-700
Nottinghamshire	956	932	650	600-700
Staffordshire	942	957	650	600-700
Suffolk	915	933	650	600-700
Surrey	942	906	650	600-700
Warwickshire	878	871	650	600-700
Wiltshire	890	967	650	600-700
North Wales	956	1,033	650	600-700
Dyfed Powys	956	955	650	600-700
Gwent	956	1,020	650	600-700
South Wales	1,006	1,089	684	634-734
TOTAL	**51,864**	**51,882**	**35,000**	

2.3 Sample design

The sample design used on the survey between 2008-09 and 2011-12 was a partially clustered design which involved different sampling approaches in each of three population density strata defined according to the spatial density of addresses. In high density areas the sample was unclustered; in mid-density areas the sample was clustered at Middle Super Output Area (MSOA) level with 32 addresses being issued in each PSU; and in low density areas the sample was clustered at Lower Super Output Area (LSOA) level with a pair of LSOAs being sampled in each sampled MSOA and 16 addresses issued in each one[10].

The aim of this design was to reduce PSU-level cluster effects and so produce a net increase in the precision of both national and PFA estimates.

The design of the survey for the three years from 2012-13 to 2014-15 can be considered an evolution of the partially clustered design adopted previously. The two key elements of this evolved design are:

- A new bespoke sampling geography for the survey designed to create clusters that are more heterogeneous than the previous clusters based on MSOAs; and
- Retaining the approach of dividing primary sampling units into equal thirds to create high, mid and low density 'strata' with the intention of sampling all primary sampling units within each 'stratum' on a fixed cycle – one year for the high density strata, two years for the mid density strata, and three years for the low density strata. This will ensure that three-year datasets are completely unclustered.

2.3.1 Developing a bespoke geography for the survey

A new bespoke sampling geography was created for the survey. The aim of this was to produce sample clusters that were more heterogeneous than MSOAs, thereby increasing the precision of the annual

10 For a full discussion of the survey design adopted between 2008-09 and 2011-12 see previous CSEW Technical Reports.

survey estimates. This work was carried out by UK Geographics working to a specification provided by TNS BMRB, who were also responsible for quality assurance of the new geography.

In creating the bespoke clusters a number of criteria had to be fulfilled. In descending order of importance these were:

- Clusters had to be constructed from whole LSOAs so that population statistics could be generated for every stratum;
- Within each PFA each strata had to have approximately equal number of addresses;
- Clusters had to be sensibly shaped to minimise travel times and had to take account of geographical barriers and the primary road network; and
- They had to be as 'mixed' as possible in terms of expected victimisation rates recorded for each of the component LSOAs. TNS BMRB provided UK Geographics with the expected victimisation rate for each LSOA based on crime survey data from 2004-10

The creation of the sample clusters followed an iterative process with a draft 'solution' being produced by UK Geographics and subsequently revised following examination by TNS BMRB. Once the sample clusters were finalised an address density measure was calculated for each cluster which was equal to the weighted mean of the address density of the component LSOAs.

Full details of how the bespoke sample clusters were developed for the crime survey can be found in the Survey Methodology Bulletin published by the Office for National Statistics[11].

2.3.2 Allocation of clusters to density strata

The allocation of clusters to different density strata uses exactly the same principles that underpinned the 2008-2011 design. However, there was an attempt to ensure greater structure within the design. The primary benefit of this approach is to create a three-year rolling national dataset in which the entire sample is unclustered.

The approach used was as follows:

- All clusters were ranked by sample address density within each PFA;
- Once ranked the primary sampling units were split into three strata – high, mid and low density. The aim was to ensure that within each PFA (and therefore across England and Wales as well) each density strata had an approximately equal number of addresses;
- If fewer than 15% of addresses in any particular PFAs were allocated in one stratum, the allocation was adjusted to ensure a minimum of 15%;
- Within each density stratum, primary sampling units were 'sampled' on a fixed cycle as follows:
    - In the high density stratum all primary sampling units were sampled each year (making it equivalent to the unclustered stratum of the 2008-11 design);
    - In the mid-density stratum all primary sampling units were sampled over a two year period; and
    - In the low density stratum all primary sampling units were sampled over a three year period

The table below shows the allocation structure for each cluster stratum over the three years of the survey contract. This shows how in the high density stratum they are systematically allocated to four quarters, in the mid-density stratum to eight quarters, and in the low density stratum to twelve quarters. The

11 Williams J (2012) The creation of bespoke sample clusters for the Crime Survey for England and Wales 2012-2015, Survey Methodology Bulletin, 71, pp. 45-55

allocation works on a rolling basis so that if the design is maintained beyond the initial three year period it can be easily replicated.

Table 2.2 Allocation structure for each cluster stratum across 2012-2015

High density stratum (four quarter allocation)				
CSEW Year	**Quarter**			
	April-June	July-September	October-December	January-March
2012-13	A	B	C	D
2013-14	A	B	C	D
2014-15	A	B	C	D
Mid-density stratum (eight quarter allocation)				
CSEW Year	**Quarter**			
	April-June	July-September	October-December	January-March
2012-13	A	B	C	D
2013-14	E	F	G	H
2014-15	A	B	C	D
Low density stratum (twelve quarter allocation)				
CSEW Year	**Quarter**			
	April-June	July-September	October-December	January-March
2012-13	A	B	C	D
2013-14	E	F	G	H
2014-15	I	J	K	L

2.4 Stratification

Under the survey design outlined above primary sample units are not 'sampled' as such but are allocated to specific quarters and years of the survey over a three year period. However, before being allocated to time periods it is necessary to stratify the PSUs to ensure that each quarter of the survey is entirely representative.

Stratification of the primary sampling units in each PFA was based upon modelled estimates of the adult victimisation rate using data from the 2008-2011 survey. Four equal sized groups were formed in each PFA based on the modelled victimisation rates.

Additionally, some spatial stratification was carried out to ensure that each sample quarter in each PFA had the same broad geographic spread. This was done by using the latitude and longitude values for the

'centroid' address in each primary sampling unit[12]. Within each of the victimisation strata, clusters were sorted by longitude to create three geographic strata (east, central, and west). Finally, sample clusters were ranked by latitude to form an overall list order.

2.5 Allocation to quarter and month

Sample clusters were allocated to one of four quarters with equal probability by applying the sequence 1-2-3-4 repeatedly down the sorted list of clusters based on a random start. It was originally intended to use a longer, more balanced sequence (1-2-3-4-2-3-4-1-3-4-1-2-4-1-2-3) but this led to a greater range in address totals per quarter without reducing the variance in the expected victimisation rate per quarter. As a result the shorter, less balanced sequence was used.

Within each quarter, sample clusters were allocated to month with equal probability using the sequence 1-2-3 repeatedly down the sorted list based on a random start.

2.6 Sampling of addresses

Within each PFA the number of addresses issued in 2013-14 was based on the target number of interviews to be achieved across the year by the estimated address conversion rate. As already mentioned since conversion rates at PFA level are subject to some fluctuation it was decided to over sample addresses by a magnitude of 1.2 to create a pool of reserve addresses in each sample cluster and in the event some of the reserve sample was issued during the year to ensure that the target number of interviews were met.

In each sample cluster addresses were geographically sorted prior to a systematic sample being drawn using a fixed interval and random start method. Geographic sorting within PSU was based on Lower Super Output Area, Output Area, full postcode, and alphanumeric address.

The number of addresses selected for the 2013-14 survey varied within each sample cluster but averaged around 38. After the addresses had been selected 20% of addresses were randomly allocated to the reserve sample pool and removed from the main sample. This meant that the average assignment size issued to interviewers was around 32 addresses. In fact, at the start of the survey year 79% of sample clusters contained between 30-34 addresses, 12% had fewer than 30 addresses (minimum 23), and 9% had more than 34 addresses (maximum 39).

2.7 Sampling households and individuals within households

At multi-dwelling units one address was randomly selected for interview based on a standard selection algorithm built into the electronic contact script. The number of dwelling units at each address was recorded by interviewers.

At each eligible household one adult was randomly selected for interview based on a standard selection algorithm built into the electronic contact script.

2.8 Sampling of 10 to 15 year olds

The 2013-14 survey had a target of 3,000 interviews with 10-15 year olds identified at the core sampled addresses. Where only one eligible child was identified an interview was always attempted. If more than one eligible child was identified, one child was selected at random to take part in the interview. The field screening process for 10 to 15 year olds was identical to the process used during the 2012-13 survey.

12 The 'centroid' was the most central address in the PSU based on the address distribution rather than on the geographic borders of the sample cluster

3. Questionnaire content and development

3.1 Structure and coverage of the questionnaire

The CSEW questionnaire for the adult survey has a complex structure, consisting of a set of core modules asked of the whole sample, a set of modules asked only of different sub-samples, and self-completion modules asked of all 16-59 year olds. Within some modules there is often further filtering so that some questions are only asked of even smaller sub-samples. With the exception of the victimisation module, the modules included in the survey may vary from year to year.

The 2013-14 CSEW questionnaire consisted of the following sections:

1. Household Grid
2. Perceptions of crime
3. Screener questionnaire
4. Victimisation Modules for incidents identified at the screeners (up to a maximum of six)
5. Performance of the Criminal Justice System
6. Experience of the Criminal Justice System
7. Mobile phone crime
8. Experiences of the police (Module A)
9. Attitudes to the Criminal Justice System (Module B)
10. Crime prevention and security (Module C)
11. Online security (Module D)
12. Plastic card fraud
13. Mass-marketing fraud
14. Anti-social behaviour
15. Demographics and media
16. Self-completion module: Drug use and drinking
17. Self-completion module: Self-report offending behaviour
18. Self-completion module: Domestic violence, sexual victimisation and stalking
19. Self-completion module: Nature of serious sexual assault since age 16

The basic structure of the core questionnaire is shown in Figure 3.1, while the sub-set of respondents who were asked each module of the questionnaire is shown in Table 3.1. The complete questionnaire is documented in Appendix D of Volume 2. This chapter outlines the content of each section or module of the questionnaire.

Figure 3.1 Flow Diagram of the 2013-14 CSEW Core Questionnaire

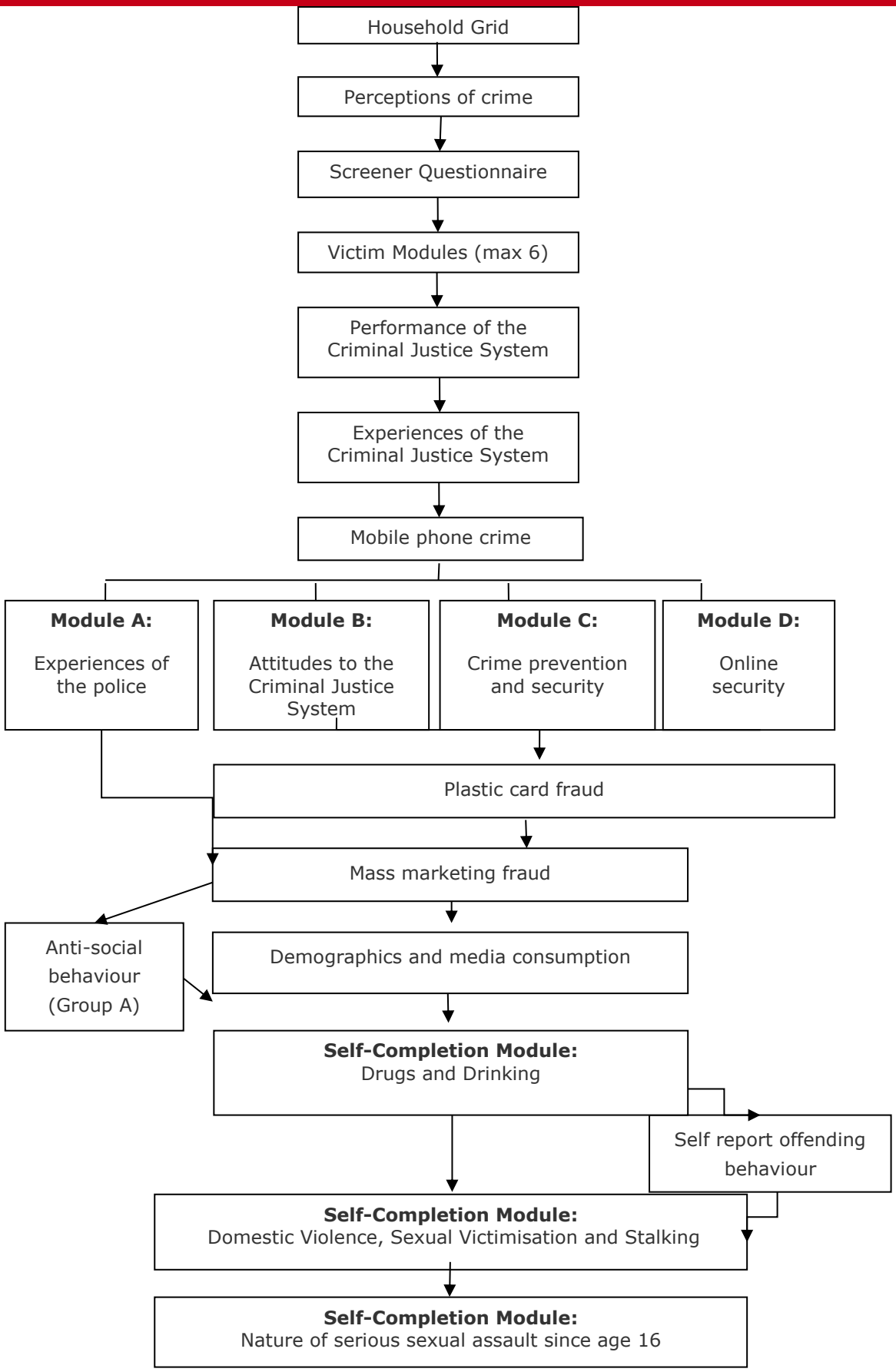


Table 3.1 Modules of the 2013-14 CSEW questionnaire and sub-set of respondents who were asked each module

Questionnaire module	Core sample
Household grid	All
Perceptions of crime	All
Screener questionnaire	All
Victim modules	All victims
Performance of the Criminal Justice System	All
Experiences of the Criminal Justice System	All
Mobile phone crime	All
Module A: Experiences of the police	Random 25% - Group A
Module B: Attitudes to the Criminal Justice System	Random 25% - Group B
Module C: Crime prevention and security	Random 25% - Group C
Module D: Online security	Random 25% - Group D
Plastic card fraud	Random 75% (Groups B, C, D)
Mass marketing fraud	All
Anti-social behaviour	All
Demographics and media consumption	All
Self-completion module: Drugs and drinking	All aged 16-59
Self-report offending behaviour	Random 25% - Group B
Self-completion module: Domestic violence, sexual victimisation and stalking	All aged 16-59
Self-completion module: Nature of serious sexual assault since age 16	All victims of domestic abuse in the last 12 months

3.1.1 Household grid

Basic socio-demographic details (age, sex, marital status, relationship to respondent, etc.) were collected in the Household Grid for every adult in the household. Additionally, demographic details of all children under 16 years including their relationship with the respondent were collected.

The Household Grid was also used to establish the Household Reference Person (HRP)[13] which is the standard classification used on all government surveys and is based on the following criteria:

1. The HRP is the member of the household in whose name the accommodation is owned or rented, or is otherwise responsible for the accommodation. In households with a sole householder that person is the HRP.
2. In households with joint householders the person with the highest income is taken as the HRP.
3. If both householders have exactly the same income, the older is taken as the HRP.

3.1.2 Perceptions of crime

The Household Grid was followed by a series of attitudinal questions which asked respondents their perceptions about particular aspects of crime and anti-social behaviour. This module of questions included both long-standing questions as well as new questions.

Long-standing topics covered in this module included:

1. What respondents felt were the main causes of crime;
2. How much crime and fear or crime affected respondents quality of life (Module D respondents only);
3. How safe respondents felt when walking in their local area and when at home (Module D respondents only);
4. How worried they were about being the victim of particular types of crime (Module B, C and D respondents only);
5. Perceptions of the crime rate in the local area (Module A and C respondents only)
6. How respondents thought crime rates across the country and in their local area had changed over time (Module A, B and C respondents only);
7. Perceptions of changes in different types of crime (Module B and C respondents only);
8. How much of a problem they perceived particular crimes and aspects of anti-social behaviour to be (Module A only);
9. How often their home was left unoccupied and how often they went out; and
10. How often they visited a pub or bar

3.1.3 Screener questions

Following the questions on perceptions of crime, all respondents were asked whether they had experienced certain types of crimes or incidents within a specified reference period, namely the last 12 months. The 12 month reference period changed each month throughout the fieldwork year. For example interviews conducted in July 2013 would refer to "*since the 1st of July 2012".* This means that in

13 Prior to 2001 all previous surveys collected details of the Head of Household.

practice the 12 month reference period at the time of interview consists of the last 12 full calendar months, plus the current month (i.e. slightly more than 12 months).

Questions were designed to ensure that all incidents of crime within the scope of the CSEW, including relatively minor ones, were mentioned. The screener questions deliberately avoided using terms such as 'burglary', 'robbery', or 'assault', all of which have a precise definition that many respondents might not be expected to know. The wording of these questions has been kept consistent since the CSEW began to ensure comparability across years.

To try and encourage respondents to recall events accurately, a life event calendar was offered to all respondents to act as a visual prompt when answering the screener questions.

Depending upon individual circumstances, a maximum of 25 screener questions were asked which can be grouped into four main categories:

1. All respondents who lived in households with a vehicle or bicycle were asked about experience of vehicle-related crimes (e.g. theft of vehicle, theft from vehicle, damage to vehicle, bicycle theft);
2. All respondents were asked about experience of property-related crimes in their current residence;
3. All respondents who had moved in the reference period were asked about experience of property-related crimes in their previous residence(s) (e.g. whether anything was stolen, whether the property was broken into, whether any property was damaged); and
4. All respondents were asked about experience of personal crimes (e.g. whether any personal property was stolen, whether any personal property was damaged, whether they had been a victim of force or violence or threats)

The questions are designed to ensure that the respondent does not mention the same incident more than once. At the end of the screener questions, the interviewer is shown a list of all incidents recorded and is asked to check with the respondent that all incidents have been recorded and nothing has been counted twice. If this is not the case, the respondent has an opportunity to correct the information before proceeding.

