SCOTTISH STATUTORY INSTRUMENTS

2000 No. 194

CENSUS

The Census (Scotland) Amendment Regulations 2000

Made - - - -	*15th June 2000*
Laid before the Scottish Parliament - - - -	*16th June 2000*
Coming into force - -	*7th July 2000*

The Scottish Ministers, in exercise of powers conferred upon them by section 3(1) of the Census Act 1920(**1**) and of all other powers enabling them in that behalf, hereby make the following Regulations:

Citation, commencement, interpretation and extent

1.—(1) These Regulations may be cited as the Census (Scotland) Amendment Regulations 2000 and shall come into force on 7th July 2000.

(2) In these Regulations, the "principal Regulations" means the Census (Scotland) Regulations 2000(**2**).

(3) These Regulations extend to Scotland only.

Amendment of the principal Regulations

2.—(1) The principal Regulations shall be amended in accordance with the following paragraphs.

(2) Regulation 5 of, and Schedule 1 to, the principal Regulations are omitted.

(3) In regulation 8 (delivery of forms of return)—

(a) at the end of paragraph (3)(a)(iii), the word "and" is omitted;

(b) at the end of paragraph (3) there is inserted:—

"; and

(c) a Communal Establishment Form to the person appointed under regulation 4(1)(d)(ii) to enumerate persons mentioned in Group VIII in Schedule 1 to the Census Order."; and

(c) in paragraph (4), for "(1)" there is substituted "(1)(b)".

(**1**) 1920 c. 41; by virtue of section 9(1) (substituted by S.I.1996/273, Schedule 2, paragraph 3 and amended by S.I. 1999/1820), section 3(1), in its application to Scotland, confers powers on the Secretary for Scotland. The functions of the Secretary of State were transferred to the Scottish Ministers by virtue of section 53 of the Scotland Act 1998 (c. 46).

(**2**) S.S.I. 2000/102.

(4) In regulation 9 (particulars to be completed by census enumerators), after paragraph (3) there is inserted the following:—

> "(4) When a Communal Establishment Form is delivered in accordance with regulation 8(3)(c), the person appointed under regulation 4(1)(d)(ii) shall complete the section titled "This section to be completed by the census enumerator" and the box titled "Persons Sleeping Rough".".

(5) In regulation 10 (issue of individual forms of return in private households), after the words "("the elector")", there is inserted the words "or a person acting on his behalf".

(6) In regulation 12 (return of completed forms of return), after paragraph (6) there is inserted the following:—

> "(7) The Registrar General may make such other arrangements for the collection of the particulars prescribed by the Census Order to be stated in the returns, as he thinks fit.".

