

The following information is 9 items of email correspondence. It includes internal emails between Scottish Government staff and National Records of Scotland staff, emails between the Scottish Government and Mark Diffley Consultancy and Research Ltd. and the Scottish Government and Inclusion Scotland. Two of the emails have the same attached document which is enclosed separately as Document 8, please see below for further details.

Item 1:

From: [Redacted S.38(1.)(b)]

Sent: 02 August 2019 17:03

To: [Redacted S.38(1.)(b)]

Cc: [Redacted S.38(1.)(b)] Davidson I (Ian) (CUKR) <Ian.Davidson2@gov.scot>

Subject: Possible quotas for discussion

[Redacted S.38(1.)(b)]

I'm forwarding this with huge thanks to [Redacted S.38(1.)(b)]. They have pulled together, as agreed, quota estimates based on Scottish Government and National Records of Scotland official data sources (and questions), and which are highlighted. As you'll see, the 'tolerance levels' for or 'width' of the quotas can be adjusted in the spreadsheet.

These are for discussion at next week's meeting. So please have a look and consider the appropriateness of the data sources/questions and quota tolerance levels from your perspective.

Alternative (including other Scottish Government) data sources and questions may be more useful, particularly for the limiting long term illness/disability criterion. But this is, I think, a really useful basis for discussion.

Best wishes

[Redacted S.38(1.)(b)]

Please note, the spreadsheet referenced in this email is enclosed as Document 8.

Item 2:

From: [Redacted S.38(1.)(b)]

Sent: 19 August 2019 08:55

To: [Redacted S.38(1.)(b)]

Subject: FW: Sex question

[Redacted S.38(1.)(b)]

Some additional info from [Redacted S.38(1.)(b)] (who's leading on the development of the sex question in the 2021 Census) which supports the decision to use the SHS question in the recruitment questionnaire for the Citizens Assembly.

Thanks

[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]
Sent: 19 August 2019 07:45
To: [Redacted S.38(1.)(b)]
Subject: RE: Sex question

[Redacted S.38(1.)(b)]

I think the SHS question has been used for a couple of years and is appropriate for recruitment purposes as it will allow people who do not identify as male or female to respond and enable the assembly to monitor whether they are recruiting people with a trans or non-binary identity.

The sex question below is the proposed question and it is parliament who will approve the questions during the secondary legislation in 2020. There is still some uncertainty around the guidance. NRS are currently proposing a self-identified sex question but there is some challenge to this and some groups would like the question to be asked on a legal basis.

In June the Cabinet Secretary for Social Security and Older People announced that the SG would establish a working group led by Scotland's Chief Statistician on sex and gender in data, comprised of professionals from across statistical services and key public sector bodies which collect data but the timescales for this working group have not been finalised.

[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]
Sent: 16 August 2019 14:23
To: [Redacted S.38(1.)(b)]
Subject: RE: Sex question

Thanks [Redacted S.38(1.)(b)]

That's really helpful. It's in relation to a questionnaire being developed for recruitment of members to the Citizens Assembly. At this stage, the proposal is to include a gender identity question in line with the SHS question.

[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]
Sent: 14 August 2019 18:23
To: [Redacted S.38(1.)(b)]
Subject: RE: Sex question

[Redacted S.38(1.)(b)]

As [Redacted S.38(1.)(b)] has said, NRS are proposing a binary self-identified sex question for 2021 as follows.

3 What is your sex?

◆ Tick one box only

Female

Male

This is the same question that was asked in 2011 except that the order of male and female has been switched. The proposed guidance says that transgender respondents can self-identify i.e the answer they give can be different from what is on their birth certificate even if they do not hold a Gender Recognition Certificate.

This question is also consistent with the sex question proposed in England and Wales for 2021.

Happy to have a quick chat next week to update you further on the question testing we are taking forward for the sex question and the legislative process which may have further input into the question asked and the basis on which it is asked.

Kind regards

[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]

Sent: 14 August 2019 14:32

To: [Redacted S.38(1.)(b)]

Subject: Sex question

[Redacted S.38(1.)(b)]

Sorry that I could be of more help on the phone but there is a lot of attention just now on the sex question in particular. I have dropped [Redacted S.38(1.)(b)] a message to ask her to send you an email.

<https://www.scotlandscensus.gov.uk/news/update-scotland%E2%80%99s-census-2021-%E2%80%93-sex-question-development> – the latest official position is that we are going with a binary question and I assume that it will be the same question used for rehearsal as the one proposed for 2021 but [Redacted S.38(1.)(b)] is in a much better position to answer specific questions.