Within the screener questions, there is a crucial distinction between **household** incidents and **personal** incidents.

All vehicle-related and property-related crimes are considered to be household incidents, and respondents are asked about whether anyone currently residing in the household has experienced any incidents within the reference period. A typical example of a household incident is criminal damage to a car. It is assumed that the respondent will be able to recall these incidents and provide information even in cases where he/she was not the owner or user of the car. For respondents who have moved within the last 12 months, questions on household crimes are asked both in relation to the property they are now living in, as well as other places they have lived in the last 12 months.

Personal incidents refer to all crimes against the individual and only relate to things that have happened to the respondent personally, but not to other people in the household. An example of a personal incident would be a personal assault. An assault against other household members would not be recorded, unless the respondent was also assaulted in the course of the incident. In such cases, the offence would be coded according to the crime experienced by the respondent (which may not be the same as the experience of another household member).

3.1.4 Victimisation modules

All incidents identified at the screener questions are followed through in more detail in the Victimisation Module. Incidents are covered in a specific priority order which has been kept consistent since the start of the CSEW.

Identification and ordering of incidents for Victimisation Modules

In 2013-14, 81 per cent of core sample respondents did not report any victimisation over the reference period, meaning that no Victimisation Modules had to be completed as part of the interview.

Where a respondent had experienced one or more incidents in the reference period, the dimensions programme automatically identified the order in which the Victimisation Modules were asked. This meant that the interviewer had no discretion about the selection or order of the modules[14]. The priority ordering used by the computer was as follows:

- According to the type of crime. Victimisation Modules were asked in reverse order to the screener questions. Broadly speaking this means that all personal incidents were asked before property-related incidents, which were asked before vehicle-related incidents:
- Chronologically within each type of crime. If a respondent reported more than one incident of the same type of crime, Victim Modules were asked about the most recent incident first and worked backwards chronologically.

If six or fewer incidents were identified at the screener questions then a Victim Module was completed for all of the incidents reported. The first three Victimisation Modules contain all the detailed questions relating to each incident ('long' modules). The second three Victim Modules were 'short' modules, containing fewer questions to minimise respondent burden.

If the respondent had experienced more than six incidents in the reference period, only six Victimisation Modules were asked using the above priority ordering. The priority ordering means that the survey does not collect details or only collects limited details (through the short Victim Module) for the crimes or incidents that tend to be more common (e.g. criminal damage to vehicles).

In the 2013-14 survey, a total of 6,584 Victim Modules were completed on the core sample and 18.9 per cent of all respondents reported at least one incident (see Table 3.2).

14 In the case of the incidents of sexual victimisation or domestic violence, the interviewer had an option to suspend the Victimisation Module, as this might embarrass or endanger the respondent in some situations. The interviewer would then attempt to arrange a revisit at a time that would be more convenient (in particular when other household members would not be present).

Table 3.2 Core sample respondents who completed Victimisation Modules, 2013-14 CSEW

	N	% of all respondents	% of victims
Non victims	28,318	81.1	
Victims[1]	6,584	18.9	
No. of Victim Modules[2]			
1	5,002	14.3	76.0
2	1,109	3.2	16.8
3	296	0.8	4.5
4	94	0.3	1.4
5	43	0.1	0.7
6	40	0.1	0.6
Bases:		*34,902*	*6,584*

1 Victims refers to the number of respondents who completed at least **one** Victimisation Module

2 The number of Victimisation Modules is shown both as a percentage of all respondents who were victims of crime and as a percentage of all respondents

Defining a series of incidents

Most incidents reported represent one-off crimes or single incidents. However, in a minority of cases a respondent may have been victimised a number of times in succession. At each screener question where a respondent reported an incident, they were asked how many incidents of the given type had occurred during the reference period. If more than one incident had been reported, the respondent was asked whether they thought that these incidents represented a 'series' or not. A series was defined as "the same thing, done under the same circumstances and probably by the same people". Where this was the case, only one Victimisation Module was completed in relation to the most recent incident in the series.

There are two practical advantages to this approach of only asking about the most recent incident where a series of similar incidents has occurred. First, since some (although not all) incidents classified as a series can be petty or minor incidents (e.g. vandalism) it avoids the need to ask the same questions to a respondent several times over. Secondly, it avoids using up the limit of six Victimisation Modules on incidents which may be less serious.

In 2013-14, 85% of all Victimisation Modules related to single incidents and 15% related to a series of incidents. This split between single and series incidents was broadly the same as previous surveys.

In the rare cases where a respondent has experienced a mixture of single incidents and a series of incidents the interview program has a complex routine which handles the sequence of individual and series incidents and allows the priority ordering of the Victimisation Modules to be decided.

In terms of estimating the victimisation rates, series incidents receive a weight corresponding to the number of incidents up to a maximum of five (see section 7).

Content of Victimisation Module

The Victimisation Module is the key to the estimate of victimisation and collects three vital pieces of information:

- The exact month(s) in which the incident or series of incidents occurred. In a few cases, respondents may have reported an incident which later turned out to have been outside the reference period. In such cases, the Victimisation Module was simply by-passed by the computer. If respondents were unsure about the exact month in which something happened, they were asked to narrow it down to a specific quarter. For incidents that were part of a series, respondents were asked how many incidents occurred in each quarter and the month in which the most recent incident had occurred.
- An open-ended description of the incident where the respondent describes exactly what happened in their own words. The open-ended description is vital to the accurate coding of offences that takes place back in the office. Short, ambiguous or inconsistent descriptions can often make offence coding difficult. At the end of each Victimisation Module, the original open-ended description that the interviewer had entered at the start of the Victimisation Module is re-capped, along with the answers to some of the key pre-coded questions. By presenting this information on a single screen, interviewers have the chance to confirm with respondents that the information was correct and consistent. If the respondent and/or interviewer wish to add or clarify any information they then have the opportunity to do this.
- A series of key questions used to establish important characteristics about the incident, such as where and when the incident took place; whether anything was stolen or damaged and, if so, what; the costs of things stolen or damaged; whether force or violence was used and, if so, the nature of the force used and any injuries sustained; and whether the police were informed or not.

The key questions within the Victimisation Module have remained largely unchanged from previous years of the survey to ensure comparability over time.

3.1.5 Reference dates

In the questionnaire, program reference dates were automatically calculated based on the date of interview and appropriate text substitution was used to ensure that the questions always referred to the correct reference period.

Because the 12-month reference period changed each month throughout the fieldwork year, some date-related questions in the Victimisation Module had different text each month to reflect this changing reference period. Thus, for example, any interviews conducted in July 2013 would use the reference period "*since the first of July 2012*". This means that in practice the 12 month reference period consisted of the last 12 full calendar months, plus the current month (i.e. slightly more than 12 months). This is taken into account when the victimisation rates are estimated.

3.1.6 Performance of the Criminal Justice System

All respondents were asked a number of questions about the performance of both the Criminal Justice System (CJS) as a whole, as well as about the individual agencies that make up the CJS.

The first set of questions asked to a random 50% of respondents (module A and B) relate to respondents' perceptions about the effectiveness and fairness of the CJS. Individual questions relating to the police, the courts, the CPS, the probation service and the prison service were asked, as well as questions about the CJS as a whole. These questions were added to the survey in October 2007 after being extensively tested.[15]

The second set of questions asked of all respondents are about confidence in the local police. As well as a general question about perceptions of how good a job the local police are doing, there are also questions related to specific aspects of local policing.

Finally, the module includes a number of questions related to respondents' knowledge of Police Crime Commissioners and whether they voted in the elections in November 2012, whether they had contacted and how likely they would be to contact their local Police Crime Commissioner. These questions were added to the survey in April 2013 after being extensively tested.

3.1.7 Experiences of the Criminal Justice System

All respondents were then asked a module of questions focusing on their experiences of the Criminal Justice System. These questions were split into two main sections:

- witnessing a crime; and
- experiences of court

The questions on witnessing a crime covered whether the respondent had reported a crime to the police, reasons for not reporting to the police, satisfaction with the police, contact with other CJS agencies and any experience of harassment or intimidation linked to giving evidence in court.

The set of questions on appearing in court covered the type of court, the role of the respondent in court, the respondent's treatment by court staff and how well the respondent was kept informed both before attending court and during the attendance at court.

3.1.8 Mobile phone crime

Although mobile phones stolen from the respondent should be identified in the Victimisation Module, personal thefts from other members of the household are not covered. Consequently, in this module, all respondents were asked who in the household (if anyone) used a mobile phone, whether anyone in the household had had a mobile phone stolen in the last 12 months and, if so, from whom the phone had been stolen. Respondents were asked to include incidents where mobile phones stolen had been stolen from children in the household.

3.1.9 Part-sample Modules (A-D)

Respondents were randomly allocated to one of four modules (see section 3.6 for how this was done) meaning that approximately 8,750 respondents were asked each module. The random allocation maintains a representative sub sample in each of the modules.

Module A: Experiences of the police

Module A included topics such as:

- whether or not respondents are serving police officers or had any contact with the police;
- volunteering as a Special Constable; whether they have seen police officers on foot patrol in the local area;
- whether they had contacted their local police force and, if so, how;

15 Maxwell C. *et. al*. (2008) Fairness and effectiveness in the Criminal Justice System: development of questions for the BCS

- awareness of the Neighbourhood Policing Team; whether the respondent had heard of local crime maps and whether s/he had looked at or used the maps;
- feeling informed about crime and anti-social behaviour issues affecting the local area;
- contact with police officers;
- whether respondents had made a complaint about the police and, if so, how they felt their complaint had been dealt with; and
- to what extent people in the local neighbourhood would do something about any crime or anti-social behaviour that they encountered

Module B: Attitudes to the Criminal Justice System

Topics covered in this module included:

- perceived leniency or toughness of the CJS;
- awareness of alternatives to custody, community sentences, and restorative justice;
- awareness of Community Payback;
- likely co-operation with the criminal justice system;
- Awareness and attitudes to aspects of the Family Justice System; and
- Awareness of victim support

Module C: Crime prevention and security

In 2013-14 the main focus was on home, personal and vehicle security measures. Question topics included:

- Home security, such as the use of intruder alarms and other security measures in the home;
- personal security measures and actions taken to reduce the likelihood of becoming a victim of crime; and
- vehicle security, such as measures fitted to vehicles (e.g. alarm, immobiliser) and actions taken to reduce the likelihood of theft of an item from a vehicle

Module D: Online security

This module contained questions on the following topics:

- Use of the internet;
- Experience and impact of incidents online (e-crime), including a computer virus and unauthorised access to personal information, loss of money; and
- Actions taken to reduce the likelihood of experiencing e-crime

3.1.10 Plastic card fraud

Respondents who had been asked part-sample Modules B, C or D were then routed to the set of questions on plastic card fraud. This type of crime is not covered in the Victimisation modules (though the physical theft of any plastic card would be covered). The module has been on the survey since 2007 and covers:

- whether the respondent had a plastic card used without their permission;
- whether the respondent had money taken from a bank or building society account without their permission and details of the amount stolen;
- reporting of plastic card fraud; and
- measures taken to try to prevent card fraud

3.1.11 Mass marketing fraud

This module was introduced in the 2011-12 CSEW and was asked of all core survey respondents. The module covers a range of frauds and 'scams' targeted at large numbers of people, including:

- mass marketing fraud – where the respondent may have received communication (e.g. email, letters, text messages, phone messages) from strangers involving a request for money;
- lottery, prize draws, sweepstakes and competition winnings fraud – where the respondent may have received a communication relating to a lottery, prize draw, sweepstake or other competition win that she/he had not entered; and
- investments with promised high yield returns – where the respondent may have received a communication about an investment with a guaranteed high return

For each of these potential types of fraud, respondents were asked:

- whether they had received such a communication;
- whether the communication asked the respondent for many or personal financial details (e.g. bank account details); and
- whether in the previous 12 months the respondent had responded to the communication by sending money or personal details

Questions on ticket fraud were added in 2012-13, covering whether respondents have personally purchased tickets in advance online or over the phone. Then whether any tickets they had purchased had not been received or turned out to be fake tickets.

3.1.12 Anti-social behaviour

This module was asked of all core survey respondents. The module included questions on levels of anti-social behaviour, anti-social behaviour around licensed premise, the respondent's experiences of anti-social behaviour and the police response to it.

Prior to 2013-14 respondents who had experienced anti-social behaviour were asked follow-up questions on whether the police came to know about the matter, and if so whether they were satisfied with their response. In 2013-14 these follow-up questions were expanded to include whether the local council or a private landlord came to know about the matter.

3.1.13 Demographics and media consumption

This section collected additional information on the respondent and the Household Reference Person (where this was not the same as the respondent). Question topics included:

- health and disability;
- employment details;[16]
- ethnicity and national identity
- educational attainment and qualifications;
- housing tenure; and
- household income.

This section also covered newspapers read by the respondent.

16 Where the respondent was not the Household Reference person occupation details were also collected about the HRP

3.1.14 Self-completion modules

The self-completion modules were asked of respondents aged 16 to 59 years of age. These modules are all presented as computer assisted self-completion (CASI) modules to ensure respondent confidentiality in answering these questions.

The respondent was asked to follow the instructions on the screen of the laptop and enter their answers accordingly. Practice questions were included before the start of the self-completion module to give the interviewer an opportunity to show the respondent the different functions of the computer. If the respondent was unable or unwilling to complete the modules using the computer the interviewer could administer the self-completion; in these cases, respondents were only asked the modules on drug use and drinking (not the module on domestic violence, sexual assault and stalking).

Interviewer assistance and the presence of others while completing these modules was recorded by the interviewer (see Chapter 4).

Self-completion module – illicit drug use and alcohol consumption

All core respondents were asked this series of questions on drug and alcohol use. The module covered a total of 20 drugs plus more general questions to capture use of any other substances. The drugs included were:

- Amphetamines
- Methamphetamine
- Cannabis
- Skunk
- Cocaine powder
- Crack cocaine
- Ecstasy
- Heroin
- LSD/Acid
- Magic Mushrooms
- Methadone or Physeptone
- Semeron
- Tranquillizers
- Amyl Nitrite
- Anabolic steroids
- Ketamine
- Mephedrone
- Any unprescribed and unknown pills or powders
- Any other smoked substances (excluding tobacco)
- Any other drug

Respondents were asked whether they had ever taken each drug and, if so, whether they had taken it in the last 12 months and how often they had taken each named drug and the circumstances when they last took a drug. The list of drugs included a drug that did not exist (Semeron) to attempt to identify instances of over reporting.

Respondents were also asked about any taking of legal or formerly legal highs. These questions were updated in 2012-13 to reflect changes in legislation and covered emerging legal drugs:

- Salvia
- Nitrous Oxide

Respondents were also asked if they had taken a combination of drugs at the same time, which drugs were taken, how often they had taken this combination of drugs, why they took this combination and whether alcohol was used in combination with drugs.

Respondents were finally asked about their alcohol consumption, including how often they had drunk alcohol in the past 12 months, how often they had felt drunk and whether they thought they had driven a vehicle when they were over the legal alcohol limit.

Self-report offending behaviour

Respondents who had answered the split-sample Module B were routed to an additional self-completion module on self-report offending behaviour. The questions asked about:

- Theft;
- Criminal damage / vandalism; and
- Acts of violence

Respondents who had answered split-sample modules A or B and were aged 16-29 years old were routed to additional self-completion questions on street gangs and personal security around carrying a knife.

Domestic violence, sexual victimisation and stalking

All core survey respondents were routed to the final self-completion module, covering domestic violence, sexual victimisation and stalking.

The module was largely based on that first developed in 2001 (and modified in 2004-05) to measure the prevalence of domestic violence, sexual victimisation, and stalking.

Following a review of the questions in the interpersonal module, the questions were re-developed to help improve usability. In 2010/11 a split sample experiment was begun to test the impact, if any, that the new question wording had on prevalence estimates[17][18]. The descriptions of types of abuse that respondents were asked about were kept as consistent as possible between the established and alternative sets of questions, and the order in which each type of abuse is asked about was also retained.

In general, in the question set used before 2010-11, respondents were presented with a list of behaviours that constitute abuse and asked to choose which, if any, they had experienced in the last year and since the age of 16. In the alternative question set, respondents were asked if they had experienced each of these behaviours in turn and asked to respond 'yes' or 'no'.

This experiment was not continued in the 2013-14 survey, with the alternative set being taken forward and asked of the entire sample in 2013-14 The alternative set of questions was taken forward as the set-up of the questions improved the usability for respondents.

This set of questions on inter-personal violence covered the following topics:

- experience of domestic violence by either a partner or by another family member since age 16 and in the last 12 months;
- experience of less serious sexual assault since age 16 and in the last 12 months;

17 Hall, P and Smith, K. (2011) *Analysis of the 2010/11 British Crime Survey Intimate Personal Violence split- sample experiment.* London: Home Office

18 https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/116670/hos-response-bcs-ipv-0112.pdf

- experience of serious sexual assault since age 16 and in the last 12 months; and
- experience of stalking since age 16 and in the last 12 months

Those who had been subjected to serious sexual assault since the age of 16 were asked supplementary questions about the nature of the sexual assault. The questions covered:

- frequency of incidents;
- whether the police came to know or not;
- whether drugs or alcohol were involved;
- whether respondent suffered any injuries or sought any medical help; and
- whether respondent had to take any time off work

Respondents from split-sample Module D were also asked a short series of questions on attitudes to domestic violence.

Finally, the module also included a question for all core respondents on the respondent's sexual orientation (this was not asked if the self-completion module was administered by the interviewer).

