



Northern Ireland Family Resources Survey (FRS)

Guide to Changes

**Prepared for survey year
April 2021 – March 2022**

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Summary




This booklet describes the main changes made to the FRS questionnaire from April 2021.

While many of these changes have been made to meet the information needs of policy makers, for example, to reflect changes in benefit receipt, amendments have also been made in response to interviewer feedback which was given via questions answered in the Admin block (and reported mid-year to DWP in the Field Report).

With the aim of reducing interview length, questions have been removed from the survey. Questions have been removed which are no longer of value to the survey or where information can be found from a different source, rather than asking respondents to provide the details. Whilst FRS is conducted by telephone interviewing, questions on assets will be asked of a reduced number of people and debts questions will only be asked at all once face-to-face interviewing continues.

Key of icons

Changes made to questions will be identified by the following icons:

Icon	Description
	Removed
	Added
	Changed

Also bear in mind:

Generally, underlining is new text that has been added

~~Strikethrough~~ is old text that has been removed this year

Household Members/Grid

Recording interview mode

It is hoped that face-to-face interviewing can resume at some point during the 2021/22 survey year. While the impact of COVID-19 continues to affect how FRS interviews are conducted and where throughout the survey year there are likely to be telephone and face-to-face interviews, it is important that the type of interview conducted can be identified. A question *FTFTEL* has been added to identify how the interview was conducted ('Face to Face' or 'By telephone') which will be important for routing in the questionnaire where questions may be either not asked (i.e. taken off route) or asked differently according to how the interview is being conducted (e.g. Assets and Debts questions). This question appears immediately before the Household Grid.

IMPORTANT NOTE: It is essential that the interview is conducted **entirely in one mode only** so all individuals must be interviewed either all face-to-face or all interviewed by telephone. Interviews **MUST NOT** be a mixture of face-to-face and telephone interview even if this might better achieve a fully completed interview.

If you need to call a respondent to collect the information they were unable to provide during the interview **DO NOT** change the answer at *FTFTEL*. Calling back for additional information is not seen as a change in interview mode for our purposes.

Added 

? Interview mode

FTFTEL

INTERVIEWER: HOW IS THIS INTERVIEW TO BE CONDUCTED?

ENSURE **THIS INTERVIEW** IS CONDUCTED IN THIS WAY FOR THE WHOLE INTERVIEW – I.E. DO NOT MIX FACE-TO-FACE AND TELEPHONE INTERVIEWING.

1. Face-to-face
2. By telephone

Legal guardian for 16-19 year olds

As all adults, aged 16 and over, are interviewed in person on FRS it is really important that every person in the household is correctly identified as either an adult or child. The relationship between each member of the household also needs to be accurately recorded. It is only with this information that the Benefit Units are assigned correctly which is essential for the smooth running of the FRS interview.

Establishing whether a respondent is an adult or child is quite straightforward for most respondents but for 16-19 year olds it needs to be established whether they are in non-advanced education (i.e. in sixth-form or Further education college) or employment training and whether they have a legal guardian in order to determine whether they are a dependent adult (which would mean they are classified as a child for FRS purposes) or whether they should be classed as an independent adult. This affects which benefit unit the respondent is assigned and then which questions are asked.

Although it is possible that a 16-19 year old young adult may not live with their legal guardian, such cases would be rare. Not all young adults live with their parents though – the most common scenario seen in the survey data is where they live with their grandparent(s). Therefore, to ensure that younger respondents are correctly identified as either adults or dependents – and consequently to ensure that the benefit unit structure is correctly recorded – one of the existing soft checks in the household grid has been updated. This check now gives instruction on how to record a legal guardian, including (a) grandparents acting as parents or (b) anyone else in the household who receives or is eligible to receive Child Benefit for the dependent in their care. **NOTE:** this check only appears after question *TypeEd* (which is asked to determine whether the respondent is in full-time education).

? Relationship

↩ R

ASK OR CODE [NAME]'S RELATIONSHIP TO [NAME] (enter code)

- | | |
|--|------------------------------------|
| 1. spouse | 10. father/mother-in-law |
| 2. cohabitee | 11. brother/ sister (incl adopted) |
| 3. son/ daughter (incl adopted /legal dependent) | 12. step-brother/sister |
| 4. step-son/ daughter | 13. foster brother/sister |
| 5. foster child | 14. brother/ sister-in-law |
| 6. son-in-law/daughter-in-law | 15. grand-son/daughter |
| 7. father/mother/or guardian | 16. grand-father/mother |
| 8. step father/mother | 17. other relative |
| 9. foster parent | 18. other non-relative |
| | 20. Civil Partner |
| | 97. (THIS CODE NOT USED) |

Changed 

If 16-19 year old in full-time further education without a parent or legal guardian in the household

☞ Soft Check

Who in the household is responsible for [name] – is there a legal guardian, a grandparent acting as a parent or anyone else in the household who receives or is eligible to receive Child Benefit for [name]? If so, recode [name] as that person's legal dependent (Code 3) or that person as [name]'s parent (code 7). If not, suppress warning and continue.

Internet Usage

Internet usage questions

A new question *Internt* (and accompanying preamble *Intro*) have been added to FRS to identify how many people might be able to access digital services online. With DWP services now being available online it is important for the FRS to understand people's ability to access services via the internet from home. This will help identify to what extent assisted digital support might be needed for users of those services which have moved to being predominantly administered online.

This question is not simply asking whether the respondent can use the internet it is important that the respondent's **ability to use the internet for accessing services** (e.g.

online banking, buying items, renewing TV licence etc.) is recorded – whether or not they choose to use services in this way. Only record a ‘Yes’ response if the respondent could buy things online or otherwise engage with services online if they wanted to. If the respondent is only able to conduct a search on a topic of interest or browse websites but **would not be able to access a service** (e.g. by buying something on the internet, registering and updating an online bank account) then this should be recorded as ‘No’.

Ensure that if the respondent gives a ‘Yes’ or ‘No’ answer that you establish whether they would need anyone to help them to access the services online.

Added +

? Preamble to internet usage question

↪ Intro

The next question is about using the internet at home for **services**. This can be for things like shopping, online banking or things you have to apply for (like registering to vote or applying for a passport).

: CODE 1 TO CONTINUE

? Internet usage

↪ Internt

If needed, can you use the internet at home for online services?

INTERVIEWER: Record ‘Yes’ if respondent uses or is able to use the internet for accessing services (e.g. online banking, buying items online, renewing TV licence etc.).

Code ‘No’ if respondent is only able to use the internet for viewing web pages (such as searching for items of interest but not otherwise accessing services).

INTERVIEWER: Include use of internet on any device (e.g. PC, laptop, tablet or Smartphone etc.).

1. Yes
2. Yes, but with help
3. No, I would need someone to do it for me
4. No, I can’t access online services at home

Rented Accommodation

Tenancy

Questions *YStart* and *Ctract* about when the respondent first became a tenant of their rented accommodation have been removed from the questionnaire as they only apply to a very small number of respondents.

The response options have been reduced at question *TenType* to cover the main tenancy arrangements only. The removed answer options, which only apply to a small number of respondents, have been moved to question *OthType* (which is asked of those stating “Other” at question *TenType*) so should still be recorded in the questionnaire – just at a different question.

Removed 

? Year Became Tenant

↔ YStart

ASK OR CODE

In which year did you first become a tenant of this accommodation?

INTERVIEWER: 'YOU'=PERSON(S) NAMED AT HHldr, THAT IS...(name[s])

1. 1988 or earlier
2. From 1989 to February 1997
3. March 1997 or later

If YStart = 1989 or later:

? Type of Contract

↔ Ctract

When you started to rent this accommodation...READ OUT (RUNNING PROMPT)...

1. ... did you and the landlord sign a written agreement,
2. ... did you have a written agreement which you didn't sign,
3. ... or did you just have an unwritten agreement?

Changed 

? Type of Tenancy

↔ TenType

SHOW CARD B3

Can you tell me what kind of tenancy you have?

INTERVIEWER: If tenancy type written on contract/notice ask respondent to read out.

1. {IF SCOTLAND} Short Assured / {IF ENGLAND/WALES} Assured Shorthold
2. Assured
3. Regulated (tenancy must have started in 1988 or earlier)
4. Resident landlord
5. Let by educational institution
6. 3. Other type of let

If TenType = ~~6~~ 3 'Other type let' (for England, Wales and Scotland):

? Other Types of Tenancy

↔ OthType

<HELP F9>

SHOW CARD B4

There are various other ways in which landlords can let accommodation.

Will you please look at this card and tell me if the letting is one of these?

1. Resident landlord
4. 2. Crown tenancy/licence (includes H.M Forces)
2. 3. Service occupancy (excludes H.M. Forces)
4. Let by educational institution
3. 5. Business or agricultural tenancy
4. 6. Assured agricultural occupancy
7. Regulated (tenancy must have started in 1988 or earlier)
5. 8. Asylum seeker let (issued by National Asylum Support Service NASS)
6. 9. Holiday let
7. 10. Other type of let

/ Question Information included in Helpscreen for OthType

Service occupancy - may be referred to as 'tied tenancy' as this type of tenancy is tied to employment

Asylum seeker let – there is a helpline for asylum seekers, run by National Asylum Support Service (NASS) which is itself an agency of the Home Office.

? Assured Shorthold Tenancy

↔ Short1

There is a form of tenancy called an Assured Shorthold. It had to be initially for a fixed period and you had to be given a special notice in writing by the landlord that told you it was for an Assured Shorthold Tenancy. Here is an example of a notice to a tenant saying that the tenancy is an Assured Shorthold.

SHOW EXAMPLE OF NOTICE.

Does your notice state that it is an Assured Shorthold or not?

1. ...Yes, an Assured Shorthold,
2. ...Other agreement

In England and Wales, if ~~the respondent first became a tenant from March 1997 or later~~, there is a written agreement, the type of tenancy is not known or refused, the following question is asked:

? Assured Tenancy

↔ Short2

Most tenancies are Assured Shortholds. There are others, just called 'Assured'. For these you have to be given a notice, in writing by the landlord, which tells you it is NOT an Assured Shorthold agreement.

SHOW EXAMPLE OF NOTICE.

Does your agreement or notice state that it is NOT an Assured Shorthold?

INTERVIEWER: The law changed in March 1997 to the effect that by default all tenancy agreements are assured shortholds, unless the landlord gave written notice to the contrary.

1. Not an Assured Shorthold
2. No, other agreement

Discretionary Housing Payment (DHP)

Discretionary Housing Payments (DHPs) are either one-off or regular payments given by the NI Housing Executive for a range of reasons to people who need more help with housing costs. New questions have been added to collect information on whether people renting their accommodation have received a Discretionary Housing Payment (DHP) and how much, and how regularly they received the payment.

Added +

If Tenure= 3. 'Pay part rent and part mortgage' OR Tenure= 4 'Rent it'

? Discretionary Housing Payment

↔ DHP

Help <F9>

Have you received a Discretionary Housing Payment (DHP) from the NI Housing Executive in the last 12 months?

INTERVIEWER: If necessary explain: Discretionary Housing Payments (DHPs) are for

people who need more help with housing costs. You would have received a DHP from the NI Housing Executive.

1. Yes.

2. No.

3. Don't know.

/ Question Information included in Helpscreen for DHP

Discretionary Housing Payments (DHPs) are payments given by the NI Housing Executive. They are usually given to renters on either Housing Benefit or Universal Credit. However, as a payment, they are different to both of these benefits.

They can be given for a range of reasons, including to cover moving costs. They can take the form of a one-off payment or a regular payment.

If DHP=1 'Yes'

? Discretionary Housing Payment type

↔ DHPTYPE

Thinking of all Discretionary Housing Payments you have received in the last 12 months, have you received them as ... RUNNING PROMPT....

1. a **one off** payment,

2. as **regular payments**,

3. or as **both** a one off payment and regular payments?

If DHPTYPE=1 'one off payment' OR DHPTYPE=3 'both a one off payment and regular payments'

? Discretionary Housing Payment - one-off payment letter

↔ DHPOLET

Do you have a statement from the NI Housing Executive that you could consult about your **one-off** Discretionary Housing Payment? The statement could be in the form of a letter, e-mail or in your online account?

1. Yes

2. No

If not able to consult a statement (in the form of a letter, e-mail or online account):

If DHPOLET=2 'No' OR DHPOLET='Don't know'

? Discretionary Housing Payment - one-off payment statement

↔ DHPOSTMT

...or is there a bank statement you could consult about your **one-off** Discretionary Housing Payment?

1. Yes

2. No

If DHPTYPE=1 'one off payment' OR DHPTYPE=3 'both a one off payment and regular payments'

? Discretionary Housing Payment - one-off payment amount

↔ DHPOAMT

Thinking about the **most recent** DHP **one-off** payment, how much did you receive?
: 0.00..99997.00

If DHPOAMT<20.00 per week

☞ Soft Check

"Are you sure? £[DHPOAMT] is lower than would be expected for a DHP payment."

If DHPTYPE=2 'regular payments' OR DHPTYPE=3 'both a one off payment and regular payments'

? Discretionary Housing Payment - regular payment letter

➔ **DHPRLet**

Now thinking of the **regular payments** of Discretionary Housing Payment you receive. Do you have a statement from your Local Authority that you could consult? The statement could be in the form of a letter, e-mail or in your online account?

1. Yes

2. No

If not able to consult a statement (in the form of a letter, e-mail or online account):

If DHPRLet=2 'No' OR DHPRLet='Don't know'

? Discretionary Housing Payment - regular payment statement

➔ **DHPRStmt**

...or is there a bank statement you could consult?

1. Yes

2. No

If DHPTYPE=2 'regular payments' OR DHPTYPE=3 'both a one off payment and regular payments'

? Discretionary Housing Payment - regular payment amount

➔ **DHPRAMt**

Thinking of the **most recent** DHP regular payments, how much did you receive?

: 0.00 .9997.00

If DHPRPd=RESPONSE

? Discretionary Housing Payment - regular payment period

➔ **DHPRPd**

How long does this cover?

1. 1 week

2. 2 weeks

3. 3 weeks

4. 4 weeks

5. Calendar month

7. Two calendar months

8. 8 times a year

9. 9 times a year

10. Ten times a year

13. Three months (13 weeks)

90. Less than 1 week

97. Other (INTERVIEWER: Explain in a note)

If DHPRPd=97 'Other'

DHPRPx

INTERVIEWER: Please leave a note/remark giving full details then press <SAVE> to save and continue.'

