Scottish Crime and Justice Survey 2023/24

Technical Report

Mark Bell, Robert Cook, Stuart Napier, Vivienne Smyth – Scottish Government

Leon Page, Sophie Birtwistle – Scottish Centre for Social Research (ScotCen)

Chris Martin, Colin Hockaday – Ipsos Scotland

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Contents

1 Background

What is in this chapter?

- An introduction to the Scottish Crime and Justice Survey (SCJS) and a brief history of crime surveys in Scotland
- Details on the structure of the technical report, with an overview of the content of each chapter
- A summary of changes for the 2023/24 SCJS compared to the 2021/22 survey
- A summary of outputs from the survey

1.1 Overview of the Scottish Crime and Justice Survey

The Scottish Crime and Justice Survey (SCJS) is a survey of public experiences and perceptions of crime in Scotland. The 2023/24 survey marks the eleventh year of the SCJS, with the first being conducted in 2008/09. With the outbreak of the COVID-19 pandemic in March 2020, the proposed 2020/21 survey was postponed and replaced with the Scottish Victimisation Telephone Survey (SVTS). The 2021/22 SCJS survey marked the return to the SCJS series, with the survey for the first time including some interviews by telephone where people did not want to be interviewed in-home and the 2023/24 survey continues with this approach. A separate report examining the impact of the introduction of telephone interviews as part of the 2021/22 survey was published alongside the main report.

The SCJS interviews those aged 16 or over who live in private residential addresses in Scotland.

The main aims of the SCJS are to:

- enable people in Scotland to tell us about their experiences of, and attitudes to, a range of issues related to crime, policing and the justice system, including crime not reported to the police
- provide a valid and reliable measure of adults' (aged 16+) experience of crime, including services provided to victims of crime
- provide a valid and reliable measure of adult's experience of fraud and computer misuse, comparable with statistics from the Crime Survey for England and Wales (CSEW), newly introduced for the 2023/24 survey.
- examine trends over time in the number and nature of crimes in Scotland, providing a complementary measure of crime compared with police recorded crime statistics[1]
- examine the varying risk and characteristics of crime for different groups of adults in the population

[1] For more information on police recorded crime, see the Scottish Government website.

The statistics produced from victimisation surveys provide a picture of the level of crime in Scotland. SCJS respondents are asked directly about their experience of incidents which have happened to them, irrespective of whether they reported them to the police. The survey provides a record of peoples' experiences of crime which is unaffected by variations in reporting behaviour of victims or changes in police practices of recording crime. However, the SCJS and police recorded crime statistics should be seen as a complementary series, which together provide a more complete picture of crime than could be obtained from either series alone[2].

The survey also provides analyses for a number of performance targets for the public sector in Scotland, at a national and a local level, including informing progress against the Scottish Government's National Performance Framework (NPF)[3].

The survey uses a victim form questionnaire to collect extensive details about the nature of each incident that respondents report, such as when and where it occurred and details about the offenders and other relevant information. This allows classification and hence counts of crimes in Scotland. A separate victim form for fraud and computer misuse was introduced for the first time for the 2023/24 survey, and therefore there are two types of victim form. What was, prior to the 2023/24 survey, referred to the victim form, is now referred to as the *standard* victim form.

The SCJS collects information on incidents occurring in the previous 12 calendar months before the month in which each interview takes place. This time period is referred to as the survey 'reference period'. The reference period covers an equal length of time (12 calendar months) for each respondent.

The SCJS only collects data on incidents occurring in Scotland in the reference period. Incidents which happen abroad or in England and Wales are not covered by the survey (termed non-valid incidents). The Crime Survey for England and Wales (CSEW) gathers information in England or Wales. Crimes experienced in England and Wales by people normally resident in Scotland and incidents occurring in Scotland to people who live in England and Wales will not be captured in either the SCJS or CSEW.

Incidents which meet the above criteria, and which are identified as crimes within the scope of the survey (Chapter 8), are used to produce the 'all SCJS crime' statistics which are published in the Main Findings report.

The survey collects socio-demographic information from respondents which allows a picture to be built up about the nature of crime in Scotland and variation in experiences of victimisation among subgroups of the population. The self-completion section of the questionnaire also collects information on a number of sensitive issues, including sexual victimisation, stalking and harassment, and partner abuse. The survey also captures attitudinal information on a range of issues related to crime, policing and the justice system.

[2] An analytical paper was published in 2014 looking at SCJS and police recorded crime.

[3] The framework measures Scotland's progress against the National Outcomes. To do this, it uses 'National Indicators'. The SCJS informs three National Indicators: Crime victimisation, Perceptions of local crime rate and Access to justice.

1.2 History of crime surveys in Scotland

Prior to the 2023/24 survey, there have been 18 previous surveys of victimisation in Scotland, beginning with the 1982 and 1988 years of the British Crime Survey (BCS) co-ordinated by the Home Office[4]. BCS coverage in Scotland was limited to south of the Caledonian Canal. The first independent Scotland-only survey was commissioned by the Scottish Office in 1993 under the title of the Scottish Crime Survey (SCS) and was followed by repeated surveys in 1996, 2000 and 2003[5]. In 2004, following an external review, the survey underwent both a name change, under the title of the Scottish Crime and Victimisation Survey (SCVS), and a major methodological change, with a move away from in-home, face-to-face interviewing to telephone interviewing. However, the 2006 survey returned to face-to-face interviewing after it was shown that the robustness of the data produced by the 2004 telephone survey could not be substantiated[6].

Following the 2006 SCVS a further review of the crime survey was carried out, which resulted in the new Scottish Crime and Justice Survey (SCJS) being launched in April 2008.

The 2023/24 survey year retained the same basic design as the 2008/09 surveys onwards, though continuing with the inclusion of a telephone interview option, first introduced in the 2021/22 survey[7]. The full content of the self-completion questionnaire was reinstated compared to the 2021/22 survey to bring it in line with the pre-pandemic waves, the last of which was in 2019/20. The self-completion was completed either with the respondent using the interviewers laptop or via a web follow-up survey.

Throughout the SCJS series, there has been a reduction in sample sizes and some small changes to the sample design in relation to clustering and stratification, and the length of the fieldwork period for each survey. Whilst the fundamental structure of the questionnaire has remained consistent, it is designed to allow the rotation of questionnaire sections in and out of the survey according to the policy and research requirements of the Scottish Government and stakeholders.

After the 2010/11 survey was completed, the survey moved to a biennial frequency, with one being conducted in 2014/15 (but not in 2013/14 or 2015/16). From 2016/17 onwards, the SCJS has returned to a continuous fieldwork model, but with the achieved sample size reduced to around half that of the 2014/15 survey (11,500 down to sample target of 6,000). This means that some sections of the questionnaire and breakdowns of the data are only available on a biennial basis (e.g. when the 2018/19 and 2019/20 surveys are combined).

[4] Further information is available on the shared Office for National Statistics and Kantar Public website.

[5] For more information see the Scottish Government SCJS survey website.

[6] For more information see Hope (2005). The SCVS 2004 survey included a face-to-face calibration survey run in parallel to the main telephone survey, and the 2004 crime estimates were based on this survey rather than the telephone survey.

[7] The 2021/22 survey included a video-interview option, though this was very rarely used, so withdrawn for the 2023/24 survey.

The COVID-19 pandemic interrupted this continuous series, with all face-to-face fieldwork being suspended in March 2020 at the end of the 2019/20 survey. The SVTS was conducted during the pandemic when it was not possible to undertake face-to-face interviewing. The SVTS trialled telephone data collection, and this was introduced in the 2021/22 SCJS, along with Microsoft Teams video interviewing, before face-to-face interview data collection was resumed in April 2022. The 2021/22 SCJS therefore represented the first mixed-mode survey in the SCJS series. The 2023/24 survey continues to include a telephone interview option. The self-completion element also now includes an online option[8], a shortened version of which was also introduced in the 2021/22 survey.

The 2023/24 survey saw a reduction in the target sample size from 6,000 interviews to 5,000 interviews reflecting the increasing cost of undertaking large scale face to face surveys and constrained budgets.

The 2023/24 SCJS questionnaire saw some major developments compared to the 2021/22 and prior surveys:

1. The introduction of the fraud and computer misuse victim form, based on the questionnaire used on the Crime Survey for England and Wales (CSEW), and the subsequent removal of the cyber crime section

2. The re-introduction of the full self-completion questionnaire (which was significantly shortened for the 2021/22 survey), but with the redevelopment of the partner abuse section, and the removal of the illicit drug use section (now asked on the Scottish Health Survey)

3. A move from quarter sample to third sample modules and a move of some sections from the full sample module to the third sample modules

For further details on the questionnaire content and changes see Section 4.1.1.

Despite changes in the design of crime surveys in Scotland over time, the wording of the questions that are asked to elicit experiences of victimisation have generally been consistent. However, care must be taken when comparing different surveys, both those conducted in Scotland and other UK surveys, and analysts should carefully read the relevant technical documentation to ensure that like-for-like comparisons are being made[9].

[8] The 2021/22 survey also included a paper self-completion option, but this was not well-utilised and consequently not good value for money, so was discontinued in the 2023/24 survey.

[9] An attempt to look at the differences between the Scottish Crime and Victimisation Survey (SCVS) and other UK surveys was made by Norris and Palmer (2010).

1.3 Outputs from the survey

The data collected from the survey are reported by the Scottish Government in a number of different formats and different timelines.

The Main Findings report is available online in HTML format from the SCJS website. A PDF version is also available to download. The questionnaire, offence coding manuals and other documentation are also provided. In addition, data tables are also downloadable on the SCJS website. Information on how to read the tables can be found in the 'Introduction' worksheets within the table files.

Data collected by the self-completion element of the SCJS are collated over two survey years to increase sample sizes and published biennially. Likewise, SCJS results by Police Division level are also published biennially. The next publication for these elements will be as part of the 2024/25 survey.

Data for some key survey questions are also available at Police Division level using an SCJS interactive data tool. The tool was last updated with the data covering the period 2018-20 (2018/19 and 2019/20 data combined).

1.4 Purpose of the technical report and the SCJS user guide

This report provides a range of technical details on the SCJS. Further information, including background on the survey, accessing and using survey data and examples of analysis are provided in the 2008/09 SCJS User Guide.

1.5 Structure of the technical report

This report documents how the SCJS was designed, conducted and the how the survey data were produced and should be read when using data from the survey. In common with most victimisation surveys, the SCJS is a complex study with data organised at different levels (households, individuals, and incidents) and contains a number of sub-samples, including the modular and self-completion samples.

Chapter 2 sets out the survey **sample design**.

Chapter 3 provides information on **survey response** and fieldwork outcomes.

Chapter 4 provides a summary of the structure and content of the **survey questionnaire**.

Chapter 5 examines **fieldwork** procedures.

Chapter 6 provides details and practicalities of the **interview** itself.

Chapter 7 provides information on **data processing**, including the offence coding process and quality assurance of data.

Chapter 8 looks at the **offence coding process** in more detail, including all offence codes, survey statistics, and crime groups used.

Chapter 9 sets out the process for creating and applying **survey weights**.

Chapter 10 provides information on **statistical significance** and confidence intervals for the results.

Chapter 11 provides information on **data outputs**, including the structure of the SCJS SPSS data files and conventions used in them.

Chapter 12 presents guidance for comparing the SCJS data with **other sources** of data about crime.

The series Technical Report Annexes referred to in this report are included at the end of the report.

1.6 Summary of methodological changes since 2008/09 SCJS

Figure 1.2: Summary of methodological changes since the inception of the SCJS in 2008/09

Survey year	08/09	09/10	10/11	12/13	14/15	16/17	17/18	18/19	19/20	21/22	23/24	24/25
Survey company	TNS-BMRB (2)					Ipsos MORI & ScotCen				Ipsos & ScotCen		
Target achieved sample	16,000		13,000	12,000		6,000					5,000	
Achieved sample	16,003	16,036	13,010	12,045	11,472	5,567	5,475	5,537	5,568	5,516	4,973	*TBC*
Response rate	70.9%	70.0%	67.0%	67.7%	63.8%	63.2%	62.4%	63.4%	63.4%	47.3%	46.0%	*TBC*
Self-completion	✓	✓	✓	✓	✓	✓*		✓*		✓	✓*	
Standard victim form (VF)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Fraud&computer misuse VF											✓	✓
Sample type	Stratified sample design, rural areas			Single stage unclustered stratified sample design								
Design factor	1.5	1.5	1.5	1.3	1.2	1.34	1.22	1.17	1.21	1.19	1.44	*TBC*
Geographical coverage	Scotland (excl. smaller islands)					Sampling frame includes all islands						
Police Force Area (PFA)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Police Division (PD) (1)					✓	✓*		✓*		✓	✓*	
Community Criminal Justice Areas (CCJA)	✓	✓	✓	✓	✓	✓						

Note: There were no surveys conducted in 2011/12, 2013/14, 2015/16 or 2020/21 (the latter due to the COVID-19 pandemic)

(1). Police Division were introduced 1 April 2013; estimates can be derived for pre-2013 data. PFA results can still be derived by aggregating divisions in the underlying dataset

(2). TNS-BMRB is now Verian.

2 Sample design and selection

What is in this chapter?

- Information on how the SCJS sample was designed
- Information on the way respondents were selected to take part in the survey, with detailed numbers for target sample sizes and selected addresses at local authority level
- Information on how households were selected at addresses with multiple dwellings, and how the respondent was selected within the sampled address

2.1 Sample design requirements

The sample for the SCJS was designed by the Scottish Government and coordinated with the sample designs for the Scottish Health Survey (SHeS) and the Scottish Household Survey (SHS) to allow the samples of the three surveys to be pooled for further analysis[10].

The SCJS sample was designed to allow reporting at Police Division (PD) level. The requirements of the design for the 2023/24 SCJS were to provide an annual sample size of 5,000 for Scotland (reduced from a 6,000 target in the 2021/22 survey).

2.2 Sample design and assumptions

The SCJS is a random probability sample survey of private households, which uses a single stage unclustered sample design.

The sample design specified above was implemented using systematic random sampling to select the addresses from the sample frame. Within strata the addresses are ordered by the Scottish Government urban-rural classification, Scottish Index of Multiple Deprivation (SIMD) rank and postcode and then randomly selected.

To deliver the required Police Division (PD) precision the minimum effective sample size for each PD was set at 315. The first step in calculating the effective sample size for each PD was to allocate the overall sample on the basis of household population. For PDs where the first step led to an effective sample size of less than 315, the target was increased to 315, with a corresponding decrease in the PDs where the target effective sample size was greater than 315.

[10] Further information on the sample designs and the methodology used is available on the Scottish Government Scottish Surveys Core Questions (SSCQ) website.

In order to estimate the annual target achieved sample size for each Police Division (PD), analysis of design effects[11] from the 2012/13 survey[12] was undertaken, since:

$$\text{Effective sample size} = \frac{\text{Achieved sample}}{\text{Design effect}}$$

As rural areas were clustered in the 2008/09 survey, for the 2023/24 unclustered sample the median design effect from a range of variables for the unclustered parts of Police Division (PD) samples were assumed for the entire areas. This allowed the calculation of the target achieved sample size for each PD, as shown in Table 2.1.

Table 2.1: Target achieved sample size by Police Division

Police Division	Target sample size
Argyll & West Dunbartonshire	367
Ayrshire	343
Dumfries & Galloway	360
Edinburgh	312
Fife	329
Forth Valley	467
Greater Glasgow (GCC)	454
Highlands & Islands	371
Lanarkshire	406
North East	452
Renfrewshire & Inverclyde	458
Tayside	358
The Lothians & Scottish Borders	327
Scotland	5,005

While the required sample sizes were set at Police Division (PD) level, due to variations in historic response rates and levels of ineligible addresses across PDs and to allow for coordination with the sample selection of the SHS and SHeS, the sample design was implemented using Local Authorities (LAs) as stratum (Annex 2). This was done by allocating the target PD samples to LAs proportionate to household population.

The number of addresses to be selected in order to provide the target number of interviews was calculated by:

- estimates for response rates for each LA were based on the average response rate from the 2018/19, 2019/20 and 2021/22 survey years of the SCJS, with the conditions that the Scotland level is not below 48.5%[13] and for any LA the response rate assumption is within -7 or +18 percentage points of the national response rate.

[11] The design effect tells you how much information has been gained or lost by using a complex survey rather than a simple random sample.

[12] This was calculated at the start of the 2016/17 contract and is still accurate.

[13] This is a standard approach for Scottish Government surveys. Multiple years response rates are averaged, therefore variation by year should not greatly influence the survey assumptions. Setting these assumptions prevents pushing the survey towards perpetual low response rates. Also note that these are not the expected response rate but the likely response rate needed to achieve national target sample sizes.

- estimates for levels of ineligible addresses were calculated at LA level and based on the average level of ineligible addresses from the SHeS, SHS and SCJS from 2018 to 2019.

Table 2.2 shows the number of selected addresses in each LA.