[Redacted S.38(1.)(b)]

Item 3:

From: [Redacted S.38(1.)(b)]

Sent: 16 August 2019 14:19

To: [Redacted S.38(1.)(b)]

Cc: [Redacted S.38(1.)(b)]

Subject: FW: Sex question

[Redacted S.38(1.)(b)]

Latest update from my Census colleague below regarding the sex question in the Census. At the meeting, we agreed to ask a gender question instead. SHS 2019 questionnaire asks the following question:

HOW WOULD YOU DESCRIBE YOUR GENDER IDENTITY/HOW WOULD YOU DESCRIBE THE GENDER IDENTITY OF {NAME}? Note to interview: Do not probe.

Man/Boy [1]

Woman/Girl [2]

In another way (if you would like to, please tell me what other words you use) [Other specify] [3]

Refused (spontaneous) [4]

[Redacted S.38(1.)(b)] – can you confirm if this is the recommended question or does the SSCQ have something different?

Thanks

[Redacted S.38(1.)(b)]

Item 4:

From: [Redacted S.38(1.)(b)]

Sent: 29 August 2019 11:15

To: [Redacted S.38(1.)(b)]

Cc: [Redacted S.38(1.)(b)]

Subject: RE: Citizens' Assembly of Scotland

Hi [Redacted S.38(1.)(b)]

Thanks for keeping us up to date. I understand it was hard to create something new when you needed a tried and tested question for the stratification.

I'll be here throughout the process to help, so please don't hesitate to get in touch with anything at all where I may be of help.

Many thanks,

[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]

Sent: 29 August 2019 09:50

To: [Redacted S.38(1.)(b)]

Cc: [Redacted S.38(1.)(b)]

Subject: RE: Citizens' Assembly of Scotland

[Redacted S.38(1.)(b)]

Thanks.

We understand your concerns around the question itself. To let you know that because we have been unable to identify an alternative *established* survey question and associated data on the experience of disability, we have taken the decision to stick with the question originally proposed question and estimates for the stratification of the membership profile for the Citizens' Assembly.

More information about the approach to recruitment and the target membership profile for the Assembly is available on the [Citizens' Assembly website](#)

With best wishes and thanks for your input.

[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]
Sent: 22 August 2019 12:36
To: [Redacted S.38(1.)(b)]
Cc: [Redacted S.38(1.)(b)]
Subject: RE: Citizens' Assembly of Scotland

Hi [Redacted S.38(1.)(b)]

I've had a look around and can't seem to anything that could be used in this case. I will continue to ask around in case there is something I'm unaware off.

Sorry I can't be of more help here.

Many thanks,
[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]
Sent: 22 August 2019 12:12
To: [Redacted S.38(1.)(b)]
Cc: [Redacted S.38(1.)(b)]
Subject: RE: Citizens' Assembly of Scotland

[Redacted S.38(1.)(b)]

I'm not personally aware of one. Most take a traditional medical model approach. [Redacted S.38(1.)(b)], can you add anything?

Best wishes
[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]

Sent: 20 August 2019 10:48
To: [Redacted S.38(1.)(b)]
Cc: [Redacted S.38(1.)(b)]
Subject: RE: Citizens' Assembly of Scotland

[Redacted S.38(1.)(b)]

Thank you to you both for your emails.

Can I just check very quickly if you know of a survey in Scotland that has used the kind of question you're suggesting? We need an associated data source to use for the stratification of the sample i.e. to set the target quotas. That's why we were proposing the use of an established survey question.

Thanks again.

[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]
Sent: 20 August 2019 07:48
To: [Redacted S.38(1.)(b)]
Cc: [Redacted S.38(1.)(b)]

Subject: RE: Citizens' Assembly of Scotland

Hi [Redacted S.38(1.)(b)]

Apologies, I too have been away on leave.

To add to [Redacted S.38(1.)(b)] remarks, I'd start with clarifying what you're needing by way of representation. While (for example) a BSL user may have no lived experience of the potentially very different barriers to those experienced by someone with learning difficulties, I doubt you need to break it down to the extent or in the way that you have. Furthermore, it may raise expectations that one person from each of those impairment groups will be represented, and perhaps add fuel to challenges (if they're not and why you needed to know in the first place).