3.2 Structure and coverage of the 10-to-15 year-old survey

An extensive development and testing phase was undertaken prior to the launch of the 10-to-15 survey. The results of this phase were documented in the development report published in 2010.[19]

The 2013-14 CSEW questionnaire for 10 to 15 year olds covered:

- Schooling;
- Crime screener questions – personal incidents only;
- Victimisation module;
- Perceptions of and attitudes towards the police and anti-social behaviour;
- Personal safety, crime prevention and security;
- Self completion module; and
    - Use of the internet
    - Bullying
    - Street gangs
    - School Truancy
    - Personal security
    - Drinking behaviour
    - Cannabis use
    - Verification questions
- Demographics

3.2.1 Random allocation to sub-sample modules

There were two part-sample modules within the 10-to-15 year old survey to which respondents were randomly allocated using an algorithm in the CAPI script. This method of randomly allocating respondents to different modules ensures that the process is strictly controlled and that each part-sample remains representative of the survey population.

19 Extending the British Crime Survey to children: a report on the methodological and development work

Table 3.3 Modules of the 2013-14 CSEW questionnaire for the 10-to-15 survey and sub-set of respondents who were asked each module

Questionniare module	Proportion of sample	Module
Schooling and perceptions of crime	All	
Crime screener questionnaire	All	
Victimisation module	All victims	
Perceptions of and attitudes towards the police and anti-social behaviour	Random 50%	A
Crime prevention and security	Random 50%	B
Use of the internet	All	
Bullying	All	
Street gangs	All	
School truancy	All	
Personal security	All	
Drinking behaviour	All	
Cannabis use	All	
Verification questions	All	
Demographics	All	

3.2.2 Schooling

This module included questions about whether the respondent attended school and, if so, what school year they were in (school year is used later in the questionnaire to help respondents recall exactly when incidents of crime took place).

3.2.3 Crime screener questions

All respondents were asked whether they had experienced certain types of crimes or incidents within the last 12 months. The screener questions deliberately avoided using terms such as 'burglary', 'robbery', or 'assault', all of which have a precise definition that many respondents might not be expected to know.

Respondents in the 10-to-15 year-old questionnaire were not asked about household incidents as these would have been covered in the interview with the adult household member. The 10-to-15 year-olds were asked:

- Whether anything had been stolen from them;
- Whether anyone had deliberately damaged their property;
- Whether anyone had deliberately kicked, hit, pushed or been physically violent towards them in any other way;
- Whether they had been hit or threatened with a weapon; and

- Whether they had been threatened in any other way

3.2.4 Victimisation modules

All incidents identified at the screener questions were followed up in more detail in the victimisation module. Incidents were covered in specific priority order:

- according to the type of crime;
- chronologically within each type of crime – if a respondent reported more than one type of incident of the same crime type, victim modules were asked about the most recent incident first and worked backwards chronologically; and
- up to a maximum of three full victim forms

If three or fewer incidents were identified at the screener questions then a Victim Module was completed for all of the incidents reported.

If the respondent had experienced more than three incidents in the reference period, only three Victimisation Modules were asked using the above priority ordering.

As with the core survey the victimisation module collected the key information required for classification of offences:

- the exact month in which the incident took place;
- an open-ended description of the incident; and
- a series of key questions to establish important characteristics of the incident

3.2.5 Module A: Perceptions of and attitudes towards the police and anti-social behaviour

One half of respondents selected at random were asked their opinion of the police in their area and whether they agreed or disagreed with a number of statements about the police in the area.

Questions were also asked about whether the respondent knew any police or police community support officers (PCSOs), whether they had had any contact with police or PCSOs, who initiated the contact, reasons for contact and how satisfied they were with the contact. It also included questions on anti-social behaviour, covering whether respondents felt teenagers hanging around on the streets was a problem in the area and whether they themselves hung around on the streets with friends.

3.2.6 Module B: Crime prevention and security

Respondents were asked about when they go out in the evening, and if not why they do not. Questions were also included about whether they owned a mobile phone, games console or bike, and if so what precautions they took to protect these items.

3.2.7 Self-completion modules

A number of modules contained potentially sensitive questions and were therefore included in the self-completion section so that respondents did not have to tell the interviewer their answers. As in the core survey, practice questions were included so that the interviewer could explain to the respondent how to use the computer.

Use of the internet - respondents were asked whether they had used the internet in the last 12 months and if so what they used the internet for.

Bullying – This module asked whether the respondent had been bullied and, where this was the case, some follow up questions were asked about the nature and extent of the bullying.

Street gangs – This module included a definition of a street gang as;

Groups of young people who hang around together and:

- have a specific area or territory;
- have a name, a colour or something else to identify the group;
- possibly have rules or a leader; and
- who may commit crimes together

Respondents were asked how much of a problem they believed street gangs to be in their local area. They were also asked whether they knew anyone who was a member of a street gang and whether they themselves were a member of a street gang.

School truancy – Three questions were asked covering whether the respondent had missed school without permission in the preceding 12 months, how many times they had missed school without permission and whether they had been suspended or excluded from school.

Personal security – these questions covered whether the respondent knew anyone who carried a knife, whether they themselves carried a knife and, if so, why.

Drinking behaviour – this section of questions asked whether the respondent had ever drunk alcohol, whether they had ever been drunk, and how often they had been drunk.

Cannabis use – Respondents were asked whether they had ever tried cannabis, and how often they had tried it.

Verification questions – one of the crime screener questions was repeated in the self-completion section to explore whether respondents would give a different answer if they did not have to say the answer out loud. The screener question included for verification asked whether the respondent had been hit, kicked, pushed, assaulted or hit with a weapon.

3.2.8 Demographics module

The demographics module included questions regarding ethnicity, religion and whether the respondent had a disability or suffered from a long-term illness.

3.3 Life event calendar

To aid respondent recall, the CSEW makes use of a life event calendar. This calendar works by trying to place events or incidents in some sort of meaningful context for each respondent by building up a picture of events that have happened to them in the last year (e.g. birthdays, anniversaries, holidays, starting a new job, etc.) that are memorable to the respondent. Additionally, national dates such as Christmas, Easter, or Bank Holidays can be put on the calendar as common reference points. Further details about

the thinking behind the life event calendar and its development can be found in the 2001 BCS Technical Report.

In relation to the CSEW, the life event calendar can be used for two purposes:

- first, to provide respondents with a visual aid throughout the screener questions; and
- second, to help respondents having difficulty recalling in which particular month an incident may have occurred.

Appendix F in Volume 2 has an example of the calendar used on the 2013-14 core survey and Appendix G has an example of the life events calendar used on the 2013-14 10-to-15 year-old survey.

3.4 Questionnaire development

Since most of the questions on the 2013-14 CSEW had been included in previous years of the survey, it was decided to concentrate piloting efforts primarily on new questions.

In January and February 2013 two rounds of pilot interviews were conducted. The first round was conducted in two central hall locations: Birmingham and London (Kingston). Round 2 of piloting also took place in two central hall locations: Manchester and London (Kingston). All interviews were conducted by members of the Crime Survey for England and Wales (CSEW) research team. Respondents were recruited in street by experienced CSEW interviewers. A £10 voucher incentive was offered to respondents for taking part. Respondents were recruited to meet quotas based on age, sex and working status. A total of 30 interviews were conducted in round 1 and 30 interviews in round 2 of piloting.

All interviews were conducted using cognitive testing. The purpose of cognitive testing is to assess how well respondents deal with key questions and sections of an interview and to fine-tune questions where necessary. The primary advantage of cognitive testing over standard piloting is that researchers can directly gauge respondents' reactions to a questionnaire rather than indirectly via feedback from an interviewer after an interview has been conducted.

The main question areas covered in the 2013-14 piloting were as follows:

- Perceptions of crime
- Performance of the criminal justice system
- Experiences of the police
- Youth Justice System
- Online crime
- Plastic card fraud
- Demographics
- Self-report offending behaviour

Full details of the questions piloted and the findings are included in the pilot report included in Volume 2.

3.4.1 Questionnaire development for the 10-15 year olds survey

There were a minimal number of changes to the 10-15 year olds survey during the 2013-14 questionnaire development process. As a result of this it was decided that there would be no piloting for the 2013-14 questionnaire changes.

3.5 Final questionnaire and revisions

Once all changes had been approved, the questionnaire was thoroughly checked by TNS BMRB researchers and ONS research staff. The final questionnaire can be found in Appendix D of Volume 2 of this Technical Report.

3.6 Allocation of sample within CAPI

In the 2013-14 survey, each respondent was randomly allocated to one of four part-sample modules (and within each module further allocated into a sub-sample).

Each address was allocated a unique serial number, this serial was used within the electronic contact sheet to identify each address. For each serial there were two screen numbers within the electronic contact sheet (screen 0 for a core interview and screen 8 for a 10-15 year old interview). Each unique serial number consisted of 6 digits, the first 4 digits (1000-9999) represented the area or sample point number and the last 2 digits (01-99) represented the address number.

Allocation of respondents to each part-sample module was done on the basis of the address number, using an algorithm based on division of the address number by 8 as shown in Table 3.4. The allocation to a particular Module was done automatically at the start of the interview by the CAPI programme.

Since each sample point contained approximately 32 addresses the above algorithm ensured that within each sample point a similar number of issued addresses were randomly allocated to each follow-up module.

Table 3.4 Allocation of interviews to modules

Address Numbers	Remainder divided by 8	Allocated module
01/09/17/25/33/41	1	A1
02/10/18/26/34/42	2	B1
03/11/19/27/35/43	3	C1
04/12/20/28/36/44	4	D1
05/13/21/29/37	5	A2
06/14/22/30/38	6	B2
07/15/23/31/39	7	C2
08/16/24/32/40	8	D2

This method of randomly allocating respondents to different sub-modules ensures that the process is strictly controlled, that each part-sample remains representative of the survey population and results in an even allocation across the year. Table 3.5 shows the actual proportion of respondents allocated in 2013-14 to the different sub-modules against the target.

Table 3.5 Achieved allocation of respondents to modules against target, 2013-14 CSEW

Module	Target allocation	Achieved allocation
A1	12.5%	13.9%
B1	12.5%	13.1%
C1	12.5%	12.9%
D1	12.5%	12.8%
A2	12.5%	12.5%
B2	12.5%	12.1%
C2	12.5%	11.8%
D2	12.5%	11.0%

3.7 Features of Dimensions used in the CSEW

3.7.1 Don't Know and Refusal keys

As with previous years of the survey, almost every question had a Don't Know and Refused option that the interviewer could use but at most questions they did not appear on the screen to try to ensure that interviewers did not over-use these options. In the dimensions script Don't Know and Refused options were shown on a second screen, these options appeared when interviewer tried to continue without entering an answer at the question.

In the paper questionnaire in Appendix D of Volume 2, Don't Know and Refused are only shown if they were designated response categories and actually appeared as an option on the screen.

3.7.2 Different question types

The vast majority of questions were pre-coded, meaning that a list of answer categories appeared on the laptop screen and the interviewers selected the appropriate code. Questions were either single response (i.e. only one code could be entered) or multi-response (i.e. more than one code can be entered). In multi-response questions it is possible to allow a combination of either multi-response or single response options at the same question. For example the following codes were always single coded even if contained within a multi-response question: None of these, Don't know and Refused. In the case of numeric questions, where an actual value is required, the interviewer simply typed in the appropriate number.

Many pre-coded questions had an 'Other –specify' option, and if this option was selected by a respondent, the interviewer would simply type in the answer given. In all these questions, the answers were later examined by specialist TNS BMRB coders to see if the 'other' answer could be back coded into one of the original pre-coded options (see section 5.2).

In Dimensions interviewers selected the continue code onscreen to move forwards through the questionnaire and the back code to move backwards in the questionnaire.

3.7.3 Logic and consistency checks

A number of logic and consistency checks were built into the Dimensions script. These were of two types: hard checks and soft checks. Hard checks are ones where the interviewer is unable to move to the next question until the discrepancy or inconsistency has been resolved. Soft checks are ones where the interviewer is asked to confirm that the information entered at a specific question is correct but is able to pass on to the next question.

- An example of a hard check is to make sure that every household has someone coded as the Household Reference Person; until this is done the interviewer cannot move forward.
- An example of a soft check is to check the value of stolen items that appear low (for example, a vehicle). In this case the interviewer will be prompted to check with the respondent whether the value entered is correct or not, and has the option either to change the original answer or leave it as it is.

A full list of all the logic and consistency checks in the 2013-14 questionnaire can be found in Appendix J of Volume 2.

3.7.4 Date calculation and text substitution

Text substitution and date calculations were used extensively throughout the questionnaire.

Text substitution is where alternative text is used in a question depending upon the series of answers given by a respondent to previous questions. In the paper questionnaire, square brackets are used to denote the existence of text substitution in a question.

Two main types of **date calculations** were used in the questionnaire:

- First, the precise reference period was calculated based on the date of interview and this was then substituted into the text of many questions. In all cases it was decided to calculate the date to the first of the month 12 months previous. Thus, for example, any interviews conducted in July 2013 would use the reference period *"since the first of July 2012".*
- Second, some code frames consisted of particular time periods (e.g. months or quarters) which changed on a month-by-month basis. With these type of questions the Dimensions script was programmed to allow the whole reference period covered by the questionnaire (that is, from April 2012 to June 2014 – a total of 27 months). However, interviewers only saw on screen the sub-set of codes that were appropriate to the correct reference period (i.e. 13 calendar months) for the month in which they were interviewing.

Since some questions used these constantly rotating code frames based upon date of interview it was impossible to label these variables in any meaningful way in the SPSS data file. A list of these questions and the appropriate code frames that actually appeared on screen depending upon the month of interview can be found in Appendix H of Volume 2.

4. Fieldwork

This chapter documents all aspects of the data collection process, focusing on fieldwork procedures, the management of fieldwork across the survey year, quality control procedures and response rates achieved across the different samples.

4.1 Briefing of interviewers

All interviewers working on the Crime Survey for England and Wales attend one of two types of briefings during the year. Interviewers who have not previously carried out a CSEW assignment are required to attend a full day face-to-face briefing before they can work on the survey. Interviewers who have previously worked on the survey attend a half day refresher briefing.

In total 7 full day interviewer briefings were held with a total of 81 interviewers attending. A half day follow up briefing was subsequently held for these interviewers after 6 months. 4 follow up briefings were held with 35 interviewers attending.

Between February and May 2013 the full panel attended refresher briefings ahead of the start of the 2014-15 survey.

These refresher briefings covered:

- Additional background information about the survey, including an update on the latest results published
- Upcoming changes to the questionnaire
- Update on the Electronic Contact Sheet (ECS), including additional training on using the ECS
- Collecting feedback and suggested improvements to the ECS
- Feedback about response rates and ways to improve response
- A total of 20 refresher briefings were attended by 280 interviewers in 2013-14

4.2 Supervision and quality control

Several methods were used to ensure the quality and validity of the data collection operation.

A total of 189 CSEW assignments, 12% of all CSEW assignments allocated in 2013-14 were supervised. Assignments supervised tended to be those assigned to less experienced interviewers. Interviewers new to random probability sample surveys were also accompanied on the first day of their CSEW assignment by a supervisor.

Eleven percent of addresses where an interview was achieved were re-contacted, to verify that the interviewer had contacted someone at the address and the interview had taken place (3,840addresses). Addresses for this 'back checking' process were selected on the basis of TNS BMRB's standard field quality procedures, whereby all interviewers have their work checked at least twice a year. A total of 3,840 addresses across 289 separate CSEW assignments were back checked during the year.

Validation was carried out mainly by telephone. Where no telephone number was available a short postal questionnaire was sent to the address to collect the same information.

4.3 Fieldwork dates and fieldwork management

During 2013-14 the survey was managed on a monthly basis. An even number of assignments were issued each month (approximately 136).

Interviewers were encouraged to start their assignment as early as possible in the month to minimise the time between respondents receiving the advance letter and an interviewer calling. Interviewers had until the end of the calendar month to cover all the addresses in their assignment and report final outcomes.

Once all the issued addresses had been covered and all electronic outcomes returned to the office, a decision was taken about re-issuing non-productive outcomes. As a general rule all non-productive addresses (non-contacts, refusals, broken appointments, etc.) were re-issued unless there was a specific reason not to or it was considered not to be cost effective (e.g. only one or two addresses in an assignment). Once the first re-issue period had been completed a decision was taken about whether to re-issue addresses that were still non-productive for a second or third time.

In total across the year 12,255 addresses were re-issued on the core sample, which represented 24% of the original sample. Of these 4,978 addresses were issued for a second time (10% of all addresses), 1,537 (3% of all addresses) were issued for a third time and 277 addresses were issued a fourth time. Of all the addresses re-issued, 24% were converted into productive outcomes at some stage. Addresses where the original outcome had been a refusal were less likely to be converted (17% were converted) than those that had been a non-contact (34% converted). Of the other unproductive outcomes 16% were converted. Overall, the impact of the re-issue process was to increase the response rate on the core sample from 67.3% after the initial issue to the final response rate of 74.6%.

As a result of this time lag between addresses being issued and interviews being achieved, the time period covered by the 2013-14 issued sample and the time period covered by the 2013-14 achieved sample are different. Although the sample for the survey was issued between April 2013 and March 2014, the actual fieldwork dates during which interviews were achieved ran from April 2013 to June 2014. As already explained this means that for each quarter of the year not all interviews were actually achieved in the quarter of issue. Approximately 83% of interviews were achieved in the same quarter as they were issued, with 17% of interviews falling into the next quarter. Not surprisingly, most of the interviews that fell into the following quarter were those issued in the last month of a quarter (i.e. June, September, December and March).

The questionnaire used in the field was aligned to the survey year, rather than being aligned to the sample issue.

In 2013-14 all interviews carried out between 1st April 2013 and 31st March 2014 were therefore done with the 2013-14 questionnaire, irrespective of the time period in which the sample was issued. The advantage of this is that the questionnaire is in line with the way in which the data are reported. This was also the case in October when mid-year changes to the questionnaire were introduced.