Table 2.2: Number of selected addresses by Local Authority

Local Authority	Issued	No. of h'hlds
Aberdeen City	409	111,000
Aberdeenshire	471	116,800
Angus	178	54,800
Argyll & Bute	449	42,600
Clackmannanshire	177	24,300
Dumfries & Galloway	794	70,700
Dundee City	382	70,400
East Ayrshire	268	55,800
East Dunbartonshire	102	46,600
East Lothian	173	49,700
East Renfrewshire	139	40,250
Edinburgh City	763	242,000
Eilean Siar	75	12,800
Falkirk	600	72,900
Fife	810	171,000
Glasgow	910	297,400
Highland	651	112,850
Inverclyde	304	37,550
Midlothian	101	41,950
Moray	184	43,900
North Ayrshire	278	64,650
North Lanarkshire	430	152,650
Orkney	63	10,800
Perth & Kinross	289	70,850
Renfrewshire	805	87,600
Scottish Borders	204	55,850
Shetland	62	10,600
South Ayrshire	214	52,850
South Lanarkshire	498	149,450
Stirling	284	40,800
West Dunbartonshire	419	42,800
West Lothian	237	81,050
Scotland	**11723**	**2,535,250**

2.3 Sample selection

The Royal Mail's small user Postcode Address File (PAF) was used as the sample frame for the address selection. The advantages of using the PAF are as follows:

- it has excellent coverage of addresses in Scotland
- the small user version excludes the majority of businesses
- it has previously been used as the sample frame for Scottish Government surveys, so previously recorded levels of ineligible addresses can be used to inform assumptions for the SCJS sample design

The PAF does still include a number of ineligible addresses, such as small businesses, second homes, holiday rental accommodation and vacant properties. A review of the previous performance of individual surveys found that they each recorded fairly consistent levels of ineligible address for each local authority. This meant that robust assumptions could be made for the expected levels of ineligible addresses in the sample size calculations.

As the samples for the SHS, SHeS and SCJS are all selected by the Scottish Government from 2012 onwards, addresses selected for any of the surveys are removed from the sample frame so that they cannot be re-sampled for another survey. This helps to reduce respondent burden. The addresses are removed from the sample frame for a minimum of four years.

2.3.1 Selecting households at addresses with multiple dwellings

In a small number of cases, some addresses have only one entry in the PAF but contain multiple dwelling units[14]. Such addresses are identified in the PAF by the Multiple Residence indicator (MR). To ensure that households within MR addresses had the same probability of selection as other households, the likelihood of selecting the addresses was increased in proportion to the MR. For addresses flagged as having multiple dwellings in the PAF the dwelling for interview was randomly selected as part of the sample selection process.

In a small number of cases, the MR on the PAF is inconsistent with the actual number of dwelling units. When this occurred, the interviewer recorded the number of dwellings and then randomly selected a dwelling unit for interview using their contact sheets. To take into account the differential selection probability a correction was made in the survey weighting.

2.3.2 Selecting individuals within households

Only one adult (aged 16 or over) was interviewed in each household. To avoid any selection bias in households with more than one adult, the interviewee was determined by random selection. The names or initials of all adult household members were collected by the interviewer and entered into the CAPI script. One adult was randomly selected by a random number algorithm in the CAPI script and the interviewer then spoke to that person.

[14] For example, one single house that has been converted into flats, but still appears as one address in the PAF.

After a selection was made, no substitutions were permitted under any circumstances. For example, if the selected person refused the interview but another household member volunteered instead, the interviewer could not interview the volunteer and the address outcome was coded as a refusal from the selected respondent and no interview was conducted at the address.

2.3.3 Allocation of sample to different time periods

All the addresses in the sample were grouped into batches to enable effective fieldwork. The process of batching addresses aimed to minimise the distance between each address within each batch, and to equalise the difficulty of working batches by varying the batch size – with more addresses in areas where it is historically harder to get interviews, and fewer addresses in easier areas. This was based on creating a 'probability of interview' percentage by modelling historic SCJS response rate information and appending it to the sample addresses.

Batches were then allocated to a particular fieldwork month across the fieldwork year. All quarters had, as far as possible, the same number of batches in each Local Authority to help ensure that the fieldwork was spread across the year. Addresses were also randomly assigned a third-sample module, split evenly across all addresses.

3 Survey response

What is in this chapter?

- Information on the survey response from the sampled addresses
- Information on eligible and non-eligible addresses, refused, non-contact or other reasons for non-response for Scotland overall, alongside information on police division and self-completion response rate performance

3.1 Introduction

This section presents the fieldwork outcomes for the sampled addresses. Survey response is an important indicator of survey quality as non-response can introduce bias into survey estimates. Standardised outcome codes (based on an updated version of those published in Lynn et al (2001)[15]) for survey fieldwork were applied across the Scottish Household Survey (SHS), Scottish Health Survey (SHeS) and SCJS. This allows consistent reporting of fieldwork performance and effective comparison between the performance of the surveys.

3.2 Scotland level summary

Table 3.1 below shows a detailed breakdown of the SCJS response for all sampled addresses for Scotland. The addresses of unknown eligibility have been allocated as eligible and ineligible proportional to the levels of eligibility for the remainder of the sample. This approach provides a conservative estimate of the response rate as it estimates a high proportion of eligible cases amongst the unknown eligibility addresses.

[15] Lynn, Peter, Beerten, Roeland, Laiho, Johanna and Martin, Jean (October 2001) 'Recommended Standard Final Outcome Categories and Standard Definitions of Response Rate for Social Surveys', Working Papers of the Institute for Social and Economic Research, paper 2001-23. Colchester: University of Essex. https://www.iser.essex.ac.uk/research/publications/publication-504748

Table 3.1: Fieldwork outcomes for issued sample (Scotland)[16]

Fieldwork outcome category	Sample	% Issued	% Eligible
Responding	**4,973**	42.4%	46.0%
Refused			
Office refusal	373	3.2%	3.5%
Refusal at introduction / before interview	2,967	25.3%	27.4%
Refusal by proxy	127	1.1%	1.2%
Broken appointment - no recontact	460	3.9%	4.3%
Total refused	**3,927**	**33.5%**	**36.3%**
Non-contact			
No contact with anyone at the address	1,200	10.2%	11.1%
Contact made at address, but not with target respondent	52	0.4%	0.5%
Total non-contact	**1,252**	10.7%	**11.6%**
Other non-response			
Ill at home during fieldwork period	100	0.9%	0.9%
Away or ill in hospital throughout fieldwork period	120	1.0%	1.1%
Physically or mentally unable / incompetent	243	2.1%	2.2%
Language barrier	53	0.5%	0.5%
Lost / deleted interview	9	0.1%	0.1%
Total other non-response	**525**	**4.5%**	**4.9%**
Unknown eligibility			
Inaccessible	77	0.7%	0.7%
Unable to locate address	66	0.6%	0.6%
Total unknown eligibility	**143**	**1.2%**	**1.3%**
Estimate eligible addresses in set of unknown eligibility addresses	**132**	1.1%	1.2%
Total eligible addresses	**10,809**	**92.2%**	**100.0%**
Not eligible			
Not yet built / under construction	11	0.1%	
Demolished / derelict	30	0.3%	
Vacant / empty	493	4.2%	
Non-residential	117	1.0%	
Address occupied but not resident household	234	2.0%	
Communal establishment / institution	18	0.2%	
Estimated ineligible addresses in set of unknown eligibility addresses	**11**	0.1%	
Total not eligible	**914**	7.8%	
ALL ISSUED ADDRESSES	**11,723**	100.0%	

[16] Due to rounding, percentages in Table 3.1 may not add up to the sum totals shown.

Interviewers were unable to contact either the selected respondent or a responsible adult at 11.6% of eligible addresses.[17]

Where contact was made at an address, refusals were the most common reason for not obtaining an interview, accounting for 36.3% of eligible addresses. This proportion of refusals was nearly ten percentage points higher than the 2019/20 survey (26.8%), but the same as the 2021/22 survey (36.1%).

A further 4.9% of eligible addresses were categorised as 'other non-response', including when the selected adult was physically or mentally unable to complete an interview (2.2%), or away or in hospital throughout the survey field period (1.1%).

Traditionally, response rates have been used as a key proxy measure of survey quality – with a high response rate indicating good quality. The response rate in 2021/22 (47.3%) and 2023/24 (46.0%) was lower than in 2019/20 (63.4%) and in 2018/19 (63.4%) (see Figure 1.2).This drop-in response rate could be attributed to remaining effects of the COVID-19 pandemic. All other Scottish Government household surveys have been affected by the recent pandemic in terms of recent lower response rates, but this downward trend had already been identified pre-2020. Response rates will be continually monitored as a part of assessing survey quality.

To further examine and understand the relationship between response rates and survey quality in the SCJS, a methodological workshop was held with stakeholders in September 2018 and a follow-up analysis was undertaken[18]. The follow-up analysis examined the implications of different response rates on the SCJS results by looking at how a response rate change of 5-10 percentage points would impact the results. This was achieved by comparing the re-weighted results based only on the sample achieved at first issue against the final sample achieved following reissues for a range of key metrics. Overall, including the re-issue interviews (i.e., increasing the response rate by 8-9 pp) had little impact on survey estimates. The differences found were small in magnitude and unlikely to have any meaningful impact, particularly when margin of error around estimates is taken into account. The likely impact of a lower response rate (8-9 pp) on non-response bias is therefore thought to be small.

[17] Non-contact included: i) No contact made with anyone at the address after 6 calls, ii) Contact was made with someone at the address, but no contact was made with the adult selected for interview, iii) No contact was made with a responsible adult in order to obtain permission to interview a household member aged 16 or 17, iv) interviewers were unable to access the selected address (for example, unable to gain access to the building or locate the address).

[18] Scottish Crime and Justice Survey: methodological papers on response rate and survey bias - gov.scot (www.gov.scot)

3.3 Police Division response rates

Table 3.2 below shows that the response rates for Police Divisions ranged from 39.2% (Renfrewshire & Inverclyde) to 58.2% (Dumfries & Galloway).

Table 3.2: Issued, ineligible and responding sample by Police Division

		Ineligible		Responding	
Police Division	Issued sample	n	% of issued	n	% of eligible
Argyll & West Dunbartonshire	868	118	13.6%	333	44.4%
Ayrshire	760	48	6.3%	364	51.1%
Dumfries & Galloway	794	65	8.2%	424	58.2%
Edinburgh	763	46	6.0%	304	42.4%
Fife	810	48	5.9%	326	42.8%
Forth Valley	1,061	78	7.4%	435	44.3%
Greater Glasgow	1,151	81	7.0%	423	39.5%
Highlands & Islands	851	117	13.7%	377	51.4%
Lanarkshire	928	58	6.3%	380	43.7%
North East	1,064	94	8.8%	448	46.2%
Renfrewshire & Inverclyde	1,109	66	6.0%	409	39.2%
Tayside	849	54	6.4%	363	45.7%
The Lothians & Scottish Borders	715	30	4.2%	387	56.5%
Scotland	**11,723**	**903**	**7.7%**	**4,973**	**46.0%**

3.4 Self-completion response rate

Respondents were able to refuse the entire self-completion questionnaire or stop part way though if this was their preference[19]. The self-completion questionnaire was offered as a Computer Assisted Self-Interview (CASI – i.e., with the respondent entering their answers directly into the interviewer's laptop by themselves). Where this was refused, or for interviews completed by telephone, it was also offered as a Computer Assisted Web Interview (CAWI), with the respondent providing their email address to the interviewer so that the survey could be sent to them with the respondent completing the survey on their own device. Section 6.6 provides further detail on the design and administration of the self-completion modes. The response rate and the reasons for non-completion are explored below.

The self-completion questionnaire which covers topics of a sensitive nature, including:

- stalking and harassment,
- partner abuse, and
- sexual victimisation

[19] Note that respondents can opt out at any time during the interview, either during the main or self-completion interview. However, partial interviews are NOT included in the final datasets or published reports.

Due to the opportunity to refuse to participate in the self-completion questionnaire section, as well non-completion of the web version of the survey, the response rate for the self-completion questionnaire is lower than the overall survey. The overall conversion rate in 2023/24 was 86.6% (4,305 respondents), compared to 87.7% in 2019/20 (4,870 respondents). Of those completing, 149 (3.5%) completed using the web survey.

Further information on response to and reason for refusal of the self-completion section will be provided in the 2024/25 survey Technical Report which will accompany the reporting and release of the self-completion data.

4 Questionnaire content

What is in this chapter?

- Information on the four elements in the questionnaire: main questionnaire, standard victim form, fraud and computer misuse victim form and a self-completion questionnaire
- A narrative description of the questionnaire content providing a sense of flow between sections
- Questionnaire changes for 2023/24
- See the 2023/24 SCJS questionnaire, available on the SCJS website, for more details on how the questions were asked and of whom

4.1 Structure and coverage of the questionnaire

The SCJS questionnaire comprises four elements:

- **the main questionnaire** which consists of a set of core modules asked of the whole sample, including demographics, and a set of full and third-sample modules, containing questions on a variety of topics
- **a standard victim form** which collects details about the incidents a respondent may have experienced during the reference period (the 12 months prior to the month of interview). This victim form can be repeated up to five times; the number of victim forms completed depends on the number and nature of incidents a respondent has experienced in the 12-month reference period
- **a fraud and computer misuse victim form** which collects details about incidents of this nature which a respondent may have experienced during the 12-month reference period. As with the standard victim form, this can be repeated up to five times depending on the number and nature of incidents experienced.
- **a self-completion questionnaire** covering more sensitive issues, including stalking / harassment and partner abuse, and sexual victimisation. All respondents are asked to complete the self-completion questionnaire, but have the option to refuse this[20].

Each of these four elements contain within them various sections which cover specific topics.

[20] Note that respondents can opt out at any time during any part of the interview (i.e. not just the self-completion interview).

Within most sections there is a degree of filtering of the questions so that some are only asked to a sub-sample of respondents. It is therefore recommended that data users read the following section on the questionnaire carefully before starting analysis. Users should also familiarise themselves with the questionnaire documentation itself to ensure they are clear on how a question has been asked and of whom. Questionnaires for all survey years of the SCJS are available from the survey website and via the UK Data Service.

The 2023/24 SCJS questionnaire had a total of ten distinct sections. The basic structure of the questionnaire is shown in Figure 4.1 below[21].

[21] The complete questionnaire can be found on the survey website.

Figure 4.1: 2023/24 SCJS questionnaire structure[22]

Main questionnaire (Section 1-2)	4,973 respondents • Perception of crime (Section 1) • Victim form screener (Section 2)
Victim forms (Section 3) **Standard victim form**	764 respondents – 1,089 completed forms • Incident dates • Incident details • Experiences of criminal justice system and related issues
Fraud and computer misuse victim form	748 respondents – 956 completed forms • Incident dates • Incident details • Contact with police / bank / other orgs
Full sample modules (Section 4)	4,973 respondents • Police • Courts
Third sample modules (Section 5) Each participant is only asked questions from one module.	**Module A (third sample)** 1,699 respondents • Local community • Perception of crime • Crown Office & Procurator Fiscal
	Module B (third sample) 1,652 respondents • Sentencing • Police Visibility
	Module C (third sample) 1,622 respondents • Confidence in justice system • Harassment
Demographics (Section 6)	4,973 respondents
Self-completion questionnaire (Sections 7–10)	4,305 respondents • Personal relationship screener (Section 7) • Stalking / harassment (Section 8) • Partner abuse (Section 9) • Sexual victimisation (Section 10)

[22] The sample sizes in the diagram refer to the number of respondents for the first question of each section. Any subsequent questions which are relevant only to a subset of the sample will have lower sample sizes accordingly. The data tables provide the sample sizes for each question.

Before the main questionnaire starts, a series of screener questions are asked by the interviewer when they make contact at an address which allows the CAPI software to make a random selection of a household member (aged 16 or over) for interview. Parental permission, where appropriate, is also asked if the selected household member is aged 16 or 17.

4.1.1 2023/24 SCJS questionnaire changes

A number of significant changes were made to the survey questionnaire for 2023/24. This included the addition of the fraud and computer misuse victim form (replacing the experience of cyber crime full sample module), the move from quarter sample modules to third sample modules, the reinstatement of the full self-completion questionnaire and the redevelopment of the partner abuse section within the self-completion questionnaire. Smaller changes saw the addition of some new questions, the removal of some older questions, and minor adjustments to the question wording and / or routing.

Where existing questions have been amended significantly (i.e. not just a minor wording or code amendment) then the question and variable name are incremented with the addition of a number 2 (or higher) at the end of the name to draw attention to this in the survey datasets and data tables.

The main changes in the **main questionnaire** were:

- Section 1: Perceptions of crime: worry about crimes (QWORR) and think will be victim of crimes in next 12 months (QHAPP): three new statements added about being physically attacked because of skin colour, ethnic origin or religion (_15), being threatened or verbally abused (_16) and followed by someone in a manner which causes you fear, alarm or distress (_17)
- Section 2.2: Victim form screener: personal crimes: questions on card and identity theft removed (CARDVIC2 and IDTHEF3) due to the inclusion of the new fraud and computer misuse victim form.
- Section 2.3: Victim form screener: fraud and computer misuse: section added.