I'd strongly agree with what [Redacted S.38(1.)(b)] says about taking a 'social model' approach. I'm attaching a short briefing note on this. Disabled People's Organisations, and many disability organisations not led by disabled people (even those based on a particular form of impairment) support the social model and much dislike an approach to disability that defines it as a medical condition/ impairment rather than as the discrimination or barriers experienced by people who have medical conditions/ impairments because society is not designed to

accommodate them. I fear you may receive some criticism if you take a very medical model approach, as the one proposed appears to be.

Finally, I'm not quite sure why the question asks about people within a household. The lived experienced (and barriers) of a carer can be different to those of the person cared for. You might not want to conflate the two?

Another way to phrase it might be:

The Equality Act defines disability as “[insert]”. Looking at this card, does anyone in this household, if any, [wording subject to your answer to the above point] meet that definition?

If your answer is ‘yes’ please tell us a bit more about this and the barriers, discrimination, exclusion or inequalities they experience that reduce their ability to carry out day to day activities. For example, they might have communication difficulties because they have a sight impairment and things are not communicated in ways they need, or they may not be able to get into some buildings, or use public transport, because they’re not accessible to wheelchair users, or perhaps they cannot work because employment practices aren’t flexible enough to accommodate a fluctuating illness or condition.

Please tell is if someone in the household is a carer, or provides support, to someone who meets the Equality Act definition (whether part of the same household or not)

I hope this is helpful

[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]

Sent: 19 August 2019 17:21

To: [Redacted S.38(1.)(b)]

Cc: [Redacted S.38(1.)(b)]

Subject: RE: Citizens' Assembly of Scotland

Hi [Redacted S.38(1.)(b)]

I am just back from annual leave today. The question looks good and in line with the Equality Act definition of disability. I would be inclined to quote directly from the Equality Act definition too see if people identify with that, then (depending on what data you are trying to collect) I would combine some of the tick box options you have outlined into more broad categories. I would also frame them, through the lens of the social

model, to talk about the barriers faced rather than specific impairments. For example;

Communication difficulties (e.g. lack of BSL, subtitling, etc.) ☒
Inaccessible materials for visual
impairments ☒
Inaccessible materials for learning difficulties/disability

I haven't got a full template example for this but it is useful and helpful to focus on the external barriers that are faced rather than someone's impairment being the issue.

I hope this is useful. I'm happy to chat more about this tomorrow if it would be useful?

Many thanks,
[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]
Sent: 19 August 2019 09:42
To: [Redacted S.38(1.)(b)]
Cc: [Redacted S.38(1.)(b)]
Subject: FW: Citizens' Assembly of Scotland
Importance: High

[Redacted S.38(1.)(b)]

Hope you both had a good weekend.

Just following up on my email below, I wanted to double check if you would like to raise any issues with me over the use of the proposed question below in our stratification strategy.

I notice I only asked you to let me know if you *do* have concerns! But it would be really helpful if you could let me know if you *do or don't* as soon as possible.

Many thanks

[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]
Sent: 13 August 2019 17:03
To: [Redacted S.38(1.)(b)]
Cc: [Redacted S.38(1.)(b)]
Subject: Citizens' Assembly of Scotland
Importance: High

[Redacted S.38(1.)(b)]

Following the helpful discussion with you both at the end of last month, as agreed, I discussed the possibility of the use of a 'disability stratification criterion' in ensuring a membership of the Citizens' Assembly of Scotland that is broadly representative of the adult population of Scotland with the project contractor and advisory group.

We agreed that we *would* include such a criterion.

This requires including a question on disability in the recruitment questionnaire and setting target quotas for recruitment. Therefore, as with the other stratification criteria to be employed, we are planning to use an established survey question in the Citizens' Assembly recruitment questionnaire, and the associated survey findings (national level figures) in setting the target quotas.

The proposal is to use the question below with show card, based on combined Scottish Household Survey questions.

Can you let me know of any concerns you have with the use of this question and any suggestions to address them.

Apologies but since we are working to tight deadlines on this, I'd be grateful if you or a colleague were able to get back to me by the end of the week.

With thanks for your engagement on this and in anticipation of your feedback.