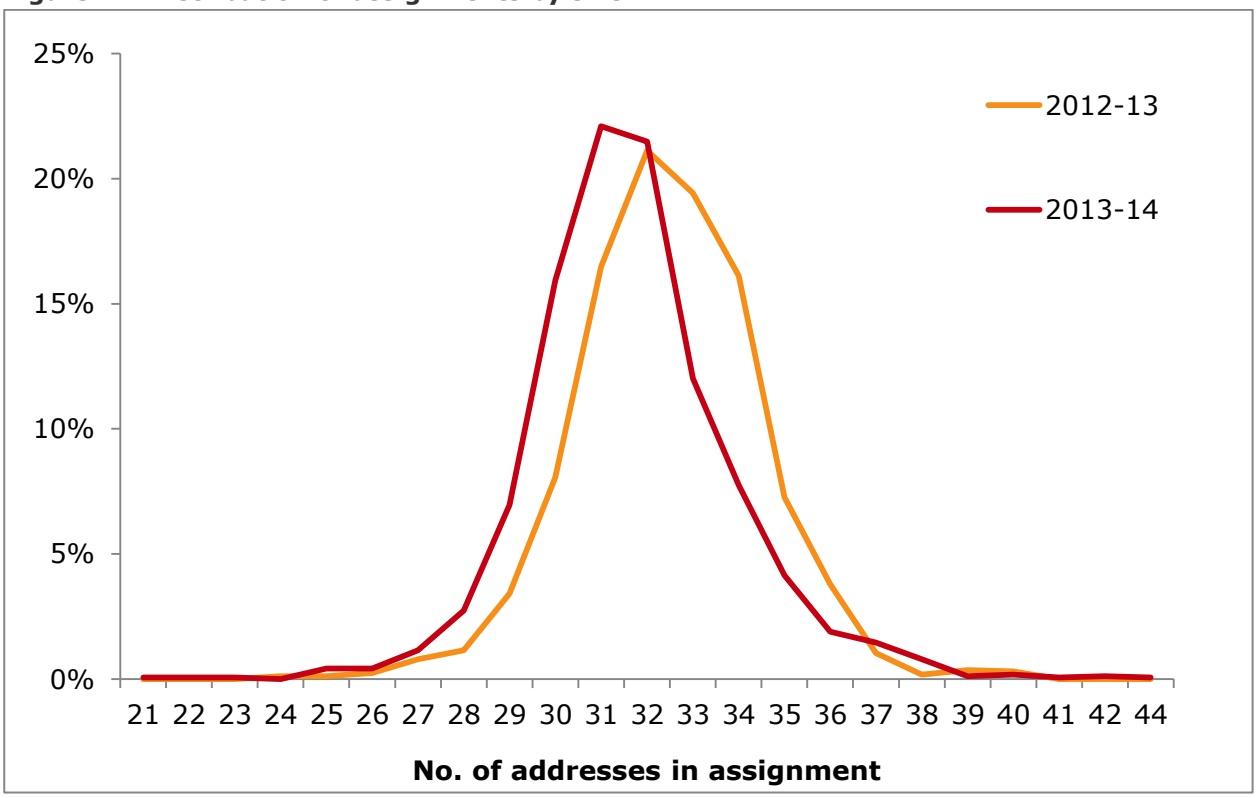
Further details of how the quarterly data outputs relate to the issued and achieved sample can be found in section 6.2.

4.4 Fieldwork procedures and documents

The variation in assignment sizes was reduced in 2012-13 as part of the revised sample design. Assignment sizes in the 2013-14 survey ranged from 21 to 44 addresses.

The modal assignment size was 31 addresses, nearly eight out of ten assignments (79%) consisted of between 30 and 34 addresses. The distribution of assignment sizes is shown in figure 4.1.

Figure 4.1 Distribution of assignments by size



4.5 Advance letter and leaflet

All selected addresses were sent a letter from the Office for National Statistics in advance of an interviewer calling at the address. For addresses in Wales, a Welsh translation was provided on the reverse of the letter. This explained a little about the survey, why this particular address had been selected and telling the occupiers that an interviewer from TNS-BMRB would be calling in the next few weeks. The letter also provided a telephone number and an email address for people to contact to find out more about the survey, to make an appointment for an interviewer to call, or to opt out of the survey. Over the course of the whole year 1,402 people, representing around 3% of addresses issued, opted out of the survey by contacting either TNS BMRB or ONS.

Included with the advance letter was a leaflet from the Office for National Statistics which provided people with some more details about the survey, including findings from the previous survey. The leaflet also tried to answer some questions that potential respondents might have such as issues relating to confidentiality.

A leaflet was also specifically designed for the 10 to 15 year olds that explained in relatively simple terms what the survey was about. This leaflet was not sent to households in advance and was rather handed out by the interviewer in eligible household, usually after conducting the core survey. Much of the detailed information about the survey was omitted from this leaflet on the basis that the 10 to 15 year olds would also have access to the original household letter and leaflet about the survey.

Examples of the advance letters used can be found in Appendix A and a copy of the leaflets (including the leaflet designed for 10 to 15 year olds) can be found in Appendix B of Volume 2.

4.6 Electronic Contact Sheet (ECS)

All records about the individual addresses issued to interviewers and details about the calls made to those addresses are stored using the Electronic Contact Sheet. The change to the Electronic Contact Sheet was made in April 2012 and full details can be found in the 2012-13 technical report.

The Electronic Contact Sheet is crucial to the management of the CSEW, both at the level of the individual assignment and for the management of the survey overall. The primary functions of the ECS are as follows:

- To allow interviewers to record the days and times that they called at an address. Additionally, there is the function for interviewers to record details or comments that may be useful should the address be re-issued to another interviewer.
- To provide a record of all the outcomes achieved at the address at every visit. The ECS also allows the outcome at each re-issue stage to be recorded separately, so that there is a complete record of outcomes for each address. Information from the ECS is transferred securely to Head Office on a daily basis so that overall progress can be monitored and managed.
- To allow the interviewer to carry out any selection procedures where required and record the details. Where an interviewer found more than one dwelling unit at an address they had to carry out a procedure to randomly select one dwelling unit for interview. Similarly, where more than one eligible adult was found at an address, one person had to be randomly selected for interview.
- To allow the interviewer to carry out the screening process for the 10 to 15 year olds survey the ECS had step by step instructions for interviewers and also allowed them to record the screening outcomes for every address. As with the final response outcomes, all screening outcomes were reported back to Head Office on a daily basis.
- To collect some basic information about the area and the selected address (e.g. type of property, condition of the property, whether it is in a Neighbourhood Watch area, etc.). This information was collected by interviewers based on their own observations and, as such, was highly subjective. Nevertheless, such information does tend to be highly associated with non-response and is also used by the ONS as an area-based disorder measure.

The content of the Electronic Contact Sheet can be found in Appendix C of Volume 2.

4.7 Fieldwork procedures and documents for the 10 to 15 survey

All respondents for the 10 to 15 survey were selected from households already selected to take part in the core survey. Screening was only carried out in households where a successful adult interview was achieved. In most cases screening was conducted only on completion of the adult interview but in some cases screening was carried out before the adult interview had taken place.

Where a 10 to 15 year old was identified in a household, interviewers were required to obtain the permission of a parent or guardian to interview the child before starting the survey. Permission was recorded on the Electronic contact sheet by recording the name of the adult giving consent and their relationship to the selected child. In some cases the adult respondent may not have been the parent or guardian of the child (for example an older sibling may have been interviewed in the core survey if they were aged 16 or over). In these cases interviewers were not able to obtain permission to interview the child from the core respondent and would therefore have to make contact with the parent or guardian to obtain permission.

Interviewers were provided with a parental information card which gave details of the nature and content of the survey and was to be presented to parents or guardians when they were asked for permission for the child to take part.

Once parental permission was obtained interviewers were instructed to ensure that the 10 to 15 year old also gave their consent to participate in the survey and that they understood what the survey would be about.

4.7.1 Item non-response

In order to emphasise to 10 to 15 year olds their right to refuse a particular question or the survey as a whole they were given a red and green card to use throughout the interview. If they chose not to answer a question they could simply present the interviewer with the red card and that particular question would be coded as a refusal.

The red and green card was developed primarily with the younger age groups in mind. It was however also found to be useful in reassuring parents that the 10 to 15 year olds could refuse certain questions if they felt uncomfortable.

4.8 Presence of others during the interview

During the interviewer briefing sessions emphasis was placed on the importance of trying, wherever possible, to conduct the interview in private. This generally helps to make the interview run more smoothly, but it also might encourage some respondents to mention certain incidents or events, which they might be embarrassed or worried of talking about in front of others.

Privacy during the interview is a particular concern for respondents who have experienced domestic violence or sexual assault. Where respondents had experienced such incidents in the last 12 months, interviewers had the option of suspending the Victimisation Module (simply by skipping over it) if they felt it was inappropriate to continue with the questions because of the presence of others in the room. This procedure meant that the interviewer could complete the rest of the questionnaire, rather than having to abandon the whole interview. During 2013-14, a total of 19 Victimisation Modules were suspended by interviewers for this reason.

Although it is preferable for the interview to be conducted with no-one else present, there are also some situations where the presence of others might improve the accuracy of the information collected. This is particularly the case for incidents of vehicle crime or property crime, where the respondent may not have been personally present, reported the incident to the police, etc. Additionally, in many cases it is simply not be possible for the interview to be conducted without others present in the room.

4.8.1 Presence of others during the adult screener interview

The key point at which the presence of another person could affect the estimate of victimisation is during the initial set of screener questions. Therefore, at the end of these questions, the interviewer recorded whether anyone else was present. Table 4.1 shows whether or not anyone else was present in the room during the initial screener questionnaire, when respondents are giving details about their experiences of crime.

Table 4.1 Presence of others during the screener questionnaire, 2013-14 CSEW

	Core sample
	%
No-one present	70
Child(ren) under 16	8
Spouse/partner	18
Other adult	8
Base: All adult respondents	*34,902*

In 2013-14, seven out of ten (70%) adult respondents were interviewed with no-one else other than the interviewer being present. Where someone else was present, the people most commonly there were the respondent's spouse or partner (18%).

There was little difference between men and women as to whether they completed the interview with no-one else being present (71% of men and 70% of women).

Asian respondents, and in particular Asian women, were less likely than respondents from other ethnic groups to have done the screener questionnaire with no-one else present; 61% of Asian respondents completed the screener with no-one else present. Only 53% of female Asian respondents were interviewed with no-one else present, compared with 69% of Asian men.

However, any patterns by age or ethnicity will also be influenced by household composition. Table 4.2 shows the information from the previous table with single person households identified separately.

Not surprisingly this shows that the vast majority of respondents interviewed in single person households were interviewed with no-one else present. The majority of respondents living in households with more than one person were also interviewed with no-one else present, although around four in ten respondents were interviewed with someone else present.

Table 4.2 Presence of others during the screener questionnaire by household size and sample type, 2013-14 CSEW

	Single person household	More than one person household
	%	%
No-one present	94	60
Child(ren) under 16	1	11
Spouse/partner	*	25
Other adult	6	8
Bases: All adult respondents	*10,053*	*24,849*

The impact of the presence of others during the interview on the information given in the survey is not known as there is no way of knowing what the respondent might have said if they had been alone. Table 4.3 shows the proportion of respondents who reported being a victim of crime by who was present during the screener survey. Respondents whose spouse or partner was present were less likely to report victimisation. However, in cases where children under 16 were present or another adult was present respondents appeared to be more likely to report having been a victim of crime.

It is likely however that other demographic factors may be influencing this such as age, gender, social behaviour etc.

Table 4.3 Reporting of victimisation by who else present during the screener questionnaire

	No-one present	Children under 16	Spouse/partner	Other adult	All households with more than 1 person
	%	%	%	%	%
Victim	19	26	17	24	19
Non Victim	81	74	83	76	81
Base:	*24,426*	*2,855*	*6,176*	*2,675*	*34,902*

Base: All households

4.8.2 Presence of others during the self-completion and assistance given

For those who did the self-completion, the presence of others during this part of the interview was also recorded. Table 4.4 shows that more than seven in ten adult respondents (72%) who did the self-completion did so when no-one else was present. Fifteen per cent completed the self-completion with a spouse or partner present and 11% did so when children were present in the room.

Table 4.4 Whether anyone else was present or not during the self-completion by sample type, 2013-14 CSEW

	Core sample
	%
No-one else	72
Spouse/partner/girlfriend/boyfriend	13
Child(ren) under 16	10
Other household member (adult)	6
Someone else	3
Base: All adult respondents who did the self-completion	*21,795*

Percentages add up to more than 100% since more than one answer could be coded at this question

Where anyone else was present in the room during the self-completion section, interviewers were briefed to try and 'arrange' the room whenever possible so that the respondent had a degree of privacy to do the self-completion. For example, interviewers might try to ensure that the respondent was sitting with the screen facing a wall or was in such a position that no-one else in the room could actually read the computer screen.

Where anyone else was present, the extent to which they were involved in answering questions was noted, as was whether the interviewer was involved in the self-completion sections. In cases where someone else was present during the self-completion, it was not common for others to become involved in answering the questions (12%). In 6% of interviews someone else looked at or read the self-completion with the respondent, while in another 6% of interviews the respondent discussed the self-completion with other people.

Respondents aged 45-59 (15%) and Asian respondents (28%) were more likely than average to have had someone else involved in answering the questions, either by looking at or reading the questions, or by discussing the questions.

Table 4.5 shows the amount of assistance that interviewers gave to respondents on the self-completion section. The vast majority of respondents who answered the questions (93%) used the laptop on their own without any help from the interviewer while about 7% required some form of assistance with the self-completion.

Respondents aged 45-59 (9%), Asian respondents (17%) and Black respondents (13%) were the most likely to have sought some help with the self-completion. This was primarily because these respondents were more likely to have asked the interviewer to complete the self-completion for them, rather than using the computer themselves.

Table 4.5 Amount of assistance given by interviewers with the self-completion questionnaire by sample type, 2013-14 CSEW

	Core sample
	%
All done by respondent	93
Help given with one or two questions	2
Help given with more than one or two questions, but less than half	1
Help given with more than half, but not all	*[20]
Help given with all/nearly all	1
Completed by interviewer	3
Base: All adult respondents who did the self-completion	*21,804*

4.8.3 Presence of others during the 10-15 year old interview

The 10-15 year old interview was much more likely to take place in the presence of others than the adult interview with a parent or guardian being the most likely person to be present during the screener questionnaire. As would be expected there was a clear relationship between the age of the child and the likelihood of a parent or guardian being present. Thus when interviewing a 10 year old a parent or guardian was present in 87% of interviews compared with 62% of interviews with 15 year olds.

20 Less than 0.5 per cent but more than 0

Table 4.6 Presence of others during the screener questionnaire, 2013-14 CSEW, 10-15 year old sample

	Age of child						Total
	10	**11**	**12**	**13**	**14**	**15**	
	%	%	%	%	%	%	%
Parent/guardian	87	82	79	73	65	62	74
Other child from household	16	14	12	13	8	6	12
Other adult from household	4	4	4	2	3	4	4
Other non-household child	5	5	3	2	2	3	3
Other non-household adult	3	3	2	1	2	2	2
No one present	9	14	17	23	30	34	21
Base:	463	471	464	507	474	522	2,901

4.8.4 Self-completion acceptance

Acceptance of the self-completion section was almost universal among 10-15 year olds (99.4%).

An option to listen to the questions in the self-completion questionnaire using Audio CASI was available for 10-15 year olds. Overall one quarter of 10-15 year olds (26%) chose to use the Audio CASI for some or all of the questions. Younger children were slightly more likely to use the Audio CASI; it was used by 31% of 10 year olds compared with 21% of 15 year olds.

4.9 Length of interview

Timing stamps were placed throughout both the adult and 10 to 15 year old questionnaire to allow timing of individual sections. In a small number of cases the time stamps were invalid although valid times were available for around 93% of interviews.

4.9.1 Length of adult interview

The average (mean) core interview length in 2013-14 was 49 minutes[21]. This is exactly the same average interview length compared with the previous two surveys. About two-thirds of all interviews (66%) took between 30 and 60 minutes while 19% took between 60 and 90 minutes. A small proportion of interviews (3%) took over 90 minutes to complete.

The main influence on core interview length is whether or not the respondent has been a victim of crime or not. The average interview length for non-victims was 45 minutes compared to 65 minutes for victims of crime.

The average length of interview by number of Victimisation Modules completed is shown in Table 4.7 below. Not unexpectedly interview length is strongly related to the number of Victimisation Modules

21 In 2013-14 the median interview length was 46 minutes.

completed by the respondent, with those completing 4 or more modules (2.7% of victims) having an average interview length of around 100 minutes.

Table 4.7 Average time of interview by number of Victimisation Modules, 2013-14 CSEW

Number of Victimisation Modules	Average time (minutes)
Non victims	**45**
All victims	**65**
1	61
2	74
3	85
4 or more	98
All adult respondents	**49**

The average times to complete a long and short Victimisation Module were 12 and 5 minutes respectively. The time taken to complete Victimisation Modules declined, with the first long module taking an average of 12.1 minutes and the last long module taking an average of 9.5 minutes. This pattern is consistent with all previous surveys and suggests that respondents speed up as they become more familiar with the questions.

Respondents who completed the CASI modules of the survey took on average 15.8 minutes[22]. The average time taken to complete the drugs and drinking modules was 8.4 minutes and the average time taken to complete the inter-personal violence module was 1.5 minutes.

4.9.2 Length of the 10 to 15 year old interview

In 2013-14 the average interview length of the 10 to 15 year old survey was 16 minutes. As was the case with the core adult interview respondents who reported being a victim of crime had a longer interview. The average interview length for non-victims was 13 minutes compared with 26 minutes for those who reported being a victim of crime.