The main changes in the **standard victim form** were:

- Section 3.2.11: Standard victim form: force or violence: question added on whether 2 consulted a doctor, nurse or other health professional at any point following the incident (QIDOC).
- Section 3.3.2: Standard victim form: victim use of force / alcohol / drugs: question on victim use of alcohol or drugs immediately before the incident removed (QBODR).
- Section 3.5: Fraud and computer misuse victim form added (see Section 4.5)

The main changes in the **modular sections** (full and third sample) of the questionnaire were:

- Sections 4 and 5: full and third sample modules – content within these sections was amended and moved between modules as below – users should be aware that this means questions may move between the volume 1 and 2 data tables (see Section 11.5):
    - Confidence in justice system questions (QDKGEN and QDCONF) moved from full sample module to third sample module C.
    - Police visibility questions (POLPATR, POLPRES, POLPRESNE, AR and TM) moved from full sample module to third sample module B.
    - Attitudes to Police Scotland questions removed (previously part of the sample module: questions QRATEPS, QVIEWPS, QPOLPUB, POLSOCM and POLSOCEX)
    - Experience of cyber crime questions removed (previously part of the full sample module: questions CYBER1 through to CYBER7).
    - Civil law section removed (CVJUS1 through to CVJUSOTT)
    - Crown Office and Procurator Fiscal Service (COPFS) moved from now defunct module D (previously alongside the Harassment section) to module A (alongside sections on Local Community and Perceptions of crime). Views on occurrence of criminal behaviour (QACO) 'Street drinking, drunken behaviour or under-age drinking' added (QACO_16) and 'Avoided using public transport' added to questions on behaviours taken to mitigate becoming a victim of crime (QDONE code 16).
    - Harassment questions (module C) updated to include 'Threats of sexual violence' and 'Receiving unwanted sexual images by text, email or online' (QHWHAT, codes 10 and 11) and where harassment happened updated to include public transport and public places (QHWHERE codes 9 – 13).

In the **self-completion** questionnaire the main changes were:

- The full self-completion questionnaire was reinstated (the 2021/22 SCJS significantly reduced the length and complexity of the section to accommodate the paper mode which was introduced as a result of interviews during the first half of the survey year only being conducted by telephone due to restrictions on face to face interviewing due to the response to the COVID-19 pandemic)
- All the questions on illicit drug use were removed and placed on the 2023 Scottish Health Survey.
- The partner abuse section of the self-completion was completely redeveloped and all new questions introduced (all questions prefaced DA removed and new questions prefaced PA added).
- The stalking and harassment section was updated to include 'Sent you unwanted gifts' and 'Sent you unwanted photos' (SHGIFT and SHPHOTO).

4.2 Main questionnaire

The structure and content of the SCJS questionnaire is explained in detail below. However, as noted above, data users should also familiarise themselves with the questionnaire itself for relevant sections before conducting any analysis.

4.2.1 Perceptions of crime (section 1)

The survey begins with questions about the local area, including perceptions of how much the crime rate has changed locally and in Scotland overall, and how safe the respondent feels both at home and when out alone after dark. The next questions ask respondents about vehicle ownership, how worried they are that specific crimes will happen to them, whether any such worry prevents them from doing things they want to, and their views on the likelihood of their being a victim of crimes. The majority of this section of the questionnaire is asked of all respondents.

4.2.2 Victim form screener (section 2)

Respondents are asked whether they have experienced certain incidents since the beginning of the reference period. These questions are used to trigger the standard and fraud and computer misuse victim form questionnaires.

The screener questions are separated into four broad groups:

- *vehicle related incidents*, including theft of a vehicle, theft from a vehicle, damage to a vehicle and bicycle theft
- *household property incidents*, including whether the home or outbuildings were broken into and things stolen or damaged, or an attempt was made accordingly, or whether any property outside of the home was stolen or damaged
- *personal incidents*, including whether any personal property was stolen, or an attempt was made accordingly, whether any personal property was damaged, and whether the respondent had been a victim of force or violence (including from another household member) or threats
- *fraud and computer misuse incidents*, including fraud following a standard crime (eg. theft of a wallet), theft of personal or account details, being tricked out of money or goods, or an attempt made to do so, theft of personal details held on a computer or online, and interference with a computer or other internet-enabled device.

All respondents are asked a maximum of 22 victim form screener questions[23]. The wording of the screener questions has been kept consistent with past Scottish crime surveys, and for the fraud and computer misuse questions, with the Crime Survey for England and Wales (CSEW) questionnaire. They are designed to ensure that all incidents within the scope of the SCJS, including relatively minor ones, are mentioned. The screener questions deliberately avoid using terms such as burglary, robbery, or assault, all of which

[23] Questions relating to vehicle incidents are asked only if the household has had use of the relevant vehicle in the reference period. The question relating to violence from another household member is asked only if there has been more than one adult (aged 16 or over) resident in the household within the reference period. The question relating to fraud following a standard crime (FININC) is only asked if any of the standard crime screeners have been answered yes.

have a precise definition that respondents would not be expected to know. This is consistent with the design of the CSEW questionnaire.

The focus of the victim form screener questions switches between incidents experienced *by the household* and those experienced *by the individual* respondent.

All vehicle (including bicycles) and household property incidents are classified in the questionnaire as household incidents. Respondents are asked about whether anyone currently residing in the household has experienced any incidents within the reference period. A typical example of a household incident is criminal damage to a car (owned or used by someone in the household). It is assumed that the respondent will be able to recall these incidents and provide information even in cases where they were not present.

Personal incidents refer to all crimes against the individual and are asked only in relation to incidents that have happened to the respondent personally (e.g. a personal assault), and not to any other people in the household[24].

The distinction between household and personal incidents also affects how the data are analysed (Section 8.2.1).

The questions are also designed in a way that avoids the respondent mentioning the same incident more than once (though, this does happen in a small number of cases and hence duplicate victim forms can occur – see Section 8.1.3)[25].

At the end of the victim form screener questions, the interviewer is shown a list of all incidents recorded. The interviewer checks this list with the respondent to ensure that all incidents they have experienced in the reference period have been recorded and nothing has been counted twice. If this is not the case, the information is corrected before proceeding. Responses to the screener questions then trigger the standard or fraud and computer misuse victim form questionnaire if a respondent has experienced at least one incident.

[24] To illustrate, if the respondent and another household member were the victims of a combined assault from an offender in the same incident, the details of what happened to the other household member would not be recorded (for example, they may have been injured in the assault while the respondent was not). The offence would be coded according to the crime experienced by the respondent (which may not be the same as the experience of the other household member).

[25] It is possible that two or more types of incident may occur at the same time (i.e. actually be the same incident); for example, an incident of something being taken from a victim may also involve the offender using force or violence against the victim. All screener questions are therefore prefaced with "*Apart from anything you have already mentioned*" and interviewers are briefed thoroughly on this section to avoid duplication as far as possible.

4.3 Victim form delivery

Up to five incidents identified by the standard victim form screener questions are explored in much more detail through the standard victim form questionnaire (Section 4.4). Incidents of fraud and computer misuse are followed up in a dedicated victim form for these incidents – see Section 4.5. The victim form questionnaires are designed to elicit all of the relevant details of an incident, irrespective of what incident the victim form was triggered by[26]. This then allows the coders to assign the correct offence code to the incident (see Section 7.1 for details of the offence coding process).

Respondents are asked to report all incidents that they have experienced in the reference period. However, regardless of the number of incidents the respondent reports, the survey collects detailed information on up to five of these only. The applies to the combined number of incidents across both the standard and fraud and computer misuse victim forms, and standard incidents are prioritised over fraud and computer misuse incidents (for example, if a respondent had experienced five standard incidents and two fraud and computer misuse incidents, they would be asked five standard victim forms and no fraud and computer misuse victim forms).

Incidents are then covered in a specific priority order as explained below. This priority order is consistent with previous surveys.

4.3.1 Identification and ordering of incidents for victim forms

Where a respondent had experienced more than one incident in the reference period, the CAPI programme automatically determines which of the incidents are followed up with a detailed victim form questionnaire, and the order in which the incidents are asked about. Neither the interviewer nor the respondent has any choice about which incidents are followed up with the victim form questionnaires (with the exception of incidents of violence from a household member[27]) or which order they are asked in. The priority ordering used by the script is as follows:

1. **according to type of victim form**: standard victim forms are always prioritised over fraud and computer misuse victim forms, in line with the Crime Survey for England and Wales (CSEW) design

2. **according to incident type**: victim forms are asked in reverse order to the victim form screener questions. Broadly speaking this means that all personal incidents are asked before household incidents. Within household incidents, property-related incidents are asked before vehicle-related incidents

[26] For example, if a respondent has answered yes in the screener section to having experienced an incident where something they were carrying was stolen, and as part of that same incident they were also deliberately hit by the offender, then the victim form would collect detail about the theft and assault. However, standard and fraud and computer misuse incidents can only be recorded in their respective victim form (i.e. a standard crime cannot be recorded in a fraud victim form).

[27] In the case of incidents of violence from another household member, the interviewer has an option to skip the victim form if there is another person present in the room. This is to prevent forcing the respondent to divulge personal and sensitive information which may embarrass or endanger them in front of someone else. In the 2023/24 survey there was 1 case of a victim form being skipped for this reason (variable WINTRO in the VFF data file).

3. **chronologically within each type of incident**: if a respondent reports more than one incident of the same screener type, victim forms are asked in chronological order with the most recent incident first[28]

If a respondent has experienced five or fewer incidents identified at the victim form screener section, then a victim form questionnaire is asked for all incidents (with the order based on the priority ordering above). If the respondent has experienced more than five separate incidents (single incidents or series of incidents) in the reference period, only five victim forms are asked (with the incidents and order based on the schema set out above). As a result, the survey does not always collect details about all incidents which a respondent may have experienced in such cases.

The priority ordering means that the incidents which are not asked about (where more than 5 victim forms would have been triggered) are likely to be incidents that tend to be more common. For example, motor vehicle vandalism is one of the lowest priority crime types in the victim form order, but one of the most common crimes. Section 6.2 provides information on the numbers of victim forms that were completed.

4.3.2 Series of incidents

The victim form screener section also determines how many times the respondent has experienced a particular incident within the reference period. Most victim forms represent a single incident. However, in a minority of cases a respondent may have experienced the same type of incident (i.e., one of those asked about in the victim form screener) a number of times in succession. If more than one incident is reported, the respondent is asked whether these incidents represented a 'series' or not. A series is defined as:

> *"the same thing, done under the same circumstances and probably by the same people".*

If a respondent regularly experiences incidents where the same thing is done under the same circumstances by the same type of people, this is recorded as a series of incidents (or 'series incident') rather than separate incidents. This is consistent with the CSEW. For example, this could happen in a work situation, in instances where groups such as patients or the general public might be involved[29].

Where a series of incidents is identified, only a single victim form is completed for the series, and this relates to the most recent occurrence.

In common with other victimisation surveys such as the CSEW, asking only about the most recent incident where a series of similar incidents has occurred yields three practical advantages:

- many (although not all) incidents classified as a series tend to be minor incidents (e.g., vandalism). Asking only about the most recent incident avoids asking a

[28] Chronological ordering is used only where respondents have experienced more than one of the same type of incident and it is applied only after the incident type ordering has been applied.

[29] To illustrate, a care worker who was regularly threatened and verbally abused by patients as part of their job, would count these as a series incident. If, however, they were also physically attacked, then this would count as a separate incident (as the incident is of a different type to the cases of threats and verbal abuse).

respondent the victim form questionnaire several times over when the detail of the incidents recorded will be very similar, therefore decreasing the likelihood that the respondent will terminate the interview or refuse to answer repetitive detailed questions about what can be very similar incidents

- it avoids using up the limit of five victim forms on similar incidents (and may therefore minimise respondent burden)
- respondent's recall of the incident detail is likely to be more accurate for more recent incidents, and less so with earlier incidents

77% (n.834) of all standard victim forms (n.1,089 related to single incidents and 23% (n.255) related to a series of incidents[30]. For fraud and computer misuse victims, the equivalent proportions were 93% (n.889) of forms relating to single incidents and 7% (n.67) for series incidents.

In rare cases where respondents have experienced a mixture of single incidents and a series of incidents of the same type, the interview programme has a complex routine which handles the sequence of individual and series incidents. This allows the priority ordering of the victim forms to be allocated, based on the date of the incidents with the most recent first.

4.4 Standard victim form (section 3)

The standard victim form contains two basic sections:

- the first relates to the description and details of the incident itself, including details of the offender(s) if known
- the second relates to the follow-up of the incident with regard to the victim's experience of the criminal justice system and related issues

Key data / questionnaire variables are provided in capitals in brackets in the following sections to aid referencing between the datafile and the questionnaire and this report.

Note that the fraud and computer misuse victim form follows a similar structure, but with fewer questions in the second section of the respective victim form. Detail of the fraud and computer misuse victim form is provided in Section 4.5.

4.4.1 Incident dates

Once a victim form is triggered, before any of the detailed questions are asked, the date of the incident within the reference period is confirmed. For individual incidents, the respondent is asked to provide the month the incident happened in (MTHINC2). If they are unsure of the exact month, they are asked to provide the quarter in which the incident occurred (e.g., between nine and 12 months prior to the month of interview) (QTRINCID), or, if they are unsure, to confirm if the incident happened in the 12-month reference period (YRINCIB) (Section 6.1).

[30] These are unweighted figures and include all victim forms, including those which are assigned an out-of-scope offence code. Data is based on the variable PINCI in the VFF data files.

In the CAPI questionnaire, reference dates (months, quarters and the start of the reference period) are automatically calculated based on the date of interview and appropriate text substitution is used to ensure that the questions always refer to the correct reference period (Section 6.3.2). Because the 12-month reference period changes throughout the fieldwork year, many date-related questions in the victim form have different text each month to reflect this changing reference period.

In some cases, respondents may report an incident in the victim form screener section as having happened within the reference period, which later turns out to be before the start of the reference period (and therefore outside the survey's coverage). In such cases, after this has been confirmed, the victim form is terminated and the questionnaire moves on to the next victim form (or the next section of the main questionnaire if the respondent has not experienced any further incidents). The victim form would be assigned the non-valid offence code 95 (Section 8.1). If the incident is in the month of interview, then details are collected (and an offence code assigned as normal), but the incident is not included in the survey statistics as it is outside the reference period (Section 6.1).

For incidents that were part of a series, respondents are asked how many incidents occurred in each quarter of the reference period (DATESER – what quarters did they occur in – and NQUART – how many occurred in each quarter – questions) and the month in which the most recent incident occurred (MTHRECIN)[31]. If the most recent incident in the series occurred in the month of interview the victim form is still completed, but, for VALIDSCJS forms, the number of incidents in the series is adjusted accordingly to include only those that happened in the reference period (Section 6.1.1)[32]. If there are no incidents in the reference period or the month of interview at DATESER then the victim form is terminated in the same way as for single incidents (and would also be assigned the non-valid offence code 95).

4.4.2 Incident details

The victim form is key to estimating victimisation in Scotland and collects two vital pieces of information about incidents to allow offence coding: the respondent's description of the incident; and key details of the incident.

The respondent's description of the incident

At the start of the victim form, respondents are asked to describe the incident, with the interviewer probing for where it happened, who the victim was, who the perpetrator was and what they did (DESCRINC). The interviewer then summarises these in an open-ended text entry. This summary description is vital to the accurate offence coding of incidents when used in combination with the series of pre-coded questions which ask about key details of the incident (see Section 7.1 for further detail of the offence coding process).

[31] In the same manner as single incidents are treated, if the respondent cannot remember the exact month of the latest incident then they are asked what the corresponding quarter was (QTTRECIN) or to confirm that the incident happened within the reference period (YRINC).

[32] Variables NSERIES and NUMINC in the VFF data file show the number of incidents in the series, uncapped and capped respectively.

Important details of the incident

Respondents are then questioned about details of the incident, including the characteristics of the offender(s), if known.

Examples of the sort of information collected include when and where the incident took place; whether anything was stolen or damaged and if so, what; whether force or violence was used and if so, the nature of this and any injuries sustained.

The SCJS only records details of standard victim form incidents which happen within Scotland (QSCO). Incidents which happened in England or Wales or elsewhere are not recorded. For an incident occurring online to be included (QWHERE), the respondent must have been living in Scotland at the time of the incident. If an incident occurred outside of Scotland, then the victim form questionnaire terminates and the questionnaire moves on to the next victim form (or the start of the next section of the main questionnaire if the respondent has not experienced any further incidents)[33]. The victim form would be assigned the non-valid offence code 98 (Chapter 8). The key questions within the victim form have remained largely unchanged from the previous versions of the survey.

The victim form also contains a number of questions which are designed to help explain inconsistent answers which may arise within the questionnaire (e.g. if a victim form was triggered because of an incident of theft in the victim form screener questions but nothing is recorded as having been stolen).

Several questions are included to allow the interviewer to terminate the victim form if the incident being recorded is a duplicate of a previous victim form (Chapter 8).

4.4.3 Victim's experience of the criminal justice system

Respondents are then asked about their experience of the incident and of the criminal justice system, and related issues, including[34]:

- emotions felt as a result of the incident.
- whether the victim used force against the offender/s.
- police contact; whether and how the Police came to know about the incident; if not then why not; why the incident was reported and how; how satisfied the victim was with Police handling of the incident; and whether the Police found out who the offender/s were and whether they went to court.
- information and assistance relating to the investigation: only asked in cases where the Police came to know about the incident (QPOL), including questions on from whom the respondent received information / assistance (the Police, the Witness Service / Victim Support Scotland, the Crown Office and Procurator Fiscal Service (COPFS) / Victim Information and Advice, the Scottish Courts and Tribunals

[33] Note that this is not the case for incidents in the fraud and computer misuse victim form: the location of incidents is not established because of the nature of the crime.

[34] General questions on the criminal justice system are also asked of all respondents in the Scottish criminal justice system full sample module.

Service, others), the types of information / assistance received, and what other information / assistance they would like to have received, if any.