: OPEN

If DHPRAMt<2.00 per week

☞ Soft Check

"Are you sure? £[DHPRAMt] is lower than would be expected for a DHP payment."

If DHPRAMt>2500.00 per calendar month

☞ Soft Check

"Are you sure? £[DHPRAMt] is higher than would be expected for a DHP payment."

Anyone outside of household paying for accommodation

To make sure respondents consider any payments of rent made by anyone outside the household exclude payments such as Discretionary Housing Payments the wording of the question AccNonHH has been revised.

Changed 

If Tenure = 3 'pay part rent and part mortgage (shared ownership)', 4 'rent it', 5 'live here rent free' or 6 'squatting' AND (AccJob is not Yes)

? Anyone Outside of Household Pay for Accommodation

↔ AccNonHH

(Apart from ~~state benefits~~ help from the Jobcentre or Local Authority) does anyone outside your household pay any rent on this accommodation on your behalf?

1. Yes
2. No

Owned Accommodation & Mortgages

Purchase price of house or flat

The soft checks that apply at question *PurcAmt* have been updated so that they will trigger at higher purchase prices. These new price boundaries (£600,000 for the upper boundary check and £15,000 for the lower boundary check) now reflect what would currently be considered unusually high or low purchase prices.

Changed 

? Purchase Amount

↔ PurcAmt

What was the purchase price of [your share in] your house/flat?

If PurcAmt is greater than ~~£500,000~~ £600,000

☞ Soft Check

The answer is much higher than the figures usually given at this question. Please check that your figure is correct. If so suppress warning and continue.

If PurcAmt is less than ~~£10,000~~ £15,000

☞ Soft Check

That seems very low – please check your figures

Payments of mortgage/loan by anyone outside the household

The wording of the interviewer instruction at question *OutsMort* and an answer category at *OutsPay* have been revised to include both the Jobcentre and DWP as organisations that might make payments of mortgage or loan.

Changed 

? Payment Outside

↔ *OutsMort*

Does anyone from outside the household pay anything towards THIS mortgage/loan on your behalf, on a regular basis?

INTERVIEWER: This includes payments by organisations such as the Jobcentre or DWP.

1. Yes
2. No

? Who Outside Made Payment

↔ *OutsPay*

Who is that?

1. The Jobcentre or DWP
2. Employer
3. Other organisation
4. Friend or relative
5. Mortgage protection/insurance policy
6. Other

Renewable Energy Installation – Northern Ireland

Renewable Energy Installation and Income

With a new Energy Strategy being developed within Northern Ireland and potentially new schemes coming on line it is important to appreciate the level of dependence on any income from renewable energy sources within households. A new set of questions has been added to the NI questionnaire that will capture those households who have any renewable energy installations and whether they have received any income from the installation(s).

Added 

? Renewable energy

↔ *Renewabl*

Does your household have its own renewable energy installation, such as solar panels, a wind turbine, or biomass boiler?

INTERVIEWER: INCLUDE energy installations which are shared by a community group arrangement e.g. shared wind turbine.

EXCLUDE electricity/gas received via a company who provide renewable energy as part of the service they deliver.

1. Yes
2. No

If Renewabl = 'Yes'

? What type of installation?

↔ **RenewType**

Which type of renewable energy installation do you have?

CODE ALL THAT APPLY.

There are numerous other renewable electricity generation technologies e.g. Anaerobic Digestion; landfill gas; and hydro.

Code these as 4 'other' at RenwType and make a note of the type of renewable energy at RenwTypO.

: SET OF

1. Solar panels
2. Wind turbine
3. Biomass boiler
4. Other

If RenwTyp =4 'Other' interviewer please describe in a note

? Describe other type of renewable energy

↔ **RenwTypO**

INTERVIEWER: DESCRIBE OTHER TYPE OF RENEWABLE ENERGY

If Renewabl = 'Yes'

? Earnings from renewable energy

↔ **RenwEarn**

In the last 12 months, have you received payments for the energy you produce (from your renewable energy installation) for example from selling surplus energy back to the grid?

INTERVIEWER: Payments might be received from schemes such as the Feed-In Tariff (FIT) or Smart Export Guarantee (SEG)

1. Yes
2. No

If RenwEarn = 'Yes'

? Renewable energy payments

↔ **RenwETyp**

From which of the renewable energy installations you mentioned earlier do you receive payments?"

: SET OF

1. Solar panels
2. Wind turbine
3. Biomass boiler
4. Other

If RenwETyp = '1,2,3 or 4'

? How much received

↔ **RenwAmt**

[Loop through each source as recorded at RenwETyp]

In the last 12 months, how much did you receive for the surplus energy produced by your Solar panels / Wind Turbine / Biomass boiler / Other

INTERVIEWER: RECORD ANSWER ROUNDED TO THE NEAREST WHOLE POUND.

: 0..9997

Do you pay sewerage rates or charges?

INTERVIEWER: PLEASE INCLUDE SEPTIC TANK CHARGES IF APPLICABLE.

Access to Medical & Dental Care

Health Conditions

To harmonise with other studies and to conform with current terminology for social or behavioural conditions, category 9 at questions *Dis1* and *CDis1* has been reworded so that “autism” is now referred to as “autism spectrum disorder (ASD) which includes Asperger’s” and “attention deficit disorder” is now referred to as “attention deficit hyperactivity disorder (ADHD)”.

Changed 

? Health Conditions or Illnesses

↔ **Dis1**

SHOW CARD E1

Do any of these conditions or illnesses affect you in any of the following areas?

1. Vision (for example blindness or partial sight)
2. Hearing (for example deafness or partial hearing)
3. Mobility (for example walking short distances or climbing stairs)
4. Dexterity (for example lifting and carrying objects, using a keyboard)
5. Learning or understanding or concentrating
6. Memory
7. Mental Health
8. Stamina or breathing or fatigue
9. Socially or behaviourally (for example associated with autism spectrum disorder (ASD) which includes Asperger's, or attention deficit hyperactivity disorder (ADHD) or ~~Asperger's syndrome~~)
10. Other
11. Refusal (spontaneous)
12. None of the above (spontaneous)

? Health Conditions or Illnesses

↔ **CDis1**

SHOW CARD E1

Do any of these conditions or illnesses affect [child's name] in any of the following areas?

1. Vision (for example blindness or partial sight)
2. Hearing (for example deafness or partial hearing)
3. Mobility (for example walking short distances or climbing stairs)
4. Dexterity (for example lifting and carrying objects, using a keyboard)
5. Learning or understanding or concentrating

6. Memory
7. Mental Health
8. Stamina or breathing or fatigue
9. Socially or behaviourally (for example associated with autism spectrum disorder (ASD) which includes Asperger's, or attention deficit hyperactivity disorder (ADHD) or Asperger's syndrome)
10. Other
11. Refusal (spontaneous)
12. None of the above (spontaneous)

Education

Type of Education Course

A new category (code 3) has been added at question *EdTyp* to identify adults studying for a school level qualification. Categories 1 'school/full time' and 2 'school/part-time' should only now be used for those of school age. Soft checks have been amended and added as a reminder of the correct codes that should be used.

Changed 

? Educational Type

↔ EdTyp

What kind of course are you on. Is it full-time or part-time, a medical or nursing course or some other kind of course?

1. school/full time
2. school/part time
3. studying for a school level qualification as an adult
- ~~3.~~ 4. sandwich course
- ~~4.~~ 5. studying at university or college including 6th form college **full time**
- ~~5.~~ 6. training for a qualification in nursing, physiotherapy or a similar medical subject
- ~~6.~~ 7. on a **part time** course at university or college, **including** day release and block release
- ~~7.~~ 8. on an Open College course
- ~~8.~~ 9. on an Open University course
- ~~9.~~ 10. any other correspondence course
- ~~10.~~ 11. any other course including other self / open learning courses

If Age is 19 or over and EdTyp=1 or 2:

☞ Soft Check

Respondent seems to be too old to be at school. If they are an adult and studying at school, their answer should be code 3 'studying for a school level qualification as an adult'.

If Age is 18 or under and EdTyp=3:

☞ Soft Check

Respondent seems to be too young to be 'studying for a school level qualification as an adult'. If they are a child and at school, their answer should be code 1 'school/full time' or code 2 'school/part time'.

Employment

Removal of Jobcentre Plus claimant question

Question *Claimant* which asks whether/why respondent has recently signed on at the Jobcentre has now been removed from the FRS questionnaire. This question no longer needs to be asked as the same information is available to DWP from administrative data which it is now possible to link with FRS data for all participating respondents.

Removed



~~? Signed on at Jobcentre~~

~~→ Claimant~~

~~(Some people who have jobs are also entitled to claim either Universal Credit, Jobseeker's Allowance or National Insurance Credits.) May I just check, were you signed on at a Jobcentre Plus in the 7 days ending Sunday the (date/month) ... READ OUT:~~

~~1 ...to get money as a jobseeker, by claiming either Universal Credit or Jobseeker's Allowance?~~

~~2 ... (THIS CODE NOT USED)~~

~~3 ... to get National Insurance credits, so as to keep up your contribution record for this tax year?~~

~~4 ... no, not signed on at a Jobcentre Plus.~~

Private and Non-private sector organisations

The helpscreen instructions at question *Sector* have been revised. to ensure that the firm or organisation the respondent works for is recorded correctly as either a private firm or business, a limited company, or some other kind of organisation.

Changed



? Which Sector

→ Sector

<Help_F9>

And was that...

INTERVIEWER: Public Limited Company (PLC) = Code 1
Other Limited Company = Code 1
Self-employed = Code 1

INTERVIEWER: See Helpscreen for instructions on recording private firm or business, a limited company, or some other kind of organisation.

1. A private firm or business, a limited company,
2. Or some other kind of organisation?

/ Question Information included in Helpscreen for Sector

The public sector is defined as owned, funded or run by central or local government. The

private sector is everything else.

Some examples of where Sector should be coded as 1 are as follows:

- **Public Limited Companies (PLC).** These are companies that are quoted on the stock market and have shareholders. 'Public' here refers to the availability of shares to member of the public through the stock exchange.

- Limited Companies (Ltd). These are incorporated businesses owned by one or more individuals. These may also formally be referred to as private limited companies.

- Self-employed individuals; sole traders, or owners of small shops or small businesses.

- Partnerships (e.g. lawyers working as partners in a practice)

- Private contractors. This applies even if they work exclusively for the public sector (e.g. a cleaning firm, catering firm or freelance consultant working for a government department or local authority).

- **The Post Office** – code 1 at Sector

- **Deregulated bus service:** Use code 1 at Sector for municipal bus companies (Arriva etc.), but code 2 at Sector for Transport for London

- **Doctors, and dentists** and the professions allied to medicine (~~and others working in their practices therapists etc.~~) should be coded according to whether the majority of their practice is mainly hours are given to-NHS or private patients. Probe if necessary.

- GPs are technically usually self-employed even when they work exclusively for the NHS but, for the purpose of this question, they are to be coded as 2 at Sector if the bulk of their caseload is NHS

- those whose consultation or treatment hours are mainly private work, should be coded as 1 at Sector

- **Law enforcement and security**, including fire service, police and the Armed Forces (including the Royal Marines) – code 2 at Sector

Schools and Universities

- **Schools**, including faith schools, free schools, academies, city technology colleges, state boarding schools and private schools should be coded as 2 at Sector. Most “private” schools, including so called ‘independent schools’, are charities.

- Almost all **universities** in the UK are in the public sector (code 2 at Sector), only a handful such as Buckingham and the University of Law are in the private sector (code 1 at Sector)

- Further Education colleges should be code 2 at Sector

- **Central and Local Government- and arms-length bodies:** Use code 2 at Sector. This includes central government and the Civil Service, plus all local authority employees. Other examples are the JobCentre Plus, Research Councils, the British Council, National Museums and Art Galleries, and prisons.

- **Public bodies with a greater degree of autonomy:** Use code 2 at Sector.- Examples are: the Bank of England, the Royal Mint, the Met Office, the BBC, Civil Aviation Authority. This includes trading funds, nationalised industries and state corporations.

-

- **Magistrates Courts and the Probation Service:** Use code 2 at Sector

- **Charities:** Use code 2 at Sector, e.g. OXFAM, NSPCC, RNLI, RSPCA, The National Trust, Cancer Research UK

- **Trade Union** employees should use code 2, many trade unions have benevolent / charitable services

- **Churches of any denomination or and Friendly Societies:** code 2 at Sector

Non-private sector organisations

To ensure that the questionnaire correctly represents the type of non-private organisations that people work for changes have been made to increase the answer categories at question *SectorNP* (formerly known as *SectrNP* and which follows *Sector* if the respondent

works in 'some other organisation'). The helpscreen instruction information has also been amended to provide clarification on how different types of organisations should be coded at SectorNP. Please take care if you are familiar with using this question and assigning certain occupations to particular codes that they may no longer use the same code.

Soft checks that are no longer needed at this question due to the removal of old codes (e.g. code 1 'public limited company/plc' and code 2 'nationalised industry/state corporation') have been removed.

Ask if Sector=2 'Or some other kind of organisation'

? Non-Private Organisation

↔ **SectrNP SectorNP**

<Help_F9>

INTERVIEWER: ASK OR RECORD

What kind of non-private organisation was it ...

INTERVIEWER: Individual prompt. Code first that applies

INTERVIEWER: Include all occupations working in the non-private organisation (e.g. Police will include civilian roles as well as police officers. University could also include non-academic as well as academic roles.)

INTERVIEWER: See Helpscreen for instructions on recording non-private organisations.

1. ~~A public limited company/plc?~~
2. ~~A nationalised industry/state corporation?~~
3. 1. Central government or civil service?
4. 2. Local government or council, or other public body (including police, fire services and local authority controlled schools/colleges)?
5. ~~A university or other grant funded education establishment (include 'opted-out' schools)?~~
6. 3. A health authority or NHS Trust?
7. ~~A charity, voluntary organisation or trust?~~
8. 4. Any of the The armed forces, including Royal Marines?
5. Police?
6. Fire and rescue service?
7. A nursery, primary or secondary school?
8. University or college of higher education or adult learning?
9. Courts and judicial or prisons and probationary activities?
10. A church, charity, voluntary organisation, trade union or trust?
9. 11. Or was it some other kind of organisation?

