

**Social Data Collection & Admin**  
**Sources BDB on NP3APP001**

Created By: [REDACTED]/TITCHFIELD/ONS on  
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**Title: Survey Response Group Meeting 09/01/08 -  
Discussions and Actions**

Categorisation  
BUS Field -  
Research\Research\Meetings\Action Points

**Attendees:**

[REDACTED]  
[REDACTED]  
[REDACTED]  
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[REDACTED]

**1. Introductions**

[REDACTED]  
[REDACTED]

**2. History of the Survey Response Group**

[REDACTED] provided brief details about the history of the Survey Response Group (SRG) meetings and included the following issues:  
The meetings have run in different formats for approximately eight years.

IM division attended the earlier meetings.

As no real outcomes resulted from previous meetings, a new format for the meetings was utilised that included participants from Methodology, SDCAS and SVS. As it was not possible for representatives from the different divisions to consistently attend, the meetings were cancelled.

A drive for restarting the SRG meetings was raised at the awayday in Salisbury 2007.

### **3. Current Nonresponse Research being carried out by the Nonresponse Unit (Methodology Directorate)**

█ gave an overview of his current research project 'Understand characteristics of non-responders/refusals to enable improve ART targeting'. More details available from the following



attachment -> Neil Hopper's ART Research Overview - January 2008.doc

█ asked for comments about whether this was an appropriate forum for discussing his research projects.

#### **Points made in discussion:**

█ provided background about how Methodology research projects were highlighted and initiated.

█ confirmed that it would be useful to gain more of an understanding of the context of █ research projects.

█ stated that this meeting provided a good forum for presenting and discussing Methodology's relevant research projects.

█ asked what stage of the research process followed on from the presentation of findings.

█ asked if the SRG meeting could provide help with taking forward research findings/recommendations.

█ confirmed that he would find it useful to have more opportunities to talk to field staff to help with his research.

█ highlighted a need to list all the nonresponse projects across ONS and suggested the SRG meeting as a suitable forum for such a task.

### **4. Future of the Survey Response Group**

█ talked about the possible structure of future meetings. █ offered to be the chair of the meeting on a regular basis and this was accepted by all parties.

#### **Points made in discussion:**

█ asked if the SRG featured the most appropriate group of participants so that project duplication could be avoided.

█ stated that the current participants were appropriate and offered to feedback information about relevant research projects in SVS.

█ asked if the SRG could discuss research topics before projects were begun.

█ stated that the remit of the SRG was to make recommendations about taking forward research topics.

█ spoke about the importance of the SRG's role for ensuring research projects resulted in a package of implementable actions.

█ stated that the SRG should act as recommenders and implementers and that █ should be kept informed about the outcomes of the SRG meetings.

█ explained that the nature of the research would govern whether recommendations were appropriate and in some cases, the SRG's role would be only to disseminate information related to the research findings.

█ explained that the SRG forum was important to help highlight the research work completed within Methodology and could include joint papers directed by the SRG.

█ suggested labelling such joint papers as being owned by the SRG.

█ asked if all the participating divisions would be able to send representatives to the meetings on a regular basis.

All parties agreed that the divisions would be represented at future meetings.

████ provided a summary of the issues to be covered by the SRG (including communications, avoiding research project duplication, discussing and supporting research recommendation and implementation plans, and managing joint research papers).

████ asked if it would be possible for the SRG to also discuss future research themes, highlight research requirements and bid for Methodology resources.

████ asked whether it was appropriate for survey operational issues to be discussed at the meeting.

████ stated that such issues should only be discussed when directly linked to survey response.

████ provided brief background about the SSPG and the Liaison Group.

████ suggested using current research details to map out the current response related research projects, identify the key issues and report findings to ONS management.

████ agreed that the outcomes from this process would help identify research requirements.

All parties agreed that Ian should provide information about SVS research projects, █████ to cover DS research, █████ to cover SDCAS research and █████ to report on Methodology research.

████ stated that as the next meeting would be used to discuss the scope of the relevant survey response research projects, it maybe more beneficial to hold the meeting on a face to face basis rather than by audiolink.

████ suggested holding the meeting at the Titchfield site and asked if SVS colleagues based in Newport would be able to attend. The SVS representatives confirmed that they would be able to attend the meeting at the Titchfield office.

████ suggested holding the next meeting in February to discuss the scope of the research projects and subsequent meetings on a bimonthly basis. These proposals were agreed by all parties.

████ suggested circulating a summary of the outcomes from the SRG meetings to other relevant groups including LMD and SSPG.

████ agreed that regular feedback should be provided to the SSPG.

████ agreed that it would be useful to circulate outcomes to other groups.

████ asked if a regular update should be provided for the SPC.

## **5. Any Other Business**

████ stated that █████ could make a more detailed presentation about his current research at the SRG meeting in February.

████ confirmed that once the work had progressed further, he would circulate details about the upcoming presentation.

## **6. Related research papers**

Following on from the meeting, the links and research papers included below have been provided by █████:

'Exploring Survey Nonresponse in the UK: The Census-Survey Nonresponse Link Study' ->



Census Survey Nonresponse Link Study.doc

Various MD based survey response research reports -> Social Survey Response Rates:  
ONS(SPC)(07)10

## **ACTION POINTS**

Number	Owner	Details
1	All Parties	Report to meeting in February about response related research projects currently underway or planned within separate business areas, more specifically: [REDACTED] [REDACTED] [REDACTED] [REDACTED].
2	[REDACTED]	Speak to [REDACTED] about the requirement for providing the SSPG with regular feedback from the SRG meetings.
3	All Parties	Feedback comments at the meeting in February about which ONS groups should receive a regular update on the outcomes of SRG meetings.
4	All Parties	Feedback comments at the meeting in February about the following proposed responsibilities for the SRG: Communications forum; Maintaining an overview of all survey response research; Making recommendations; Implementation of action plans; Take ownership of papers covering joint survey research projects; Highlight new research requirements.
5	[REDACTED]	Arrange the next SRG meeting for February and subsequent meetings on a bimonthly basis.
6	[REDACTED]	[REDACTED] to be invited to future meetings.