- attitudes to offender prosecution and sentencing: whether the offender(s) should have been prosecuted in court, and if not, why not; what punishment should be used as an alternative to prosecution in court; whether the offender should have received a prison sentence and how long this should have been; what type of non-prison sentence they should have received; perception of the incident as a crime or not; and the perceived seriousness of the incident on a scale from one to twenty.

4.4.4 Incident summary

At the end of each victim form, the open-ended description is re-capped, along with the answers to some of the key pre-coded questions (INCSUM). By presenting this information on a single screen, interviewers have the chance to confirm with respondents that the information is correct and consistent. If the respondent and / or interviewer wish to add or clarify any information they have the opportunity to do so at this stage (QEND).

4.5 Fraud and computer misuse victim form (section 3)

The fraud and computer misuse victim form follows the same design and conventions as the standard victim form noted above:

- the recording of incident dates within the reference period works in the same way
- a short summary of the incident is taken down (FDESCRINC), with an additional question summarising what the respondent did in response to the incident (FDESCRINC2)
- important details of the incident are then recorded. This includes an initial checklist of largely yes / no questions in relation to key elements of fraud and computer misuse (for example, FV81B “Did the person or people who did it access, or attempt to access, any of your bank or credit card accounts?” Yes / no). The questionnaire then includes sections about the circumstances of the incident, identity theft, computer viruses, details of the perpetrator, details of what was stolen, costs of the incident, and questions on attempted theft
- there is then a short section on contact with bank, building society or credit company (FBANK), police (FCOPSKNOW3) or other organisations (FOTHFR) which finishes with questions on how serious the respondent thought the incident was (FSCORCRM2), and whether or not they think it was a crime, wrong but not a crime, or just something that happens (FCRIME)
- the end of the fraud and computer misuse victim form consists of an incident checklist and final comments in the same way as the standard victim form

4.6 Full sample modules (section 4)

After the victim form screener (or victim form, where the respondent has experienced an incident in the 12-month reference period) has been completed, the main questionnaire continues with two full-sample module sections (police and courts).

4.6.1 Police

Questions are asked about confidence in the police in the local area in relation to various aspects of the police's role (QPOLCONF), and a rating of how good a job police in the local area are doing overall (QRATPOL). Respondents are then asked if they have been a police officer in the last 12 months (QCKNOW), or another remember of the household is (QCKNOWHO), in which case they are screened out of the rest of the section.

Respondents are then asked about their level of agreement / disagreement with a series of statements about the police in their local area (e.g., 'they can be relied on to be there when you need them') (POLOP).

Finally, a series of questions are asked about contact with the police in the 12-month reference period (excluding social contact) (QPCON). If respondents have had contact, then they are asked, for the last incident only, what type of contact it was (QPCONWH), how much interest the police showed (QPCONINT), how polite they were (QPCONPOL), how fairly they treated the respondent (QPCONFAIR), how satisfied the respondent was with the contact (QPCONSAT), and whether it changed their opinion of the police (QPCONVIEW). Respondents are then asked whether they have had any other contact with the police in the last 12 months (QPCONYR), and by what means (QPCONYRWH, though no follow-up questions are asked about these contacts).

4.6.2 Courts

Respondents are provided with a brief introduction to what the courts system comprises of and then asked if they have attended or had contact with the courts system in Scotland in the past three years (QCRT2), and if so, on what capacity this was (QCRTHOW).

4.7 Third-sample modules (A-C) (section 5)

Addresses are randomly allocated to one of three modules at the sampling stage. Allocations are equal so that one third of addresses are allocated to each module. In the final achieved sample this percentage varies slightly due to small differences in response rates between the groups of addresses which have been assigned each module. Table 3.1 below shows the quarter-sample module sample sizes.

Table 3.1: Third-sample module sample sizes[35]

Module	Sample size (n)	Sample (%)
A: Local community, perceptions of crime and Crown Office and Procurator Fiscal Service (COPFS)	1,699	34.2
B: Sentencing and police visibility	1,653	33.2
C: Confidence in justice system and harassment	1,622	32.6
Base	4,973	100

4.7.1 Module A: Local community

This section asks respondents to imagine a scenario where they witness in their local area a man being pushed to the ground and his wallet stolen, then poses a series of three questions on how likely or willing they would be to call the police, identify the offender and go to court to provide evidence (QWALL2).

Respondents are then read a list of statements about people in their local area and asked how far they agree or disagree with each statement (for example, 'people in this local area pull together to prevent crime') (LCPEOP), before being asked how many people they know in the local area (LCKNOW).

Finally, they are asked how quickly a problem (broken glass) might be dealt with by local agencies or residents in the area (QCPROB).

4.7.2 Module A: Perceptions of crime

Module A also includes a short section with questions about how common respondents think various crimes are in their local area (i.e., within about a 15 minute walk of their home) (QACO) and what measures they have had in place in the last year to reduce the risk that they will become a victim of crime (selecting from a list) (QDONE).

4.7.3 Module A: Crown Office and Procurator Fiscal Service (COPFS)

This section is introduced with:

> *"The Crown Office and Procurator Fiscal Service, sometimes known as the COPFS, is one of the organisations which make up the Scottish Criminal Justice System."*

Respondents are asked whether they were aware of COPFS prior to receiving this description (QCOP1). If they are, then follow-up questions are asked on how much they feel they know about the work of the service (QCOP2) and what roles it performs (QCOP3). Respondents are then provided with a fuller description of what the service does and asked if they have ever had contact with the service (QCOP4). Those that have, are asked in what capacity this contact was made (QCOP5). Questions are then asked about the last contact: what capacity this was in (QCOP6), how satisfied they were with the contact personally (QCOP7), and how satisfied they were with the way the service dealt with the victim or witness / accused (QCOP8).

[35] Variable QMODULE in the NVF data file.

4.7.4 Module B: Sentencing

Respondents are instructed that:

> "*The next set of questions are about what happens after someone has been convicted of committing a crime by the courts. The courts have a range of options they can use, such as imposing a fine, or they may decide to impose a community or prison sentence*."

They are then asked questions about community sentencing (QCOMSENT), if they are aware of unpaid work projects in their local area (QPBACKAW2), and if so, whether they agree / disagree that unpaid work projects have benefitted their local area (QPBACKBEN) and how willing the would be to put forward ideas for such schemes in their area (QPBACK3). Questions are then asked about prisons with respondents asked if they agree or disagree with a series of statements about prisons (QPRIS3).

4.7.5 Module B: Police visibility

This section in contains questions whether the respondent knows if local police patrol the local area regularly, and, if so, by what means (foot, bicycle or car) (POLPATR), opinion on whether police presence in the local area is not enough, about right or too much (POLPRES), and why this view is held (POLPRESNE, AR and TM).

4.7.6 Module C: Confidence in justice system

The criminal justice system in Scotland is defined to respondents as:

> *"The shared name for all the organisations in Scotland that deal with finding offenders and arresting them, then taking them through the court system and deciding what sentence they are given if they are found guilty, and then carrying out that sentence. There are a range of sentencing options available to courts, such as imposing a fine, or imposing a community or prison sentence."*

Questions are asked of respondents' level of awareness of the system as a whole (QDKGEN), and confidence in it (QDCONF).

4.7.7 Module C: Harassment

This section asks respondents if they have been insulted, pestered or intimidated in any way by anybody who is not a member of their household, either in person or by some other means (such as in writing or through electronic communications)[36] in the 12-month reference period (QAINSUL), and if so, how many times (QAINSNO). They are asked by what means they were harassed (QATHME2), what it involved (QHWHAT2), where the incidents happened (QHWHERE2). For the latest incident only they are asked by what means it happened (QATHME1), how many people did it (QAIMANY), whether they knew them or not (QAIKNN), and how well (QAIBEF), what the incident involved (QHWHAT1), where it took place (QHWHERE1) and whether, at the time of the incident, they themselves were alone or in a group (QHGROUP) and what motivated the incident, both for the latest incident (QHDISCRIM1) and any others in the last 12 months

[36] Not including contact from individuals trying to sell things or such like.

(QHDISCRIM3). Finally, all respondents are asked how much they worry about harassment on the basis of the various characteristics (QHWORR).

4.8 Demographics section (section 6)

A variety of demographic information is collected from all respondents (many using Scottish Government's core and harmonised questions)[37], including:

- household composition, including the age (QDAGE), sex (QDSEX) and relationship (QRELATE) of each person in the household (termed the 'household grid'), as well as whether the respondent is living with a couple / with someone in the household (QDCOUP) and marital status (QDLEGS). Respondents are also asked about their trans status (QSTRANS)
- tenure (QDTENUR, QDRENT) and accommodation / property type (QACCOM)
- questions to allow the derivation of employment status (QILO1), including questions to allow Office for National Statistics (ONS) Socio-Economic Classification (NS-SEC) coding[38],
- questions on qualifications held (QQUAL), whether working from home (QWFH) and Armed Forces veteran status (QDVET)
- questions on identity, including country of birth (QBIRTH), ethnicity (QDETH4), sexual orientation (QSEXORIENT2) and religion (QRELIG)
- health status (QHSTAT, QCONDIT, QLIMIT, QCONDES), including the Warwick–Edinburgh Mental Well-being Scale (WEMWBS) 7-item scale questions (QSWEMWBS) and caring responsibilities (QCARE) and how many hours spend caring per week (QCAREHM).
- household income (QDINC2) and ability to afford an unexpected expense (QDI110)

As part of this section, the household reference person (HRP) is established[39]. This standard classification is used on most government surveys and is based on the following criteria:

The HRP is the member of the household in whose name the accommodation is owned or rented, or is otherwise responsible for the accommodation.

- in households with a sole householder, that person is the HRP
- in households with joint householders (for example, two or more people's name on the mortgage) the person with the highest income is taken as the HRP
- if both householders have exactly the same income, the older is taken as the HRP

[37] Information on harmonised questions can be found on the Scottish Government website.

[38] These questions are asked about the respondent only, regardless of whether that person is the household reference person (HRP) or not. This means that the NS-SEC coding refers to the respondent only and not to the HRP.

[39] Variable HRP in the respondent file SPSS data file records which member of the household is the HRP. Information on the 'respondent file' is provided in Chapter 11.

If one or more responsible person do not live in the household then:

- in households with a sole person living, that person is the HRP
- in household with multiple persons living, the person with the highest income is the HRP
- if both have exactly the same income, the older is taken as the HRP

At the end of this section respondents are asked whether they are willing to provide their contact details and survey answers to the Scottish Government or research organisations who are acting on their behalf for the purpose of further research (RECONT).

4.9 Self-completion questionnaire content (sections 7 to 10)

All members of the sample are invited to participate in the self-completion modules – there are no upper age restrictions[40]. Respondents can refuse to do so if this is their preference. Respondents taking part in a face-to-face in-home interview were handed the interviewers laptop to enter their answer directly into the Computer Assisted Self Interviewing (CASI) script, or if this is refused, offered a web-survey and an email address is collected for the purpose of emailing the survey which is then completed at a later date. Respondents taking part by telephone can request either a web version of the self-completion be emailed to them. Where a face-to-face in-home interview is being conducted, respondents can request to have the interviewer administer the self-completion survey, though this option is pursued only in exceptional circumstances and interviewers are instructed to read out the first few questions while demonstrating how to enter answers into the laptop and then encourage the respondent to do this themselves[41].

The self-completion questionnaire covers:

- practice questions to show the respondent how the laptop and script work
- a personal relationships screener, the answers to which are used to route and word some of the questions in the later section (section 7)
- stalking / harassment (section 8)
- partner abuse (including a range of different abusive behaviours) (section 9)
- sexual victimisation (section 10)

In 2023/24, a total of 86.6% of respondents to the main survey participated in the self-completion questionnaire – further details are in Section 6.6[42].

Details of stalking and harassment, partner abuse or sexual victimisation incidents recorded in the self-completion questionnaire are not included in the 'all SCJS crime' statistics (Section 8.1.4) unless the incident is also mentioned by respondents in the victim form and assigned an offence code in the normal way. The questions in the self-

[40] This is in contrast to the CSEW where the self-completion questionnaire, containing similar topics, is only asked of those aged up to 74.

[41] For example, in cases where the respondent is unable to complete the modules themselves, whether due to disability, ill health, poor eyesight, or difficulties reading or writing.

[42] Variable SELF_COMP in the NVF data file.

completion questionnaire do not record where incidents happened so incidents which occurred outwith Scotland may be included in the data. This is consistent with the questionnaire in previous years. Questions refer to things which have happened in the last 12 months or since the age of 16.

Chapter 6 provides further information on the administration of the self-completion questionnaire.

4.9.1 Stalking and harassment (section 8)

Respondents are asked about whether they have experienced any of seven forms of stalking and harassment *more than once* in the 12-month reference period, as well as whether anyone has shared intimate pictures without their consent in the last 12 months (irrespective of whether this was more than once or not). As measured by the SCJS, stalking and harassment includes[43]:

1. Receiving unwanted letters or cards
2. Receiving unwanted gifts
3. Receiving unwanted messages by text, email, messenger or posts on social media sites, like Facebook or Twitter
4. Receiving unwanted photos
5. Receiving unwanted phone calls
6. Having someone loitering outside a home or workplace
7. Being followed
8. Having someone share intimate pictures without their consent, for example by text, on a website, or on a social media site like Facebook or Twitter, sometimes known as 'revenge porn'.

Respondents who have experienced any of these things in the last 12 months are asked whether the Police came to know about the incident.

4.9.2 Partner abuse (section 9)

The partner abuse section of the questionnaire was redeveloped for the 2023/24 survey. This part is asked only of respondents who report having had a partner at any time since they were 16. It is introduced carefully to ensure that respondents are clear on the coverage of the questions:

> "*We would now like to ask you some questions about your own relationships with any partners you may have had since you were 16. By partner we mean your spouse, civil partner, boyfriend, girlfriend, or someone you are in an intimate personal relationship with*."

[43] Therefore the survey does not provide measures of the prevalence of all possible forms of stalking and of harassment, but rather of six types of behaviour that could be construed as forms of stalking and harassment.

Respondents are also warned about the nature of the questions before they are asked:

> "*The following questions ask about different behaviours you may have experienced with a partner or ex-partner, including sexual and physical violence. They are personal but are also very important in helping us understand more about these issues, which can affect both men and women. If a question upsets you in any way and you would prefer not to provide an answer you can skip it by pressing 'Don't wish to answer'.*
>
> *The study support leaflet, which you should receive at the end of the interview, includes details of organisations that can provide support or advice around the issues covered. There is also a link to these organisations at the end of this section.*
>
> *Please remember that all your answers are strictly confidential and no one else will see them so please answer as honestly as possible.."*

Respondents are then asked about three questions about three different types of partner abuse they may have experienced since they were aged 16. If they answer "Do not wish to answer" for the first three questions then they are given the option to skip the remainder of the partner abuse section, with "Do not wish to answer" being auto-coded for these questions. A further set of eight questions ask if the respondent has experienced eight different types of partner abuse since they were aged 16.

If respondents have experienced any of these types of partner abuse then a series of follow-up questions are asked about how many partners have done these things, how long the behaviours lasted, a series of questions about any involvement of children, what types of abuse may have happened in the last 12 months and, if so, follow up questions on injuries received, if living with the partner, opinion of what happened, impacts of abuse, relationship with abusive partner, whether anyone told about incident, why not informed police or other organisations, whether police came to know about the incident, if any criminal action was taken, satisfaction with how police dealt with the incident and whether they feel they have been a victim of domestic abuse.

4.9.3 Sexual victimisation (section 10)

The questionnaire asks about all types of sexual offences. These are categorised into two groups, which are termed 'serious sexual assault' and 'less serious sexual assault'[44].

Less serious sexual assault includes:

- indecent exposure
- sexual threats
- touching sexually when it was not wanted

[44] The terms 'less serious sexual assault' and 'serious sexual assault' are adopted throughout this report to distinguish between the two types of sexual assault which were asked about separately in the questionnaire. The terms do not relate to the seriousness of the impact on the individual experiencing an incident, as this may vary according to the particular circumstances of an incident.

Serious sexual assault includes:

- forcing someone to have sexual intercourse when they did not want to
- attempting to force someone to have sexual intercourse when they did not want to
- forcing someone to take part in other sexual activity when they did not want to
- attempting to force someone to take part in other sexual activity when they did not want to

For each type of sexual assault experienced respondents are asked when the incidents(s) happened (in the last 12 months, longer ago or both). Respondents are then asked if the Police came to know about *any* of the incidents of less serious sexual assault in the last 12 months, and likewise for *any* of the incidents of more serious sexual assault.

4.9.4 Interview end

The end of the interview consists of the interviewer thanking the respondent, collecting details to allow interview validation and recording some basic information about the administration of the interview.

5 Fieldwork

What is in this chapter?

- Information on the data collection process for the 2023/24 SCJS
- Fieldwork took place between the 3rd July 2023 – 22nd April 2024 and was continuous over the period
- The briefing of interviewers
- Quality control procedures
- The management of fieldwork across the survey year
- Fieldwork procedures and materials

5.1 Fieldwork period

The survey fieldwork for the 2023/24 survey started on the 3rd July 2023 (rather than the usual 1st of April start) due to an extended process of agreeing the new survey contract, rescripting in a new CAPI software and implementing the fraud and computer misuse victim form. Fieldwork was completed on 22nd April 2024.