/ Question Information included in Helpscreen for SectorNP

The public sector is defined as owned, funded or run by central or local government. The private sector is everything else, including Private contractors, even if they work exclusively for the a public sector body (e.g. a cleaning firm, catering firm or freelance consultant working for a Government department or local authority would be in the private sector. If appropriate re-code at SECTOR).

- **Government-funded bodies and agencies:** Use SectorNP code 1. This includes central government and the civil service. ~~Other e~~Examples are ~~the~~ Jobcentre Plus, HMRC, MOD civilians, and other public bodies such as National Museums and Art Galleries.

- **Public bodies with a greater degree of autonomy** than the above: Use SectorNP code 4-2. This includes nationalised industries and/or state corporations. Examples are: Royal Mint, BBC, Equality and Human Rights Commission, Civil Aviation Authority.

- **Deregulated bus service:** Use SectorNP code 2 for Transport for London and but municipal bus companies should not be coded at SectorNP but should be code 1 at Sector.

- **Doctors and dentists** (and others working in their practices) should be coded as 3 at SECTORNP if their practice is mainly NHS. Probe if necessary. If it is mainly private, in either hours worked or caseload, if appropriate re-code at SECTOR.

GPs are technically self-employed even when they work exclusively for the NHS but, for the purpose of this question, they are to be treated as working for the NHS if that is what they mainly do.

- **Schools**, depending on type, may fall into one of several categories:

- . A local authority school or state-funded academy (code 7 at SectorNP)
- . A Further Education college (code 8 at SectorNP)
- . A private school (code 10 at SectorNP). Most private schools, including so called 'public schools', are charities.

- **Prisons** – use SectorNP code 9

- **Magistrates Courts Probation Service**: Use SectorNP code 9

- **Churches and Friendly Societies**:

Churches code 10 at SectorNP

Friendly societies code 11 'some other kind of organisation'

- **Charities**: Use SectorNP code 10, e.g. OXFAM, NSPCC, RNLI, RSPCA, The National Trust, Cancer Research UK.

- **Trades Union** employees should use code 10

- **Housing Association** employees should ~~also~~ use code 10.

Nature of job

Changes have been made to the question *Nature*. The revised response options now record doctors and dentists separately. In addition, the option 'Childminder' has been removed. A new category has been added to record whether the respondent is a 'Director / Managing Director / Chief Executive of a limited company, or PLC'.

This question must be answered and a don't know or refusal response is not permitted because it will be used to route to key questions directing further questions to Directors, Doctors and Dentists about their working arrangements and incomes.

Changed 

? Nature of Job

↔ **Nature**

<Help F9>

In your job are you a ...

RUNNING PROMPT ...

INTERVIEWER: ASK OR RECORD CODE NATURE OF JOB:

INTERVIEWER: Director / Managing Director / Chief Executive can be recorded for any

size of company including single-person limited companies where they are both owner and sole “employee”.

INTERVIEWER: Record ‘Doctor’ for those working in any setting (e.g. GP practice, NHS Trust, Hospital, surgical or other healthcare setting).

1. Childminder

1. Director / Managing Director / Chief Executive of a limited company, or PLC,

2. Doctor or Dentist, in a practice

3. Dentist?

3. 4. All other jobs

/ Question Information included in Helpscreen for Nature

Director of a company - If the respondent is a director of any PLC or LIMITED company, no matter how small, code 1. This includes single-person Ltd companies that they own outright themselves, where they are the only “employee”.

If the company is NOT LIMITED or a PLC, then code ‘4’ All other jobs.

Anyone stating that they are both a director AND a doctor or dentist, should be coded as a doctor or dentist.

Doctors -

If a Hospital doctor is doing both NHS and private work, they should be recorded as having two jobs at **NumJob** to reflect this. Ask respondent to clarify and recode **NumJob** accordingly. This division will apply mainly to hospital doctors (in contrast, it is expected that GPs will report just one job).

The term “doctor” refers to medicine, and not the academic degree of PhD. Those with a ‘non-medical’ PhD should be coded as “all other jobs”. Only code as “Doctor” if practising medicine.

Dentists - The term “dentist” means those with the relevant degree (BDS / BChD or higher quals) who are practising dentistry. It does not include dental nurses / dental assistants who should be coded as “All other jobs”.

Veterinary surgeons - Veterinary surgeons should be coded as “All other jobs”.

Doctors and dentists

DWP need to get more accurate details on the full earnings of doctors, as it is possible for them to have income from both private practice and NHS work. Currently, income from these sources may not be recorded under the one job as a doctor if not prompted to report both sources of income. Several new questions (*Doctor*, *Dentist*, *DocPriGP*, *DocPriHR*, *DocPriHP*,) have been added after the question *Nature* to collect better information about doctors' work.

As, ideally, we would like doctors who work for the NHS and in private practice to report their income separately a new question (*DocPriChk*) checks with those working in the NHS and in private practice whether they are able to provide separate details (such as work hours and earnings) for their private work and NHS work. If the respondent indicates that this will be possible then a hard check will send you back to the question *NumJob*. Those doctors who are able to provide separate details for private and NHS work should be recorded as having two jobs so that they can be asked about each job separately (i.e. private practice and NHS practice). If so, their NHS work would be recorded as their 'main' job, and their private work would be recorded as their 'second' job. Likewise, if the respondent is a doctor with multiple jobs recorded at *NumJob* but cannot provide separate details for private/NHS work, the soft check will provide a prompt to confirm that any second jobs are completely different jobs and are not related to their private/NHS work (i.e. their work as a doctor is only recorded as one job).

Questions have been added for GPs specifically, about whether they see patients on a private basis, and if so, approximately how many hours they spend on private consultations per week.

Additional soft checks have also been included between *EType – Employment Situation* and the new questions to flag any unusual combination of responses. Soft checks have been added at the new questions *Doctor* and *Dentists* to flag responses that are not typical in respect of whether the respondents are partners in practice (or not) and whether they are employees or self-employed. For GP partners in practice and dentist partners in practice, the checks will trigger if they state that they are an employee at this question. For non-partner GPs and for doctors working in other (non-hospital) settings, the checks will trigger if they state that they are not an employee.

? Number of Jobs

↔ NumJob

How many JOBS, for pay or profit, do you have?

INTERVIEWER: DO NOT COUNT Mail Order Agents OR Babysitters AS PAID WORK, BUT DO COUNT Childminders.

1. One job only
2. Two jobs
3. Three jobs
4. Four or more jobs

Added +

If Nature = 2. 'Doctor'

? Type of doctor practice

↔ Doctor

Are you...

INDIVIDUAL PROMPT

INTERVIEWER:For hospital doctors, “All other grades” (Code 4) should be used unless the person says they are a consultant.

Those practising cosmetic surgery should be coded as 3 or 4 according to their own assessment of their seniority.

1. A GP – partner in a practice?

2. A GP – not a partner, but employed by a practice or NHS trust?

3. In a Hospital, surgical or other healthcare setting – Consultant?

4. In a Hospital, surgical or other healthcare setting – all other grades, incl Registrar?

5. Any other setting, including teaching or research

If NATURE = 2 and DOCTOR = 1 and EMPSTAT = 1 (Doctor / GP - partner in practice / employee)

☞ Soft Check

This respondent is a partner in their practice. Partner GPs are usually self-employed, not employees. Please check.

If NATURE = 2 and DOCTOR = 2 and EMPSTAT = 2 (Doctor / GP – not a partner / self-employed)

☞ Soft Check

This respondent is NOT a partner in their practice so would not be expected to be self-employed unless they are a locum. If they are directly and permanently employed by just one surgery/NHS trust, EMPSTAT should be coded as 1. Please check.

If Nature = 3. ‘Dentist’

? Whether dentist a partner in their practice

☛ Dentist

Are you a partner in your practice ?

1. A partner in your practice

2. Not a partner in your practice

If NATURE = 3 and DENTIST = 1 and EMPSTAT = 1 (Dentist / partner in practice / employee)

☞ Soft Check

This respondent is a partner in their dental practice and so would be expected to be self-employed, not an employee. Please check

If NATURE = 3 and DENTIST = 2 and EMPSTAT = 1 (Dentist / not a partner in practice / employee)

☞ Soft Check

It is very rare for dentists to be an employee they are usually self-employed unless they're not in general practice (for example, are in the military etc). Please check.

If Doctor = 1 ‘GP partner’ or Doctor = 2. ‘GP not partner’

? Whether doctor sees private patients

☛ DocPriGP

<Help F9>

GPs sometimes see patients on a private basis, that is, people who are not NHS-registered with your practice. Does this apply to you?

1. Yes

2. No

/ Question Information included in Helpscreen for DocPriGP

Very occasionally GPs see patients who are not (NHS) registered with their practice, and will charge them privately. We are asking a simple question about hours spent to

understand the balance of working hours in the average week.

If DocPriGP = 1. 'Yes – sees private patients'

? How many private consultation hours

↔ **DocPriHR**

In an average week, how many hours do you spend on private consultations?

: 0..100

*If Doctor = 3. 'In a Hospital – consultant' OR Doctor = 4. 'In a Hospital – all other grades'
OR Doctor=5 'Any other setting, including teaching or research'*

? Whether caseload NHS or private

↔ **DocPriHP**

[If Doctor=3} Consultants/ {If Doctor=4 or Doctor=5} Doctors] sometimes see both NHS and private patients. Does this apply to you, or is all of your caseload either NHS or private?

1. Yes – see both NHS and Private patients
2. No – only see NHS patients
3. No – only see Private patients

If DocPriHP = 1. 'Yes'

? Whether able to provide NHS and private earnings separately

↔ **DocPriChk**

You have just confirmed that you work on a private basis as well as for the NHS. We would like to ask you more about the NHS and Private work you do for each of these separately for example, your work hours and earnings.

Are you able to provide details about your NHS and Private work separately?.

1. Yes – can provide details separately for NHS and Private work
2. No – can only provide details of NHS and Private work combined
3. No – can only provide details of NHS work
4. No – can only provide details of Private work

IF NUMJOB=1 AND DocPriChk=1. 'Yes – can provide details separately for NHS and Private work'

! Hard Check

INTERVIEWER: WE NEED TO RECORD DOCTORS' PRIVATE AND NHS WORK AS TWO JOBS. GO BACK TO NUMJOB AND CHANGE THE ANSWER TO '2'.

RECORD NHS WORK AS 'MAIN' JOB AND ANY PRIVATE WORK AS 'SECOND' JOB.

IF NUMJOB>1 AND DocPriChk=2,3,4. 'No can only give information about either NHS or Private or both combined'

☞ Soft Check

INTERVIEWER: Please check whether the second/third job is related to being a doctor. The doctor has indicated that they can only give information about the [NHS work only/Private work only/NHS and Private work combined] so please make sure that their work as a doctor is only recorded as one job.

Changed 

? Employment Situation

↔ **EType**

SHOW CARD G1

Please look at this card and tell me which of these best describes your (previous) employment situation? CODE ONE ONLY.

1. Employee
2. Running a business or a professional practice
3. Partner in a business or a professional practice
4. Working for myself
5. A Sub-contractor (includes SC60)
6. Doing freelance work
7. Self-employed in some other way

If NATURE = 2 and DOCTOR = 1 and ETYPE = 1 (Doctor / GP – partner in a practice / Employee)

☞ Soft Check

The respondent is a GP and a partner in their practice. This means they have self-employed status, and are not an employee. EType code 2 or code 3 are more appropriate. Please check

If NATURE = 2 and DOCTOR = 2 or DOCTOR = 5 and ETYPE <> 1 (Doctor / non-hospital categories / self-employed categories)

☞ Soft Check

This respondent is [not a partner in the practice/ a doctor in another setting (inc. a teaching or research role)] so would not be expected to be self-employed unless they are a locum. If they are directly and permanently employed by just one surgery/NHS trust, ETYPE should be coded as 1. Please check.

If NATURE = 3 and ETYPE = 1 (Dentist / Employee)

☞ Soft Check

It is very rare for dentists to be an employee they are usually self-employed unless they're not in general practice (for example, are in the military etc). Please check.

Directors of limited (or PLC) companies

Directors of limited (or PLC) companies have complex incomes, that can involve taking dividends, paying themselves salaries, and/or drawing from the company's profits. To get an accurate picture of company directors' entire income streams, new questions have been added to ensure FRS collects full and correct information about the income of directors of limited companies.

The pre-existing question *Dirctr* has been removed as the same information is now collected via the new answer category (code 1 'Director / Managing Director / Chief Executive of a limited company, or PLC') at question *Nature* (Nature of Job). The new company director questions are routed via the answer at question *Nature*.

These new questions (*DirPerc*, *DirSalry*, and *Dividend*) ask about: the percentage of the company is owned; how the director is paid (through PAYE, as a dividend, or another way), and, if applicable, the overall amount received from the company in dividends (after tax) in the last 12 months.

Removed



~~If EType = 2/3/4/5/6/7~~

~~? Director of Company~~

~~☞ Dirctr~~

~~In this job/business are/were you the director of a limited company?~~

~~1. Yes~~

2. No

Added +

If Nature = 1. 'Director / Managing Director / Chief Executive of a limited company, or PLC'

? Company director intro

↔ **DirPre**

The following questions are about the company you are a director of and the income you draw from it.

:CODE 1 TO CONTINUE

? Proportion of company owned

↔ **DirPerc**

What proportion of the company do you own?

1. 100%
2. More than 50% but not 100%
3. 50%
4. Less than 50%

? How director paid

↔ **DirSalry**

As a director of a limited company, you can be paid in a variety of ways. Do you ...

CODE ALL THAT APPLY

INDIVIDUAL PROMPT...

1. Receive pay through PAYE?
2. Receive a dividend?
3. (SPONTANEOUS: Receive pay in another way)

If GrWage < 0.01 AND DirSalry = 1

☞ Soft Check

INTERVIEWER: The respondent said earlier that they draw a salary from their business, however, have stated their wage is zero. Please check with the respondent and explain in a note.

If DirSalry = 3. 'Receive pay in another way'

? Other way director paid

↔ **DirSalO**

INTERVIEWER: PLEASE DESCRIBE OTHER WAY OF RECEIVING PAY.