Best wishes

[Redacted S.38(1.)(b)]

Looking at this card, how many people in this household, if any, have any of these physical or mental health conditions or illnesses, which last or are expected to last 12 months or more and which reduce your/their ability to carry out day to day activities

MULTICODE OK

Arthritis

A speech impairment

Chest or breathing problems (asthma/ bronchitis)

Diabetes

Difficulty hearing

Difficulty seeing (even when wearing spectacles/ contact lenses)

Dyslexia

Epilepsy

Heart, blood pressure or circulation problems

Learning or behavioural problems (e.g. autism, Down's Syndrome)

Mental health problems
Problems or disabilities related to arms or hands
Problems or disabilities related to legs or feet
Problems or disabilities related to back or neck
Severe disfigurement, skin condition or allergies
Severe stomach, liver, kidney or digestive problem
Some other progressive disability or illness
Difficulty understanding spoken and/or written word
Some other health problem or disability (PLEASE WRITE IN)

[Redacted S.38(1.)(b)]

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Dh'fhaodadh gum bi teachdaireachd sam bith bho Riaghaltas na h-Alba air a chlàradh neo air a sgrùdadh airson dearbhadh gu bheil an siostam ag obair gu h-èifeachdach neo airson adhbhar laghail eile. Dh'fhaodadh nach eil beachdan anns a' phost-d seo co-ionann ri beachdan Riaghaltas na h-Alba.

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Dh'fhaodadh gum bi teachdaireachd sam bith bho Riaghaltas na h-Alba air a chlàradh neo air a sgrùdadh airson dearbhadh gu bheil an siostam ag obair gu h-èifeachdach neo airson adhbhar laghail eile. Dh'fhaodadh nach eil beachdan anns a' phost-d seo co-ionann ri beachdan Riaghaltas na h-Alba.

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Dh'fhaodadh gum bi teachdaireachd sam bith bho Riaghaltas na h-Alba air a chlàradh neo air a sgrùdadh airson dearbhadh gu bheil an siostam ag obair gu h-èifeachdach neo airson adhbhar laghail eile. Dh'fhaodadh nach eil beachdan anns a' phost-d seo co-ionann ri beachdan Riaghaltas na h-Alba.

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Item 5:

From: [Redacted S.38(1.)(b)]
Sent: 13 August 2019 16:03
To: [Redacted S.38(1.)(b)]
Subject: RE: Disability stratification and survey question

Hi [Redacted S.38(1.)(b)]

Thanks for this - I am relaxed on the issue of the estimate, not least as we are likely to accept some variance as discussed. On the issue of process, I think option 1 is preferable because it has a showcard (which I think will be helpful) and because that showcard is not overly long and allows for other conditions to be mentioned. We are not going to put quotas on the types of conditions, rather we are simply interested in achieving X% with a long term condition.

That is the approach I took in the questionnaire I circulated earlier so would be happy with that.

[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]

Sent: 13 August 2019 15:50

To: [Redacted S.38(1.)(b)]

Subject: RE: Disability stratification and survey question

Hi [Redacted S.38(1.)(b)]

It's unfortunately not entirely straightforward, but I think a pragmatic and practical solution exist. The SHS asks the question twice, once of the highest income householder (with showcard) and once of a random adult (without showcard). The latter is combined with SHeS results (with a lengthy showcard) and SCJS results into the SSCQ core questions. The estimates vary due to the survey effects and the SHeS showcard, 22% in the SHS and SCJS and 31% in SHeS, so the SSCQ combination in 2017 was 24%. Since it's a very wide quota I'm not too worried about the exact central estimate, but others may see that differently. My preference would be to use the SHS estimate, however they publish that 28% live with a long-term condition, and don't publish the subset figure of those that find this limits their daily activities (not useful!).

We have three options:

- use the published SSCQ 24% estimate with the SHS showcard (if a showcard is deemed helpful)
- use the unpublished SHS 22% estimate with the SHS showcard (not ideal as reliant on a data request)
- use the published SHeS 31% estimate with the SHeS showcard (not ideal as very detailed)

I welcome your views.

Best wishes,

[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]

Sent: 13 August 2019 13:47

To: [Redacted S.38(1.)(b)]

Cc: [Redacted S.38(1.)(b)]

Subject: RE: Disability stratification and survey question

[Redacted S.38(1.)(b)]

Thanks.

The show card conditions from the SHS are not, I think, associated with this specific limiting long term condition question, which we are using for stratification purposes.

So I'm wondering:

a) If we *need* the show card

b) If using it is problematic from a stratification perspective in that the responses won't be strictly comparable with the national data from the SHS.

[Redacted S.38(1.)(b)] – do you have a view on this?