5.2 Briefing of interviewers before main stage fieldwork

All interviewers working on the survey attended a face to face survey briefing before starting work on the survey. These sessions covered new and amended questions / sections for the 2023/24 survey, practice interviews and reminders on survey procedures, as well as training on the new iField CAPI software and electronic contact sheet (ECS).

5.3 Supervision and quality control

In addition to the survey briefings, several methods were used to ensure the quality and validity of the data collection operation, with both Ipsos and ScotCen implementing the following checks:

- **Data checking and reporting was undertaken throughout fieldwork to monitor interviewer performance**. These checks included looking for cases where interviewers had: a shorter than average length and / or shorter than average gaps between interviews; did not collect telephone numbers for validation; and lower than expected numbers completing victim forms and / or the self-completion module
- **Interviewer supervision**. Interviewers were accompanied by a field supervisor at least twice as part of their performance and development review procedures. During the accompaniment, interviewers were given feedback on their interviewing skills, as well as their general manner with respondents and their adherence to guidelines around confidentiality, data protection and so on. The results of all accompaniments were recorded, remedial action taken as required and reports kept on interviewers' files

- **Interview validation checks**. A minimum of 10% of successful interviews were re-contacted (validated) to verify that the interviewer had conducted the interview and that key details they had collected were correct.

The validation procedure to ensure that interviewers have conducted genuine interviews involves the collection of a telephone number at the end of the interview, along with permission to re-contact the respondent for the purposes of quality assurance.

In total, 500 interviews (10%) were successfully re-contacted for validation purposes over the course of the fieldwork period. Addresses were randomly selected within the framework of field quality procedures whereby all interviewers have a proportion of their work checked at least twice a year.

Validation was carried out by both organisations, mainly by telephone. The checking involved asking approximately 15 validation questions. These included standard validation questions to ensure that the interview was carried out in the proper manner, asking checks for questions from sections of the main questionnaire to ensure these had been asked of respondents, and several additional, project-specific questions to check accuracy against the recorded data. Where no telephone number was available, a short postal questionnaire was sent to the address to collect the same information.

In the event of any poor validation results or poor-quality work, an interviewer's manager was informed and instructed to raise and discuss the issues with them. Depending on the nature of the issues, subsequent follow-up actions included some or all of: arranging further accompaniment; re-briefing; retraining; more frequent validation; or disciplinary warnings.

Where any doubt was raised over the validity of interviews, then face-to-face validation was enacted where interviewers could not be verified by telephone or postal methods.

5.4 Fieldwork dates and fieldwork management

Fieldwork was divided into 9 monthly tranches, with fieldwork starting on Monday 3rd July 2023 with each tranche starting four weeks apart.[45] Fieldwork closed on Monday 22nd April 2024. The web element of the self-completion survey CAWI closed Tuesday 7th May.

Across the fieldwork period, 320 assignments (batches) of addresses were issued to interviewers. A total of 11,732 addresses were issued to interviewers, with the average assignment size being 37 addresses within a range from 26 to 53 addresses.

Interviewers were encouraged to start their assignment as early as possible to allow early identification of invalid addresses (second homes, business addresses, vacant properties etc., also termed 'deadwood' – Chapter 3). Interviewers had a target of six weeks to cover all the addresses in their assignment, making a minimum of six calls at each address no contact with householders or selected participants had been made. Call patterns included at least one call in the evening and one at the weekend call.

[45] The prior SCJS surveys had a 12-month fieldwork period, starting in April. The 2023/24 survey started later in June due to the contract letting process, but fieldwork was completed within 9 months such that the 2024/25 survey could start in April 2024.

Non-productive outcomes (where an interview was not obtained but possibly could have been) were not routinely re-issued as standard. However, cases were reissued where an interviewer had performed poorly (for example, where higher than expected numbers of doorstep refusals had been received). Non-productive outcomes include non-contacts, soft refusals, broken appointments (see Annex 3 for CAPI outcome codes).

5.5 Fieldwork procedures and documents

5.5.1 Advance letter and survey leaflet

All selected addresses were sent a letter and survey leaflet from the Scottish Government in advance of an interviewer calling at the address. Spare copies of these were also provided to interviewers to hand out on the doorstep where potential respondents had either not received or read these.

The letter provided background information on the survey, informed the occupiers that an interviewer from Ipsos / ScotCen would be calling in the next few days, explained why the address had been selected and provided details of data confidentiality. The letter also provided a Scottish Government contact telephone number, as well as an Ipsos / ScotCen freephone telephone number and email address to allow members of sampled households to find out more about the survey, make an appointment for interview, or opt out[46]. Over the course of the whole year 373 households opted out of the survey by contacting either Ipsos / Scotcen's office or the Scottish Government.

Included with the advance letter was a leaflet from the Scottish Government providing further details about the survey, including some general findings from past surveys. The leaflet also tried to answer some questions that potential respondents might have, including information for the parents of young adults (aged 16-17), informing them that the young adult may be selected to participate in the survey.

Copies of the advance letter and survey leaflet can be found in Annex 4. Interviewers were also provided with a study support card providing contact details for Support Scotland, Samaritans and a range of other organisations that provide support for victims of crime or abuse. These were handed to respondents at the end of all interviews (irrespective of whether any victim forms or the self-completion had been completed).

5.5.2 Incentives

The SCJS interview was not incentivised, in keeping with prior SCJS surveys.

5.5.3 Address contact record

Interviewers electronically record the days and times that they call at an address, and the call outcome, in the CAPI software, enabling them to tailor their calling strategy based on this and providing a record of all the outcomes achieved at the address. A comments section also allowed the interviewer to leave any relevant details for any interviewer going back to an address where a point of work had been poorly worked or experienced high refusal rates.

[46] The content of the Ipsos and ScotCen letters were identical, except for the company contact details.

6 The interview

What is in this chapter?

- Information on the survey interview. Interviews were conducted face-to-face in respondents' home and were administered by professional interviewers working for Ipsos or ScotCen using Computer Assisted Personal Interviewing (CAPI)
- Information on the following elements:
    - Survey reference period
    - Number of victim forms completed
    - Computer Assisted Personal Interviewing (CAPI)
    - Use of showcards
    - Interview length
    - Presence of others during the interview
    - Self-completion interview, including interview mode

6.1 Survey reference period

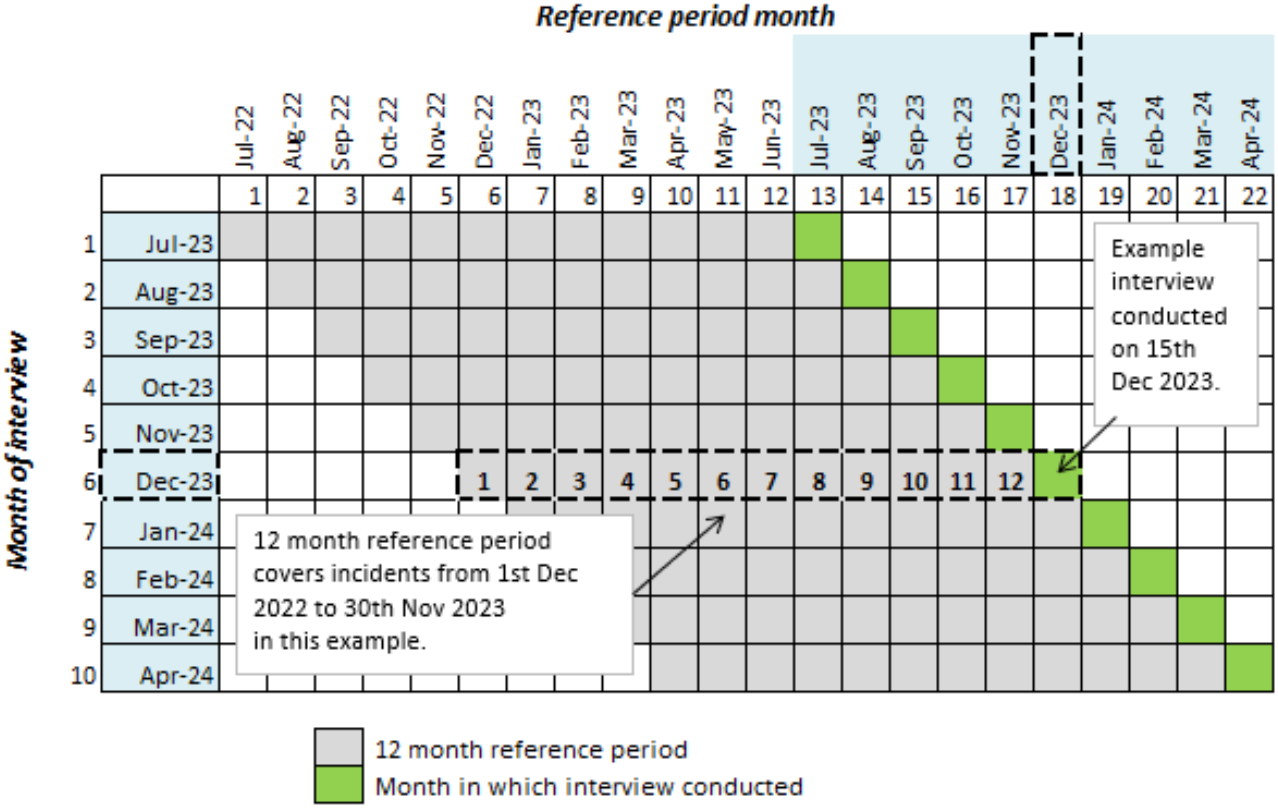
Respondents were asked about their experience of crime within a defined period of time known as the 'reference period'. Questions about exactly when incidents happened were asked at the start of the victim form. The survey crime statistics are based only on incidents which happened in the 12 calendar months prior to the month of interview. For example, in an interview conducted on the 15th December 2023, the survey statistics would include incidents which the respondent had experienced between 1st December 2022 and the 31st November 2023. The reference period therefore covers an equal length of time (12 calendar months) for each respondent, irrespective of when they were interviewed during the fieldwork period. Incidents which fall outside this reference period are not included in crime counts.

Incidents which happened in the *month of interview* (in the example above, incidents happening in the 15 days between the 1st and 15th December 2023) are *not* included in the reference period (and therefore any of the data reported in the Main Findings report). However, both for the sake of simplicity with regard to the administration of the interview and for ethical reasons, respondents are asked to provide full details about incidents which happened in the month of interview (the victim form screener questions are phrased in the following way "Since the 1st December 2022, has anyone …"). Details of incidents occurring in the month of interview are retained in the victim form SPSS data files for use by analysts if necessary (but since these incidents are not in the reference period they are marked as non-valid and the incident weight in the victim form is set to zero, and they do not appear in the published victim form data tables).

Due to the continuous interviewing across the fieldwork period, the reference period 'rolled' forward for each consecutive fieldwork month. Compared to the example above, respondents interviewed on the 15th January 2024 were asked about incidents which occurred in the reference period 1st January 2022 to the 30th December 2023. The total

reference period for interviews conducted from July 2023 through to the end of April 2024 is therefore a 21 month period from the 1st of July 2022 through to the 30th of March 2024. This is illustrated in Figure 6.1 below.

Figure 6.1: Survey reference period



6.1.1 Series incidents and the reference period

Where respondents had experienced series incidents, if incidents in the series occurred in the month of interview (that is, outside of the reference period), the number of incidents in the series (capped at five) was reduced by the number of incidents that occurred in the month of interview.

Variables NSERIES and NUMINC (uncapped and capped count of series incidents, respectively) in the victim form files for all VALIDSCJS forms are calculated based on the number of incidents in the 12-month reference period only and do not include incidents which happened in the month of interview[47].

[47] NSERIES and NUMINC for non-VALIDSCJS forms may include incidents which occurred in the month of interview.

6.2 Numbers of victim forms

6.2.1 Standard victim forms

In total 1,089 standard victim forms were triggered for 764 respondents: around one-in-seven respondents (15.4%, n.764) had one or more standard victim forms. Around one in nine (11.4%, n.566) respondents had a single standard victim form only, while just 0.4% (n.18) had five standard victim forms (the maximum allowed) (Table 6.1).

In the VFF SPSS data file each record represents a victim form (Section 11.1.2), with each record being labelled as victim form one to five for each respondent (variable VICNO).

Table 6.1: Number of standard victim forms

Standard VFs completed	Number of respondents	% of all respondents (%)	Respondents with a VF (%)	Total VFs completed
None	4,209	84.6%	-	0
1	566	11.4%	74.1%	566
2	120	2.4%	15.7%	240
3	47	0.9%	6.2%	141
4	13	0.3%	1.7%	52
5	18	0.4%	2.4%	90
1 or more	764	15.4%	100%	1,089
Total	4,973			

Not all victim forms are used in the production of the all SCJS crime statistics, for example some may refer to incidents which are outside the reference period (Section 6.1) or to crimes which are outside the scope of the survey (Section 8.1). Table 6.2 provides details of how many of the 1,089 standard victim forms were assigned non-valid or out-of-scope offence codes (42.4%, n.473).

Table 6.2: Classification of non-valid and out-of-scope standard victim forms

Category	No. of VFs	% total VFs
Terminated as violence from household member (1)	1	0.1%
Incident(s) occurred outside reference period	85	7.8%
Incident(s) occurred in month of interview (outside of reference period)	29	2.7%
Incident(s) occurred outside Scotland	16	1.5%
Duplicate victim form	44	4.0%
Not a criminal incident	42	3.9%
Not enough information enable offence coding	1	0.1%
Non-valid offence codes	63	5.8%
Threat offences (not included in statistics) (2)	176	16.2%
Sexual offences (not included in statistics) (2)	5	0.5%
Total non-valid and out of scope standard victim forms	***462***	***42.5%***
Total VALIDSCJS standard victim forms (all SCJS crime)	***627***	***57.6%***
Total standard victim forms	***1,089***	***100.0%***

Note 1: In cases of violence from another household member recorded in the victim form screener section, interviewers have the option to skip the victim form (variable WINTRO if there is another person present at the interview (Section 4.3.1)).

Note 2: These offences are not included in the calculation of 'all SCJS crime' statistics for the reasons outlined in Section 8.1.2. Experiences of sexual offences are instead collected in the self-completion section and reported separately.

6.2.2 Fraud and computer misuse victim forms

A similar number of fraud and computer misuse victim forms were completed compared to the standard victim forms: 956 victim forms were triggered for 748 respondents: around one-in-seven respondents (15.0%, n.748) had one or more victim forms. Around one in nine (12.1%, n.604) respondents had a single victim form only, while just 0.2% (n.9) had five victim forms (the maximum allowed) (Table 6.1).

Table 6.3: Number of fraud and computer misuse victim forms

Fraud VFs completed	Number of respondents	% of all respondents	Respondents with a VF (%)	Total VFs completed
None	4,225	85.0%	-	0
1	604	12.1%	80.7%	604
2	105	2.1%	14.0%	210
3	23	0.5%	3.1%	69
4	7	0.1%	0.9%	28
5	9	0.2%	1.2%	45
1 or more	748	15.0%	100%	956
Total	4,973			

Table 6.4 provides details of how many of the 956 fraud and computer misuse victim forms were assigned non-valid or out-of-scope offence codes (42.4%, n.473).

Table 6.4 Classification of non-valid and out-of-scope fraud and computer misuse victim forms

Category	No. of VFs	% total VFs
Incident(s) occurred outside reference period	199	21%
Duplicate victim form	27	3%
Not a criminal incident	20	2%
Not enough information enable offence coding	13	1%
Non-valid offence codes	192	20%
Total non-valid and out of scope standard victim forms	***451***	***47%***
Total VALIDSCJS fraud and computer misuse victim forms (all fraud and computer misuse crime)	***505***	***53%***
Total fraud and computer misuse victim forms	***956***	***100.0%***

6.3 Computer Assisted Personal Interviewing (CAPI)

The use of CAPI interviewing high quality data to be collected efficiently, and benefits include:

- plausibility and consistency checks within the interview
- automated text substitution and calculation (especially important for using the correct reference period)
- automated links between questionnaire sections
- the use of tablet PCs and iField CAPI software also allows the electronic collection of the address contact record and automated random respondent selection (and dwelling selection where necessary)

Telephone interviews were also conducted using the CAPI machine by the same interviewers conducting the face to face survey, but working at home.

6.3.1 Plausibility and consistency checks

CAPI has the advantage over paper-based interviewing as it allows plausibility and consistency checks to be incorporated into the interview process, improving data quality. A full list of plausibility and consistency checks are provided in Annex 5.

6.3.2 Text substitution and date calculations

Text substitutions and date calculations are used extensively throughout the questionnaire. Text substitution is where different text is read out by the interviewer or displayed on screen at a question depending on answers given to previous questions.

Date calculations are made automatically by the CAPI script for the reference period and other questions where a specific time period is required. In contrast to previous surveys, all of the date variables in the SPSS data files (for example, DATESER variables, QTRRECIN, and MTHINC2 in the victim forms) are simplified into the same set variables or values in relation to the reference period (i.e. month 1 of the reference period, quarter 2 of the reference period etc) rather than providing the actual calendar date (eg Number of incidents (series): Between 1st November and 31st January etc). Actual dates, if required, can be calculated using the month / year of interview variables (INTMONTH and INTYEAR).

6.3.3 Don’t know and refused codes

Almost every question in the survey has ‘Don’t know’ and ‘Refused’ options. These are displayed on the screen as separate buttons. For questions which use a showcard (Section 6.4 below) these options are not shown to respondents explicitly as part of the pre-code list of answers.