:STRING[100]

If DirSalry = 2. 'Receive a dividend'

? Amount of director dividend in last 12 months

↔ **Dividend**

Over the last 12 months, what was the overall amount you received from this company in dividends, after tax?

: 0.00 .. 9999997.00

Variable working hours

A new question *FLEX10* (followed by *FlexOT*) has been added after question *Usuhr* to collect information about the different types of flexible working arrangements that people may have. This question has been added so that FRS can help DWP understand how particular forms of work, including zero hours contracts and “gig” work affects the standard of living of people involved in such work. Of concern, is the extent to which people with variable working hours manage when they are unable to work.

Soft checks at *Totus1* and *Usuhr* have been removed as they are no longer necessary.

Changed 

? Total Hours per Week

↔ **Totus1**

How many hours per week do you usually work in this job/business - please exclude meal breaks?

97 OR MORE = 97

Accept the answer given. For example for teachers it may very well exceed a basic 27 to 28 hours.

INTERVIEWER: If the work pattern is not based on a week, or hours worked per week vary, get an average of the last 4 weeks.

~~If Totus1 is 0:~~

~~☞ Soft Check~~

~~Please check with the respondent whether they can provide an average figure based on the last 4 weeks. If this is not possible please provide details of circumstances in a note.~~

Changed 

If the respondent works overtime

? Total Hours per Week (2)

↔ **Usuhr**

Thinking of this job/business, how many hours per week do you usually work - please exclude meal breaks and overtime?

97 OR MORE = 97

For those rare individuals who usually work 97 hours or more per week, code as 97.

~~If answer is 0:~~

~~☞ Soft Check~~

~~Please check with the respondent whether they can provide an average figure based on the last 4 weeks. If this is not possible please provide details of circumstances in a note.~~

Added 

If the respondent works overtime

? Variable working hours

↔ **FLEX10**

SHOWCARD G3

Some people have variable working hours. In your main job, is your working arrangement any of those shown on this card.

INTERVIEWER: CODE UP TO 3 ANSWERS

INTERVIEWER: Many companies use mobile applications or online 'Work Hubs' that help people find work assignments, for example Deliveroo uses these to assign food delivery jobs, Uber uses these to assign passenger transport jobs if this applies use code 2.

INTERVIEWER: Code 'None of these' if respondent works overtime but there is no specific working arrangement involving variable working hours (such as those listed).

1. Zero hours contract
2. Work assignments through online Work Hubs or apps, for example delivery or transport services
3. Other on-call working
4. A job share
5. Flexitime (flexible working hours)
6. Term-time working
7. Freelance or project work.
8. Other working arrangement involving variable working hours
9. None of these

If FLEX10 = 8 'Other'

FlexOt

Please describe the other working arrangement.

:STRING[100]

Employee Pay Details

Childcare vouchers

Questions *ChVUsu*, *ChVUAmt*, and *CvVUPd*, which ask whether the amount reported to have been received in childcare vouchers is usual, have been removed from the questionnaire as so few respondents (fewer than 1% of those receiving childcare vouchers) report that the amount received was not usual. An instruction has been added at question *ChVAmt* to advise that **the most recent** childcare voucher / employer contracted childcare received should be recorded, even if its value is not what would usually be received.

Changed 

If ExpBen=12 'Childcare Vouchers Salary Sacrifice'

? Childcare Vouchers Amount

↔ **ChVAmt**

What was the value of the childcare voucher(s)/employer contracted childcare you received last time from your employer?

INTERVIEWER: Record the value of the **most recent** childcare voucher(s)/employer contracted childcare received, even if that is not the usual amount received.

: 0.01..9997.00

? Childcare Vouchers Period

↔ **ChVPD**

How long did this cover?

Removed 

~~? Usual Childcare Vouchers Amount~~

~~↔ ChVUsu~~

~~Is that the amount you usually get?~~

- ~~1. Yes~~
- ~~2. No~~
- ~~3. No such thing as usual amount~~

~~? Normal Childcare Vouchers Amount~~

~~↔ ChVuamt~~

~~How much do you usually get?~~

~~: 0.01..9997.00~~

~~? Normal Childcare Vouchers Amount Period~~

~~↔ ChVUPd~~

~~How long did this cover?~~

- ~~1. One week~~
- ~~2. Two weeks~~
- ~~3. Three weeks~~
- ~~4. Four weeks~~
- ~~5. Calendar month~~
- ~~7. Two Calendar months~~
- ~~8. Eight times a year~~
- ~~9. Nine times a year~~
- ~~10. Ten times a year~~
- ~~13. Three months/13 weeks~~
- ~~26. Six months/26 weeks~~
- ~~52. One Year/12 months/52 weeks~~
- ~~90. Less than one week~~
- ~~95. One off/lump sum~~
- ~~97. None of these INTERVIEWER: (Explain in a note)~~

Self-employed Earnings

Inclusion of a self-employment revenue period validation check

Self-employed respondents are asked about the most recent period for which they have prepared their accounts for HM Revenue and Customs. To remove errors where the start date and end date of this period are incorrectly recorded as the same date, a new soft check after questions *SE1* and *SE2* has been added to resolve any such conflicts. Please make sure that you leave a note if you suppress this check so that we can account for the seemingly incorrect information and take appropriate action when editing FRS data.

Changed 

For those who keep business accounts the following questions are asked:

? Recent Period for Accounts

➔ SE1

What is the most recent period for which accounts have been prepared for the HM Revenue and Customs (formerly Inland Revenue)?

ENTER BEGINNING OF PERIOD. IF DAY OF MONTH NOT KNOWN, ENTER '15th'.

? Recent Period for Accounts

➔ SE2

INTERVIEWER: ENTER END OF PERIOD (for which accounts have been prepared)

The most usual period for accounts is 12 months.

If date given at SE1 = date given at SE2.

☞ Soft Check

INTERVIEWER: The dates recorded at SE1 and SE2 are the same (i.e. the date recorded for the most recent period for which accounts have been prepared for HMRC is the same as the date for end of the accounting period). This is unusual. Please check (especially the year recorded) and amend the date at either SE1 or SE2 accordingly, or explain in a note.

State & Other Benefits

Universal Credit and Housing Benefit

Under the current benefits system it is not possible to receive both Universal Credit (UC) and Housing Benefit (HB), although it is possible to receive UC which includes a housing element as part of the same benefit package. An existing check in the questionnaire already triggers for this combination of responses (i.e. respondent in receipt of both UC and HB), along with several alternative combinations involving UC and other benefits.

To improve data accuracy, and to ensure that this particular combination of responses is properly scrutinised and resolved, the existing check has been modified and a new check has been introduced.

If both Universal Credit and Housing Benefit are being declared and the respondent does not receive HB separately then the record of HB should be removed, and only UC should be recorded (the **housing element** of UC should be recorded as UC, not as HB).

Changed 

? Working age benefits

➔ WAgeBen

SHOW CARD H1

Looking at this card, are you at present receiving any of these state benefits in your own right: that is, where you are the named recipient?

1. Universal Credit
2. Housing benefit
3. Working tax Credit (excluding any childcare element of Working Tax Credit)
4. Child tax Credit (including any childcare element of Working Tax Credit)
5. Income Support
6. Jobseeker's Allowance
7. Employment and Support Allowance
8. Carer's Allowance

9. None of these

97. (SPONTANEOUS) One of these / more than one of these, but don't know which

If WAgeBen= 1 'Universal Credit' and (2 '~~Housing Benefit~~' or 3 'Working tax Credit' or 4 'Child tax Credit' or 5 'Income Support' or 6 'Jobseekers Allowance' or 7 'Employment and Support Allowance').

☞ Soft Check

PLEASE CHECK: Are you receiving Universal Credit as well as one or more of JSA, ESA, Income Support, Child Tax Credits, Working Tax Credits, ~~and Housing Benefit?~~

If your Jobseekers Allowance or Employment and Support Allowance is contribution-based rather than income-related, this can be received with Universal Credit.

INTERVIEWER: IF RECEIVE UC AND ONE OR MORE OF THESE BENEFITS, SUPPRESS AND MAKE A NOTE

If WAgeBen= 1 'Universal Credit' and 2 'Housing Benefit'

☞ Soft Check

PLEASE CHECK: You cannot normally get Housing Benefit and Universal Credit as separate benefits. If you receive Universal Credit then a housing element is usually already included.

INTERVIEWER: If the respondent does not receive Housing Benefit separately, remove the record of Housing Benefit and only record Universal Credit. The housing element of UC should be recorded as UC not as Housing Benefit.

Housing Benefit

Questions *HBWeeks*, *HBWeeks2*, *HBYear* and *HBMnth*, which ask how long the respondent has been receiving Housing Benefit, have been removed from the questionnaire. This information is available to DWP from administrative data so we will no longer require respondents to recall how long they have been in receipt of Housing Benefit.

Removed



~~*If WAgeBen = 2 'Housing Benefit'*~~

~~**? Length of Housing Benefit**~~

~~**↔ HBWeeks**~~

~~For how long have you been on Housing Benefit (or Local Housing Allowance) or Rent [(IF LANDLORD=COUNCIL=) Rebate] [(ELSE=) Allowance] this time?~~

~~INTERVIEWER: Please note that a number of changes of circumstances, not just a change of address could have resulted in the break of a claim (for example a partnership forming/dissolving, change in number of dependants etc).~~

~~1. Up to 2 years~~

~~2. 2 years but less than 3~~

~~3. 3 years but less than 4~~

~~4. 4 years but less than 5~~

~~5. 5 or more years~~

~~*If HBWeeks = 1 'Up to 2 years'*~~

~~**? Length of Housing Benefit**~~

~~**↔ HBWeeks2**~~

~~Please tell me how many weeks you have been on Housing Benefit (or Local Housing Allowance) or Rent [(IF LANDLORD=COUNCIL=) Rebate] [(ELSE=) Allowance] this time?~~

~~Enter number of weeks~~

~~: 0..997~~

~~If HBWeeks = 1 'Up to 2 years'~~

~~? Year claim began~~

~~↔ HBYear~~

~~Can I just check, in which year did you begin your **current** Housing Benefit (or Local Housing Allowance) claim?~~

~~Enter year~~

~~: 2018..2021~~

~~If HBWeeks = 1 'Up to 2 years'~~

~~? Month claim began~~

~~↔ HBMonth~~

~~And which month was that?~~

~~1. January,~~

~~2. February,~~

~~3. March,~~

~~4. April,~~

~~5. May,~~

~~6. June,~~

~~7. July,~~

~~8. August,~~

~~9. September,~~

~~10. October,~~

~~11. November,~~

~~12. December~~

Lump sum payments of Child Tax Credit and Working Tax Credit

Questions *CTCLum* and *CTCLPay* have been removed from the questionnaire as there have been no reports of lump sum payments of Child Tax Credit for a few years at this question. To ensure that lump sum payments of CTC, if they apply, are still recorded, the instruction at *CTCAmt* has been amended to advise that lump sum payments **should be included**. Previously, it had been advised to exclude CTC lump payments at this question. The instruction at *WTCamt* has also been updated to clarify the inclusion/exclusion criteria.

Removed



~~If WAgeBen = 4 'Child Tax Credit'~~

~~? Child Tax Credit Lump Sum~~

~~↔ CTCLum~~

~~SHOW CARD H2~~

~~Please look at card H2 and tell me in which of these ways you receive your Child Tax Credit?~~

~~INTERVIEWER: If the respondent receives their tax credit as a regular payment then they should have received the latest payment within the last 4 weeks.~~

~~1. Lump Sum under £105 covering payments for the whole year~~

~~3. Regular payments via your bank or post office account~~

Changed 

Ask if TaxNotr = No and WTCLum = 2 'Regular payment' or CTCLum = 3 'Regular payment'
? Tax Bank Statement Consulted

→ TaxStmt

ASK OR CODE... or is there a bank statement you could consult?

1. Yes
2. No (unwilling)

Removed



If WAgeBen = 4 'Child Tax Credit' and CTCLum = 1 'Lump sum'

? Amount of Lump Sum Payment

→ CTCLPay

You said that you received a Child Tax Credit lump sum payment covering the whole year.
How much was this payment?

INTERVIEWER: If respondent receives combined payment of Working Tax Credit and Child Tax Credit enter it here.

{0.01 .. 9997.00}

→ CTCLPEX

Lump sum payments should not exceed £104 for the tax year.

Check that this is not a one off payment to correct for previous under payment. These should not be recorded at all.

Please record the reasons why you suppressed this warning, then press <Alt> + S to save and continue.

: OPEN

→ CTCLP2EX

Lump sum payments would normally be more than £26 for the tax year.

Please check the circumstances and explain in a note.

Please record the reasons why you suppressed this warning, then press <Alt> + S to save and continue.

: OPEN

Changed 

Ask if WAgeBen = 3 'Working Tax Credit'

? Amount of Last Payment

→ WTCamt

How much was received for your last Working Tax Credit payment?

INTERVIEWER:

1. Exclude lump sum payments of Working Tax Credit covering the whole year.
2. If respondent receives combined payment of Working Tax Credit and Child Tax Credit enter it here.

: 0.00..9997.00

If WAgeBen = 4 'Child Tax Credit' and CTCLum = 3 'Regular payments via your bank or post office account' AND TaxComb NOT Yes THEN

? Amount of Last Payment

→ CTCamt

How much was received for your last Child Tax Credit payment?

INTERVIEWER:

1. ~~Exclude~~ Include lump sum payments covering the whole year.
 2. If respondent receives combined payment of Working Tax Credit and Child Tax Credit enter it here.
- : 0.00..9997.00

Jobseeker's Allowance (JSA)

Questions *JSAWks* and *JSAWks2* which ask how long the respondent has received Jobseeker's Allowance have been removed from the questionnaire. This information is available to DWP from administrative data so we will no longer require respondents to recall how long they have been receiving JSA.