Thanks

[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]

Sent: 13 August 2019 10:46

To: [Redacted S.38(1.)(b)]

Subject: RE: Disability stratification and survey question

Importance: High

[Redacted S.38(1.)(b)]

Hope all is well. I just tried to call you but your number was unavailable.

I was preparing a long email to send you today covering all the issues raised in the meeting but happy to send the recruitment questionnaire now so that you can discuss the health question with Inclusion Scotland.

As [Redacted S.38(1.)(b)] says, we have modelled the question on the one below but have added a showcard – as you will see the Showcard currently contains the conditions included in the SHS so hopefully that works for Inclusion Scotland, but we can amend as necessary.

You will also see that the questionnaire also now covers all the issues we discussed last week – I have left a couple of notes on it to go over tomorrow but am confident it is pretty much there.

I will also send the final quotas over later – the political quotas have been quite tricky since different pollsters use different methods for calculating those who would not vote but I have been through and re-proportioned numbers etc. I need to do a final check of that and will send thus afternoon along with the answers to the other questions.

One final thing – could you ask [Redacted S.38(1.)(b)] to send over the electronic version of her question list so that we can merge with ours before tomorrow

I am on my mobile and happy to discuss

All best

[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]
Sent: 13 August 2019 10:22
To: [Redacted S.38(1.)(b)]
Subject: RE: Disability stratification and survey question

Hi [Redacted S.38(1.)(b)]

We propose to use the following question regarding the disability criterion:

How many people in this household have a physical or mental health condition or illness lasting or expected to last 12 months or more and which reduces your/their ability to carry our day to day activities?

A list of conditions can be used as a showcard or simply be included in the interviewer instructions so on the doorstep if a respondent says I have X condition interviewers will know how to code this answer accurately - it will be useful if Inclusion Scotland could advise on developing a list of conditions for this.

With all best wishes,
[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]
Sent: 13 August 2019 08:11
To: [Redacted S.38(1.)(b)]
Subject: FW: Disability stratification and survey question
Importance: High

[Redacted S.38(1.)(b)]

Could you possibly get back to me on this today, please?

You'll remember that Ian asked that I run past whatever question we choose to use by Inclusion Scotland – and I need to try and do this asap so that we can finalise the target profile.

Thanks

[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]
Sent: 09 August 2019 12:58
To: [Redacted S.38(1.)(b)]
Subject: Disability stratification and survey question
Importance: High

[Redacted S.38(1.)(b)]

At yesterday's meeting we briefly discussed the use of the limiting long term health condition/illness questions from the Scottish Household Survey as the basis of the disability stratification criterion.

RG5A

DO YOU HAVE A PHYSICAL OR MENTAL HEALTH CONDITION OR ILLNESS LASTING OR EXPECTED TO LAST 12 MONTHS OR MORE?

Yes [1]

No [2]

Don't know [3]

Refusal [4]

RG5B

ASK if RG5A = 1

DOES YOUR CONDITION OR ILLNESS REDUCE YOUR ABILITY TO CARRY-OUT DAY-TO-DAY ACTIVITIES?

Yes, a lot [1]

Yes, a little [2]

Not at all [3]

<https://www2.gov.scot/Resource/0054/00547738.pdf>

I vaguely recall mention of the need to use a show card with a range of conditions. But the question above doesn't do this. So I'm just checking if you were suggesting using a different question, or if I've misunderstood. You'll remember that Ian suggested that we should liaise with Inclusion Scotland over the question(s) we think we should use – so I need to be clear of what we have agreed.

Thanks

[Redacted S.38(1.)(b)]

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Dh'fhaodadh gum bi teachdaireachd sam bith bho Riaghaltas na h-Alba air a chlàradh neo air a sgrùdadh airson dearbhadh gu bheil an siostam ag obair gu h-èifeachdach neo airson adhbhar laghail eile. Dh'fhaodadh nach eil beachdan anns a' phost-d seo co-ionann ri beachdan Riaghaltas na h-Alba.

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Item 6:

From: [Redacted S.38(1.)(b)]
Sent: 13 August 2019 11:45
To: [Redacted S.38(1.)(b)]
Subject: RE: Disability stratification and survey question

You are right to be confused. The Household survey uses an abbreviated showcard in a different part of the questionnaire (not for the pooled question) and the Health Survey uses a long show card. See below.

[Redacted S.38(1.)(b)]

SHS

WHICH OF THE CONDITIONS LISTED ON THIS CARD BEST DESCRIBES THE PHYSICAL OR MENTAL HEALTH CONDITION THAT (NAME) HAS?