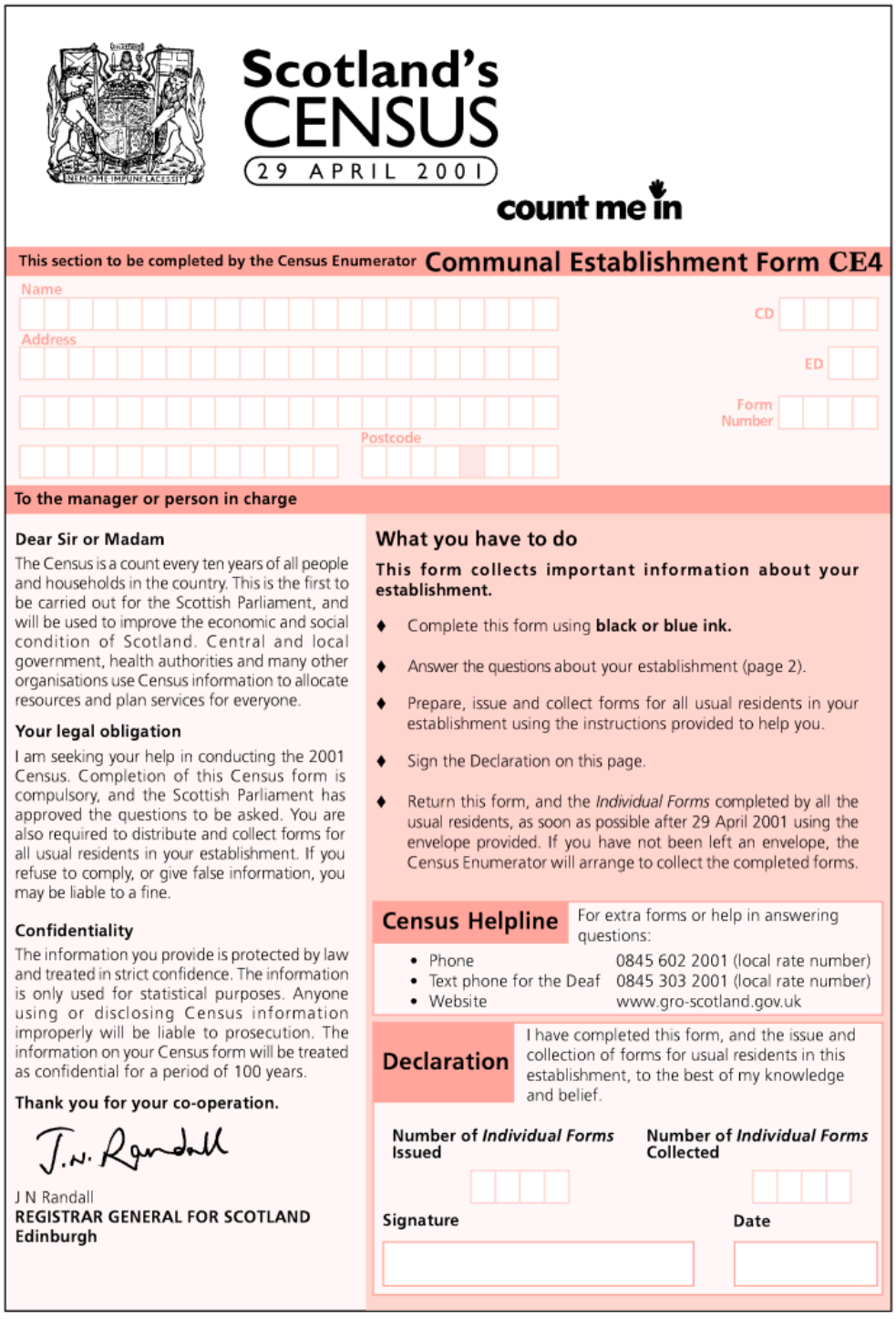
(7) For the forms set out in Schedule 3 to the principal Regulations (forms of return for 2001 Census), there are substituted the forms set out in the Schedule to these Regulations.

St Andrew's House,Edinburgh
15th June 2000

ANGUS MACKAY
A member of the Scottish Executive

SCHEDULE Regulation 2(7)

NEW FORMS OF RETURN TO BE SUBSTITUTED IN SCHEDULE 3 TO THE PRINCIPAL REGULATIONS



Scotland's CENSUS

29 APRIL 2001

count me in

This section to be completed by the Census Enumerator **Communal Establishment Form CE4**

Name

Address

Postcode

CD

ED

Form Number

To the manager or person in charge

Dear Sir or Madam

The Census is a count every ten years of all people and households in the country. This is the first to be carried out for the Scottish Parliament, and will be used to improve the economic and social condition of Scotland. Central and local government, health authorities and many other organisations use Census information to allocate resources and plan services for everyone.

Your legal obligation

I am seeking your help in conducting the 2001 Census. Completion of this Census form is compulsory, and the Scottish Parliament has approved the questions to be asked. You are also required to distribute and collect forms for all usual residents in your establishment. If you refuse to comply, or give false information, you may be liable to a fine.

Confidentiality

The information you provide is protected by law and treated in strict confidence. The information is only used for statistical purposes. Anyone using or disclosing Census information improperly will be liable to prosecution. The information on your Census form will be treated as confidential for a period of 100 years.

Thank you for your co-operation.

J N Randall
REGISTRAR GENERAL FOR SCOTLAND
Edinburgh

What you have to do

This form collects important information about your establishment.

- Complete this form using **black or blue ink.**
- Answer the questions about your establishment (page 2).
- Prepare, issue and collect forms for all usual residents in your establishment using the instructions provided to help you.
- Sign the Declaration on this page.
- Return this form, and the *Individual Forms* completed by all the usual residents, as soon as possible after 29 April 2001 using the envelope provided. If you have not been left an envelope, the Census Enumerator will arrange to collect the completed forms.

Census Helpline For extra forms or help in answering questions:

- Phone 0845 602 2001 (local rate number)
- Text phone for the Deaf 0845 303 2001 (local rate number)
- Website www.gro-scotland.gov.uk

Declaration I have completed this form, and the issue and collection of forms for usual residents in this establishment, to the best of my knowledge and belief.

Number of *Individual Forms* Issued

Number of *Individual Forms* Collected

Signature

Date

Page 1

How to complete this form

- **Remember to use black or blue ink.**
- Put a tick in the appropriate box like this ☑. If you mark the wrong box, fill in the box like this ■ and ☑ the correct one.