Removed ✂

~~If WAgeBen = 6 'Jobseeker's Allowance'~~

~~? How long in receipt of JSA~~

~~↔ JSAWks~~

~~JOBSEEKER'S ALLOWANCE~~

~~For how long have you been receiving Jobseeker's Allowance?~~

~~INTERVIEWER: Please record length of time since respondent started receiving payments, rather than when they first claimed the benefit.~~

- ~~1. Up to 2 years~~
- ~~2. 2 years but less than 3~~
- ~~3. 3 years but less than 4~~
- ~~4. 4 years but less than 5~~
- ~~5. 5 or more years~~

~~If JSAWks = 1. Up to 2 years~~

~~? Weeks in receipt of JSA~~

~~↔ JSAWks2~~

~~JOBSEEKER'S ALLOWANCE~~

~~Please tell me how many weeks have you been receiving Jobseeker's Allowance?~~

~~INTERVIEWER: If respondent is unsure probe if they can remember the season, significant date or similar that may help recall number of weeks.~~

~~: 0..997~~

Employment & Support Allowance

Questions *ESAWks* and *ESAWks2*, which ask how long the respondent has been receiving Employment & Support Allowance have been removed from the FRS. This information is available to DWP from administrative data so we will no longer require respondents to recall how long they have been receiving ESA.

Removed ✂

~~If WAgeBen = 7 'Employment and Support Allowance'~~

~~? How long in receipt of ESA~~

~~↔ ESAWks~~

For how long have you been receiving Employment and Support Allowance?

INTERVIEWER: Please record length of time since respondent started receiving payments, rather than when they first claimed the benefit.

1. Up to 2 years
2. 2 years but less than 3
3. 3 years but less than 4
4. 4 years but less than 5
5. 5 or more years

If ESAWks = 1 'Up to 2 years'

? Weeks in receipt of ESA

↔ **ESAWks2**

EMPLOYMENT AND SUPPORT ALLOWANCE

Please tell me how many weeks have you been receiving Employment and Support Allowance?

INTERVIEWER: If respondent is unsure probe if they can remember the season, significant date or similar that may help recall number of weeks.

:0..997

Receipt of Employment Support Allowance due to COVID-19

Due to the increase in people claiming Employment & Support Allowance (ESA) as a result of the coronavirus pandemic, question CovESA was introduced last year to ask whether receipt of ESA was due to COVID-19 infection, self-isolation or shielding to capture information on how the pandemic was affecting people's incomes.

CovESA remains a vital question whilst the pandemic is ongoing. However, a new question CovESA1 has now been added to filter people away from CovESA where the reason for them receiving ESA is not related to the pandemic, as would be the case for much of the sample.

A new question CovESAO has also been added to capture information on people receiving ESA due to COVID-19 but for a reason other than infection, self-isolation or shielding.

Added +

If WAgeBen = 7. 'ESA'

? Whether receiving Employment Support Allowance due to COVID-19

↔ **CovESA1**

<Help F9>

Are you receiving Employment and Support Allowance (ESA) for any reason relating to COVID-19?

INTERVIEWER: This includes receiving ESA because they are or have been infected with COVID-19 or are showing symptoms, or where they are self-isolating or shielding.

1. Yes
2. No

/ Question Information included in Helpscreen for CovESA1

COVID-19 related: Individuals are eligible for new style Employment and Support Allowance (NS ESA) if they are either employed and earning less than £120 per week or if

they are self-employed (NB: These categories are ineligible for Statutory Sick Pay (SSP)). If you are not eligible for SSP because you earn less than £120 per week or are self-employed, then you can claim NS ESA and if you are infected, self-isolating or in the shielded group because of Covid-19, then you are treated as having limited capability for work for NS ESA purposes and can be paid from day 1 rather than day 8. NS ESA is time-limited to 365 days unless someone is put in the support group, in which case it is ongoing.

Changed 

~~If been in receipt of ESA for a year or less ESAWks2 < 53 CovESA1 = 1. 'Yes'~~

? Reasons for receipt of Employment Support Allowance related to COVID-19

↪ **CovESA**

<Help_F9>

~~Is this claim for Employment and Support Allowance due to any of the following (You said you are receiving ESA due to a reason relating to COVID-19.) Is that due to any of the following ... READ OUT ...~~

INTERVIEWER: Code all that apply.

INDIVIDUAL PROMPT...

1. ... You are/were infected with COVID-19 or showing symptoms?
2. ... You are/were self-isolating - because someone in your household is showing symptoms?
3. ... You are/were shielding on advice from your GP or the NHS because you are extremely vulnerable and at high risk of severe illness as a result of COVID-19?
4. ... ~~Or none of the above~~ Other (please describe)?

Added 

If CovESA=4 'Other'

? Other reasons for receipt of Employment Support Allowance related to COVID-19

↪ **CovESAO**

Please describe the reason relating to COVID-19 that ESA is being received.

: STRING [100]

Other benefits

Question *OtherBen* has been removed from the questionnaire and been replaced with a new question *OthBen*. The aim is still to ensure that all benefits are recorded and *OthBen* checks this but the wording has been changed and respondents are only required to confirm 'yes' or 'no' as to whether they have received additional benefits, rather than confirming the *type* of benefit(s) they have received.

Those respondents declaring that they had (in the last 6 months) received National Insurance or State benefits are then routed to existing question *OthName*. This allows the name/type of benefit to be recorded with free text and still capture benefits that are less frequently available but which had not been mentioned earlier in the questionnaire.

Part of this reworking also includes additional on-screen information about receipt of the £10 Christmas Bonus (which are not to be recorded in the FRS as this is applied to the data later)), Extended Payment of Housing Benefit, Cold Weather payments, and the Reduced Earnings Allowance.

Additionally, two subsequent questions *ExBenAmt* and *ExBenPd* – previously used to capture further information about Extended Housing Benefit payments – have been removed from the questionnaire.

As a result of these changes, several questions that follow *OthBen* have had their routing criteria adjusted to account for the simplified yes/no response options.

Removed ✂

? ~~Other Benefit~~ (there is a 6 month reference period for this question)

➡ ~~OtherBen~~

<Help_F9>

SHOW CARD H8

~~Now looking at this card, have you, in the last 6 months, received any of these benefits in your own right: that is where you are the named recipient?~~

~~1. "Extended payment" of Housing Benefit/rent rebate (4 week payment only)~~

~~2. Any National Insurance or State Benefit not mentioned earlier~~

~~3. None of these~~

~~97. (SPONTANEOUS) One or more of these, but don't know which~~

Added +

? **Other Benefit** (there is a 6 month reference period for this question)

➡ **OthBen**

<Help_F9>

Thinking about all of the benefits **you** have received in the last 6 months, are there any National Insurance or State benefits you receive that were not mentioned earlier?

INTERVIEWER: Winter Fuel Payments do not need to be recorded on the FRS survey

Do NOT include the £10 Christmas Bonus which is paid to some benefit recipients in December. It does not need to be recorded anywhere.

1. Yes

2. No

/ Question Information included in Helpscreen for OthBen

Extended Payment of Housing Benefit

People who leave benefit because they started work or increased their part-time hours or earnings can get a 4-week continuation or run-on of Housing Benefit. They must have been in receipt of ESA, JSA(IB) or Income Support for 26 weeks.

'Any National Insurance or State benefit not mentioned earlier' includes:

- Cold Weather payments (usually £25 every cold week)

- Reduced Earnings Allowance (for pre-1990 accidents and illnesses at work)

- One-off payment to people aged 70 or over to help them with living expenses e.g.

council tax bills

- any other benefit

Do NOT include the £10 Christmas Bonus which is paid to some benefit recipients in December. It does not need to be recorded anywhere.

The name of the benefit should be stated at the text question Other Name Benefit.

If OthBen = 1. 'Yes'

☞ Soft Check

INTERVIEWER: 'Any National Insurance or State benefit not mentioned earlier'

Does not include any of the benefits listed at previous questions WageBen, DisBen, PenBen, KidBen or SocFund.

Do NOT include the Christmas Bonus paid automatically to recipients of certain benefits in December. It does not need to be recorded anywhere.

Winter Fuel Payments do not need to be recorded on the FRS survey

~~If OtherBen OthBen = 2 'Any National Insurance or State Benefit not mentioned earlier' 1.~~
'Yes'

? Other Name Benefit

➡ **OthName**

INTERVIEWER: ENTER THE NAME OF THIS 'OTHER' N.I. OR STATE BENEFIT

Includes:

~~— Cold Weather payments;~~

~~— Earnings Top-Up: being piloted in some areas from October 1996, this may be paid to lower paid people working more than 16 hours a week.~~

- Reduced Earnings Allowance: this might be paid to a person disabled as a result of an accident at work or an industrial disease before October 1990, if their earning capacity fell as a consequence. The allowance is tax-free.

- One-off payment to people aged 70 or over to help them with living expenses e.g. council tax bills

- Any other benefit not listed at WageBen, DisBen, PenBen, KidBen, SocFund or ~~OtherBen~~ OthBen.

: STRING[40]

Income Support

Questions *ISWks* and *ISWks2*, asking how long the respondent has received Income Support, have been removed from the questionnaire. This information is available to DWP from administrative data so we will no longer require respondents to recall how long they have been in receipt of Income Support.

Removed 

If WAgeBen = 5. 'Income Support'

? Length of time receiving Income Support

← ISWks

~~For how long have you been receiving Income Support?~~

~~INTERVIEWER: Please record length of time since respondent started receiving payments, rather than when they first claimed the benefit.~~

- ~~1. Up to 2 years~~
- ~~2. 2 years but less than 3~~
- ~~3. 3 years but less than 4~~
- ~~4. 4 years but less than 5~~
- ~~5. 5 or more years~~

If ISWks = 1 ('Up to 2 years') ask the following question

? Number of weeks receiving Income Support

← ISWks2

~~Please tell me how many weeks you have been receiving Income Support?~~

~~INTERVIEWER: If respondent is unsure probe if they can remember the season, significant date or similar that may help recall number of weeks. It is important to get the number of weeks the respondent has been claiming for, the prompt was added to reduce the number of 'don't knows'.~~

~~:-0..997~~

Pensions

Removal of check on personal and stakeholder pensions questions

Questions *ChkdPCon* and *ChkdSCon* have been removed from the questionnaire as they were not working well to help improve the quality of the data. These questions were intended to act as a check on the uncommon scenario of a respondent reporting that they were receiving a personal pension and either paying into a personal pension at the same time or contributing towards a stakeholder pension at the same time.

Removed ✂

~~If PPCon=1 'respondent only' or PPCon=3 'Both contribute' OR Pensions =2 AND PenPay>0~~

~~? Check pension contribution~~

~~✚ ChkdPCon~~

~~You mentioned earlier that you are receiving money from a personal pension and have just mentioned that you are also contributing to a personal pension. This is quite unusual. Can I just check, is it possible that you are receiving money from this personal pension rather than contributing to it.~~

- ~~1. Yes, is receiving money from pension only (i.e. not making contributions to the pension)~~
- ~~2. No, receiving money from and contributing to a personal pension~~

~~If PrivPen=1 and PersPen=2 and SPNumC>0 and SPDat= response and SPWho=1 and SPChk=1 and SPCon=1 or 3 the following question will be asked.~~

~~? Private pension check~~

~~✚ ChkdSCon~~

~~You mentioned earlier that you are receiving money from a personal pension and have just mentioned that you are also contributing to a stakeholder pension. This is quite unusual. Can I just check, is it possible that you are receiving money from this stakeholder pension rather than contributing to it.~~

- ~~1. Yes, is receiving money from pension only (i.e not making contributions to the (pension)~~
- ~~2. No, receiving money from and contributing to a stakeholder pension~~

Lump sum pension withdrawal

DWP want to get a better understanding of how people are accessing their pension and whether they are using their pension freedoms which allow them to withdraw tax-free lump sums from their pension.

Three new questions (*LSType*, *LSTaxed*, *PenRcAge*) have been added and are asked of those respondents who report taking a lump sum or withdrawal from their pension at the question *PenWealth*. The helpscreen at *LSType* also provides background information on the different types of pension freedoms options that people can take.

To ensure that there are no gaps in the details provided on people's pensions it is important that key questions are answered. To ensure full pension information is collected, soft checks at questions *AnyPenNum* and *PenWealth* have been amended to give instruction that "don't know" responses need to be re-coded wherever possible. A 'don't know' response will result in important questions not being asked so it is important that you follow the instructions in the soft checks which will then bring the relevant pension questions back on route.

? Any Other Sources of Income

✚ AnyPen

SHOW CARD K1

In the last 12 months, have you received an income (including any lump sum payments) from any of the sources on this card? Code all that apply.

1. An employee pension (occupational, workplace or group personal pension)
2. An individual personal pension
3. A survivor's pension (from a workplace or individual personal pension)

4. An annuity- not purchased with pension funds
5. A trust or covenant
6. A share of an employee or individual personal pension from an ex-spouse/partner as a result of a court order or settlement made on divorce
7. None of these

Changed 

Looped for each pension type mentioned at AnyPen

IF AnyPen = 1-6

? Number of pension incomes

↪ **AnyPenNum**

INTERVIEWER: Some people have more than one pension of the same type e.g. pensions from several different employers or from different personal pension providers.

Can I just check, how many [pension type mentioned at AnyPen] do you have?

1. 1
2. 2
3. 3
4. 4
5. 5
6. 6
7. 7
8. 8
9. 9
10. 10 (or more)

If 'Don't know' response at AnyPenNum

☞ Soft Check

"The respondent has just said that they receive an income from [pension type mentioned at AnyPen]. DO NOT CODE AS 'DON'T KNOW' BUT CODE AS 1 at this question (i.e. they have at least one pension). This will ensure that questions about the amount of pension received will be asked as intended."

Changed 

IF AnyPen = 1: Display all response categories. IF AnyPen = 2: Display response categories 2-5.

? How Pension Wealth is received

↪ **PenWealth**

SHOW CARD K2 or K3

IF AnyPen = 1

SHOW CARD K2

For your employee pension, over the last 12 months have you had?

INTERVIEWER: READ OUT CODE ALL THAT APPLY

INTERVIEWER: For those respondents who are uncertain of payment type please record a response of 5 (Another pension product).

1. A regular payment from a Defined Benefit pension scheme (i.e. not an annuity)
2. A regular payment from an annuity purchased through a Defined Contribution employee pension scheme
3. A regular withdrawal from your Defined Contribution employee pension pot
4. A lump sum payment or withdrawal from your pension pot

5. A regular payment from another pension product, please describe

IF AnyPen = 2

SHOW CARD K3

For your individual personal pension, over the last 12 months have you had?

INTERVIEWER: READ OUT CODE ALL THAT APPLY

INTERVIEWER: For those respondents who are uncertain of payment type please record a response of 5 (Another pension product).