At the start of the self-completion questionnaire, the interviewer specifically shows the respondent where these buttons are located on the screen via a practice question at the start of the section. The ‘Refused’ option used in the main part of the survey is re-worded as ‘Don’t wish to answer’.

6.4 Use of showcards

For the majority of pre-coded questions where respondents are asked to select an answer from a list, interviewers either hand respondents a paper booklet of numbered or lettered showcards on which the pre-coded answers to questions are printed, or, for telephone interviews, respondents could use an online version of the showcards[48]. The use of showcards prevents the interviewer from having to read out all of the answer options for certain questions, and thus improves the flow of the interview. The showcards are also particularly important for the following types of variable:

- questions with long or complicated pre-code lists (e.g. QQUAL asking about qualifications held)
- questions on sensitive issues where respondents may not want interviewer to know what their answer relates to (eg QDISCRIM which asks respondent's views on offender's potential motivation; the respondent reads out a letter next to their answer and only the letter code is displayed on the CAPI screen, so the interviewer does not know what their answers means)
- questions which are not read out by the interviewer because they are on a sensitive topic (e.g. for variable HHLDVIOL, which asks whether the respondent has experienced physical violence from another household member, the question text is included on the showcard)
- questions in the self-completion section (if the interviewer reads them out for the respondent)

6.5 Length of interview

Automatic 'time stamps' are placed throughout the CAPI script to allow timing of questionnaire sections. It is not always possible to derive meaningful time stamps from every interview using CAPI systems. For example, if an interviewer has to temporarily stop or suspend an interview for a period of time and fails to come out of the questionnaire in the intervening period (simply powering down the computer instead) the time stamps can show an interview with an erroneously increased length. Interviews lasting longer than 2 hours, or less than 14 minutes were excluded from the analysis in this section (matching the same criteria used in previous SCJS years).

The average (mean) total interview length, including any victim forms and the self-completion section, across the respondents with usable timestamp data (4,857, 98%) was 40 minutes and 20 seconds[49].

[48] Respondents who took part be telephone were either offered the choice of using paper showcards which the interviewer handed over when making the appointment or using the online showcards.

[49] This time represents the elapsed time from the first question (QSYAREA) to the last question (Respondent's email address, if consented to provide). It does not include the time during which the interviewer completes the address contact record, introduces the survey or closes the interview, since the CAPI script is not active at these points.

6.6 Self-completion interview

The self-completion questionnaire is completed by respondents on the interviewer's tablet PC (Computer Assisted Self Interviewing – CASI), as a Computer Assisted Web Interview (CAWI, or web) or as a paper questionnaire. This ensures confidentiality when answering sensitive questions.

Ahead of asking respondents to complete the self-completion questionnaire, the content and importance of the data produced by the module was highlighted as part of the introduction to the section to help respondents understand why these topics feature and encourage them to participate through an informed decision, as well as flagging potentially sensitive topics.

6.6.1 CASI self-completion interview

For the CASI survey, the respondent is asked to follow the instructions on the screen of the tablet PC and enter their answers using a stylus to tap the touch screen appropriately. A series of practice questions are included before the start of the CASI self-completion module to allow the interviewer to show the respondent the different functions of the computer and screen layouts and formats (including an explicit demonstration of the 'don't wish to answer' button reflecting the sensitive nature of the topics in the questionnaire).

If the respondent was unable or unwilling to complete the CASI questionnaire using the computer but was happy to answer the questions, the interviewer administered the questionnaire on their behalf, showing the respondent the screen and then selecting the answer accordingly. Information on the administration of the self-completion questionnaire will be provided in the 2024/25 Technical Report when the self-completion data is reported and released.

During CASI interviews where another person (other than the interviewer and the respondent) was present in the room during the self-completion section, interviewers tried to 'arrange' the room whenever possible so that the respondent had a degree of privacy. Thus, for example, interviewers might try to ensure that the respondent was sitting with the screen facing a wall or was in such a position that no-one else in the room could read the computer screen.

6.6.2 CAWI (web) self-completion interview

For telephone and video interviews, an online version (Computer Assisted Web Interview – CAWI) of the self-completion questionnaire was offered. An email address was taken at the end of the main interview, and the survey was emailed to the respondent within a few days.

As with the CASI self-completion survey, respondents were introduced to the content of the section ahead of asking for an email address to send the survey to. The invitation email to the survey noted that the questions were of a sensitive nature, should be completed in private and provided a link to the survey website providing contact details for organisations providing help and support to victims. The initial introductory page of the survey itself made it clear that all respondents were invited to complete the self-completion questionnaire, and had not been selected to do so based on any of the answers provided in the main or victim form questionnaires. Each page of the web survey also had a 'go to

Google’ link so that respondents could quickly and easily navigate away from the survey of they were in need of privacy whilst completing the survey.

Further information on the administration of the self-completion CAWI questionnaire will be provided in the 2024/25 Technical Report when the self-completion data is reported and released.

7 Offence coding and data processing

What is in this chapter?

- The offence coding process, including quality assurance. Specific information on all the offence codes available in Chapter 8
- All data processing undertaken by ScotCen in consultation with Scottish Government analysts, including offence coding and quality assurance
- Information on the quality control checks carried out during the final survey stages (data checking, cleaning and editing)

7.1 Offence coding

The SCJS standard offence coding (for standard victim forms) is designed to match as closely as possible the way incidents would be classified by the police in Scotland to aid comparison between statistics from the SCJS and police recorded crime statistics. The system is tailored for the Scottish justice system and is based on that developed for the 1982 British Crime Survey[50].

The fraud and computer misuse offence coding (for incidents recorded in the fraud and computer misuse victim form) replicates the offence coding undertaken as part of the Crime Survey for England and Wales (CSEW) on which the SCJS fraud and computer misuse victim form is based.

The principles and process behind the standard offence coding for the SCJS have remained consistent over the course of the survey. No changes were made to the standard offence coding process compared to the 2021/22 SCJS. Some minor changes were made to a small number of questions used in the offence coding compared to the 2021/22 survey, but these did not materially affect the offence coding or the offence codes used.

All victim forms are reviewed by specially trained ScotCen coders in order to determine what offence code should be assigned to the crime. Every victim form has an offence code assigned to it. The process determines whether what has been reported in the interview represents a crime or not[51]. All data for the survey was coded consistently using agreed principles set down in the SCJS offence coding manuals.

The SCJS offence coding manuals contain a 'priority' ladder which determines what final offence code is assigned if the incident involves multiple aspects and multiple offence codes have been applied. This is then built into the coding system. For example, if an

[50] The recorded crime statistics for Scotland are collected on the basis of the Scottish Crime Recording Standard (SCRS), which specifies the approach for counting the number of crimes that should be recorded as a result of a single incident. While this is similar to the National Crime Recording Standard (NCRS) for England & Wales, there are various differences in the two systems. For example, an incident where an intruder breaks into a home and assaults the sole occupant would be recorded as two crimes in Scotland, while in England & Wales it would be recorded as one crime (the most serious one).

[51] Note that the term 'offence' code does not mean a crime was committed.

incident involves an offender breaking into someone's house, assaulting them, breaking some of their belongings and then stealing their car, the offence coding process needs to sort out which of these offences takes priority (i.e. should the crime be coded as housebreaking, assault, vandalism or theft of a motor vehicle?).

There are a number of scenarios in which different elements of the incident are both deemed too serious for one to take priority over the other. In these situations, the incidents should use the 'double-barrelled' codes, which capture both elements of the event. This is the case for serious assault, rape or serious assault with sexual motive occurring during a housebreaking, for which there are double-barrelled codes that can be used to capture both elements of the incident (offence codes 15, 37, and 38). There is also a double barrelled code for serious assault and fire raising (code 14)[52].

The priority ladder for standard offence codes can be summarised as below, with the highest priority being rape or serious assault:

- Rape or Serious Assaults
- Robbery
- Housebreaking
- Theft
- Minor Assault
- Vandalism
- Threats

For the fraud and computer misuse offence coding the priority ladder has bank and credit fraud as the highest priority, and if the fraud includes no loss (regardless of whether the loss is reimbursed), then any successful fraud with loss will take priority. Furthermore, and fraud will always take priority over computer misuse.

Within fraud the following priorities apply:

- Bank and credit fraud (200, 201, 202)
- Advance fee fraud (203, 204, 205)
- Consumer and retail fraud (206, 207, 208)
- Other fraud (210, 211, 212)
- Computer Misuse (320, 321, 322, 323, 324)

Further information is available in the SCJS offence coding manuals.

[52] Crimes that require a double-barrelled code occur rarely in the survey..

7.1.1 Standard offence coding process

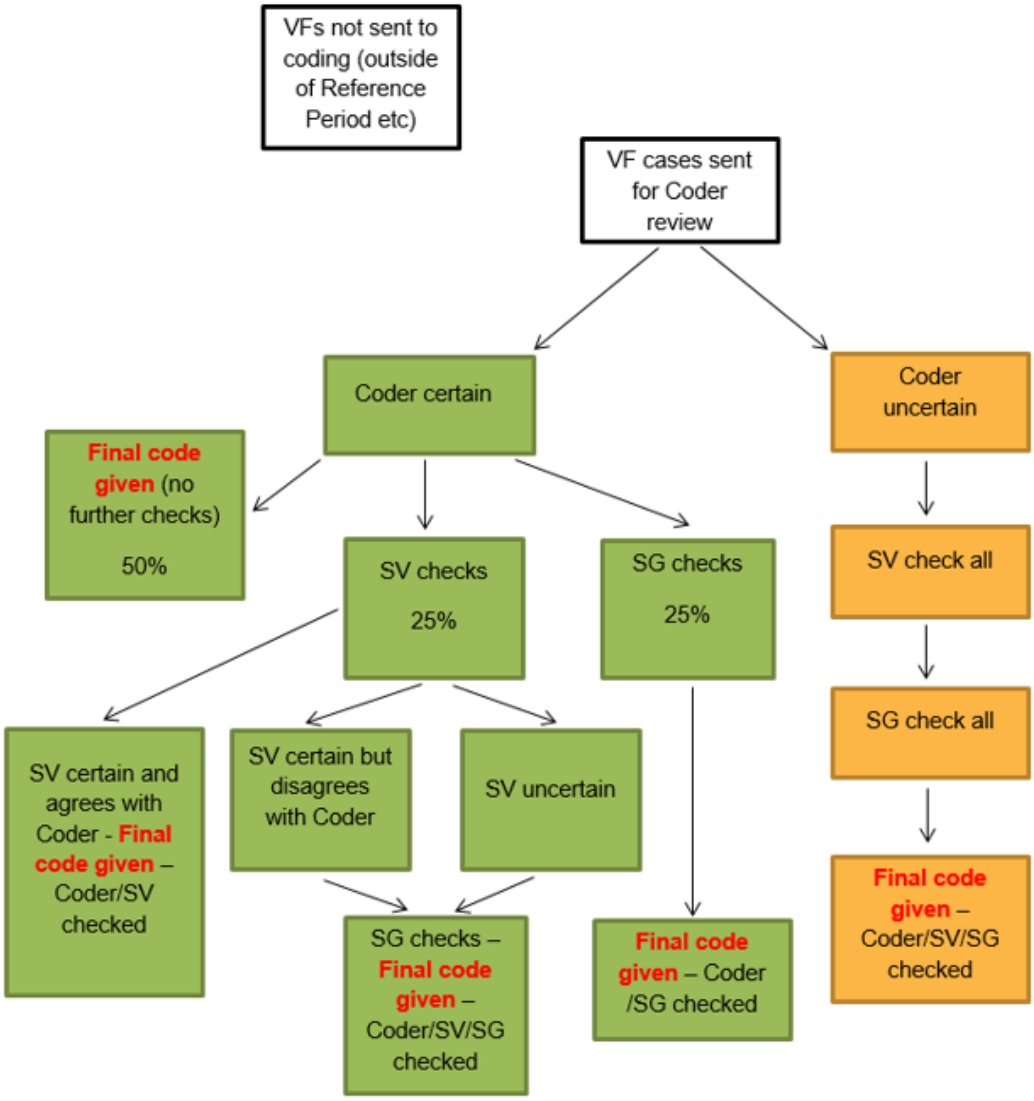
The offence coding system used for the standard offence coding provides the responses to key questions in the victim form and other relevant parts of the questionnaire to those involved in the offence coding process.

The process for standard offence coding consists of the following steps, involving coders, supervisors and Scottish Government researchers:

1) **Initial coding**: a ScotCen coder reviews the answers to the questions loaded into the coding system and, consulting the offence coding manual, assigns the applicable offence code or codes. They also complete a certainty record for each victim form showing whether they are *certain* or *uncertain* that the code(s) assigned is correct (for example in cases where there was no specific guidance in the offence coding manual or the information in the victim form was inconclusive). The certainty record for each victim form determines the quality assurance checking pathway.

2) **Quality assurance**: all forms recorded as *uncertain* by the original coder are reviewed blind (i.e. without seeing the offence code(s) the original coder has assigned, or the certainty record) firstly by a ScotCen coding supervisor, and then by at least one researcher at the Scottish Government. Of those forms recorded as *certain* by the original coder, 25% are blind coded by the Scottish Government, and a further 25% blind coded by ScotCen coding supervisors. Any victim forms where the coder and supervisor assign a different offence code, or where the supervisor recorded as *uncertain* are subsequently blind coded by the Scottish Government, as are cases where there was not enough information to code, no crime committed or a double-barrelled offence code was assigned. This process is outlined in figure 7.1 below.

Figure 7.1 – Standard offence code checking process



As a result of this process every victim form has a final offence code assigned to it, as well as a record of any codes assigned at the intermediate steps as outlined above (original coder, supervisor, Scottish Government coder 1 and Scottish Government coder 2).

When more than one offence code is selected by coders at each stage, the offence coding programme automatically applies the priority ladder to determine what prioritised offence code is assigned.

All supervisor and Scottish Government coding is completed using a blind coding approach using the offence coding system. This stipulates that supervisors and Scottish Government completed their coding without knowledge of the offence codes and certainty record given to a victim form by previous coders. This prevents each coding stage being influenced by previous stages.

Where Scottish Government coders do not agree with the code assigned by the coder or supervisor, a further dialogue is opened until a conclusion is reached. At the end of the offence coding process, cases where coders and supervisors or Scottish Government coders disagree are reviewed, and any consistent issues are logged. This log is used to

set precedents for future decisions, and to provide feedback and guidance to the coders and supervisors.

7.1.2 Standard offence coding quality assurance

A number of measures were in place to ensure and monitor the progress of the offence coding carried out by the coders, to ensure a high quality of coding was delivered across the survey year, and to highlight and address any issues with coding accuracy if they arose.

Firstly, all coders working on the survey were briefed face-to-face by the research team at ScotCen, with feedback provided based on analysis of the offence coding from the previous survey year.

Secondly, researchers at ScotCen produced analysis of coding behaviours as coding proceeded through the survey year. The analysis focused on a number of parameters, including: agreement between coder assigned codes and Scottish Government assigned codes, proportion of certainty / uncertainty among coders, and agreement between coders and Scottish Government when certain / uncertain. This process shed light into individual or types of codes where agreement between coders and Scottish Government was lower and allowed researchers to feedback valuable guidance to the coders.

Overall, ScotCen coders / supervisors assigned the same code as the final Scottish Government code in 90% (n.454) of cases which were validated by the Scottish Government (n.503). When the original coder marked their coding as certain (65% of victim forms, n.613), consistency with Scottish Government – where these cases were checked (28%, n.171) – was 94% (n.161), and when uncertain (35% of victim forms, n.332), consistency was 72% (n.239). All cases where the coder was uncertain were checked by Scottish Government[53].

To aid with offence coding quality assessment and interviewer briefing, the offence coding system included flags for where the coders felt that the information contained in the victim form was of a poor quality (indicating either poor interviewing technique or respondent's reluctance to provide information).

7.1.3 Fraud and computer misuse offence coding process

The fraud and computer misuse offence coding was undertaken following the specifications in the CSEW 2020/21 Offence Coding Coders Manual (included in Volume 2 of the CSEW Technical Report). The relevant questions from the SCJS survey were formatted in an Excel file to be reviewed by the coding teams (rather than using the standard offence coding programme) so that annotation and sorting of cases could be better applied, and multiple cases reviewed together.

[53] Note that the original coder consistency with Scottish Government percentages are lower than the overall consistency with Scottish Government because a supervisor may have assigned a different code to the original coder (one that matches the Scottish Government coding).

Offence coding was undertaken by the research team at ScotCen and at Scottish Government, and in discussion with the relevant team at the Office for Nation Statistics (ONS) working on the equivalent coding for the CSEW.

The coding was split into two batches, and several stages. The first batch was blind coded twice by ScotCen researchers, compared and reviewed again where codes did not match to decide on a final 'ScotCen' offence code. All cases were then sent to the Scottish Government following a briefing meeting and blind coded by the Scottish Government research team, including a subset being double coded to ensure consistency within the coding team. Following this, ScotCen and Scottish Government coding were compared, and further discussions held, including a face-to-face meeting with the ONS team responsible for CSEW coding to ensure consistency and provide any clarity required to ensure consistency with CSEW offence coding.

The second batch of coding was coded by the ScotCen team, and, where cases were marked as certain by the ScotCen coder, 10% were checked by another member of the ScotCen team, and a further 10% by the Scottish Government team. All cases where the original ScotCen coder was uncertain were blind coded by a second ScotCen coder, and then passed to Scottish Government for blind coding. All mismatches were reviewed a final offence code assigned.