4.10 Response rate and reasons for non-response: core sample

4.10.1 Overall core response rates

The full response rate analysis for the 2013-14 issued core sample is shown in Table 4.12. In 2013-14 9.9% of issued addresses were identified as not being an eligible residential address (known as deadwood). The most common type of deadwood was empty or vacant residential properties, which accounted for 5.6% of all issued addresses.

Interviewers made contact with either the selected respondent or a responsible adult at 97% of eligible addresses, meaning a non-contact rate just over 3%. There were two types of non-contact. The most common (2.5% of eligible addresses) was where no contact was made with anyone at the address

22 This figure includes the introduction to the computer and the completion of the practice questions

despite repeated calls over a lengthy fieldwork period. It is possible that some of these addresses were actually empty or vacant and so should have been coded as deadwood. However, the impact that this would have had on the overall response rate is minimal. The remaining addresses classified as non-contact (0.5% of eligible addresses) were where contact was made with someone at the address, but no contact was made with the person selected for interview.

At eligible addresses the most common reason for not getting an interview was due to a refusal, which accounted for 17% of all eligible addresses. The most common types of refusal were where the person selected for interview refused to take part in the survey (7%), and where no information about the household was given meaning that the person selection could not be carried out (5%). Refusals directly to Head Office accounted for 3% of all eligible addresses. Proxy refusals (someone refusing on behalf of the selected respondent) were less common (1%).

A further 5% of eligible addresses were categorised as unproductive for other reasons including broken appointments, people who were ill or away during the period of the survey and people who had inadequate English to complete the survey.

Combining all the different types of unproductive addresses gave a final response rate of 74.6% for the 2013-14 survey. The response rate was higher than the previous year (72.6%). This was mainly a result of the drop in response in the first quarter in the 2012-13 survey. The response rate in 2013-14 was 74.7% in Q1, 75.2% in Q2, 74.7% in Q4 and 73.9% in Q4.

Since 2005, a booklet of six first class stamps has been sent with the advance letter as a 'thank you' to people for taking part in the survey[23]. In the first six months of the 2013-14 survey a stamp experiment was undertaken. The experiment involved half of the sample receiving a book of six stamps with the advance letter, whilst the other half received four stamps. From October 2013 onwards following the experiment, all addresses received four stamps with the advance letter[24].

4.10.2 Performance against targets

Overall 34,902 interviews were achieved in 2013-14 against a target of 35,000 which was an under achievement of 98 interviews. The target response rate for the 2013-14 survey was 75% and the response rate achieved was 75%.

23 See Grant C. et. al. (2006) 2004/5 British Crime Survey (England and Wales) Technical Report (London: BMRB) for details of experiment carried out on BCS to test the impact of stamps on overall response rates.

24 Full details on the findings and conclusions from the stamp experiment will be published separately.

Table 4.8 Core sample response rate and non-response outcomes, 2013-14 CSEW

	N	% of issued	% of eligible
TOTAL ISSUED ADDRESSES	**51,882**	***100.0***	
Deadwood			
Addresses not traced/accessible	388	*0.7*	
Not built/does not exist	78	*0.2*	
Derelict/demolished	131	*0.3*	
Empty/vacant	2,901	*5.6*	
Second home/not main residence	722	*1.4*	
Business/industrial	547	*1.1*	
Institution	150	*0.3*	
Other deadwood	203	*0.4*	
TOTAL DEADWOOD	**5,120**	***9.9***	
TOTAL ELIGIBLE ADDRESSES	**46,762**	***90.1***	***100.0***
Non-contact			
No contact made with household	1,189	*2.3*	*2.5*
No contact with selected respondent	230	*0.4*	*0.5*
Total non-contact	**1,419**	***2.7***	***3.0***
Refusal			
Office refusal	1,402	*2.7*	*3.0*
Refused all information	2,188	*4.2*	*4.7*
Personal refusal	3,422	*6.6*	*7.3*
Proxy refusal	617	*1.2*	*1.2*
Contact made, no specific appointment	285	*0.5*	*0.6*
Total refusal	**7,914**	***15.3***	***16.9***
Other unproductive			
Broken appointment	988	*1.9*	*2.1*
Temporarily ill/incapacitated	277	*0.5*	*0.6*
Physically or mentally unable	349	*0.7*	*0.7*
Away/in hospital	324	*0.6*	*0.7*
Inadequate English	254	*0.5*	*0.5*
Other unsuccessful	335	*0.6*	*0.7*
Total other unsuccessful	**2,527**	***4.9***	***5.4***
TOTAL UNPRODUCTIVE	**11,860**	***22.9***	***25.4***
Full interviews	**34,902**	***67.3***	***74.6***
Partial interviews			
TOTAL INTERVIEWS	**34,902**	***67.3***	***74.6***

4.11 Response rate and reasons for non response: 10-15 year old sample

Table 4.9 shows the screening and response outcomes for the 10-15 year old sample. During 2013-14, interviewers were required to screen for 10 to 15 year olds at all of their core sampled addresses where a core interview was conducted.

After accounting for deadwood addresses, 25% of addresses which were issued for the core survey were not screened for 10-15 year olds because the outcome at the core address was an unsuccessful outcome. Interviewers identified at least one 10-15 year old at 12% of addresses where screening was successfully carried out. Among those households where an eligible respondent was identified the response rate achieved was 68%.

The level of non-contact (3%) was broadly in line with the level achieved on the core sample but the levels of refusals were higher at 26%. The response rate achieved on the 10 to 15 year olds survey does not take into account households where it was not known whether a 10-15 year old was present because of non-response to the core sample. When this is taken into consideration the 'true' response rate for the 10-15 survey is 51%[25]

25 This is calculated by applying the actual eligibility rate achieved for successfully screened addresses (12.3%) to the total non-deadwood addresses issued for screening with unknown eligibility (11,860) to give an estimate of 5,730 eligible households, from which 2,901 interviews were achieved which represents a response rate of 51%.

Table 4.9 Response rate and non-response outcomes 10-15 year old survey, 2013-14 CSEW

	N	*% of issued eligible addresses*	*% of screened households*	*% of eligible households*
TOTAL ADDRESSES FOR SCREENING	**51,882**	***100.0***		
Core deadwood addresses	5,120			
TOTAL ELIGIBLE ADDRESSES FOR SCREENING	**46,762**	***100.0***		
No screening attempted (eligibility unknown)	11,860	*25.4*		
Screening information refused (eligibility unknown)	0	*0.0*		
Total unknown eligibility	**11,860**	***25.4***		
Total households screened for 10-15 year olds	**34,902**	***74.6***	***100.0***	
Screened households with no 10-15 year old	30,625	*65.5*	*87.7*	
Screened households with a 10-15 year old	4,277	*9.1*	*12.3*	
Total screened households with a 10-15 year old	**4,277**		***100.0***	
10-15 year old in household, no interview required	0		*0.0*	
10-15 year old in household, interview required	4,277		*100.0*	
Total households where interview required	**4,277**			***100.0***
No contact with selected respondent	130			*3.0*
No contact with parent/guardian	8			*0.2*
Total non-contact	**138**			***3.2***
Office refusal	5			*0.0*
Parent/guardian permission refusal	477			*11.2*
Personal refusal	314			*7.3*
Proxy refusal	225			*5.3*
Contact made, no specific appointment	45			*1.1*
Total refusal	**1,066**			***25.8***
Other unproductive				
Broken appointment	31			*0.7*
Temporarily ill/incapacitated	5			*0.1*
Physically or mentally unable	51			*1.2*
Away/in hospital	26			*0.6*
Inadequate English	7			*0.2*
Other unsuccessful[b]	52			*1.2*
Total other unsuccessful	**172**			***4.0***
TOTAL UNPRODUCTIVE	**1,376**	***2.9***		***32.2***
Full interviews	2,901			*67.8*
Partial interviews	0			*0.0*
TOTAL INTERVIEWS	**2,901**			***67.8***

4.11.1 Core response rates by Government Office Region

Table 4.10 shows the different response rates and reasons for non-response achieved by Government Office Region in 2013-14. This shows that across most regions the response rate was broadly similar, ranging from 81% in North East to 74% in East of England. Only in London was response to the survey noticeably lower, with a final response rate of 69%. The lower response rate achieved in London was due to a slightly higher than average non-contact rate (8%) compared with other regions. Lower response rates in London are a problem that is common to most major surveys, although the response achieved in London has improved over recent years.

Table 4.10 Core sample response rates and non-response by Government Office Region, 2013-14 CSEW

Table title		Non-contact	Refusal	Other unproductive	Achieved interviews
		Percentage of eligible addresses:			
North East	%	2.5	12.4	3.9	81.2
North West	%	2.8	17.1	4.7	75.4
Yorkshire & The Humber	%	2.0	17.2	5.8	74.9
East Midlands	%	3.1	15.8	5.2	75.9
West Midlands	%	2.6	16.6	5.5	75.3
East of England	%	1.7	18.4	6.0	73.8
London	%	7.8	16.0	7.3	68.9
South East	%	2.2	18.4	4.7	74.8
South West	%	2.3	17.7	5.4	74.6
Wales	%	2.2	17.0	4.3	76.5

4.11.2 Core response rate by Police Force Area

As outlined in section 2.2 the aim was to achieve around 650 interviews in each PFA, with larger sample sizes in the most populous areas. In order to achieve this sample size within each PFA the amount of sample issued was based on actual average deadwood rates and response rates over the period 2008-2010.

Table 4.11 below shows the actual number of interviews achieved in each PFA and the response rates. This shows that in a number of Areas the target number of achieved interviews exceeded 650, while in other areas the number of achieved interviews fell slightly short. This is explained simply by the fact that the actual eligibility and response rates achieved in certain Areas in 2013-14 were slightly different (either higher or lower) from the figures used to estimate the amount of sample to issue.

Table 4.11 Core sample achieved interviews and response rates by PFA, 2013-14 CSEW

PFA	Target	Achieved	Response rate
PFA	**Target**	**Achieved**	**Response rate**
	N	***N***	**%**
Avon & Somerset	836	850	78.6
Bedfordshire	650	682	76.5
Cambridgeshire	650	659	75.2
Cheshire	650	676	79.3
Cleveland	650	685	81.8
Cumbria	650	607	76.2
Derbyshire	650	669	77.5
Devon & Cornwall	929	901	73.0
Dorset	650	660	74.5
Durham	650	639	80.8
Dyfed Powys	650	645	80.8
Essex	908	809	66.8
Gloucestershire	650	692	72.4
Greater Manchester	1,434	1,378	72.0
Gwent	650	679	73.6
Hampshire	989	998	77.6
Hertfordshire	650	666	74.1
Humberside	650	630	76.1
Kent	888	835	73.4
Lancashire	786	753	73.9
Leicestershire	650	641	67.7
Lincolnshire	650	651	78.2
Merseyside	750	762	79.5
Metropolitan	3,860	3,977	68.9
Norfolk	650	675	79.6
North Wales	650	730	80.0
North Yorkshire	650	644	76.2
Northamptonshire	650	674	79.8
Northumbria	792	762	81.1
Nottinghamshire	650	641	77.1
South Wales	684	683	72.4
South Yorkshire	713	681	76.6
Staffordshire	650	638	72.3
Suffolk	650	610	73.4
Surrey	650	620	74.4
Sussex	856	816	72.3
Thames Valley	1,129	1,138	75.4
Warwickshire	650	628	77.2
West Mercia	650	649	77.3
West Midlands	1,373	1,389	75.1
West Yorkshire	1,173	1,123	72.6
Wiltshire	650	657	74.3

4.11.3 Core response rates by type of area and type of property

Since large administrative areas such as Government Office Regions contain a variety of different types of area it is useful to examine response to the survey broken down by area type. Table 4.12 shows the response rates and reasons for non-response by different types of area, showing that overall response rates tended to be lower in areas categorised as inner city compared with non inner city areas (71% and 75% respectively). This difference in response rate explains why the current CSEW data includes a weight to correct for differential response rates between those areas defined as inner city and non-inner city (see section 7.2.2).

Similarly, the response rate in urban areas was lower compared with that achieved in rural areas (74% and 79% respectively). Response also varied significantly by ACORN[26] Category, being highest in areas classified as 'Wealthy Achievers' (78%) and lowest in areas classified as 'Urban Prosperity' (69%). There was similar variation in response by Output Area Classification, ranging from 79% in 'Countryside' Areas to 68% in 'City living[27].

Looking at the differences in response rates by types of area shows how most of the response differential is due to variation in the non-contact rate, while the refusal rate tends to be fairly consistent. Thus, while the refusal rate varied between 15% and 18% in the different types of areas shown in Table 4.11, the non-contact rate varied from 1% to 9%.

26 For details of ACORN categories please see: http://acorn.caci.co.uk/downloads/Acorn-User-guide.pdf

27 For details of Output Area Classification see http://www.ons.gov.uk/ons/guide-method/geography/products/area-classifications/ns-area-classifications/ns-2011-area-classifications/index.html

Table 4.12 Core sample response rates and non-response by types of area, 2013-14 CSEW

	Non-contact	Refusal	Other unproductive	Achieved interviews
	Percentage of eligible addresses			
	%	%	%	%
Inner city[1]	7.6	14.6	6.9	70.9
Non-inner city	2.5	17.2	5.2	75.0
Urban[2]	3.5	17.2	5.9	73.5
Rural	1.5	16.0	3.8	78.7
ACORN Category				
Wealthy Achievers	1.3	17.1	3.7	77.9
Urban Prosperity	8.2	16.2	7.0	68.6
Comfortably Off	2.3	17.5	4.8	75.4
Moderate Means	2.8	18.2	6.5	72.6
Hard Pressed	3.7	15.4	6.6	74.3
Output Area Classification				
Blue Collar Communities	1.9	16.5	5.3	76.3
City Living	8.7	16.9	5.8	67.5
Countryside	1.3	15.9	3.8	78.9
Prospering Suburbs	1.4	18.2	4.0	76.4
Constrained by Circumstances	3.5	16.4	6.8	73.4
Typical Traits	2.8	17.6	5.4	74.2
Multicultural	7.0	15.4	8.3	69.3

1 Inner city is based on the CSEW definition that has been used for many years. See section 7.2.2 for more details.

2 This is based on the ONS definition of urban-rural areas, where urban is classed as 'urban –sparse' and 'urban –less sparse' and all other areas are classed as rural

Part of the CSEW assignment involved the interviewer collecting some details about the area and about the specific issued address. Since this information was collected for all residential addresses, whether or not an interview was obtained, it is possible to analyse response rates according to this data. Of most interest is how response varies first, by the type of property and second, by the type of area.

Table 4.13 shows how response rates on the 2013-14 survey varied according to the type of property, ranging from 78% among detached and semi-detached houses to 67% among flats.

The differential response rates achieved at different types of flats shows the impact on response rates of two particular aspects of flats, namely whether or not a property has a communal entrance and whether or not the communal entrance is lockable (e.g. controlled entry phone system). Not surprisingly, flats with communal entrances that had controlled entry systems were the most difficult type of property for interviewers to gain response. In 2013-14, the response rate at these types of property was 64% compared with 74% for flats with their own (non-communal) entrances. Flats with locked entrances had a higher than average level of non-contact (10%). This highlights the difficulty faced by interviewers in trying to gain an interview at an address where they are unable to make direct face-to-face contact with people, often having to communicate via intercom systems.

Table 4.13 Core sample response rates and non-response by types of property (recorded by interviewers), 2013-14 CSEW

	Non-contact	Refusal	Other unproductive	Achieved interviews
	Percentage of eligible addresses:			
	%	%	%	%
Detached/semi-detached house	1.5	16.4	4.2	77.9
Terraced house	2.8	16.7	5.9	74.6
Maisonette	5.7	15.1	8.2	71.0
Flats with:				
Own entrance	4.4	15.4	6.3	73.9
Non-lockable communal entrance	3.7	16.7	8.4	71.2
Lockable communal entrance	10.4	16.8	8.6	64.2
All types of flat	***8.5***	***16.5***	***8.0***	***67.0***

Apart from the actual type of property, interviewers were also asked to record their general observations about the area immediately surrounding each issued address with respect to a number of characteristics including how common rubbish or litter was, how common vandalism and graffiti was and how common run down houses were. These might be considered to be an indication of the degree of physical disorder within a particular area, although these observations are clearly open to a high degree of subjectivity. Table 4.14 shows that there was some association between interviewer observations and the final response rate: response rates were highest in areas that had a low level of physical disorder and lowest in the areas that had the highest levels of physical disorder.

Table 4.14 Core sample response rate by evidence of physical disorder (recorded by interviewer), 2013-14 CSEW

How common is...	Very common %	Fairly common %	Not very common %	Not at all common %
Litter or rubbish lying around	69	72	74	77
Vandalism, graffiti or damage to property	68	72	74	76
Homes in poor condition or run down	69	71	74	76

4.12 Response to the self-completion questionnaire

The last part of the core questionnaire involved a self-completion module which was asked of all respondents aged 16-59. In 2013-14 there were two self-completion modules on the survey:

- Use of illicit drugs and drinking behaviour
- Experience of domestic violence, sexual victimisation, and stalking

Although respondents were encouraged to use the computer themselves, if they did not want to use it for some reason, interviewers were allowed to administer the modules provided that no-one else was present in the room. Where the self-completion part of the survey was administered by the interviewer the domestic violence, sexual victimisation and stalking modules were not completed, since these questions were considered too sensitive to be read out by the interviewer.

Table 4.15 shows that 97% of eligible respondents in the core sample answered the self-completion module, with 94% of them entering their answers directly in to the laptop themselves and 3% asking the interviewer to enter their answers for them.

Table 4.15 Response to the self-completion module, 2013-14

	Core sample
	%
Refused	2.5
Completed by interviewer	3.4
Accepted by respondent	94.0
Overall self-completion response	***97.4***
Base	***22,370***

Table 4.16 shows how response to the self-completion questionnaire varied according to the demographic characteristics of adult respondents.

There was no difference between men and women in terms of response to the self-completion. Older respondents were slightly more likely than younger respondents to refuse to complete the self-completion questions (3% of 35-59 year olds compared with 2% of 16-24 year olds). More noticeable, however, was the fact that older respondents were more likely than younger ones to ask the interviewer to enter their answers for them (5% of 45-59 year olds compared with 1% of 16-24 year olds).