2. A regular payment from an annuity purchased through a Defined Contribution individual personal pension scheme

3. A regular withdrawal from your Defined Contribution individual personal pension pot

4. A lump sum payment or withdrawal from your pension pot

5. A regular payment from another pension product, please describe

IF PenWealth = DK

☞ Soft check

DO NOT CODE AS 'DON'T KNOW' BUT CODE AS 5 'A regular payment from another product' and describe the payment type in a note instead.

Added +

If PenWealth = 4 'A lump sum payment'

? Pension lump sum type

↔ **LSType**

<Help F9>

Have you ... READ OUT ...

INDIVIDUAL PROMPT ...

INTERVIEWER: Code one answer only.

1. Taken cash in chunks from the pension pot as it is needed?

2. Taken all of the pension pot in one go?

3. Taken a lump sum from a flexi-access drawdown pension?

4. Received a lump sum from a salary-related pension scheme?

5. Other

/ Question Information included in Helpscreen for LSType

1. Taking cash in chunks from the pension pot

You can take 'lump sums' by taking smaller sums of cash from your pension pot as you need it, which is known as 'Uncrystallised Fund Pension Lump Sum' (UFPLS)). When you do, you take your 25% tax-free allowance **as part of each separate withdrawal you make**. To take sums of cash in chunks from your pension you do not have to purchase a retirement product e.g. a drawdown or annuity.

2. Taking all of the pension pot in one go

You can take a 'lump sum' by taking your whole Defined Contribution (DC) pension pot as cash, 25% is tax free, the other 75% is taxed.

3. Taking a lump sum from the pension through a flex-access (income) drawdown product

You can take a 'lump sum' if you decide you want to get an income from your pension pot that's adjustable. This means you get a regular income but can change it or take cash sums if you need to. This is known as Flexi-access drawdown. When you choose this option, you

get 25% of your pot as a single, tax-free cash 'lump sum'. The other 75% is invested to give you a regular, taxable income.

4. Received a lump sum from a salary-related pension scheme

If you have a Defined Benefit (DB) or salary-related pension, then your scheme may offer you a cash 'lump sum' when you reach retirement. This is different to a lump sum from a Defined Contribution (DC) pension/money-purchase pension scheme as you will **receive** it from the scheme, not take it from your pension pot.

If LSType=2 or LSType=3

? Pension lump sum taxation

↔ LSTaxed

Was this lump sum... READ OUT...

RUNNING PROMPT

INTERVIEWER: The tax-free limit is 25% of the pension pot - please explain this to the respondent if they do not know what their tax-free limit is.

If people want to access their tax-free lump sum (25% of pot) they must enter income drawdown.

If respondent has taken all of their pension pot use code 2.

1. up to the tax-free limit or

2. more than the tax-free limit?

Age first received or accessed pension

A new question *PenRcAge* has been added to ask at which age the pension was first accessed or received. As pension freedoms now allow people to access their defined contribution (DC) pension pots from age 55, this information will be crucial to understanding when people are taking their pension and whether they are potentially making decisions about their pension which will have a negative impact on their future finances. This question will give an insight into whether there are certain ages or types of people who are more likely to take a lump sum and whether there are certain circumstances which mean the decision to take a lump sum is made.

A soft check has also been added, as it is expected that the pension would not be received or accessed before age 55.

If PenWealth = 2. 'A regular Defined Contribution payment' or 3. 'A regular Defined Contribution withdrawal' or 4. 'A lump sum payment'

? Age first received/accessed pension

↔ PenRcAge

At what age did you first access or receive this pension?

: 0..120

If PenRcAge < 55.

☞ Soft Check

INTERVIEWER: Most people do not receive their pension before 55 years of age, please check and make a note of the circumstances.

Household food security

Food banks

Due to the significant increase in food bank usage over the past decade, FRS will collect information to increase DWP's understanding of household food security and the circumstances of people using food banks. New questions have been added at the end of the household food security block to establish whether the respondent has used a food bank in the last 12 months and in the last 30 days.

Respondents will be asked how many food parcels they received from a food bank. Food banks usually operate on a voucher basis where a referral (voucher) to a food bank from a third party (GP, Health professional etc) is issued and then a food parcel can be collected. A food parcel will usually contain enough supplies to last a few days, but more than one food parcel might be collected at each visit. It is important that the actual **number of food parcels received** is recorded, rather than the number of referrals/vouchers received. For example: if the respondent reports that they had received two referrals/vouchers in the last 30 days and received four food parcels as a result of their two visits, please record the number of parcels (i.e. '4').

Food banks may also provide other support, such as financial advice or mental health support, but the focus of the new questions is on use of food banks to receive food supplies (i.e. the number of food parcels received). If the respondent received advice or support for other issues but did not receive a food parcel on their visit to the food bank then this visit should not be recorded. If the respondent received a parcel and advice or support on the same visit then the parcel received at that visit should be recorded.

Added +

ASK ALL/person identified at WhoFood

? Food bank intro

↔ FoodBkPre

The next questions are about visits to a food bank to receive emergency food supplies.

: CODE 1 TO CONTINUE

? Whether used food bank in last year

↔ FoodbkYr

<Help_F9>

Have you (or your partner) used a food bank in the past 12 months?

INTERVIEWER: Only record visits to the Food bank when emergency food supplies (food parcels) were obtained.

Exclude visits to the Food Bank made only for other support (e.g. financial advice or mental health support).

1. Yes

2. No

/ Question Information included in Helpscreen for FoodbkYr

These questions are about visits to a food bank to receive emergency food supplies. Food banks can be visited by those who have difficulty purchasing food to avoid hunger. Food

banks can provide other support, such as financial advice or mental health support, please record respondent's visit to the food bank for the sole **purpose of obtaining emergency food supplies only.**

If FoodbkYr=1 'Yes (used food bank in last 12 months)'

? Number of food parcels received in last year

↔ Foodbk12

<Help F9>

In the past 12 months, how many food parcels did you (or your partner) receive from a food bank?

INTERVIEWER: If the respondent gives their answer as number of vouchers/referrals received then check how many food parcels were received.

0..100

/ Question Information included in Helpscreen for Foodbk12

If the respondent reports number of vouchers/referrals received/used instead of times visited the Food Bank to obtain a food parcel:

Food banks usually operate on a voucher basis. A person would receive a referral (voucher) to a food bank from a third party (GP, Health professional etc), they would then go to the food bank to collect the food parcel. A food parcel usually lasts a few days but people may get more than one food parcel at a visit. Please record the actual number of food parcels received rather than the number of referrals/vouchers received, for example: If the respondent reports they had received two referrals/vouchers in the last 30 days and received four food parcels as a result of their two visits, please record the number of parcels (i.e. '4').

If FoodbkYr=1 'Yes' or FoodbkYr='DK':

? Whether used food bank in last 30 days

↔ FoodBank

Have you (or your partner) used a food bank in the last 30 days?

1. Yes

2. No

If FoodBank =1 'Yes (used food bank in last 30 days)'

? Number of food parcels received in last 30 days

↔ Foodbk30

<Help F9>

In the last 30 days, how many food parcels did you (or your partner) receive from a food bank?

INTERVIEWER: If the respondent gives their answer as number of vouchers/referrals received then check how many food parcels were received.

0..30

/ Question Information included in Helpscreen for Foodbk30

If the respondent reports number of vouchers/referrals received/used instead of times visited the Food Bank to obtain a food parcel:

Food banks usually operate on a voucher basis. A person would receive a referral (voucher) to a food bank from a third party (GP, Health professional etc), they would then go to the food bank to collect the food parcel. A food parcel usually lasts a few days but people may get more than one food parcel at a visit. Please record the actual number of

food parcels received rather than the number of referrals/vouchers received, for example: If the respondent reports they had received two referrals/vouchers in the last 30 days and received four food parcels as a result of their two visits, please record the number of parcels (i.e. '4').

If Foodbk30 > 30

☞ Soft Check

INTERVIEWER: A maximum of 30 times can only be recorded at this question.

Debt

Pay-as-you-go Meters – Northern Ireland

A large number of gas consumers in NI have gas pre-payment meters, so they don't pay gas bills, but have to fund gas meter top ups or they self-disconnect. Electricity pre-payment meters are also available but usage is not as high as for gas. Text has been added to some answer options / showcards to ensure this type of payment is being considered by respondents.

Changed 

? Behind with household bills

↔ Debt

SHOW CARD N7

I am now going to ask you about paying for things like electricity, gas and rates. Sometimes people are not able to pay every bill when it falls due. May I ask, are you up-to-date with the things (including pay-as-you-go meters) on this card, or are you behind with any of them?

INTERVIEWER: For electricity and gas 'bills' also include payments on pay-as-you-go meters/pre-payment meters by card, key, token, smartcard or other pay as you go plan.

: SET [11] OF

1. Behind with the electricity bill *(including pay-as-you-go meters)*
2. Behind with the gas bill *(including pay-as-you-go meters)*
3. Behind with other fuel bills like coal or oil
4. <CODE NOT USED>
5. Behind with insurance policies
6. Behind with telephone bill
7. Behind with television/DVD player rental or hire purchase
8. Behind with other hire purchase payments
9. Behind with rates
10. Behind with rent
11. Behind with mortgage payments
12. Behind with credit card repayments
13. Behind with other loan repayments
14. Not behind with any of these

? Behind with household bills

↪ DebtArrear

SHOW CARD N7

Have you been behind with the bills on the card at any point in the last 12 months?

INTERVIEWER: For electricity and gas 'bills' also include payments on pay-as-you-go meters/pre-payment meters by card, key, token, smartcard or other pay as you go plan.

: SET [11] OF

1. Behind with the electricity bill (*including pay-as-you-go meters*)
2. Behind with the gas bill (*including pay-as-you-go meters*)
3. Behind with other fuel bills like coal or oil
4. <CODE NOT USED>
5. Behind with insurance policies
6. Behind with telephone bill
7. Behind with television/DVD player rental or hire purchase
8. Behind with other hire purchase payments
9. Behind with rates
10. Behind with rent
11. Behind with mortgage payments
12. Behind with credit card repayments
13. Behind with other loan repayments
14. Not behind with any of these

Credit/store/charge card question

Questions on personal debt were introduced at the beginning of the 2020/21 FRS survey year, however they were removed shortly afterwards (from June 2020 onwards) as a way to make the questionnaire shorter following the switch to telephone interviewing due to the COVID-19 restrictions. The questions have been reinstated in order that the FRS can be used to accurately describe the available resources of the UK population but will be asked only when face-to-face interviewing resumes. The debt questions will come on route only if *FTFTEL* is coded as 'Face-to-face' (i.e. code 1).

In addition to questions being reinstated, credit/store/charge card questions: *DCARDRep*, *DCARDRpO*, *DCARDAmt*, *DCARDMth*, and *DCARDPd* have been added. The question names for the "hire purchase", "loans", and "credit cards, charge cards and store cards" questions have also been renamed, e.g. *DHPany* becomes *DHIREAny*.

The questions focus on debt from the following sources:

- Mail order account (from a mail order catalogue)
- Hire purchase and credit agreements
- Loans
- Credit cards, charge cards and store cards

Added +

Mail order accounts / Mail order catalogue

Ask all

DMOany

<HELP F9>

In the last month have you made a repayment to a mail order account for something you bought from a mail order catalogue?

INTERVIEWER: If necessary explain that "By catalogue we mean a way of buying goods, normally by post, with payments spread over instalments".

INTERVIEWER: Catalogue credit might be known as a 'shopping account' or 'mail order account'. Respondents might refer to their credit purchase as being bought 'on account'.

1. Yes

2. No

/ Question Information included in Helpscreen for DMOany

Catalogue credit is a way of buying goods, normally by post, with payments being spread over weekly or monthly instalments.

Catalogue credit is often referred to as a 'shopping account' or 'mail order account'.

Often people will refer to their credit purchase as being bought 'on account'.

Well-known catalogue companies include:

- Grattan

- K&Co (formerly Kays)

- Freemans

- Littlewoods

If respondent is paying in instalments for something bought from a mail order catalogue

If DMOany = 1

DMOnum

How many catalogues are you making repayments on, including those that were paid in the last month?

INTERVIEWER: Respondents might also think of a 'repayment' as an 'instalment'.

INTERVIEWER: If more than 1 catalogue, please state actual number here, but add together all catalogues when providing responses to questions.

0..97

If DMONum>7

☞ Soft Check

INTERVIEWER: Are you sure? That is higher than the number of catalogues someone would usually have.

If DMONum>0

DMIntro

I am now going to ask you some questions about your [{If DMOAny = 1} catalogue or mail order loan / {if DMOAny = 2 then text reads} catalogue / mail order loan with the largest repayments first. / {if DMOAny > 2 then text reads} catalogue / mail order loan with the largest repayments first. Then I'll ask about your other catalogues / mail order loans added together].

: CODE 1 TO CONTINUE

The following questions on catalogue repayments are asked up to two times - the same questions will be asked of each repayment (taking the one with the largest

repayments first) in a loop. If the respondent is making repayments on more than two catalogues they will be asked about the second and all remaining catalogue repayments on the second loop of these questions.

If DMOnum > 0

DMOins1

[FIRST/SECOND/ALL OTHER CATALOGUE/MAIL ORDER LOANS]

Can you tell me what was your **last** repayment on [{if 1st loop or if 2nd loop and DMONum=2 then text should be} this catalogue account / {if 2nd loop and DMONum>2 then text should be} all other catalogue accounts]?

INTERVIEWER: Respondents might also think of a 'repayment' as an 'instalment'.

INTERVIEWER: Respondents may find it useful to check bank statements and work out last repayment amount

ENTER AMOUNT IN £s

:0..9997

If DMOins1 > £400

☞ Soft Check

INTERVIEWER: Are you sure? This seems high.

If respondent is paying instalments on any catalogue

If DMOnum > 0

DMOoft1

[FIRST/SECOND/ALL OTHER CATALOGUE/MAIL ORDER LOANS]

How often are the repayments due?