7.1.4 Offence code history

The SPSS data files delivered to the Scottish Government include all the offence codes that have been assigned to each victim form at each stage of the offence coding process. This allows a complete history of each case to be viewed.

The final offence code is derived using a priority ordering system, whereby the Scottish Government code takes priority over the coding supervisor, who takes priority over the original coder (where applicable). The variables in the VFF data file which detail this are:

- VOFFENCE: code assigned by the original coder
- SOFFENCE: code assigned by the supervisor
- FINLOFFC: code assigned by the initial Scottish Government coder
- FINLOFFC2: final code assigned by the Scottish Government
- OFFENCE: final offence code assigned

The equivalent variables for the fraud and computer misuse offence coding are not available due to the multiple stages of review, but will be available in future surveys when the offence coding is undertaken in the using a version of the standard offence coding system.

The final offence codes for each victim form are also contained in the RF data file in the VICFORM (standard) and F_VICFORM (fraud and computer misuse) variables (one for each victim form completed).

7.2 Standard coding and socio-economic classification

In addition to the survey specific offence coding, all questions where an 'Other SPECIFY' category constituted over 10% of unweighted responses were reviewed, with the exception of questions purely used for offence coding. The aim of this exercise was to see whether the answers given could actually be coded into one of the original pre-coded response options. If it could not, then a decision to add a new code was taken and other similar 'Other – specify' answers were added into this new code. No new codes were added as part of the exercise for the 2023/24 survey.

Occupation details (what firm / organisation does, job title, details of role, employee status, supervision responsibilities, employees at location; QD1IND – QD1NEMP) were collected for respondents working or having worked in the last 12 months (QD1LAST). Work status was established using the International Labour Organisation's definition of basic economic activity (ILOCLASS based on QILO1-4) stipulated as part of the standardised core questions on the Scottish Surveys Core Questions (SSCQ).

Occupations were coded using the Standard Occupational Classification 2020 (SOC2020).[54] All occupational coding was done centrally by specialist ScotCen coders once the data were returned by interviewers. While full SOC codes were assigned, the SPSS data files only contain a two-digit SOC code to remove the risk of individual respondents being identified in the datasets (known as 'disclosure risk'). None of the open ended questions relating to occupation details are provided in the datafiles.

As well as occupation codes, National Statistics Socio-Economic Classification (NS-SEC) were assigned to all respondents[55]. NS-SEC categories were derived using documentation provided by the Office for National Statistics (ONS). Both the NS-SEC operational categories and the NS-SEC analytical categories were derived. Details of the NS-SEC categories can be found on the ONS website[56].

7.3 Data checking, cleaning and editing

Data quality control is a continuous process which is undertaken throughout the survey life cycle, from survey inception to the provision of a final clean dataset. Specifically, quality control is undertaken during each of the following core survey stages:

- sampling design and methodology
- questionnaire design and scripting (e.g. plausibility and consistency checks programmed as part of the CAPI script (Section 6.3.1)
- survey administration (e.g. interviewer recruitment and training)
- data collection (by interviewers)
- data checking, cleaning and editing

[54] See details at the ONS website

[55] It should be noted that information to allow NS-SEC coding was only collected for respondents, and not specifically the Household Reference Person (HRP).

[56] NS-SEC coding based on SOC2020 was used.

This section focuses on the quality control checks undertaken during the final survey stages, that is of data cleaning and editing and data checking. These stages were undertaken by ScotCen in full consultation with (and in the latter stages, verification by) the Scottish Government research team. Details of the methods used for the quality assurance of the remainder of the elements listed above are detailed in the relevant section of this report. The SCJS Offence Coding Manual also provides further information on the Offence Coding process and the generation of the survey statistics.

7.3.1 Data cleaning and editing

There are three main area of data editing for the SCJS:

1. Interviewer notes and comments – where the interviewer notes an issue with the way the data was recorded in the interview, and which warrants an edit.

2. Household grid data edits – the demographics section of the questionnaire records the composition of the household in relation to the age, sex and relationship of each person in the household. This data is checked for consistency (for example, a parent must be older than a child) and data is cleaned and edited appropriately for the small number of records where the data does not make logical sense.

3. Offence coding – for the 2023/24 survey a small number of victim forms (n.4) were recoded from assault offence codes to threat offence codes where they met all of three specific conditions: (1) two series victim forms had been triggered respectively for threats and for violence, *and* (2) they both related to the *same* series of incidents (typically a recurrent domestic or workplace violence situation involving threats as well as violence) *and* (3) they had both been assigned a violent crime offence code (because the most recent incident in the series victim form triggered for a threat had involved some level of actual violence, typically a minor assault with no injury). This edit was applied to avoid double counting the series incidents involved.[57] An additional check for these specific types of cases will be performed in subsequent surveys (2024/25 onwards).

[57] This data edit was introduced as part of the 2023/24 survey after interrogation of the data identified a logical discrepancy in the questionnaire design and data production in the specific circumstances noted. A review of the 2021/22 and 2019/20 data identified a small number of incidents which would meet the criteria described above. An initial investigation of the impact on crime estimates, should the change to 2023/24 be applied to the previous two surveys, suggests this would be negligible with no significant changes to any statistical comparisons between these two years and 2023/24. It's important to note that this change has no impact on the victimisation rate. Analysts will consider the feasibility and impact of providing revised data for earlier years.

7.3.2 Data checking

These included:

- early data checks during fieldwork to identify and amend potential scripting errors
- checks on fieldwork records and between raw data, field records and SPSS data to ensure there are no discrepancies
- initial checks on completed interviews: identifying and removing duplicated or incomplete or corrupt interviews from the raw dataset
- checks of the raw CAPI (topline) data compared to data in SPSS
- checks on the content and formatting of the SPSS data files: checks on the specifications for the SPSS data file against the content and formatting of the SPSS
- specific checks of new or amended variables to ensure they are correct and no errors have been made in the specification of these
- checks on the data in the SPSS data files to ensure the total number of responses in the base for each variable matches the total respondents eligible to respond
- checks on variable and value labels to ensure they are clear and meaningful, consistent with questionnaire documentation and previous survey years
- comparing the content, structure and data frequencies against the previous year's data
- coding data: checks of the final coding specification for 'open end' and 'Other SPECIFY' questions
- SPSS derived, summary and weighting variable checks: checked by recreating the variables in SPSS and then comparing them to the existing variables, or to the source data
- checking all variables required are present and no surplus variables

The SPSS is generated before the data tables are produced since most of the key checks can only be performed using the SPSS data.

7.3.3 Data table checking

Once the SPSS is complete and correct, the data tables are produced. The data tables replicate the SPSS but present the data in an easier to read and publishable format (MS Excel) which does not require any specialist software. Two sets of data tables are produced, one for reporting purposes (for Scottish Government use only) and one for publication which supresses the data where the number of respondents providing an answer is 50 or below.

- Checking the content and formatting of the tables: specifications for the data tables checked against the content and formatting of the tables themselves
- Data tables and SPSS frequencies match
- Data tables summary codes: the data tables often contain summary codes which combine certain responses in a summary (for example, 'agree' code combing 'agree strongly' and 'agree slightly' codes (which are separate in the SPSS). Since

these appear only in the data tables these are checked using the tables themselves, or by recreating them in the SPSS

- Data tables cross-breaks: the specification, data and labelling for the cross-breaks are checked against the SPSS to ensure these are correct and clearly labelled
- Logic checks of key demographic and factual responses
- Victim form data tables: where applicable, the published (and reported) victim form data are based only on those forms which are marked as VALIDSCJS (i.e. where the data is within the reference period and within the scope of the survey)

7.3.4 Offence coding and survey statistics checking

The survey statistics (incidence and prevalence figures) are produced from the offence coding data which is attached to the victim form data. The offence coding process and validation is described at the beginning of this chapter, and in the offence coding manuals (one for the standard offence coding and one for the fraud and computer misuse offence coding) which describe how offence codes are assigned and what they comprise.

The production of the survey statistics from the standard offence coding is carried out to an agreed specification which has been used on all years of the SCJS and the surveys which preceded this (for example the Scottish Crime and Victimisation Survey, SCVS). This defines what offence codes are within the scope of the survey and which are not, as well as how these should be counted and what weighting should be applied. An annotated SPSS syntax file is used to produce all of the survey statistics (how many incidents are counted, whether the incident was in the reference period etc.). The syntax follows a logical process through which forms are assigned as VALIDSCJS or not (based on being complete forms, within the reference period and having a VALIDSCJS offence code).

The survey statistics produced from the fraud and computer misuse offence coding – new for the 2023/24 SCJS – follow the same specification as equivalent statistics from the Crime Survey for England and Wales (CSEW) upon which the questionnaire module and offence coding manual are based, and follow the same conventions as the standard victim form.

The Scottish Government check the survey statistics by independently replicating the key statistics using annotated SAS syntax file.

Prior to the generation of the survey statistics, a number of stages during the data processing are undertaken:

- checks are performed to compare the number of victim forms in the data against previous survey years, and checking against the raw topline data. Checks are also made to ensure that all of the victim forms are complete
- once the offence coding is complete then the data are incorporated into the data processing software and outputs – checks are made to ensure that all the victim forms have an offence code and that there are no duplicates

Logic checks are made to review the data compared to previous survey years:

- checking the number of single vs series incidents
- checking the number of forms which are coded as ‘Not enough information to code’
- checking the number of forms which are outside of the reference period
- the number of ‘VALID’ and ‘VALIDSCJS’ forms

Frequencies are then run to compare the number of victim forms with each offence code to previous survey years.

Once these stages are complete data is then copied from the respective victim form SPSS (where each record represents a victim form) into the Respondent File SPSS, where it is summarised on a respondent basis and grouped into different categories of crime. The variables are then run with the correct weighting and compared to those in the original SPSS file. More information on the different data files is provided in the Data Outputs Chapter (Chapter 11).

8 Offence codes, survey statistics and crime groups

What is in this chapter?

- The offence codes used in the survey and how they are grouped and defined
- Offence codes in and out of scope for the SCJS crime calculations and what 'incidence' and 'prevalence' mean in the SCJS context
- Definition of in-scope codes used in the calculation of 'all SCJS crime', and out-of-scope codes ('sexual offence or threat codes' and 'non-valid codes') which are not included in the published survey statistics. A detailed list of all offence codes is provided in Annex 6
- Information on multiple victimisation, repeat victimisation and the capped number of crimes (up to five)

8.1 Crime types / offence codes

The two SCJS offence coding manuals (one for the standard offence coding and one for the fraud and computer misuse offence coding) contain the range of offence codes that are assigned to every victim form which is triggered as a result of the victim form screener section (Section 4.2.2).

The offence codes can be split into two groups: in-scope and out-of-scope codes.

In-scope codes: 33 standard offence codes and 17 fraud and computer misuse offence codes were used in the calculation of 'all SCJS crime' and therefore the incidence and prevalence statistics from the survey.

Out-of-scope codes: these can be grouped into two categories, neither of which are included in the published survey statistics:

- **Sexual offence or threat codes**: 12 standard offence codes related to sexual offences or threats which were not included in the 'all SCJS crime' statistics produced by the survey
- **Non-valid codes**: the offence coding manual also contained 23 offence codes for classifying incidents recorded in the victim form which were non-valid incidents (outside of Scotland or the reference period, duplicate incidents), where not enough information was collected to make an accurate classification, where the respondent or household was not the victim or the victim form was skipped. As with the sexual offence or threat codes, these 23 codes were not included in the 'all SCJS crime' statistics produced by the survey. Included in the non-valid out-of-scope codes is code 97 which is assigned where there is insufficient information to code the offence

Details of the offence codes and the incidents that they cover are provided in the SCJS offence coding manuals. The variables OFFENCE in the victim form files (VFF and FVFF) and the VICFORM and F_VICFORM variables in the respondent file (RF) data file show the offence code assigned to each victim form.

8.1.1 A note on crime types excluded from the scope of the survey

The SCJS only collects information about incidents which occurred within Scotland (or, if an incident happened online, if the respondent was living in Scotland at the time) and within the reference period (Section 6.1).

The SCJS does not collect data about all types of crime occurring in Scotland and has notable exclusions:

- crimes against adults living in circumstances other than private households (for example, adults living in institutions, such as prisons or hospitals, or other shared accommodation, such as military bases and student halls of residence – Section 2.3)
- crimes against children and young people (aged under 16)[58]
- crimes against businesses[59]
- crimes where there is no direct or specific victim to interviews (e.g. speeding, possession of drugs), or crime where the victim cannot be interviewed (e.g. homicide)

8.1.2 Sexual offences and threats

The SCJS standard victim form was used to collect information on threats and, where respondents provided information, sexual offences. Coders assigned offence codes to incidents of these crimes in the normal way. However, the 'all SCJS crime' statistics (Section 8.1.4) produced from the survey, including the estimates of incidence and prevalence, do not include these crimes for the reasons outlined below.

Sexual offences

The victim form screener did not include questions specifically on sexual assault for two reasons:

1. Victims are often reluctant to disclose information on these sensitive crimes in a face-to-face interview and therefore surveys using face-to-face data collection rather than self-completion tend to under-represent them

2. On ethical grounds, a decision was taken that it was important to identify respondents' experiences of sexual assault (and to gather limited key information about them) in as sensitive a way as possible without putting them in an uncomfortable position (either by asking questions face-to-face or asking lots of detailed questions)

[58] The Crime Survey for England and Wales (CSEW) was extended to cover children aged between 10 and 15 in 2008, with experimental statistic published in summer 2010 (Millard and Flately, 2010). More information can be found on the Office for National Statistics website.

[59] The Commercial Victimisation Survey (CVS) conducted for the Home Office provides data on this for England and Wales, but a separate survey is not conducted in Scotland. More information on the CVS is available from the Home Office website.

A separate self-completion questionnaire was therefore used to collect information on sexual victimisation[60]. The statistics and analysis from the self-completion survey are reported separately and a separate data file is available from the UK Data Service[61].

Details of sexual offences were recorded in the standard victim form where the respondent did provide details of the incident (for example, as part of the following victim form screener question respondents may have provided details of an incident of sexual assault):

> DELIBVIO: "*Has anyone, including people you know well, deliberately hit you with their fists, or with a weapon of any sort, or kicked you, or used force or violence on you in any other way?*"

Incidents reported *only* in the self-completion questionnaire could *not* be assigned offence codes in the same way as those collected in the standard victim form as only a limited number of follow-up questions were asked about incidents (reflecting an ethical decision based on potential respondent distress at having to disclose detailed information on very sensitive incidents).

Threats

Following established practice in previous crime surveys in Scotland, threats, although assigned offence codes, were not included in the estimates of crime due to the difficulty of establishing whether or not a crime actually occurred (Anderson and Leitch, 1996). It should be noted that standard victim forms triggered for threats were assigned the appropriate offence code where the incident recorded did include an instance of some other type of crime (for example, although triggered for a threat, the actual incident may involve an element of assault).

8.1.3 Duplicate victim forms

Duplicate victim forms can occur where the same actual incident is recorded in two separate victim forms or the victim form is part of a series of the same type of incident. This can occur for two reasons:

1. Firstly, if the incident contains two or more different types of incidents described in the victim form screener section (for example, an incident of where something is taken from a victim may also involve the offender using force or violence against the victim) the respondent may not have understood or misheard the qualifier to the victim form screener question: "*Apart from anything you have already mentioned*"[62]. If the respondent mentions the same incident in two separate victim form screener sections, then this may only become apparent after the victim form has been triggered.

[60] It is important to note that self-completion data collection is still likely to underestimate the number of actual sexual offences occurring as, even with a self-completion format, a degree of under-reporting would be expected.

[61] SCJS reports and related publications are available on the Scottish Government survey website.

[62] Victim form screener questions identify incidents which will be followed up in the victim form.

2. Secondly, a series of incidents may not be correctly identified / disclosed in the victim form screener section and separate victim forms triggered for very similar incidents.

Duplicate victim forms are marked as 'same duplicate' (code 3) or 'series duplicate' (code 4) according to why the duplicate form has been marked. The questionnaire included a set of questions which were added in order to allow interviewers to better record where this was happening. However, relatively few victim forms are coded as duplicates.

8.1.4 List of in-scope offence codes

The list of the 50 in-scope SCJS offence codes (crimes) which were included in the 'all SCJS crime' incidence and prevalence statistics produced from the survey is shown in Annex 6. It also shows the SPSS value code for each offence code as well as the crime groups used in the Main Findings report into which each in-scope offence code is grouped (Section 8.3)

8.2 Survey statistics

The SCJS produces two key measures of crime: incidence (the numbers of crimes) and prevalence (the risk of being a victim of crime or the victimisation rate). It also provides data on repeat and multiple victimisation. These are all presented in the Main Findings report.

Incidence and prevalence statistics were estimated for Scotland using data supplied by National Records of Scotland (NRS); Estimates of Households and Dwellings in Scotland, 2023 (2,535,300 households) and Mid-2022 Population Estimates Scotland (4,555,800 adults).

Variable	Sum of Weights
Household	2,535,300
Individual	4,555,800

8.2.1 Household and personal crimes

All of the 50 in-scope offence codes which are assigned in the SCJS relate either to crimes against the individual respondent (such as assault, or any of the fraud and computer misuse incidents) or to crimes experienced by the respondent's household (such as housebreaking). With regard to crimes against individuals (personal crimes), respondents were asked to only provide information about incidents in which they themselves were the victim: if other household members had experienced personal crimes then this was not recorded in the survey.