Some of the most noticeable differences were between respondents from different ethnic groups. Only 2% of White respondents refused to do the self-completion compared with 6% of Asian respondents. Asian respondents were more likely than White respondents to ask the interviewer to enter their answers for them (7% of Asian respondents compared with 3% of White respondents).

There were also some differences by socio-economic classification, with respondents from routine and manual occupations being less likely than those from managerial and professional occupations to answer the self-completion (92% and 97% respectively). Respondents from routine and manual occupations were also more likely than those from managerial and professional occupations to ask the interviewer to enter their answers for them (5% and 2% respectively).

Table 4.16 Response to the self-completion questionnaire by socio-demographic characteristics of respondents (core sample), 2013-14 CSEW

	Refused	Completed by interviewer	Accepted by respondent[1]	*Overall self-completion response*	*Bases:*
	%	%	%	%	***N***
Sex					
Male	2.6	3.8	93.6	***97.4***	*10,134*
Female	2.5	3.1	94.4	***97.5***	*12,056*
Age					
16-24	2.0	1.3	96.7	***98.0***	*2,755*
25-34	2.1	2.8	95.1	***97.9***	*5,150*
35-44	3.2	3.4	93.4	***96.8***	*5,735*
45-59	2.5	4.5	92.9	***97.5***	*8,730*
Ethnicity					
White	2.2	3.0	94.8	***97.8***	*19,499*
Mixed	3.6	3.0	93.4	***96.4***	*305*
Asian	5.6	7.1	87.3	***94.4***	*1,544*
Black	3.1	5.3	91.6	***96.9***	*806*
Other ethnic group	8.8	9.3	82.0	***91.2***	*194*
NS-SEC					
Managerial & professional	1.6	1.6	96.7	***98.4***	*7,365*
Intermediate occupations	2.8	2.6	94.6	***97.2***	*4,777*
Routine & manual	2.6	5.2	92.2	***97.4***	*6,990*
Unclassified	6.6	11.7	81.7	***93.4***	*922*
Total	**2.5**	**3.4**	**94.0**	***97.4***	*22,370*

[1] Respondent used the laptop on their own

Table 4.17 shows the reasons given by respondents either for refusing the self-completion module or for asking the interviewer to enter their answers for them.

Running out of time was the most common reason cited for respondents refusing to complete the self-completion (mentioned by 29%). A dislike of computers was the most common reason why respondents asked the interviewer to enter their answers for them (mentioned by 32%).

Table 4.17 Reasons for refusing self-completion questionnaire or for completion by interviewer (core sample), 2013-14 CSEW

	Refused	Completed by interviewer	Total
	%	%	%
Don't like computers	8	32	21
Ran out of time	48	14	29
Couldn't be bothered	2	3	3
Language problems	15	19	17
Children in room	8	8	8
Disability	2	7	5
Eyesight problems	2	8	6
Respondent unwell	5	9	7
Interview already too long	13	4	8
Could not read/write	3	7	5
Confidentiality worries	5	1	2
Other people in room	3	1	2
Objected to study	2	1	1
Other reasons	13	12	13
Percentages add up to more than 100% since more than one answer could be coded at this question			
Bases:	*580*	*776*	*1,356*

4.13 Full and Partial Interviews

For a core interview to be regarded as valid, respondents had to answer to the end of the screener questions. Any interview which was abandoned before the end of the screener questions was not regarded as useable and was not put on the data file.

An interview was counted as a full interview for the core sample if the respondent completed to the end of the demographics module. If the interview was stopped before the end of the demographics module it was coded as a partial interview. Full and partial interviews were recorded separately in the field figures.

5. Data processing

5.1 Offence coding

The CSEW Offence Coding System was developed for the 1982 CSEW to match as closely as possible the way incidents were classified by the police. The CSEW counts crime according to the victim's account of events, rather than requiring criminal intent to be proven. This is reflected in how the police record crimes under the National Crime Recording Standard using the Counting Rules[28].

In order to classify offences, detailed information is collected about the incidents reported by respondents in the Victimisation Modules. Once the data are returned to the office, all Victimisation Modules are reviewed by specially trained coders in order to determine whether what has been reported represents a crime or not and, if so, what offence code should be assigned to the crime.

Apart from some minor changes, the code frame and the instructions to coders for the core survey have remained stable since 1982. The operational procedures used for assigning codes on the 2013-14 survey have been in place since 2001.

The coding manual itself is reviewed on an annual basis and was significantly revised in 2010 to incorporate the instructions for coding offences against 10 to 15 year olds.

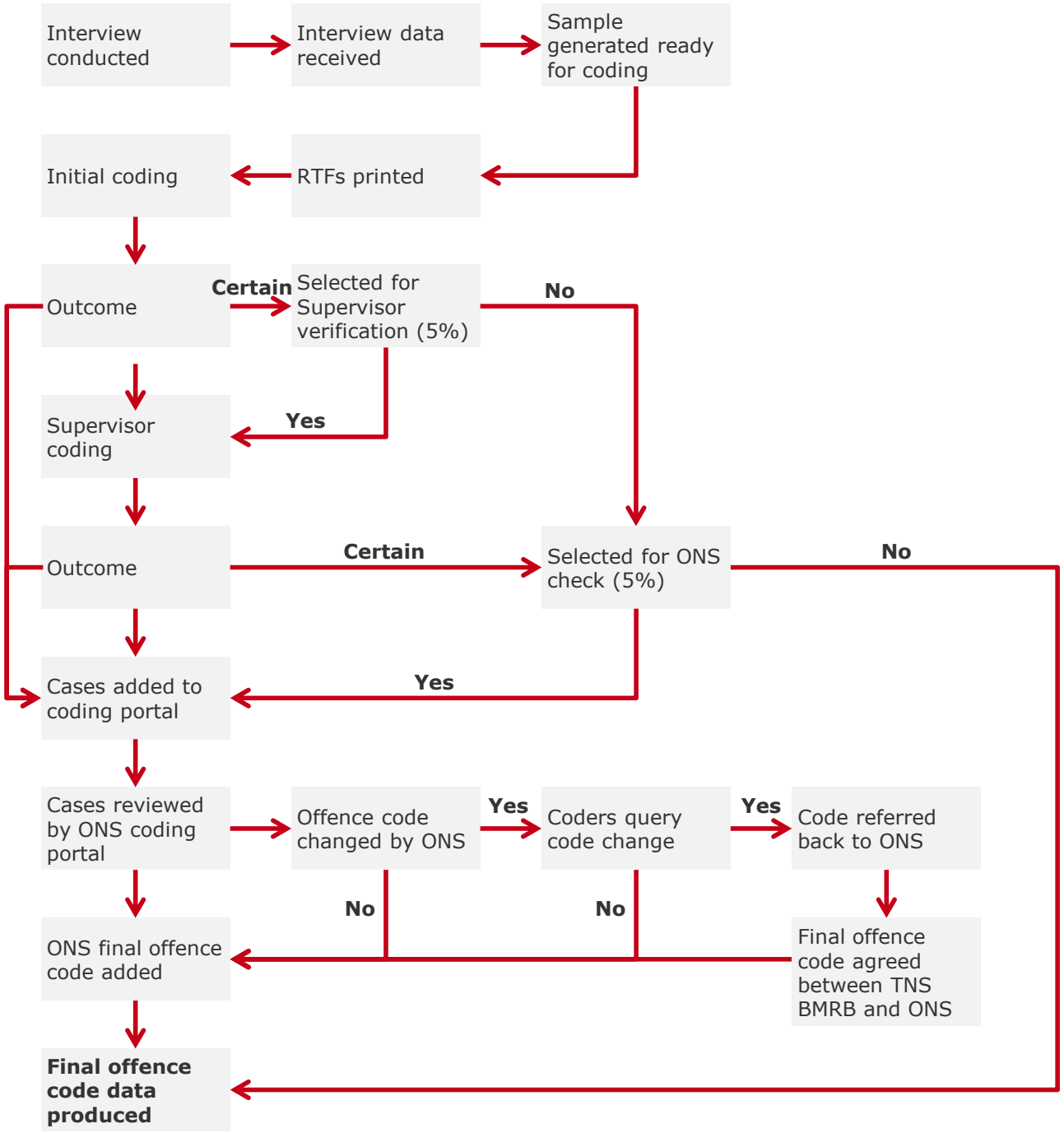
During 2013-14, the Offence Coding System consisted of the following steps:

1. For each Victimisation Module a paper-based summary was produced.
2. In addition to these paper-based summaries the coders used a specially developed computer assisted questionnaire to help them arrive at a final offence code for each Victimisation Module.
3. A supervisor checked any codes that the original coder was uncertain about. Additionally, 5% of codes where the coder was certain of the outcome were also checked as a further quality check. These are systematically selected from all cases that have been coded (i.e. every n*th* case) in a particular period.
4. Researchers at the Office for National Statistics checked:
    - Any codes that TNS BMRB were uncertain about
    - Certain types of incident that were automatically referred (e.g. arson)
    - A proportion (5%) of certain codes as part of a quality control check

The result of this process was that every Victimisation Module had a final offence code assigned to it. A flow chart of the Offence Coding System is shown in Figure 5.1 and the offence coding system is explained in more detail below.

28 https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/340315/count-general-july-2014.pdf

Figure 5.1 British Crime Survey Offence Coding Flowchart



5.2 The automatically generated offence code

In 1996 a programme was introduced that automatically generated an offence code based on the answers to a number of pre-coded variables in the Victimisation Module.

An automatic code cannot be generated in all cases and in around three in ten cases each year a code cannot be generated. Coders have always been instructed to largely ignore the automatic code and code independently (using the automated code as a check only). As such in 2012-13 it was decided to remove the automatically generated code.

5.3 The coding task

Coders are provided with a paper-based print out of the key variables from each Victimisation Module and this information forms the basis of the coding. This document also provides coders with the offence code that had been generated by the automatic generation programme.

Coders used a specially designed computer assisted questionnaire to carry out the coding. The questionnaire asked the coders certain questions about the nature of the offence. The questionnaire takes account of the major rules that apply to offence coding (such as the priority of codes), and by answering the questions on the basis of the information provided in the Victimisation Module, the coders reach an offence code.

All coders were personally briefed about the offence coding. The coders were also provided with a coding manual. This manual is similar to the one used in previous years of the CSEW but was revised in 2010 to incorporate the coding guidelines for the 10 to 15 year old survey. The manual contains all the rules that govern offence coding. The manual also provides flow-charts that show how the coding questionnaire works, so that coders can see how they reached a particular offence code on the basis of the answers that they input. This manual has not been updated since the 2010 and thus the latest version can be found in Volume 2 of the 2011-12 Technical Report.

When the coder reaches an offence code, they can say whether they are certain or uncertain that this is the right code. Any Victimisation Module which the coder is uncertain about is automatically referred to their supervisor for checking. In addition, the supervisor checks 5% of codes which coders were certain about.

5.4 Office for National Statistics coding

All cases where the coders are uncertain about the correct code to assign are automatically referred to ONS.

In addition to this, 5% of all codes which TNS BMRB were certain about were selected to be sent to ONS for quality control checking. These were selected in a systematic fashion by selecting every n*th* case in each two-week time period.

All offence codes checks carried out by researchers at ONS took place through an online offence coding portal. Victimisation modules for checking by ONS were uploaded to the portal every week. The offence coding portal contains the unique serial number of each victim form, the code that the coder (and supervisor if applicable) had given the incident, how certain the coder (and supervisor) was about the coding, and any notes that the coder added about why they were uncertain. An electronic version of the paper-based document providing the key variables from the Victimisation Module was also available from the portal.

Researchers at ONS coded each of the Victimisation Modules sent to them on the offence coding portal and added any comments they had on each case. These codes then appeared on the offence coding portal (so that the coders could see the changes that had been made).

Particular attention was paid to cases where ONS changed a code that TNS BMRB coders had marked as "certain". If the TNS BMRB coders disagreed with such a coding decision, this was flagged up in the coding portal to TNS BMRB researchers and ONS researchers for further consideration and discussion.

In total 1,103 cases were sent to ONS for checking as part of the 2013-14 survey, which represented about 12% of all Victimisation Modules.

Of the Victimisation Modules sent to ONS:

- 147 were automatically referred to ONS (Code R). This covers cases of aggravated burglary, duplicate cases and cases where the Victimisation Module was invalid;
- 44 were cases where the TNS-BMRB coder was not certain about the code; which were also automatically referred to ONS for checking (Code U);
- 418 were part of the quality control check (Code Q); and
- 494 were related Victimisation Modules (Code AF). To ensure that those checking offence codes had complete information all the Victimisation Modules belonging to an individual respondent were sent to ONS, rather than just the single Module under consideration.

Of the 1,103 Victimisation Modules sent to ONS 97 cases had their code changed by ONS, representing 9% of all cases sent. This level of change was fairly static across the survey year suggesting a degree of stability in the offence coding process.

The codes changed by ONS according to the categories outlined above were as follows:

- in 9 cases offences were coded for referral to the ONS; as this is not a valid code this was changed in all cases;
- in 57 cases where the module was judged to be invalid by TNS BMRB coders five codes were changed (9%);
- in 81 cases referred as duplicates, five were changed by ONS (6%);
- in 44 cases where TNS BMRB coders were uncertain, 16(36%) were changed by the ONS;
- in 418 cases sent for quality control 25 (6%) were changed by ONS; and
- in 494 related cases, 37 (7%) were changed by ONS.

In all cases where ONS changed a code that TNS BMRB coders or supervisors had been certain about, this was double checked and verified by TNS BMRB upon return of the coding from ONS. Where TNS BMRB did not agree with the ONS decision cases were referred back to ONS for re-checking. Of the 97 cases changed by ONS, 36 were referred back for re-checking. In 23 cases the original TNS BMRB code was deemed to be correct and was re-instated as the final code and in 8 cases the ONS code was deemed to be correct. For the remaining five cases a different code was decided upon after further discussion. After all queries had been resolved 74 cases were changed by ONS, representing 7% of all cases sent.

5.5 Final Offence Code

The SPSS data set delivered to ONS includes all the offence codes that have been given to each Victimisation Module at every stage of the coding process. This allows a complete history of each case to be maintained at all times. The final offence code is derived using a priority ordering system, whereby the Office for National Statistics code takes priority over the supervisor code, which takes priority over the original coder code. The variables supplied to ONS are:

VOFFENCE Code assigned by the original coder

SOFFENCE Code assigned by the supervisor

FINLOFFC Code assigned by the Office for National Statistics research team

OFFENCE Final offence code

5.6 Checks on final offence code

During the creation of the SPSS data sets some further consistency checks are run on the final offence codes, checking these against key pre-coded variables in the Victimisation Module. The purpose of this is to highlight cases where some of the pre-coded data seems potentially anomalous with the final offence code. Such anomalies can arise because sometimes the information reported by the respondent is not consistent. In particular, there may be inconsistencies between the verbatim description of the incident and subsequent pre-coded questions. While interviewers are carefully briefed to try and be aware of such inconsistencies arising during the interview it is inevitable that some will be missed. Furthermore, consistency checks within the actual questionnaire script to try and pick up anomalies are not possible when a verbatim description is involved.

The consistency checks carried out are as follows:

- Assaults where no force or violence was recorded as having been used
- Burglary where entry to the property was recorded to be authorised
- Car thefts where no car was recorded as being stolen, or where the police were not informed
- Sexual assaults where there was no sexual element to the assault recorded
- Snatch thefts where the item stolen was not recorded as being held or carried
- Other thefts where the item stolen was recorded as being held or carried
- Wounding where no injury was recorded as being sustained
- In scope offences where the offender was perceived by victim to be mentally ill
- Thefts where nothing has been recorded as having been stolen
- Vandalism where no damage has been recorded
- Threats where no threat has been recorded

All cases that fail these checks are examined individually by a researcher and, if changes are required the revised code is reviewed by a coding supervisor, Where clear anomalies in the data do exist it is up to the judgment of the researchers to decide which bits of information should be prioritised in arriving at the final agreed offence code. In such cases, greater credence tends to be given to a good verbatim description of the incident over the answers to specific pre-coded questions where for example anomalies may be a result of interviewer mis-keying.

Experience of running these checks shows that most flagged cases do have the correct offence codes, but a few may be amended each quarter as a result of this additional check.

5.7 Variability test

In addition to the verification measures outlined above regular coder variability tests are undertaken by the entire coding team across TNS BMRB and ONS every three to four years. The latest test was conducted in 2014, involving cases from the 2013-14 survey year.

The coder variability experiment measures the variance between coders based on the Kappa index. The offence coding for the Crime Survey for England and Wales is an extremely important part of the data collection and preparation process. The information used for offence coding is collected during the interview via an open ended description and a series of closed questions. This information is subsequently fed through to the team of coders who assign the appropriate offence code based on a series of rules. These rules and priorities are designed to mirror as closely as possible the way in which offences would be classified by the Police.

As with any coding task consistency of coding between coders is extremely important. Consistency levels for the offence coding for CSEW are measured around once every three to four years using a coder variability test.

The majority of offence coding is carried out by the TNS BMRB coding team. As a quality check five per cent of adult coding cases and ten per cent of 10-15 year old coding cases are sent to ONS for verification. In addition queries and data inconsistencies related to offence coding are dealt with by two members of the TNS BMRB project team. All staff involved in offence coding took part in the variability test.

Overall, for Adult cases examined, agreement was found to be excellent, with an average score of 0.81 across all the coders. (A score of 1 would be a perfect match for all coders). The vast majority of coders achieved scores greater than 0.75 (classed as excellent). Looking at the consistency between the two organisations, the scores also show high levels of agreement between them.

Agreement was slightly lower for the 10-15 year old coding with an overall score of 0.75. There was a greater degree of variation between organisations with the 10-15 year old coding with the TNS BMRB coders achieving an average score of 0.87 and ONS coders achieving a score of 0.70.