- (1) Arthritis [1/0]
- (2) A speech impairment [1/0]
- (3) Chest or breathing problems (asthma/ bronchitis) [1/0]
- (4) Diabetes [1/0]
- (5) Difficulty hearing [1/0]
- (6) Difficulty seeing (even when wearing spectacles/ contact lenses) [1/0]
- (7) Dyslexia [1/0]
- (8) Epilepsy [1/0]
- (9) Heart, blood pressure or circulation problems [1/0]
- (10) Learning or behavioural problems (e.g. autism, Down's Syndrome) [1/0]
- (11) Mental health problems [1/0]
- (12) Problems or disabilities related to arms or hands [1/0]
- (13) Problems or disabilities related to legs or feet [1/0]
- (14) Problems or disabilities related to back or neck [1/0]
- (15) Severe disfigurement, skin condition or allergies [1/0]
- (16) Severe stomach, liver, kidney or digestive problem [1/0]
- (17) Some other progressive disability or illness [1/0]

(18) Difficulty understanding spoken and/or written word [1/0]

(19) Some other health problem or disability [1/0]

Refused

SHeS

What (*e/se*) is the matter with you?

INTERVIEWER: RECORD FULLY. PROBE FOR DETAIL.

1 Cancer (neoplasm) including lumps, masses, tumours and growths and benign (nonmalignant)

lumps and cysts

2 Diabetes

3 Other endocrine/metabolic

4 Mental illness/anxiety/depression/nerves (nes)

5 Mental handicap

6 Epilepsy/fits

7 Migraine/headache

8 Other problems of nervous system

9 Cataract/poor eye sight/blindness

10 Other eye complaints

11 Poor hearing/deafness

12 Tinnitus/noises in the ear

13 Meniere's disease/ear complaints causing balance problems

14 Other ear complaints

15 Stroke/cerebral haemorrhage/cerebral thrombosis

16 Heart attack/angina

17 Hypertension/high blood pressure/blood pressure (nes)

18 Other heart problems

19 Piles/haemorrhoids incl. Varicose Veins in anus

20 Varicose veins/phlebitis in lower extremities

21 Other blood vessels/embolic

22 Bronchitis/emphysema

23 Asthma

24 Hayfever

25 Other respiratory complaints

26 Stomach ulcer/ulcer (nes)/abdominal hernia/rupture

27 Other digestive complaints (stomach, liver, pancreas, bile ducts, small intestine - duodenum,

jejunum and ileum)

28 Complaints of bowel/colon (large intestine, caecum, bowel, colon, rectum

29 Complaints of teeth/mouth/tongue

30 Kidney complaints

31 Urinary tract infection

32 Other bladder problems/incontinence

33 Reproductive system disorders

34 Arthritis/rheumatism/fibrositis

35 Back problems/slipped disc/spine/neck

36 Other problems of bones/joints/muscles

37 Infectious and parasitic disease

38 Disorders of blood and blood forming organs and immunity disorders

39 Skin complaints

40 Other complaints
41 Unclassifiable
42 Complaint no longer present
99 Not answered/Refusal

From: [Redacted S.38(1.)(b)]
Sent: 13 August 2019 11:10
To: [Redacted S.38(1.)(b)]
Subject: FW: Disability stratification and survey question
Importance: High

I'm confused now. Does the SHS use a show card of conditions?

Ta

[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]
Sent: 13 August 2019 10:46
To: [Redacted S.38(1.)(b)]
Subject: RE: Disability stratification and survey question
Importance: High

[Redacted S.38(1.)(b)]

Hope all is well. I just tried to call you but your number was unavailable.

I was preparing a long email to send you today covering all the issues raised in the meeting but happy to send the recruitment questionnaire now so that you can discuss the health question with Inclusion Scotland.

As [Redacted S.38(1.)(b)] says, we have modelled the question on the one below but have added a showcard – as you will see the Showcard currently contains the conditions included in the SHS so hopefully that works for Inclusion Scotland, but we can amend as necessary.

You will also see that the questionnaire also now covers all the issues we discussed last week – I have left a couple of notes on it to go over tomorrow but am confident it is pretty much there.

I will also send the final quotas over later – the political quotas have been quite tricky since different pollsters use different methods for calculating those who would not vote but I have been through and re-proportioned numbers etc. I need to do a final check of that and will send thus afternoon along with the answers to the other questions.