1 Nature of Establishment

Please tick the box that best describes your establishment.

✓ *one box only*

Medical and Care Establishments

- ☐ General Hospital
- ☐ Psychiatric Hospital/Home
- ☐ Other Hospital
- ☐ Nursing Home
- ☐ Residential Care Home
- ☐ Children's Home (including secure units)
- ☐ Other Medical and Care Home

If you have ticked a box under 'Medical and Care Establishments' then ► Go to 2

Other Establishments

- ☐ Defence Establishment (including ships)
- ☐ Prison and Young Offenders' Institutions
- ☐ Educational Establishment (including Halls of Residence)
- ☐ Hotel, Boarding House, Guest House
- ☐ Hostels (including youth hostels, hostels for the homeless)
- ☐ Civilian Ship, Boat or Barge
- ☐ Other

If you have ticked a box under 'Other Establishments' then ► Go to 4

2 Registration Status

Is your establishment registered with a Health Board or Council?

✓ *one box only*

- ☐ Yes, with the Health Board
- ☐ Yes, with the Council (Local Authority)
- ☐ Yes, with both the Health Board and the Council (Local Authority)
- ☐ No

3 Type of Management

Who is responsible for the management of your establishment?

✓ *one box only*

- ☐ National Health Service
- ☐ Council (Local Authority)
- ☐ Housing Association
- ☐ Charity/Voluntary Organisation
- ☐ Sole Proprietor/Partnership/Private Company
- ☐ Other

4 Type of Resident

Which of the following client groups does your establishment cater for?

✓ *at least one box in Section A and at least one in Section B below*

A: Age group of clients

- ☐ Elderly
- ☐ Adults
- ☐ Children

B: Characteristics of clients

- ☐ Physical Disability
- ☐ Learning Disability
- ☐ Mental Health Problems
- ☐ Convalescent or Post-Operative Care
- ☐ Drug/Alcohol Problems
- ☐ Terminal Illness/Respite Care
- ☐ Chronic Illness Care
- ☐ Acute Illness Care
- ☐ Elderly
- ☐ Students
- ☐ Prisoners including Young Offenders
- ☐ Nurses
- ☐ Armed Forces Personnel
- ☐ Homeless
- ☐ Other

Enumerator use only

- ☐ Persons Sleeping Rough

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Scotland's CENSUS

29 APRIL 2001

count me in

This section to be completed by the Census Enumerator

Household Form H4

Name

Address

Postcode

CD

ED

Form Number

* Form 1 of

*Multi-form households only

To the Householder or Joint Householders

Dear Householder

The Census is a count every ten years of all people and households in the country. This is the first to be carried out for the Scottish Parliament, and will be used to improve the economic and social condition of Scotland. Central and local government, health authorities and many other organisations use Census information to allocate resources and plan services for everyone.

Your legal obligation

Completion of the Census form is compulsory, and the Scottish Parliament has approved the questions to be asked. If you refuse to complete the form, or give false information, you may be liable to a fine. Questions 13 and 14 about religion are voluntary.

Confidentiality

The information you provide is protected by law and treated in strict confidence. The information is only used for statistical purposes. Anyone using or disclosing Census information improperly will be liable to prosecution. The information on your Census form will be treated as confidential for a period of 100 years.

Thank you for your co-operation.

J N Randall
REGISTRAR GENERAL FOR SCOTLAND
Edinburgh

What you have to do

- Your household should complete this form in **black or blue ink**. A household is:
  - one person living alone, or
  - a group of people (not necessarily related) living at the same address with common housekeeping - sharing either a living room or sitting room, or at least one meal a day.

  Any other household at your address should complete its own form.
- In Table 1 on page 2 list the household members living at the above address on the night of 29/30 April 2001. It may help if you use Table 2 to list visitors.
- Answer the questions about your accommodation on page 3.
- Complete the Relationship Section on pages 4 and 5.
- Ensure that a Person Section (three pages) is completed for each household member listed in Table 1.
- When you have finished, please sign the Declaration at the foot of this page.
- Post the form back (with any other forms for the household) in the reply-paid envelope as soon as possible after 29 April 2001.

Census Helpline For extra forms or help in answering questions:

• Phone	0845 602 2001 (local rate number)
• Text phone for the Deaf	0845 303 2001 (local rate number)
• Website	www.gro-scotland.gov.uk

Declaration This form is completed to the best of my (our) knowledge and belief.

Signature(s) **Date**

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