1. One week

2. Two weeks

3. Three weeks

4. Four weeks

5. Calendar month

7. Two calendar months

8. Eight times a year

9. Nine times a year

10. Ten times a year

13. Three months/13 weeks

26. Six months/26 weeks

52. One Year/12 months/52 weeks

90. Less than one week

95. One off/lump sum

97. None of these (EXPLAIN IN A NOTE <Ctrl+M>)

If their instalments are due at other frequency

If DMOoft1 =97

DMOoft01

[FIRST/SECOND/ALL OTHER CATALOGUE/MAIL ORDER LOANS]

INTERVIEWER: Please enter other period instalments are due.

INTERVIEWER: Respondents might also think of a 'repayment' as an 'instalment'.

: OPEN {this allows text description to be entered}

The looping of the catalogue repayment questions ends here.

Hire Purchase and Credit agreements

Ask all

DHPanyDHIREAny

SHOW CARD M1

In the last month, have you made a payment for any of these items where you arranged with the shop or supplier to pay in instalments?

CODE ALL THAT APPLY

PROMPT AS NECESSARY

INTERVIEWER: Category 1-7 are payments where the respondent is currently paying instalments.

Category 8 is for when nothing is being bought in instalments or when no instalments are yet being paid

1. Something bought on hire purchase / credit sale

2. Something bought on rental purchase (e.g. Brighthouse)

3. Something bought in instalments from a company that collects the payments from your home

4. A car bought in instalments from a dealer

5. Any home improvements paid by instalments arranged by the supplier or builder

6. A holiday paid by instalments through a travel agent or holiday company

7. Anything else where the shop or supplier arranged for you to pay in instalments

8. None of these

If respondent has an instalment agreement

If ~~DHPany~~DHIREAny = 1-7

DHPnumDHIREnum

Thinking of all of your credit agreements, how many do you have?

INTERVIEWER: If more than 1 agreement, please state actual number here, but add together all agreements when providing responses to questions.

0..97

If ~~DHPnum~~DHIREnum > 8

☞ Soft Check

INTERVIEWER: "Are you sure? That is higher than the number of hire purchase/credit loans someone would usually have."

If ~~DHPnum~~DHIREnum > 1

DHPIntroDHIREInt

I am now going to ask you some questions about your [{If ~~DHPnum~~DHIREnum = 1} hire purchase / credit agreement / {if ~~DHPnum~~DHIREnum = 2 then text reads} hire purchase / credit agreement with the largest repayments first. / {if ~~DHPnum~~DHIREnum > 2 then text reads} hire purchase / credit agreement with the largest repayments first. Then I'll ask about your other hire purchase / credit agreements added together.]

: CODE 1 TO CONTINUE

The following questions on hire purchase/credit loan repayments are asked up to two times - the same questions will be asked of each repayment (taking the one with the largest repayments first) in a loop. If the respondent is making repayments on more than two hire purchase/credit loans they will be asked about the second and all remaining hire purchase/credit loan repayments on the second loop of these questions.

If respondent has an instalment agreement

If ~~DHPany~~DHIREAny = 1,2,3,4,5,6,7

DHPins1DHIREIn1

[FIRST/SECOND/ALL OTHER HIRE PURCHASE/CREDIT LOAN AGREEMENT]

Can you tell me what was your **last** payment on this agreement [if 1st loop or if 2nd loop and ~~DHPnum~~DHIREnum = 2 then text should be} this agreement / {if 2nd loop and ~~DHPnum~~DHIREnum > 2 then text should be} all other agreements]?

INTERVIEWER: Respondents may find it useful to check bank statements and work out last repayment amount

ENTER AMOUNT IN £s

:0..9997

If ~~DHPnum~~DHIREnum = 1 and ~~DHPins1~~DHIREIn1 > £800

☞ Soft Check

INTERVIEWER: "Are you sure? This seems high."

If ~~DHPnum~~DHIREnum > 1 and ~~DHPins1~~DHIREIn1 > £1500

☞ Soft Check

INTERVIEWER: "Are you sure? This seems high."

If ~~DHPnum~~DHIREnum = > 0

~~DHPoft1~~DHIRED1

[FIRST/SECOND/ALL OTHER HIRE PURCHASE/CREDIT LOAN AGREEMENT]

How often are the instalments due?

1. One week

2. Two weeks

3. Three weeks

4. Four weeks

5. Calendar month

7. Two calendar months

8. Eight times a year

9. Nine times a year

10. Ten times a year

13. Three months/13 weeks

26. Six months/26 weeks

52. One Year/12 months/52 weeks

90. Less than one week

95. One off/lump sum

97. None of these (EXPLAIN IN A NOTE <Ctrl+M>)

If instalments are due at another frequency

If ~~DHPoft1~~DHIRED1 = 97

~~DHPoft01~~DHIREPO1

[FIRST/SECOND/ALL OTHER HIRE PURCHASE/CREDIT LOAN AGREEMENT]

INTERVIEWER: Please enter other period hire purchase instalments are due.

: OPEN {this allows text description to be entered}

The looping of the hire purchase/credit loan repayment questions ends here.

Loans

Ask all

~~DLAny~~DLOANAny

SHOW CARD M2

In the last month, have you made a repayment on any of these types of loans?

INTERVIEWER: *Exclude Student Loans and Social Fund loans*

1. A personal loan, e.g. with bank, building society, finance house (including debt consolidation loans and peer-to-peer loans)

2. A cash loan from a company that comes to your home to collect payments

3. A loan from a pawnbroker / cash converter
4. A loan from a credit union
5. A loan from an employer
6. A loan from a friend, relative, or other private individual
7. A loan from a pay day lender
8. Another type of loan
9. None of these

If $DLAnyDLOANAny = 1-8$

DLNNmDLOANNum

In total, and including those that were fully paid in the last month, how many of these loans do you have?

INTERVIEWER: If more than 5 loans, please state actual number here, but add together all remaining loans when providing responses to questions for the fifth one

0..97

If $DLNnumDLOANNum > 6$

☞ Soft Check

INTERVIEWER: "Are you sure? That is higher than the number of loans someone would usually have."

If respondent has one loan or more

If $DLNnumDLOANNum > 0$

DLIntroDLOANInt

I am now going to ask you some questions about your [{ $DLNNmDLOANNum = 1$ the text reads} loan / {if $DLNNmDLOANNum = 2, 3, 4, 5$ then text reads} loans / {if $DLNNmDLOANNum > 5$ then text reads} four loans with the largest repayments first. Then I'll ask about the remaining loans added together].

:CODE 1 TO CONTINUE

The following questions on loan repayments are asked up to five times - the same questions will be asked of each repayment (taking the one with the largest repayments first) in a loop. If the respondent is making repayments on more than five loans they will be asked about the fifth and all remaining loan repayments on the fifth loop of these questions.

If $DLNnumDLOANNum > 0$

DLins1DLOANIn1

[FIRST/SECOND/THIRD/FOURTH/FIFTH/ALL OTHER LOANS]

How much was the last repayment on [{for each loop 1-5 if $DLNNmDLOANNum$ is less than or equal to 5 then} this loan / {if 5th loop and $DLNNmDLOANNum > 5$ then} all other loans]?

INTERVIEWER: Respondents may find it useful to check bank statements and work out last repayment amount

ENTER AMOUNT IN £s

:0..9997

If $DLins1DLOANIn1 > £2500$

☞ Soft Check

INTERVIEWER: "Are you sure? This seems high."

DLof1DLOANPD1

[FIRST/SECOND/THIRD/FOURTH/FIFTH/ALL OTHER LOANS]

How often are the instalments due?

1: One week

2: Two weeks

3: Three weeks

4: Four weeks
5: Calendar month
7: Two calendar months
8: Eight times a year
9: Nine times a year
10: Ten times a year
13: Three months/13 weeks
26: Six months/26 weeks
52: One Year/12 months/52 weeks
90: Less than one week
95: One off/lump sum
97: None of these (EXPLAIN IN A NOTE <Ctrl+M>)

If instalments are another frequency

If ~~DLeft~~1DLOANPD1 = 97

DLeft01DLOANPO1

INTERVIEWER: Please enter other period instalments are due.

: OPEN {this allows text description to be entered}

The looping of the loan repayment questions ends here.

Credit cards, charge cards and store cards

Ask All

DCards

SHOW CARD M3

Do you have any of the following? CREDIT CARDS: CHARGE CARDS: STORE CARDS:

1. Yes

2. No

/ Question information for DCards

CREDIT CARDS:

These let you buy something now and pay for it later. You can either pay off the bill each month or pay interest on the balance. These include cards offered by some stores, such as Marks and Spencer that are credit cards (often Visa or MasterCard) available for use everywhere, not just in the store.

CHARGE CARDS:

Charge cards are like credit cards in that you buy something now and pay for it later – but the big difference is that you have to pay it off in full every month. These cards are usually for people with high incomes, or for putting things on the company account.

STORE CARDS:

A store card is basically a credit card you can only use with one high street chain or group. For example, a NEXT card can only be used in NEXT stores or for online shopping.

If DCards=1

DAnyCardsDCARDAny

Thinking only about cards which you personally have to repay- excluding company cards which will be reimbursed by your company.

Do you have any...READ OUT...

INTERVIEWER: Code all that apply.

1. Credit card accounts in your own name,

2. Credit card accounts without a card in use but which have an outstanding balance.
3. Charge cards.
4. Store cards?

If has credit/store or charge cards

If DCards = 1

DANumDCARDNum

How many {IF DANumDCARDNum = 1, 2} credit card, / {IF DANumDCARDNum = 4} store card or {IF DANumDCARDNum = 3} charge card] accounts do you have?

(excluding cards which will be reimbursed by someone else, such as a company card).

INTERVIEWER: If more than 5 cards, please state here, but add together all remaining cards when providing responses to questions for the fifth card.

Enter number

0..97

If DANumDCARDNum > 10

☞ Soft Check

INTERVIEWER: "Are you sure? That is higher than the number of card accounts someone would usually have."

The following questions on credit card, store card or charge card repayments are asked up to five times - the same questions will be asked of each repayment (taking the one with the largest repayments first) in a loop. If the respondent is making repayments on more than five cards they will be asked about the fifth and all remaining card repayments on the fifth loop of these questions.

If DANumDCARDNum > 0

DCARDRep

[FIRST/SECOND/THIRD/FOURTH/FIFTH/ALL OTHER CARD(S)]

SHOW CARD M4

Thinking of the last time a repayment was due on this credit card or charge card, which option on this card best reflects your payment?

1. Repaid the full balance
2. Repaid less than the full balance but more than the minimum payment
3. Repaid the minimum payment only
4. Repaid less than the minimum payment but more than nothing
5. Made no repayment – leaving credit outstanding on my card
6. Made no repayment – my bill was £0 as I had not used my card
7. Other

If DCARDRep = 7 'Other'

DCARDRpO

[FIRST/SECOND/THIRD/FOURTH/FIFTH/ALL OTHER CARD(S)]

Please describe the repayment made on the card.

: [STRING 100]

If DCARDRep = 1,2,3,4 '(Made a repayment)'

DCARDAmt

[FIRST/SECOND/THIRD/FOURTH/FIFTH/ALL OTHER CARD(S)]

Still thinking about the last repayment on this credit or charge card, can you tell me what was the total amount you repaid?

(I do not need to see the statement, but if you could refer to it to let me know the total that would be helpful.)

ENTER AMOUNT IN £s

0..9997

If DCARDNum > 0

DCARDMth**[FIRST/SECOND/THIRD/FOURTH/FIFTH/ALL OTHER CARD(S)]**Just to check, are the repayments on this card due monthly?1. Yes2. No*IF DCARDMth = 2 'No (repayments not due monthly)'***DCARDPd****[FIRST/SECOND/THIRD/FOURTH/FIFTH/ALL OTHER CARD(S)]**How often are the repayments on this card due?1: One week2: Two weeks3: Three weeks4: Four weeks5: Calendar month7: Two calendar months8: Eight times a year9: Nine times a year10: Ten times a year13: Three months/13 weeks26: Six months/26 weeks52: One Year/12 months/52 weeks90: Less than one week95: One off/lump sum97: None of these (EXPLAIN IN A NOTE <Ctrl+M>)*If Credit, Store or Charge Card 1/2/3/4/5**If ~~DANum~~DCARDNum > 0***~~DAsk1~~DCARDQu1****[FIRST/SECOND/THIRD/FOURTH/FIFTH/ALL OTHER CARD(S)]**I'd now like to ask if I could record the balance for this account at the end of last month/pay period.(I do not need to see the statement, but if you could refer to it to let me know the total that would be helpful.): CODE 1 TO CONTINUE*If ~~DANum~~DCARDNum > 0***~~DAmount1~~DCARDBI1****[FIRST/SECOND/THIRD/FOURTH/FIFTH/ALL OTHER CARD(S)]**Roughly what was the amount outstanding on this credit, store or charge card or account at the end of last (month / pay period)?INTERVIEWER: Respondents may find it useful to check bank statements and work out outstanding balance at the end of last month/pay period.INTERVIEWER: If the respondent has credit / store card(s) which have different pay periods, the amount required is the figure left on the card at the end of the pay period, just before the respondent is paid again.ENTER AMOUNT IN £s:0..9997*If ~~DAmount1~~ DCARDBI1 > £10,000*☞ Soft CheckINTERVIEWER: "Are you sure? This seems high."

The looping of the card repayment questions ends here.

Assets

Further changes have been made to the assets questions this year so that FRS can provide more detailed and accurate information about those with median and low incomes. The routing to assets questions was extended last year to allow a better understanding of low and median incomes both for those of working age and those of pension age.

The assets questions have previously been asked if the respondent has savings between £1,500 and £20,000. The assets questions will now be asked depending on whether the interview is conducted face-to-face or by telephone interview. When interviewing face-to-face the routing of the questions will also depend on whether adults in the benefit unit are of working age or pension age.

The assets questions will be asked as follows:

If the interview is being conducted face-to-face (and *FTFTEL* is coded as 'Face-to-face' i.e. code 1).

- Where *any* member of the benefit unit is of working age with savings between £100 and £30,000
- Where *both* members of the benefit unit are of pension age with savings between £100 and £200,000.

Older people tend to have accumulated a higher level of assets than younger people which is why the savings range to route to the assets block is different for them.

While the questions are being asked by telephone (and *FTFTEL* is coded as 'By telephone' i.e. code 2) the assets questions will be asked as follows:

- Where savings are between £1,500 and £30,000

Gender Identity – Northern Ireland

In line with the other social surveys run in Northern Ireland we are required to include a question on gender identity. This will be part of the standard suite that is being used in the LFS, CHS, Health Survey, etc. It has been added to the RECALL block after the Religion question and will be asked of all respondents who completed a personal interview (no proxies).