One final thing – could you ask [Redacted S.38(1.)(b)] to send over the electronic version of her question list so that we can merge with ours before tomorrow

I am on my mobile and happy to discuss

All best

[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]

Sent: 13 August 2019 10:22

To: [Redacted S.38(1.)(b)]

Subject: RE: Disability stratification and survey question

Hi [Redacted S.38(1.)(b)]

We propose to use the following question regarding the disability criterion:

How many people in this household have a physical or mental health condition or illness lasting or expected to last 12 months or more and which reduces your/their ability to carry our day to day activities?

A list of conditions can be used as a showcard or simply be included in the interviewer instructions so on the doorstep if a respondent says I have X condition interviewers will know how to code this answer accurately - it will be useful if Inclusion Scotland could advise on developing a list of conditions for this.

With all best wishes,

[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]

Sent: 13 August 2019 08:11

To: [Redacted S.38(1.)(b)]

Subject: FW: Disability stratification and survey question

Importance: High

[Redacted S.38(1.)(b)]

Could you possibly get back to me on this today, please?

You'll remember that Ian asked that I run past whatever question we choose to use by Inclusion Scotland – and I need to try and do this asap so that we can finalise the target profile.

Thanks

[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]

Sent: 09 August 2019 12:58

To: [Redacted S.38(1.)(b)]

Subject: Disability stratification and survey question

Importance: High

[Redacted S.38(1.)(b)]

At yesterday's meeting we briefly discussed the use of the limiting long term health condition/illness questions from the Scottish Household Survey as the basis of the disability stratification criterion.

RG5A

DO YOU HAVE A PHYSICAL OR MENTAL HEALTH CONDITION OR ILLNESS LASTING OR EXPECTED TO LAST 12 MONTHS OR MORE?

Yes [1]

No [2]

Don't know [3]

Refusal [4]

RG5B

ASK if RG5A = 1

DOES YOUR CONDITION OR ILLNESS REDUCE YOUR ABILITY TO CARRY-OUT DAY-TO-DAY ACTIVITIES?

Yes, a lot [1]

Yes, a little [2]

Not at all [3]

<https://www2.gov.scot/Resource/0054/00547738.pdf>

I vaguely recall mention of the need to use a show card with a range of conditions. But the question above doesn't do this. So I'm just checking if you were suggesting using a different question, or if I've misunderstood. You'll remember that Ian suggested that we should liaise with Inclusion Scotland over the question(s) we think we should use – so I need to be clear of what we have agreed.

Thanks

[Redacted S.38(1.)(b)]

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Tha am post-d seo (agus faidhle neo ceanglan còmhla ris) dhan neach neo luchd-ainmichte a-mhàin. Chan eil e ceadaichte a chleachdadh ann an dòigh sam bith, a' toirt a-steach còraichean, foillseachadh neo sgaoileadh, gun chead. Ma 's e is gun

d'fhuair sibh seo gun fhiosd', bu choir cur às dhan phost-d agus lethbhreac sam bith air an t-siostam agaibh agus fios a leigeil chun neach a sgaoil am post-d gun dàil. Dh'fhaodadh gum bi teachdaireachd sam bith bho Riaghaltas na h-Alba air a chlàradh neo air a sgrùdadh airson dearbhadh gu bheil an siostam ag obair gu h-èifeachdach neo airson adhbhar laghail eile. Dh'fhaodadh nach eil beachdan anns a' phost-d seo co-ionann ri beachdan Riaghaltas na h-Alba.

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Item 7:

From: [Redacted S.38(1.) (b)]
Sent: 02 August 2019 12:07
To: [Redacted S.38(1.) (b)]
Cc: [Redacted S.38(1.) (b)]
Subject: "disability" proxy

[Redacted S.38(1.) (b)]

Another question for both of you: Are you aware of an official statistic other than our "limiting long term conditions" that defines a "disability" estimate or proxy based on a simple question?

I'm asking because SHeS asks a whole barrage of questions on conditions, that we wouldn't want to include in a CA screening questionnaire, so we can't use the SHeS estimate; SHS reports a figure that includes conditions that aren't limiting, so also unhelpful, and the SSCQ estimate is the composite of the (not separately published) SCJS and SHS estimates for limiting condition, plus the higher SHeS one, so also not ideal, but the least bad case.

The quota will be really wide (something like between 9% and % if we use limiting long-term conditions), but it would be good to publish a middle estimate that is seen to be the best available. It's currently the SSCQ one.

Thanks for your thoughts!