There were a number of cases where across all coders there was disagreement regarding the correct code to be applied. In most cases it was clear that the modal code applied was the correct code. In these cases it would seem that the coding guidance provided is adequate but that some individual coders may need refresher training. However in a small number of cases the correct code was applied by a minority of coders. In these cases it is clear that further guidance for tor the coding team is required. In either case it seems that the whole coding team would benefit from additional briefing and that the coding manual should be updated to reflect these areas of uncertainty. The individual analysis of cases at the end of this report highlights areas where additional guidance would be helpful.

5.7.1 Method

One hundred adult victim forms and 50 child victim forms were selected from interviews carried out between April and June 2013.

The 100 forms were randomly selected from all interviews conducted between April and June 2013. Prior to selection, the list of victim forms was stratified by final offence code to ensure that the 100 cases selected had crimes types in similar proportions to the population. However, duplicate forms (those coded 02) were excluded from the sample (as to assess these, coders would need access to all other Victim Forms recorded for that respondent, which would have increased the scope and time required for this exercise).

In 2010 the coder variability test included a comparison with the auto-coder. This step was not undertaken in 2014 as the auto-coder, having been found to be not particularly helpful, and is no longer used.

For the Adult cases, the coding was carried out by 10 ONS coders, and 9 coders on behalf of TNS-BMRB.

For the 10-15s cases, the coding was carried out by 9 ONS coders and 5 coders on behalf of TNS-BMRB. Coders completed 50 cases. The 10-15s coding is a much smaller task given the overall sample size of 3,000 interviews compared with 35,000 interviews conducted for the adult survey and hence fewer coders are regularly involved in this task. All cases were coded independently and coders were advised not to confer.

The variability of coders is determined by an agreement index – Kappa, which is explained here in more detail.

5.7.2 Coders' agreement index - Kappa

The index kappa is used to assess the agreement of two coders and can be averaged over all possible pairs of coders to assess each individual coder. This agreement measure will be between 0 and 1; 1 would correspond to a pair of coders giving every case the same code whereas a score of 0 would indicate no cases had been identically coded by the two coders.

The formula for the kappa score is given as:

$$\kappa = \frac{p_0 - p_e}{1 - p_e}$$

where p0 is the observed proportion of occasions where the two coders agreed, and pe is the expected proportion of correct codes given the distributions the two coders assigned to the cases. The formula acknowledges that it is possible for there to be chance agreement between coders and examines the level of agreement present which is over- and-above that expected by chance. The numerator is the difference between observed agreement and chance agreement and the denominator the maximum value that this difference (between observed and chance agreement) could be given the distribution of codes used.

		Coder A					
	CODE	1	2	3	4	5	Total
Coder B	1	15	3	13	0	4	35
	2	6	12	2	3	0	23
	3	1	0	23	1	1	26
	4	0	2	0	5	0	7
	5	0	0	0	1	8	9
	Total	22	17	38	10	13	100

So, for example, there were 15 cases where coder A and coder B agreed that code 1 was the correct code to use. There were another 6 cases where coder A thought that code 1 was appropriate but coder B used

code 2. The total correct proportion of agreement (p0) is the sum of the diagonal counts divided by the total. In this case it is 63/100, or .63.

However, given the distribution of codes used by the coders, (ie the marginal totals in table 1), pe can be calculated as (22x35 + 17x23 + 38x26 + 10x7 + 13x9)/10000 = .2336.

The kappa score would be calculated as:

$$\kappa = \frac{p_0 - p_e}{1 - p_e} = \frac{0.63 - 0.2336}{1 - 0.2336} = 0.517$$

Once the Kappa scores have been calculated they need to be interpreted. This can best be done using the following table.

Table 2: Kappa agreement scores

Kappa Value	Level of Agreement between coders
Less than 0.40	Poor
0.40 – 0.75	Fair to Good
Greater than 0.75	Excellent

5.7.3 Kappa scores for this experiment

Kappa scores are calculated separately for Adult cases and 10-15s cases.

The scores are shown for various coder groupings

- All individual coders compared with each other
- ONS individuals compared with each other
- ONS individuals compared with TNS BMRB average
- TNS-BMRB individuals compared with each other
- TNS-BMRB individuals compared with ONS average

For the adult cases, the overall score was **0.81**. This is considered a high score, and shows a high level of agreement, beyond what may arise by chance.

The vast majority of coders achieved scores greater than 0.75 (classed as excellent). Just two coders achieved scores of 0.75 (classed as fair to good, but at the top of this scale). The overall scores ranged between 0.75 and 0.84.

Looking at the consistency between the two organisations, the scores also show high levels of agreement between them.

For the 10-15s cases, the overall score was 0.75. This is also considered a good score, although slightly lower than the score recorded for the adult cases. There was a greater degree of variation between the consistency recorded by the two organisations with TNS BMRB achieving a score of 0.87 compared with a

score of 0.70 recorded by ONS coders. However when compared with the average of the other organisation both organisations achieved the same score of 0.77.

5.7.4 Conclusions

Both the Adult and 10-15s variability scores show a good level of agreement among coders.

There is always scope for improvement and in depth analysis of the cases included in the adult variability test highlights areas where improvements may be made to the guidance to reduce the level of variability among coders. The 10-15s cases would benefit from additional guidance to reduce the level of variability recorded.

5.8 Other coding

In addition to the Offence coding, coders also looked at all questions where an "other –specify" had been given as an answer. The aim of this exercise, commonly known as back coding, was to see whether the answer given could actually be coded into one of the original pre-coded response options. Coding was done in Ascribe, a Windows based coding package.

Coders were provided with the code frames used in the questionnaire as a starting point. Since most of the questions have been used in previous years of the survey, the code frames were already well developed and there was little need to add new codes to the frames. However, if the coding supervisor felt an extra code was needed, this was flagged up to researchers who approved any changes before they were implemented.

5.9 Coding of occupation and socio-economic classification

Occupation details were collected for all respondents, either relating to their current job or to their last job if the respondent was not currently employed but had worked at some time in the past. Occupational details of the Household Reference Person were also collected, if this was not the same person as the respondent.

Occupations were coded using the Standard Occupational Classification 2010 (SOC2010). All occupational coding was done centrally by specialist coders once the data were returned by interviewers. Coding was done using CASCOT, a package widely used to code occupation, with coders using the manuals for reference.

As well as occupation codes, National Statistics Socio-Economic Classification (NS-SEC) was added to the file for all respondents and Household Reference Persons. NS-SEC categories were derived automatically using an algorithm which was developed from the documentation provided by the Office for National Statistics. Both the NS-SEC operational categories and the NS-SEC analytical categories were derived.

Details of the NS-SEC categories can be found in Appendix I of Volume 2. Coders were provided with the code frames used in the questionnaire as a starting point. Since most of the questions have been used in previous years of the survey, the code frames were already well developed and there was little need to add new codes to the frames. However, if the coding supervisor felt an extra code was needed, this was flagged up to researchers who approved any changes before they were implemented.

5.10 Data processing on the 10 to 15 survey

The offence coding system used for the 10 to 15 year olds survey was based on the system designed for the core survey but was adapted to be suitable for the types of incidents experienced by 10 to 15 year olds. Full details of the development of the coding system can be found in the Development report.

5.11 Office for National Statistics coding for 10 to 15 year old survey

As with the core survey all cases which the coders are uncertain about are referred to ONS for further verification. In addition 20% of all codes which TNS BMRB were certain about were selected and sent to the Office for National Statistics for quality control checking. This is a higher proportion of cases than is sent for the core survey which reflects the fact that the offence coding system has been developed relatively recently and requires additional quality checks to ensure all scenarios have been covered in the guidance.

In total 243 cases were sent to ONS for checking as part of the 2013-14 10 to 15 year olds survey, which represented around 22% of all victimisation modules.

Of the victimisation modules sent to ONS:

- 23 were automatically referred to ONS. This covers cases including any sexual element, duplicate cases and cases where the victimisation module was invalid;
- 13 cases where the TNS-BMRB coder was not certain about the code;
- 106 were part of the quality control check; and
- 101 were related victimisation modules

Of the 243 victimisation modules referred to ONS 16 had their code changed by ONS, representing 7% of all cases sent.

The codes changed by ONS according to the categories outlined were as follows:

- In 1 case an offence was coded for referral to the ONS; as this is not a valid code this was changed;
- In 18 cases referred as duplicates one was changed (6%);
- Of the 13 cases where TNS BMRB coders were uncertain 2 (15%) were changed;
- Of 106 cases sent as part of the quality control check 7 had their codes changed (7%); and
- Of the 101 related forms 5 (5%) had their codes changed.

In all 16 cases where ONS changed a code the code was reviewed by the TNS-BMRB coders. In total 6 cases were referred back to ONS with queries regarding the change made. In 4 of these cases the original TNS BMRB code was restored, whilst the ONS code was used in the other 2 cases. After all queries had been resolved 12 cases were changed by ONS, representing 5% of all cases sent.

5.12 Final offence code

The SPSS set delivered to ONS includes all the offence codes that have been given to each victimisation Module at every stage of the coding process. It also includes an additional variable 'Offclass' which defines whether an incident is classified as a 'relatively minor' incident or as a 'relatively serious' incident. This classification is not part of the coding process but is derived in SPSS based on answers to a small set of questions coded by the coders covering:

- Whether there was INTENTION to steal, hurt or damage
- Whether the victim knew the offender
- The level of any hurt inflicted or cost of items stole or damaged[29]

29 The guidelines for defining the level of hurt inflicted or cost of any damage or theft are included in the coding manual in Volume II of the 2011/12 Technical Report (Appendix H, pages 9 and 10).

An additional variable Offclass2 was added to the dataset in 2013-14 which classifies the offence as a 'relatively minor' incident or as a 'relatively serious' incident based on the responses to questions about intent added to the questionnaire in April 2012 as well as the coded answers given.

The same consistency checks as are run on the adult data are run on the 10 to 15 data to check the offence code.

6. Data Output

6.1 Introduction

The main outputs provided to ONS are SPSS data files that are delivered on a quarterly basis. Separate data files are provided for the core sample and the 10 to 15 survey sample. For each type of sample, two data files are provided: the Non Victim File and the Victim File.

The **Non Victim File (NVF)** is produced at the level of the individual respondent and contains all questionnaire data and associated variables, except for information that is collected in the Victimisation Modules. Data for both victims and non-victims are included on the Non Victim File.

The **Victim File (VF)** is produced at the level of the individual incident and contains all the data collected in the Victimisation Modules. Thus, an individual respondent who reported three crimes and completed three Victimisation Modules would have three separate records in the Victim File. All generated Victimisation Modules were included on the file, including cases where the module either had been suspended or where the reference period was out of scope. Although such records contain no information and are not used for analysis, it is useful to keep these on the file to monitor the number of modules that fall into these categories.

6.2 Delivery of data output

During 2013-14 four data files were supplied to ONS on a quarterly basis (April 2013 to March 2014). Data was supplied on a 12 month rolling basis, meaning that each new data delivery was updated by adding the newest quarter of data and deleting the oldest quarter of data.

In addition to the achieved sample, a data file of the entire 2013-14 issued sample was supplied to ONS alongside the annual April 2013-March 2014 data file. This contained information on every issued address such as the final outcome, the screening outcomes, the observational data collected by interviewers, sample variables and geo-demographic variables.

Data was delivered five weeks after the end of each quarterly fieldwork period. Each quarterly data delivery included interviews that were **achieved** in each specific 12 month period, rather than those that were **issued** in a specific time period. Thus, the four sets of quarterly data files delivered in 2013-14 covered all the relevant interviews achieved in the following periods:

- July 2012 – June 2013
- October 2012 – September 2013
- January 2013 – December 2013
- April 2013 – March 2014[30]

30 The April 2013 – March 2014 data file is the data on which the 2013-14 annual crime figures are based and is the basis of the file deposited at the UK Data Archive.

6.3 Content of SPSS data file

The SPSS data files delivered to the Office for National Statistics contain various types of variables. The main types of variables contained on the files are:

- **Questionnaire variables** (NVF and VF).
- **Geo-demographic variables** (NVF only). All interviews had a set of pre-specified geo-demographic variables attached to them (see Appendix I in Volume 2 for complete listing).
- **Observational variables** (NVF only). All interviews had the observational data collected by interviewers in the Electronic Contact Sheet attached to them (see Appendix C in Volume 2) These variables are included in the quarterly data files.
- **Coding variables** (NVF and VF). On the Non Victim File, SOC2010 codes are included for both the respondent and the Household Reference Person. Additionally, NS-SEC for both the respondent and the Household Reference Person are included. On the Victim File, a full set of offence codes are attached as outlined in section 5.1.4.
- **Derived variables** (NVF and VF). Many derived variables were also added to the file. These consisted primarily of 2 types:
- **Flag variables** (NVF and VF) that identify, for example, the type of sample, the part-sample module split and sub-split, the date of interview, the month of issue, whether a partial or full interview, whether a victim or non-victim, etc. On the Victim File, flag variables include whether the record was a Long or Short Victimisation Module, whether it was a Series or a Single incident, and whether it was inside or outside the reference period.
- **Classificatory variables** (NVF and VF or is it just NVF) derived from the data. These included standard classifications such as ONS harmonised variables, banded age groups, ethnic groups, income groups, etc.
- **Weighting variables** (NVF only).

6.4 Conventions used on SPSS Data Files

In creating the 2013-14 data files great attention was paid to ensuring as much consistency as possible was maintained with previous years of the survey.

6.5 Case identifier

The case identifier was required to be similar to that used on previous years of the survey but also had to be designed to meet the requirements of a continuous survey.

On the Non-Victim File, where each individual case or record represents an individual respondent, the unique case identifier (ROWLABEL) is an 8 or 9 digit number constructed as follows:

	Column position	Values
Year of issue	1-2	1-14
Area point number	3-6	1000-9999
Address number	7-9	01-40
Screen number[31]	9	0-9

31 Screen numbers are used to identify the type of sample. '0' indicates a core sample case and '8' indicates an interview with a 10 to 15 year old.

On the Victim File, where each individual case or record represents a Victimisation Module or incident, the unique case identifier (MATCH) is a 10-digit number, which is identical to ROWLABEL with the addition of the Victimisation Module number:

	Column position	Values
Year of issue	1-2	1-11
Area point number	3-6	1000-9999
Address number	7-8	01-40
Screen number[32]	9	0-9
Victimisation Module number	10	1-6

6.6 Naming conventions

Variable names were kept the same as on the previous surveys wherever possible. Consistency is particularly important on a continuous survey where data from one survey year is combined with data from a previous survey year as described in section 6.2. However, this means it is also important to systematically document changes to questions over time to avoid confusion amongst users. For example, small changes to a question from one year to the next (such as adding an extra code to the code frame) can create the possibility of wrongly merging data that appears similar but, in fact, is not. To avoid such situations, the variable names on the 2013-14 data file were changed to reflect any variables where such changes had been introduced between2012-13 and 2013-14 (see Table 6.1).

32 Screen numbers are used to identify the type of sample. '0' indicates a core sample case and '8' indicates an interview with a 10 to 15 year old.

Table 6.1 Changes in variables between 2012-13 and 2013-14 survey

Variable changes between 2012-13 survey and 2013-14 survey

This table lists variables which have changed since the last survey year because of some change either to the question wording or the code frame. Where minor changes have occurred to the same question the variables are renamed using a standard convention that links them with the previous variables.

Core Non Victim File

Module	2012-13 variable	2013-14 variable	Reason for change
Performance of CJS	PCC01	PCC02	Change to question wording
Module A	NEIGHPOL	NEIGHPL2	Change to question wording
Module A	POLMAP5	POLMAP5A	Change to question wording
Module A	WHYNOCOM	WHYNOCOM2	Change of code frame
Module B	FJSQ2A-FJSQ2O	FJSQ3A-FJSQ3R	Extra codes added to code frame
Module C	BOG1CKA-BOG1CKH	BOG1CK2A-BOG1CK2G	Change of code frame
Module C	BOG2CKA-BOG2CKH	BOG2CK2A-BOG2CK2G	Change of code frame
Module C	PERSCYA-PERSCYL	PERSCY2A-PERSCY2M	Change of code frame
Module D	INTERUSA-INTERUSJ	INTERUS2A-INTERUS2K	Extra codes added to code frame
Module D	INTERN2	INTERN3	Change of code frame
Module D	EUSINT2A-EUSINT2I	EUSINT3A-EUSINT3J	Extra codes added to code frame
Module D	EPRODE2A-EPRODE2I	EPRODE3A-EPRODE3N	Extra codes added to code frame
Anti-Social behaviour	ASBCOP1 – ASBCOP13	ASBKN1A – ASBKN13F	Change of question wording and code frame

Core Victim File			
VF	IMPACTA-IMPACTI	IMPACT2A-IMPACT2P	New codes added
Child Victim File			
VF	CHATEMOA-CHATEMOF	CHATEMO2A-CHATEMO2F	Code frame revised

Table 6.2 Geo-demographic variables added to the survey in 2013-14

Geo-demographic variables		
A number of new geo-demographic variables were added to the survey in 2013-14 and these changes are detailed below.		
Deleted	**Added**	**Comments**
	RUR11CD	The latest rural/urban classifications from the 2011 census were added to the data set in 2013-14
	CSPNM1314	The latest Community Safety Partnership areas have been added to the dataset
	ATYP2013	The latest ACORN classifications for 2013 have been added to the dataset
	AGRP2013	
	ACAT2013	
	ATYP2014	The latest ACORN classifications for 2014 have been added to the dataset
	AGRP2014	
	ACAT2014	
	MTYP2012	The 2012 MOSAIC classifications have been added to the dataset
	MGRP2012	
	MTYP2014	The 2014 MOSAIC classifications have been added to the dataset
	MGRP2014	
	OA_SUP11	New output area classifications based on the 2011 census have been released and are now included in the dataset
	OA_GRP11	
	OA_SUB11	
		New output area classifications based on the 2011 census have been released and are now included in the dataset

6.7 Labelling variables

The changing nature of the 12-month reference period over the course of the year creates a difficulty in labelling certain variables. In the Dimensions script, dates were automatically calculated based on the date of interview and appropriate text substitution was used to ensure that the question always referred to the correct period. In the SPSS data files, which contain data from interviews achieved over the whole year, it is difficult to attach meaningful labels to certain variables since the label is different each month depending upon the month of interview. This issue affects the following variables (all on the Victim File):

- DATESERA-DATESERH
- NQUART1-NQUART5
- QTRRECIN
- QTRINCID

6.8 Don't Know and Refused values

The convention for Don't Know and Refusal codes used in the most recent surveys was maintained on the 2013-14 data. This meant that on the SPSS file the code for Don't Know was '9' for code frames up to 7, '99' for code frames up to 97, and so on. The code for Refused was 8, 98, and so on. Since these are standard codes used throughout the SPSS files, Don't Know and Refused codes are not labelled.