Added 

? Gender Identity ↔ SexIdent

Is the gender you identify with the same as your sex registered at birth?

1. Yes
2. No
3. Prefer not to say

Final questions

Follow-up request for permission to recontact for future studies

Question *FollowUp*, which asks the respondent for permission to recontact them in relation to other studies, has been reworded. The new wording ensures that respondents are informed about who might undertake the follow-up research (clarifying that this might not always be DfC / DWP) and advising that the respondent would only be contacted if necessary. A new helpscreen also provides further information to assist with answering any respondent queries. Recent examples of follow-up studies conducted using FRS respondents are also included in the helpscreen.

Changed 

? Permission to recontact

↔ FollowUp

<Help F9>

~~Sometime in the future there may be a follow-up or a new study related to this one. Such a study would be agreed with the Department for Work and Pensions, but may be carried out on behalf of another organisation. To identify individuals for inclusion in this study responses to the full Family Resources Survey may be used.~~

~~You may not be contacted again, but, if you are, you will still be free to decide whether you wish to participate in any follow-up study.~~

~~Would you be willing to be contacted again, so that a social research organisation approved by DWP can carry out the study?~~

~~Sometimes we ask people who've taken part in this study to take part in other studies too. These studies may be carried out by the Department for Communities but also by other government bodies, think tanks or research organisations. You will only be contacted again for research purposes and only with DfC's agreement that there is a genuine reason for contacting you.~~

~~You may never be contacted again, but even if you are, you'll still be free to decide whether you want to take part in the study or not.~~

~~Are you willing to be contacted again for future research purposes?~~

1. Yes
2. No

/ Question Information included in Helpscreen for FollowUp

Many respondents agree to be re-contacted for another study (around two-thirds to over three-quarters of those interviewed).

Why respondents are asked to take part in future research

Most of the respondents who agree to be re-contacted will never be contacted again but the ones who are will be vital to the studies who need their participation. The studies usually focus on specific populations, recent examples have been:

- a study on parents and their experience of childcare and early years conducted for the Department of Education
- a study on planning and preparing for later life for DWP about plans people aged 45-75 make for retirement.

Permissions and data use protocols

DfC / DWP has strict controls in place before researchers can approach FRS respondents. The processes for granting permissions are compliant with GDPR and the safe handling of personal data.

Researchers would only be passed information they absolutely need in order to contact the people they would like to take part. Firstly, the researchers will want to know age group and which part of the country the respondent lives in.
Financial information is not usually required or passed on.

Admin block

Feedback on how well the questionnaire is working from the questions in the ADMIN block are invaluable to the research team when taking decisions about questionnaire content for the next survey year. The feedback questions have been reviewed for the 2021/22 survey year so that information is collected about the most significant changes made to the survey this year. Questions to guide you in the type of feedback we'd like on particular survey questions have been added but please do not feel restricted to just answering these if you have other thoughts on the questions and how the survey is working in the field.

If you have comments about any part of the questionnaire that do not have a separate question please include them at the feedback question *GenCom*. Please make a note of the question name with your comment as it makes it much easier to identify the source of the issue that has been raised.

NOTE: Your feedback is really important to us in reviewing whether the questions are working as intended. Please leave comments on the questions as these will be used to improve the questionnaire for FRS 2022/23.

Changed 

? Leaflet feedback

↔ **SurvLflt**

What questions do respondents ask about FRS on the doorstep?

Do respondents ask questions which indicate that they have read the leaflet?

If respondents do not ask many questions, do you think it is because the leaflet has answered the questions they had about this study?

Is there any information that you think should be added to the leaflet or any that you think should be removed?

Press enter to continue.

If you have nothing to say please leave this empty.

: string[500],empty

Removed 

? Request for water/sewerage supplier feedback

↔ **WatCom**

Do you have any comments or feedback on requesting the name of the water and sewerage service provider?
Did respondents experience any difficulties with answering these questions or raise any concerns about being asked for this information?
Did the respondent use the showcard to help identify their water or sewerage service provider?
Were respondents able to identify their water or sewerage service provider from the showcard easily?
Press enter to continue.
If you have nothing to say please leave this empty.
STRING[500],empty

? Child Maintenance questions feedback

↔ CMFBack

INTERVIEWER: Do you have any comments or feedback on the new child maintenance questions which ask about the child's/children's contact with their other parent (i.e. whether and how often children stay with their other parent)?
Did respondents express any concerns about being asked these questions? If so, what was the nature of the respondents' concerns?
Do you have any suggestions as to how the questions or instructions could be improved?
It will help if you could please note which question you are commenting on when providing your answer.
Press enter to continue.
If you have nothing to say please leave this empty.
: STRING[500],empty

? Child Maintenance arrangements questions feedback

↔ CMSHCom

Changes were made to the questions to encourage reporting of all forms of child maintenance arrangements including non-financial or in-kind payments or where there were shared care arrangements where children stay with their other parent for some of the time.
Were respondents happy to report the child maintenance arrangements they have in place?
Did respondents have any concerns about answering these questions?
Did respondents query whether their shared care arrangements or non-financial or in-kind payments should be considered to be a child maintenance arrangement?
Do you have any suggestions for how we can encourage respondents to tell us about their child maintenance arrangements?
Press enter to continue.
If you have nothing to say please leave this empty.
: STRING [500],empty

Added 

If asked DHP

? Discretionary Housing Payments questions feedback

↔ DHPCOM

Were respondents able to easily identify whether they had received Discretionary Housing Payments? If not, what were the difficulties in providing the detail requested?

Did respondents have any difficulty providing information about the type (e.g. one-off or regular payment), amount of the Discretionary Housing Payment and the period over which it was received? If so, what were the difficulties in providing the detail requested?

Was there any confusion amongst respondents about identifying whether other people apart from Jobcentre or Local Authority help with their rent? If so, what was the nature of the problems experienced?

Press enter to continue.
If you have nothing to say please leave this empty.
:STRING[500],empty

If asked LSType or asked PenRcAge
? Lump sum pensions questions feedback

↔ PenCom

Were respondents able easily to say whether and how they had received their pension as a lump sum? If not, what were the difficulties in providing the detail requested?
Were respondents able to easily identify the age at which they drew their pension at question PenRcAge? If not, what were the difficulties in providing the detail requested?
Please provide any comments you have on the pensions question set here.
Press enter to continue.
If you have nothing to say please leave this empty.
:STRING[500],empty

If Flex10 asked
? Zero hours contracts questions feedback

↔ ZHCom

New question Flex10 asks about the type of working arrangement those who work variable hours have. Please describe your experience of asking this question.
Were there any difficulties for the respondent in identifying which of the working arrangements listed applied to them? Were there any descriptions which were particularly problematic?
Press enter to continue.
If you have nothing to say please leave this empty.
:STRING[500],empty

If Nature=Doctor
? Doctors' private and NHS work questions feedback

↔ DocCom

Questions specifically aimed at accurately recording the work of doctors have been added to the questionnaire. Were doctors happy to provide the information requested about their role and working arrangements? If not, what were the difficulties/concerns about providing the detail requested?
Were doctors able to easily provide information about their private and NHS work separately? If not, what were the difficulties in providing the detail requested?
Were there any issues with recording the information needed about doctors who have both private and NHS work as two separate jobs at question NumJob?
Press enter to continue.
If you have nothing to say please leave this empty.
:STRING[500],empty

If Nature=1 'Director'
? Company directors questions feedback

↔ DirCom

New questions were asked of directors about the company they own and the income they draw from it.
Were directors able to easily provide information about their company (e.g. percentage of the company they own)? Were they easily able to differentiate their income as being by PAYE or as dividends? If not, what were the difficulties in providing the detail requested?

Please provide any comments you have on the questions asked of directors here.
Press enter to continue.
If you have nothing to say please leave this empty.
:STRING[500],empty

If FoodbkYr asked

? Food bank visitation question feedback

➡ **FoodBCom**

New questions asking whether the respondent had visited a Food Bank to obtain emergency food supplies were added to the questionnaire. Please describe your experience of asking these questions.

Did respondents express any concerns about being asked about using a Food Bank?

Did any respondents mention using the Food Bank for other purposes than obtaining emergency food supplies? If so were they able to easily identify only those times they visited the Food Bank for receiving a food parcel?

Did you refer to the helpscreen instruction (Help F9) when asking whether the respondent used a Food Bank? If so, what was the issue you needed information on? Did the information supplied in the helpscreen assist in answering the query raised at the Food Bank questions?

Press enter to continue.

If you have nothing to say please leave this empty.

:STRING[500],empty

If Foodbk12 or FoodBk30 asked

? Food bank parcels received questions feedback

➡ **FBk12Com**

Were respondents able to easily count the number of food parcels received in the 12 month and 30 day reference periods (at questions FoodBk12 and FoodBk30)?

What difficulties, if any, did respondents have in answering the questions on number of food parcels received? Did respondents try to answer this question as number of visits or number of vouchers or referrals received rather than as number of food parcels received?

Did you refer to the helpscreen instruction (Help F9) at questions FoodBk12 and FoodBk30? If so, what was the issue you needed information on? Did the information supplied in the helpscreen assist in answering the query raised during the interview?

Press enter to continue.

If you have nothing to say please leave this empty.

:STRING[500],empty

Removed



~~IF routed to assets questions~~

? ~~Asset questions feedback~~

➡ **~~ASSETCOM~~**

~~INTERVIEWER: Please give comments on the changes to the assets section.~~

~~Assets that no longer exist were removed— were respondents able to report all assets they held (i.e. could respondents identify their assets easily from the showcard)?~~

~~How have the changes to the routing to these questions (where benefit units with adults below pension age are asked about assets if they have savings between £100 and £30,000 and benefit units where pension age are asked about assets if they have savings between £100 and £200,000) affected the interview flow and time taken to complete the interview in your opinion?~~

~~Press enter to continue.~~

~~If you have nothing to say please leave this empty.~~

~~: STRING [500],empty~~

~~IF FTFTel = 1. 'Face-to-face' and IF any pension age adult in benefit unit and were asked assets questions~~

? ~~Assets questions for pension age adults feedback~~

➡ **~~ASSETPAGE~~**

INTERVIEWER: Were pension age adults able to answer questions about their assets easily?
If pension age respondents found it difficult to answer questions about their assets what were the difficulties?
Were pension age adults reluctant to provide information on their assets?
Press enter to continue.
If you have nothing to say please leave this empty.
: STRING [500],empty

IF FTFTel = 1. 'Face-to-face' and IF asked debt questions
? Debt questions feedback

↔ **DebtCom**

INTERVIEWER: Do you have any comments or feedback on the new questions on debt. Were respondents able to report all types of debt?
If the respondent had more than two catalogue or mail order loans or more than two hire purchase or credit agreements or more than five loans or more than five credit cards, store cards or charge cards (i.e. they reached the maximum question loop) did they have any difficulty adding all debts of that type together and answering about the remaining debts together?
If the respondent had any difficulties with answering the debt questions please describe the issues that were experienced.
How have the addition of the debts questions affected the interview flow and time taken to complete the interview in your opinion?
Press enter to continue.
If you have nothing to say please leave this empty.
: STRING [500],empty

IF FTFTel = 1. 'Face-to-face' and IF asked debt questions and IF DANum-DCARDNum-> 0 (has at least one credit/store/charge card)

? Credit, store or charge card questions feedback

↔ **DebtCard**

Were respondents able to easily report the balance and amount outstanding on their credit, store or charge card account?
Could respondents report an amount for the period of 'end of last month or pay period' or did the respondent report another reference period that applied?
Press enter to continue.
If you have nothing to say please leave this empty.
: STRING [500],empty

Added +

If asked FollowUp

? FollowUp question feedback

↔ **FollCom**

The wording of the question FollowUp (i.e. the request for us to re-contact respondents for the purpose of future research) has been changed.
Did respondents understand the question? Did they have further queries about being re-contacted and the nature of the future research?
Were any issues raised due to asking this question?
Did you note any difference in the respondents' reaction to this question than you would usually get when asking the previous version of this question?
Please provide any comments you have on the follow-up research request question.
Press enter to continue.
If you have nothing to say please leave this empty.
: STRING [500],empty

Changes to show cards

20/21	21/22	CHANGE
B3	B3	Change to response options at question TenType - reduced number of categories
B4	B4	Change to response options at question OthType - additional categories
E1	E1	Change to wording at questions Dis1 & CDis1 (code 9)
E2	E2 + E2a	Show card E2a has now been added as an alternative version of E2 at question ChDLA , with differentiated wording specifically for Scotland interviews only (E2 remains in place and applies to all other countries).
-	G3	New show card for new question FLEX10
G3	G9	The questions using show card G3 in 20/21 (SelfDEmp and SelfDEmpmonth12 - SelfDEmpmonth01) appeared after questions using showcards G4-G8. These questions have now given a new show card number G9 to match the sequence of questions in the interview.
H2	H2	No longer in use at question CTCLum for 21/22 (but remains in use at question WTCLum)
H3	H3 + H3a	Show card H3a has now been added as an alternative version of H3 at question DisBen , with differentiated wording specifically for Scotland interviews only (H3 remains in place and applies to all other countries).
H5	H5	Show card H5 is now presented in two versions: one for England and Wales, and one for Scotland
H7	H7	Change to wording at question SocFund (code 5) - differentiated wording now for Scotland interviews
H8	-	No longer in use at question OthBen (previously known as OtherBen) for 21/22 - response options now simplified, so show card not necessary
H9	H8	Show card for question AccUc re-numbered due to removal of question OthBen (previously known as OtherBen)
M1	M1	Question DHIREAny (previously known as DHPAny) now reinstated for 21/22 questionnaire. No change to show card, shown here for reference only.
M2	M2	Question DLOANAny (previously known as DLAny) now reinstated for 21/22 questionnaire. No change to show card, shown here for reference only.
M3	M3	Question DCards now reinstated for 21/22 questionnaire.

		No change to show card, shown here for reference only.
-	M4	New show card for new question DCARDRep
N7	N7	Text “ <i>(including pay-as-you-go meters)</i> ” added to answer option 1 & 2 for questions Debt and DebtArrear
P1	-	Removed from card set as expenditure questions no longer asked.