[Redacted S.38(1.) (b)]

Item 8:

From: [Redacted S.38(1.) (b)]
Sent: 02 August 2019 12:32
To: [Redacted S.38(1.) (b)]
Cc: [Redacted S.38(1.) (b)]

Subject: RE: Quota definitions

Hi [Redacted S.38(1.)(b)]

I've added in the latest data from our mid-year population estimates which can be used for the demographic quotas, with proposed tolerance levels. We might want to discuss these when we meet with [Redacted S.38(1.)(b)] next week. The tender included estimates based on our total population but I've also included estimates for population aged 16+ to align with eligibility for the Assembly, although it makes very little difference to the quotas.

I'd also suggest sharing the link below to the GSS harmonised principles, as they might find this helpful when drafting the recruitment questionnaire. [Redacted S.38(1.)(b)] also included the SHS questions in the spreadsheet too.

<https://gss.civilservice.gov.uk/guidances/0-harmonised-principles/>

If you're happy with this, can you send on to [Redacted S.38(1.)(b)] please.

[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]
Sent: 01 August 2019 16:53
To: [Redacted S.38(1.)(b)]
Cc: [Redacted S.38(1.)(b)]

Subject: Quota definitions

[Redacted S.38(1.)(b)]

As promised earlier today, here is a first draft of a questions and quotas definition for the screening questionnaire for the Citizens' Assembly of Scotland.

[In red the sections I'm not sure about, primarily around the quotas for educational qualifications and how to define these. Three bins (no qualifications / levels 1-3 / level 4+ degree or higher) are sufficient by the data I have, but if someone [Redacted S.38(1.)(b)] could check how the qualifications on the SHS showcard are binned into these that would be great.]

There are spaces for [Redacted S.38(1.)(b)] demographic quotas to be added, and also for the political views sources and quotas to be defined. The questions are from the SHS questionnaires, but I'd be happy with any sensible variation on these.

My approach has been to set a tolerance level (e.g. if we think that +/- 20% is good enough for Ethnic group, that then calculates 20% of the estimate for each group, so 77%+/-15% (20% of 77 is 15) for White Scottish, 12%+/-2 for white Other British etc.

I hope this helps! Please pass on to [Redacted S.38(1.)(b)] once better populated for comment.

[Redacted S.38(1.)(b)]

Please note, this email correspondence has an attached document which is enclosed as Document 8.

Item 9:

From: [Redacted S.38(1.)(b)]
Sent: 05 August 2019 17:09
To: [Redacted S.38(1.)(b)]
Cc: [Redacted S.38(1.)(b)]
Subject: RE: Disability survey questions

Hi [Redacted S.38(1.)(b)]

Similarly, in my experience the harmonised survey question is almost universally used.

Typically, I've seen it asked as a two-step question, with long-term illness asked about first and then, subsequently, whether said long-term illness is limiting (and sometimes whether it limits a lot or only a little). I've also seen, in the Scottish Household Survey, one chapter (on culture) that distinguishes between major reduced capacity and minor reduced capacity. However, this latter approach isn't taken in the health survey so it might be difficult to calibrate a representative sample on this basis.

Best,

[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]
Sent: 05 August 2019 16:51
To: [Redacted S.38(1.)(b)]
Cc: [Redacted S.38(1.)(b)]

Subject: RE: Disability survey questions

Hi [Redacted S.38(1.)(b)] I'm only really aware of the harmonised survey question and the one used in the census in Scotland (which is similar but slightly different). I've copied in a few colleagues who may know if further questions exist.
[Redacted S.38(1.)(b)]

From: [Redacted S.38(1.)(b)]
Sent: 05 August 2019 16:12
To: [Redacted S.38(1.)(b)]
Subject: Disability survey questions
Importance: High

Hi [Redacted S.38(1.)(b)]

I'm managing the recruitment of members to the Citizens' Assembly of Scotland. We're aiming for a broadly representative sample of the adult (aged 16+) population of Scotland, but the membership will only total 100/120.

Members will be recruited via a random selection approach, but according to a target stratified profile.

One of the stratification criteria will be (dis)ability. I'm emailing to ask your advice on the question we would ask in the screening questionnaire during recruitment. I'm aware of the limiting long term condition question but not convinced this is appropriate – though you may tell me otherwise. Are there other (better) SG survey questions you would recommend we use (with associated data on current numbers in Scotland)?

Thanks

[Redacted S.38(1.)(b)]