6.9 Multiple response variables

Prior to the 2001 survey, multiple response variables were created as a set of variables equal to the maximum number of answers that could be given. The first variable held the first answer given by the respondent; the second variable held the second answer given, and so on.

After discussions with the Home Office it was agreed from 2001 onwards to present multiple response variables differently from previous years. Multiple response variables were set up as a set of variables equal to the total number of answers possible (including Don't Know and Refused). Each variable was then given a value of '0' or '1' depending on whether the respondent gave that particular answer or not. To denote this change all multiple response variables in 2001 were all named with a letter suffix, rather than the number suffix that was used in previous years of the survey.

An example of a multiple response variable where there are seven possible answer categories, and so seven separate variables, is shown below:

AGEOFFA-

AGEOFFG [ASK IF NumOff IN (2..4)]

How old were the people who did it? Would you say they were…
READ OUT CODE ALL THAT APPLY

1.	children under school age	(AGEOFFA)
2.	children of school age	(AGEOFFB)
3.	people aged between 16 and 23	(AGEOFFC)
4.	people aged between 25 and 39	(AGEOFFD)
5.	or people aged over 40?	(AGEOFFE)
	Don't Know	(AGEOFFF)
	Refused	(AGEOFFG)

6.10 Data output on the 10 to 15 survey

The data for the 10 to 15 survey is delivered to ONS to the same quarterly timetable as the core survey data. As with the core data two data files are supplied, the Non Victim File and the Victim File.

7. Weighting

7.1 Overview of weighting

The following weights have been calculated for the 2013-14 CSEW data:

- A household weight for the core sample
- An individual adult weight for the core sample

In addition to these weights, the Office for National Statistics apply additional calibration weights once they receive the data so that the data reflect the population profile by age and sex within region (see section 7.4).

There are three main reasons for computing weights on the CSEW:

- To compensate for unequal selection probabilities. In the CSEW, different units of analysis (households, individuals, instances of victimisation) have different probabilities of inclusion in the sample due to factors such as over sampling of smaller PFAs, the selection of one dwelling unit at multi-household addresses, the selection of one adult in each household, and the inclusion of a single Victimisation Module to represent a series of similar incidents.
- To compensate for differential response. Differential response rates can arise both between different geographic units (e.g. differences in response between regions or between different types of neighbourhood) and between different age and gender sub-groups.
- To ensure that quarters are equally weighted for analyses that combine data from more than one quarter.

As outlined above a variety of different weights were computed to meet the different analysis requirements. The 2013-14 weighting schedule was the same as the weighting schedule applied on previous surveys.

All weights include a component to compensate for unequal selection probabilities, while weighting components to compensate for differential response and to equally weight quarters are included in some weights but not in others.

7.2 Component weights

The weights constructed for the 201314 CSEW sample were based on a number of key component weights. The following conventions were used for the components that made up the final weights:

- $\mathbf{w_1}$: weight to compensate for unequal address selection probabilities between PFAs;
- $\mathbf{w_2}$: 'address non-response weight' to compensate for the observed variation in response rates between different types of neighbourhood;
- $\mathbf{w_3}$: dwelling unit weight;
- $\mathbf{w_4}$: individual selection weight to account for different sized households; and
- **numinc**: a weight applied based on the number of incidents in each series

7.3 Police Force Area weight (w_1)

Under the survey design introduced in 2012-13 the address sampling probability varies between PFAs but not within each Area.

The PFA weight (w_1) is proportional to one divided by the address sampling probability.

7.4 Address non-response weight (w_2)

From April 2013, a new 'address non-response' weight replaced the 'inner city' weight as a method for compensating for variation in response rates between different types of area[33]. Previously, each address was classified as 'inner city' or otherwise and a weight (w_2) given to responding cases from each class equivalent to one divided by the class response rate. Under the new method, responding cases are given a weight (w_2) equivalent to one divided by its estimated response probability.

This estimated response probability is calculated for each responding case based on four factors. These factors were selected following an analysis project carried out in 2012. The four factors are:

- 2011 Census Output Area Classification (twenty-one 'group' level)
- Region (nine strata)
- Proportion of households in local LSOA that contain only one person (Census 2011)
- ONS Urbanity indicator (twelve categories, updated based on Census 2011)

The estimated response probability of each responding case is derived from an analysis of the most recent twelve months of fieldwork assignments for which we have final outcome data for every address. A logistic regression model of response probability is fitted to this data to obtain a set of coefficients which can be applied to each responding case in the released dataset.

The advantage of this new method over the previous 'inner city' weighting method is that a greater variety of factors are taken into account and the result should be a more accurate estimate of response probability for each case.

7.5 Dwelling unit weight (w_3)

At addresses which had more than one dwelling unit (defined as, structurally separate properties which have their own lockable front door, or their own letter boxes, or their own bells but which share the same address), one dwelling unit was selected at random by a computer algorithm built into the electronic contact sheet. The dwelling unit weight is therefore simply the number of dwelling units identified at the address. In over 99% of cases, the dwelling unit weight is 1.

7.6 Individual weight (w_4)

At dwelling units that had more than one eligible adult, one adult was selected at random by a computer algorithm built into the electronic contact sheet. This means that the probability of any one individual being selected is inversely proportional to the number of adults in the household. The individual weight is therefore simply the number of adults in the household.

In a small number of cases the number of adults recorded during the doorstep screening process was different from that recorded in the subsequent interview. This was primarily due to either the interviewer being given wrong information by a household member or a change in the household composition between screening and interview. In such cases the interviewer was not required to re-do the selection process except under very specific circumstances. To ensure that the correct probability of selection is

[33] Details of how the inner city weight was constructed can be found in the 2006/07 BCS technical report volume 1.

maintained the individual weight is always based on the number of adults recorded at the screening stage and not the number of adults recording during the interview.

7.7 Series weight (numinc)

This weight is applied when estimating victimisation rates. For single incidents the weight is set to 1. For series incidents, where only details are collected about the most recent incident in the series, the weight equals the number of incidents in the series that fall within the reference period, subject to a maximum limit of 5[34].

In estimating victimisation rates, the household or individual weights are multiplied by the numinc weight, according to which offence classification code has been assigned to the incident(s).

7.8 Core sample weights

The main units of analysis used on the CSEW are households, individuals, and incidents of victimisation. Different weights are used depending upon the unit of analysis. In particular, some crimes are considered household crimes (e.g. burglary, vandalism to household property, theft of and from a car) and therefore the main unit of analysis is the household, while others are personal crimes (assault, robbery, sexual offences) and the main unit of analysis is the individual.

For the core sample two design weights are constructed to take account of this difference, namely the **core household weight** and the **core individual weight.** These are calculated as follows:

wtm2hhu= $w_1 * w_2 * w_3$

wtm2inu= $w_1 * w_2 * w_3 * w_4$

Once the unscaled weights are calculated the frequencies are examined and extreme values are capped where necessary. Although capping of extreme weights may introduce a small amount of bias this is more than compensated for by the improvement in precision that results. The capped weights are called wtm2hhf and wtm2inf respectively.

Finally, the weights are scaled to a notional sample size of 8,750 interviews per quarter. Although an approximately equal number of addresses are normally issued each quarter, the number of interviews actually achieved per quarter varies to some extent. For analyses based upon a 12 month period, the weights are constructed to adjust for differences in sample size by equalising the quarterly achieved sample sizes.

The final scaled weights are called **wtm2hhs** and **wtm2ins** respectively.

7.9 Weighting on the 10 to 15 survey

A logistic regression model is used to estimate the response probability of the selected 10-15 year old, *given* other data known about the child, the household and the sampled adult. This model was developed in 2009 and includes the parameters listed below. The coefficients applied to each parameter are updated on an annual basis.

Parameters used to estimate response probability for each 10-15 year old:

- Whether sampled child had mobile phone stolen (no phone; has phone-not stolen; has phone-stolen)
- Length of adult interview (banded <1h30, 1h30+)
- Main newspaper readership (broadsheet, Tabloid, other/no main paper, none)

34 Although the number of incidents is capped at 5 for weighting purposes, the actual number of reported incidents in each series (uncapped) is also supplied on the data file

- Whether sampled adult accepted self completion (Yes, No)
- Sampled adult's opinion of the job done by police in the local area Number of adults in the household (1,2,3,4,5+)
- Age of child sampled
- Whether sampled adult is a victim of crime
- Sex of sampled child

The final weight produced for each case in the 10-15 year old sample is equal to the household weight **wtm2hhs** multiplied by the product of (i) the reported number of 10-15 year olds in the household, and (ii) the estimated (conditional) response probability as derived from the logistic regression model described above.

This weight was capped at the 99th percentile so as to reduce the impact of any unusual, large weights, and then scaled so that the weighted sample size matched that of the achieved sample size.

7.10 Calibration Weights

Once the data is sent to ONS a further set of calibration weights are calculated and applied to counter the effect of differential response rates between age, gender and regional sub-groups. Results for CSEW surveys from 1996 onwards have all been re-weighted using this technique[35].

The calibration weighting is designed to make adjustments for known differentials in response rates between different age by gender sub-groups and for households with different age and gender composition. For example, a 24 year old male living alone may be less likely to respond to the survey than one living with a partner and a child. The procedure therefore gives different weights to different household types based on their age and sex composition in such a way that the weighted distribution of individuals in the responding households matches the known distribution in the population as a whole.

The effects of applying these weights are generally low for household crime, but are more important for estimates of personal crime, where young respondents generally have much higher crime victimisation rates than average, but also lower response rates to the survey. However, crime trends since the 1996 survey have not been altered to any great extent by the application of calibration weights. The calibrated weight variables are HHDWGT, INIVWGT and WEIGHTI.

7.11 Re-weighting programme 2013

Following the 2011 Census ONS have revised population estimates back to 2001/02. The Crime Survey for England and Wales and police recorded crime both make use of population estimates in the calculation of their statistics.

ONS have recently completed a full re-weighting project revising the CSEW calibration weights back to 2002 using 2011 Census populations and the production of a full series of estimates for each of the different crime types[36]. Police recorded crime figures have used 2011 Census population figures since the 2012/13 publication. From July 2014 (year ending March 2014 data) and going forward the published data for both the CSEW and police recorded crime are based on 2011 Census populations.

35 Calibration weights are applied to the data by ONS after the application of the design weights.
36 For more details on the re-weighting programme see http://www.ons.gov.uk/ons/guide-method/method-quality/specific/crime-statistics-methodology/methodological-notes/index.html

8. Comparing key survey variables with the population

In order to assess the representativeness of the final achieved sample this chapter compares the profile of the 2012-13 survey against population estimates for a range of socio-demographic variables. In addition to comparing the age and sex profile of the survey with the latest population estimates comparisons are also made with data from the 2011 Census.

The tables presented below show the survey profile with the appropriate design weights applied (either household or individual weight) but without the application of the calibration weighting. Comparisons are made based on the 2013-14 achieved sample (i.e. from April 2013 to March 2014) rather than on the 2013-14 issued sample.

8.1 Regional distribution of the sample

Table 8.1 shows the distribution of households by region in the 2013-14 survey compared with the 2011 Census[37]. This shows that the regional profile of the weighted sample was broadly in line with the population distribution. However, even after weighting a slight under representation of households in London remained in the sample which is probably a reflection of the lower response rates achieved in London compared with the rest of the country.

Table 8.1 Distribution of households by region in the 2013-14 survey compared with the 2011 Census

	2013-14 CSEW	2011 Census	Difference
	%	%	%
North East	5.3	4.8	0.5
North West	13.0	12.9	0.1
Yorkshire and The Humber	9.3	9.5	-0.2
East Midlands	8.4	8.1	0.3
West Midlands	10.1	9.8	0.3
East of England	10.3	10.4	-0.1
London	13.0	14.0	-1.0
South East	15.2	15.2	0
South West	9.8	9.7	0.1
Wales	5.6	5.6	0

37 All Census figures presented in the tables are sourced from http://www.nomisweb.co.uk/census/2011

8.2 Age and sex profile of the sample

Table 8.2 shows a comparison between the achieved 2013-14 core adult sample and the mid-2012 population estimates for England and Wales by sex and age. This shows that the survey slightly under represented men, those aged under 35, and those aged over 85 (especially women). The profile of the survey by sex and age was similar to previous years. These patterns are fairly typical of large-scale surveys and reflect the lower co-response rates generally achieved among these particular groups.

Table 8.2 Age and sex profile of adult sample against mid-2012 population estimates

	2013-14 CSEW	Mid-2012 population estimates	Difference
	%	%	%
Sex			
Male	47.8	48.8	-1.0
Female	52.2	51.2	1.0
Men			
16-19	5.3	6.4	-1.1
20-24	6.7	8.7	-2.0
25-34	14.6	17.0	-2.4
35-44	16.8	17.0	-0.2
45-54	17.6	17.4	0.2
55-64	16.2	14.2	2.0
65-74	13.4	11.1	2.3
75-84	7.4	6.3	1.1
85 and over	1.9	1.9	0
Women			
16-19	4.1	5.8	-1.7
20-24	6.8	8.1	-1.3
25-34	15.7	16.3	-0.8
35-44	16.3	16.4	-0.1
45-54	19.0	16.9	2.1
55-64	15.6	13.9	1.7
65-74	13.0	11.4	1.6
75-84	7.2	7.6	-0.4
85 and over	2.3	3.7	-1.4

Table 8.3 shows a similar comparison for the 2013-14 10-15 year old survey. This shows that the survey slightly under represented girls.

Table 8.3 Age and sex profile of 10 to 15 year old sample against mid-2012 population estimates

	2013-14 CSEW	Mid-2012 population estimates	Difference
	%	%	%
Sex			
Boys	52.9	51.2	1.7
Girls	47.1	48.8	-1.7
Boys			
10	16.8	15.6	1.2
11	15.4	16.0	-0.6
12	17.0	16.5	0.5
13	17.9	17.0	0.9
14	15.8	17.2	-1.4
15	17.1	17.7	-0.6
Girls			
10	16.0	15.6	0.4
11	15.1	16.1	-1.0
12	15.0	16.5	-1.5
13	18.1	17.0	1.1
14	15.9	17.2	-1.3
15	19.9	17.7	2.2

Although not reported here, as already mentioned the age and sex distribution of the achieved sample is further corrected by ONS at the analysis stage through the application of calibration weights so that the age and sex profile of survey respondents match population estimates within each region (see section 7.4).

8.3 Other household characteristics

Table 8.4 shows the profile of the 2013-14 survey compared with some key household characteristics from the 2011 Census. This shows that the survey slightly under represented larger households, which is probably related to the under representation of younger people seen above. Although housing tenure was broadly in line with the Census there was a noticeable under representation of people living in flats. This is almost certainly due to the lower response rate achieved at flats caused by the practical difficulties of negotiating access through entry phone systems.

Table 8.4 Household characteristic of the core adult sample against 2011 Census

	2013-14 CSEW	2011 Census	Difference
	%	%	%
Tenure			
Owned	62.8	64.3	-1.5
Social renting	17.5	17.5	0.1
Private renting	19.6	18.2	1.4
Accommodation type			
Whole house or bungalow	84.9	78.6	6.3
Flat, maisonette or apartment	14.9	20.7	-5.8
Household size			
1 person household	30.1	30.2	-0.1
2 person household	36.4	34.2	2.2
3 person household	15.6	15.6	0.0
4 or more person household	18.6	19.9	-1.3
Car ownership			
No cars or vans	23.8	25.6	-1.8
1 car or van	43.1	42.2	0.9
2+ cars or vans	33.1	32.1	1.0

8.4 Other individual characteristics

Table 8.5 shows the profile of the 2013-14 survey compared with some key individual characteristics from the 2011 Census. Again the profile of the survey is broadly in line with the Census across all dimensions. There is a slightly under representation of black and minority ethnic respondents and those who have never worked or are long-term unemployed. There is also a slight over representation of those who report having no religion, although this may be explained by mode differences between the interviewer administered survey and the self-completion Census.

Table 8.5 Comparison of individual respondent characteristic against 2011 Census

	2013-14 CSEW	2011 Census	Difference
	%	%	%
NS-SEC[38]			
Higher managerial, administrative and professional occupations	35.5	34.2	1.3
Intermediate occupations	24.6	24.4	0.2
Routine and manual occupations	35.9	35.3	0.6
Never worked and long-term unemployed	4.0	6.2	-2.2
Ethnic group			
White	89.1	87.6	1.5
Mixed/multiple ethnic group	1.0	1.5	-0.5
Asian/Asian British	6.4	7.0	-0.6
Black/African/Caribbean /Black British	2.8	3.0	-0.2
Other ethnic group	0.7	0.9	-0.2
Religion			
No religion	27.1	25.8	1.3
Christian	65.6	66.0	-0.4
Buddhist	0.4	0.5	-0.1
Hindu	1.4	1.6	-0.2
Jewish	0.4	0.5	-0.1
Muslim	3.8	4.3	-0.5
Sikh	0.6	0.8	-0.2
Other	0.5	0.5	0.0

38 16-74 year olds only