This important distinction between personal and household crimes affects how the survey statistics were calculated (Sections 8.2.2 and 8.2.3) and how the data are analysed, reported on and presented in tables of prevalence; for example, with demographic breakdowns only available for personal crimes. Annex 10 provides detail of which crimes are classified as household crimes and should therefore be analysed using the household weights (Section 9.5).

8.2.2 Incidence and incidence rate

Incidence is defined as:

> *The number of crimes experienced per household or adult*.

To calculate incidence, the number of crimes experienced by respondents or their household was aggregated together for each offence code, based on up to five separate victim forms, and on the number of incidents in a 'series' (capped at five) recorded in the victim forms.

The incidence rate can also be calculated for key crime groups. This is calculated as the gross number of incidents multiplied by the product of 10,000 divided by the population (households or adults aged 16 and over depending whether the crime group contains household or personal crimes) to give an incidence rate per 10,000. The incidence rate enables comparison between areas with differing populations.

Incidence and incidence rates are estimated using incidence weights which include a grossing factor based on population estimates for the household and adult populations depending on whether the crime was classified as a household or personal crime.

Incidence variables are present in the respondent file (RF) data file and begin with INC. Users of the SPSS data files should note that the incidence figures for the crime groups 'all SCJS crime' (INCALLSCJSCRIME), 'all traditional crime' (INCTRADCRIME), 'property crime' (INCPROPERTY) and 'comparable crime' (INCCOMPARCRIME) are produced by *summing* the component incidence figures rather than running the weighted frequencies for the relevant incidence variables since these groups include both personal and household crimes.

8.2.3 Prevalence

Prevalence is defined as:

> *The proportion of the population who were victims of at least one crime in the specified period*.

Prevalence takes account of whether a household or person was a victim of a specific crime once or more in the reference period, not the number of times they were victimised. These figures were based on information from the victim form which was used to designate respondents and / or their households as victims, or non-victims.

The SCJS technically consists of two highly related, but separate surveys; at various times in the survey the respondent provides information on behalf of the household as a whole and on behalf of themselves as an individual. The overall crime prevalence rate, relates only to the experience of the respondent, not to other victims within a household. The analytical approach to the survey assumes that the risk of victimisation for those adults not interviewed in a household is determined by the experiences of those other respondents to the survey with whom they share a similar profile (i.e. in terms of age, sex and location).

The percentage of households or individuals in the population that were victims provides the prevalence. This equates to the *rate* or *likelihood* of victimisation. Prevalence was estimated using population estimates for the household and adult populations depending on whether the crime was classified as a household or personal crime.

Where crimes are grouped together in a way that includes both household and personal crime, prevalence was calculated using the population estimates for adults. This follows the practice adopted by the CSEW and includes:

- Property crime
- Comparable crime
- 'All traditional crime' (i.e. crimes relating to the standard victim form)
- 'All SCJS crime' (crime overall, i.e. including fraud and computer misuse)

Prevalence variables are included in the respondent file (RF) data file and begin with PREV.

8.2.4 Multiple victimisation

The SCJS classifies multiple victimisation as the experience of being the victim of a crime of any type more than once during the 12-month reference period. This includes those who have been victims of more than one crime of the same type within the last 12 months (repeat victimisation) and also those who have been victims of more than one SCJS crime of any type within the last 12 months (i.e. multiple victimisation includes those who have been a victim of more than one personal crime, or have been resident in a household that was a victim of more than one household crime, or have been a victim of both types of crime).

As noted above, the overall crime prevalence rate, relates only to the experience of the respondent, not to other victims within a household. The analytical approach to the survey assumes that the risk of victimisation for those adults not interviewed in a household is determined by the experiences of those other respondents to the survey with whom they share a similar profile (i.e. in terms of age, sex and location).

To enable an estimation of overall multiple victimisation, the statistics are derived using the individual weight, by summing the weights associated with those experiencing multiple crimes (i.e. two crime, three crimes and so on). This means that the statistics relate to crimes against adults where they were a victim of a personal crime or who lived in a household that was a victim of a household crime.

8.2.5 Repeat victimisation

Repeat victimisation is a subset of multiple victimisation. The SCJS classifies *repeat victimisation as the experience of being the victim of the same crime more than once in the 12-month reference period*. If all victims had only been the victim of one crime in the reference period, incidence and prevalence would be the same. Repeat victimisation accounts for differences between incidence and prevalence. Higher levels of repeat victimisation mean there is a relatively lower prevalence compared with incidence.

Repeat victimisation is calculated as a percentage of household or adult victims according to the crime group. Where both household and personal crimes are grouped together, repeat victimisation is calculated as a percentage of the population of adult victims. Repeat victimisation variables are included in the respondent file (RF) data file and begin with REP.

The Scottish Government published a rapid evidence review paper on repeat violent victimisation in April 2019, which informed the commissioning of a qualitative study to better understand repeat violent victimisation in Scotland, in late 2019. The research is intended to inform effective, appropriate and proportionate policy responses, as well as service responses to support victims, tailored to the needs of those who experience the highest levels of violent victimisation in Scottish society. The paper is available on the Scottish Government website.

8.2.6 Capped series of crimes

The total number of incidents that occurred in a series in the reference period is capped at five incidents. Therefore, as up to five victim forms are completed, a respondent can have a maximum of 25 incidents included in the survey statistics.

The restriction / cap to the first five incidents of a crime in a series has been applied consistently throughout the SCJS and earlier crime surveys in Scotland, although this methodology will be kept under review. The cap ensures that survey estimates of incidence are not affected by a very small number of respondents who report an extremely high number of incidents. The number of such victims included in the sample varies from year to year and so the cap is applied to reduce the potential for spurious volatility between survey years, enhancing the ability of the survey to monitor underlying trends consistently (Smith and Hoare, 2009).

Analysis of the SCJS from 2008/09 onwards finds that relatively few respondents report large numbers of crime in a series: in 2019/20 11 victim forms comprised a valid SCJS series of incidents capped at five incidents. Based on these relatively small numbers of cases, the removal of the ‘cap’ would increase the estimate of SCJS crime by a proportion which would vary from survey to survey. Applying the cap to these small number of high frequency repeat victims enables a more consistent and stable estimation of the incidence of crime in the underlying population. The convention of capping does not affect estimates of crime prevalence (the risk of victimisation).

Recent analysis on the CSEW has examined and questioned the continued use of the cap as it alters the distribution of crime by sex of victim and by whether the offender is well known to the victim or a stranger. Due to the volatility incurred by removing the cap altogether, CSEW maintained a cap on the number of crimes in a series, moving from capping at five to capping at the 98th percentile of numbers of crimes for that crime type over the three years up to that point (or five if the 98th percentile falls below). The potential impact of this methodological change for the SCJS has been explored and is discussed in the methodological note on calculating crime estimates in the SCJS. On balance, based upon our analysis, the SCJS will continue to retain the cap of five crimes in a series.

Collecting detailed information from high frequency repeat victims is inherently difficult. Respondents are asked to provide incident dates, characteristics and impacts that are used to assign a crime code. This can be particularly difficult for high frequency repeat victims who experience crime as a continuing pattern, rather than a distinct event (Planty and Strom, 2007).

Between 2008/09 and 2023/24 there was a statistically significant decrease in the prevalence of adults experiencing five or more crimes from the standard victim form (from 1.5% to 0.9%). The proportion of people experiencing five or more crimes has also increased in recent years, up from 0.4% in 2021/22. Information on the levels of repeat victimisation for all SCJS crime (including fraud and computer misuse) is only available for one year (2023/24), where it was found that 1.1% of adults were the victims of five or more such crimes.

In 2023/24, 77% (n.834) of all standard victim forms (n.1,089) related to single incidents and 23% (n.255) related to a series of incidents[63]. For fraud and computer misuse victim forms, more forms related to single incidents; 93% (n.889) compared to 7% (n.67) for series incidents. For VALIDSCJS victim forms (n.631, i.e. those included in the all SCJS crime statistics) 19% (n.117) were for series incidents. 3.6% (n.23) of all VALIDSCJS victim forms (n.631) recorded a series of more than five similar incidents and 2.4% (n.15) a series of more than 10.

8.2.7 Population Grossing Totals

The SCJS is a face-to-face survey of adults aged 16 and over resident in private households in Scotland. It does not include a small subset of the adult population who do not reside in private households, who for example, live in group residences (for example, student's hall of residences) or other institutions (prisons), or who are homeless. As part of the weighting process, overall SCJS crime estimates have been calculated using the total adult population, rather than adults living in private households. This assumes that the subset of the adult population not captured in the SCJS experience the same level of victimisation as adults in the household resident population. In reality, this is unlikely to be true, and it may be speculated that some of the groups not included in the survey experience a higher risk of crime than those captured in the survey. However it is notable that methodological work on this issue completed on the CSEW in 2014 concluded that 'the effects of the weighting updates on the post-1999 CSEW estimates are minimal and have not altered any trends'[64].

The adult population has been used consistently as the weighting base in this way throughout the SCJS time series, so results are comparable between years.

[63] These are unweighted figures and include all victim forms, including those which are assigned an out-of-scope offence code. Data is based in the variable PINCI in the victim form data files (VFF and FVFF).

[64] CSEW Methodological amendments: Presentational and methodological improvements to National Statistics on the Crime Survey for England and Wales

8.3 Crime groups

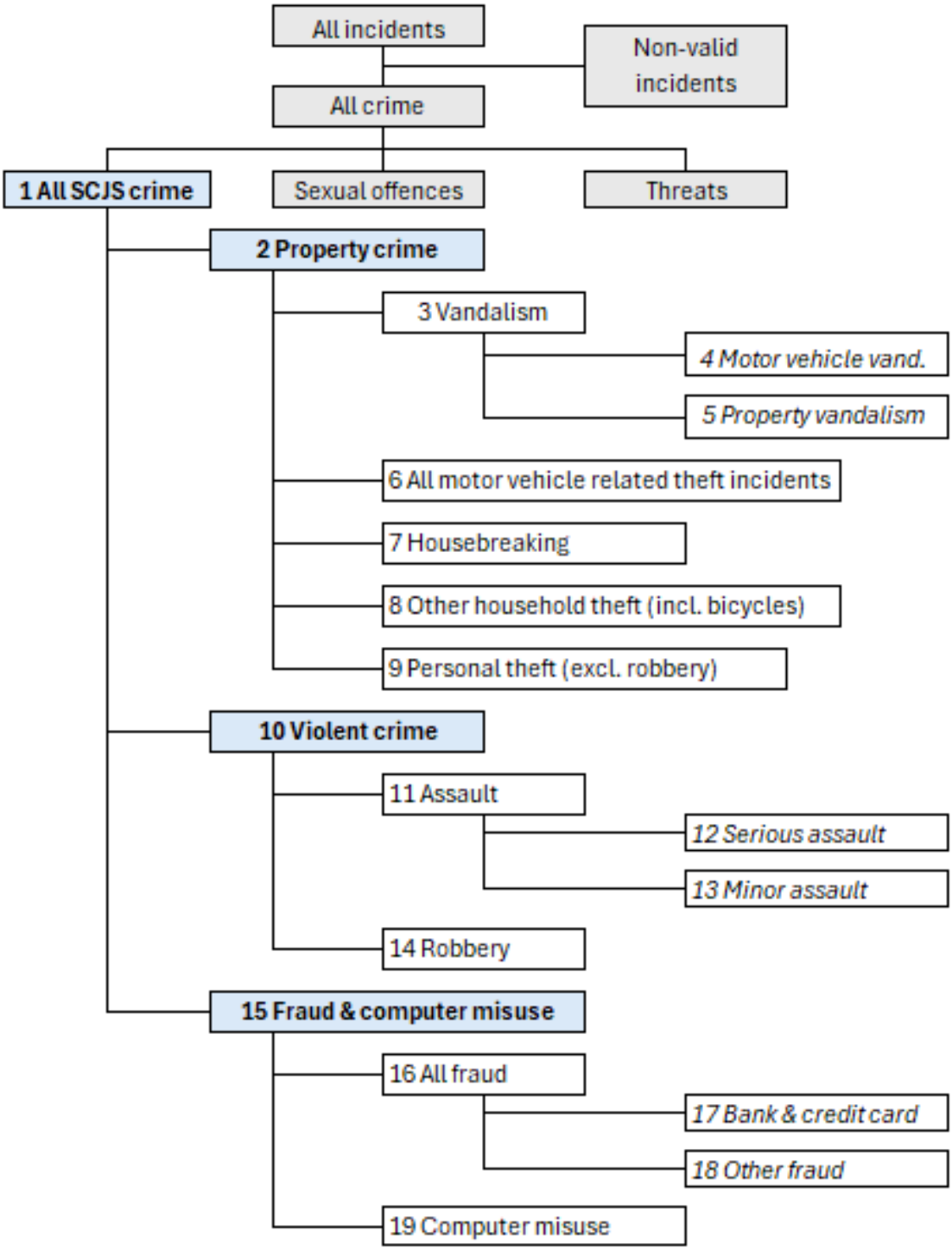
'All SCJS crime' (overall crime) can be broken down into various subgroups of crimes for analysis purposes. There are a total of 18 subgroups which are used in the analysis in the Main Findings report as shown in Figure 8.1 below (labelled 2 – 19).

The three principal crime groups are property crime, violent crime and fraud and computer misuse (groups 2, 10 and 15 in figure 8.1 below. The level of prevalence associated with these groups of crimes differs, along with the characteristics of the crimes, and victims' experience and perception of them. These three principal groups can also be further broken down into nine groups and for three of these, six further subgroups are also shown (for vandalism, assault and all fraud). All of these crime groups are discussed in more detail below. Annex 6 also shows how each of these groups is composed of the 50 individual in-scope offence codes.

As well as these crime groups, the respondent file (RF) data file also includes a number of other crime group variables which have been used or analysis of past Scottish crime surveys (Chapter 11).

Each of the crime groups has a variable for incidence (prefaced INC) and one for prevalence (prefaced PREV).

Figure 8.1: Crime groups used in the Main Findings report



8.3.1 Crime group descriptions

The descriptions of the crime groups below follow the basic order of Figure 8.1 above and the Annex 1 Tables in the Main Findings report[65]. Descriptions for comparable crime groups are also included. Variable names are provided in square brackets after the heading for each crime group[66].

1. 'All SCJS crime' [variable *allscjscrime*]

'All SCJS crime' includes all property crime, all violent crime and all fraud and computer misuse, but excludes threats and sexual offences.

'All SCJS crime' is used throughout the Main Findings report, and all of the other crime groups are subgroups of 'all SCJS crime'. Estimates of overall incidence and prevalence of crime in Scotland are calculated using 'all SCJS crime'. As 'all SCJS crime' includes both household and personal crimes, prevalence and repeat victimisation are calculated based on the adult population. Users of the SPSS data files should note that the figures for incidence for 'all SCJS crime' are produced by summing the incidence figures for property, violent crime and fraud and computer misuse.

2. Property crime [variable *property*]

This crime group includes vandalism; all motor vehicle theft related incidents; housebreaking; other household theft (including bicycle theft); and personal theft (excluding robbery).

Property crime is one of the main crime groups used in the Main Findings report (together with violent crime and fraud and computer misuse). As property crime includes both household and personal crimes, prevalence and repeat victimisation are calculated based on the adult population. Users of the SPSS data files should note that the figures for incidence for property crime are produced by summing the incidence figures for these component crime groups.

3. Vandalism [variable *vand*]

Vandalism is a subgroup of property crime, which involves intentional and malicious damage to property (including houses and vehicles). In the Criminal Justice (Scotland) Act 1980, vandalism became a separate offence defined as wilful or reckless destruction or damage to property belonging to another. Cases which involve only nuisance without actual damage (for example, letting down car tyres) are not included. Where criminal damage occurs in combination with housebreaking, robbery or violent offences it is these latter crimes that take precedence.

[65] Some of the categories are further broken down in the Main Findings report Annex Tables, where, for example, Table A1.1 'Other Household theft' and 'Bicycle theft' are presented separately.

[66] Variables in the SPSS data files will be prefaced by INC for incidence variables and PREV for prevalence variables.

Vandalism is reported in two sub-categories:

- **4. Motor vehicle vandalism** [variable *motovvand*]

  This crime group is a subgroup of vandalism which includes any intentional and malicious damage to a motor vehicle such as scratching a coin down the side of a car, or denting a car roof. It does not, however, include causing deliberate damage to a car by fire. These incidents are recorded as fire-raising and therefore included in vandalism to other property. The SCJS only covers vandalism against vehicles belonging to private households (i.e. cars, vans, motorcycles, scooters and mopeds which are either owned or regularly used by anyone in the household). Lorries, heavy vans, tractors, trailers and towed caravans were generally excluded from the coverage of the SCJS as these are usually the property of an employer and not for personal use.

- **5. Property vandalism** [variable *propvand*]

  Vandalism to the home and other property is a subgroup of vandalism which involves intentional or malicious damage to doors, windows, fences, plants and shrubs for example. Vandalism to other property also includes arson where there is any deliberate damage to property belonging to the respondent or their household (including vehicles) caused by fire, regardless of the type of property involved.

6. All motor vehicle theft related incidents [variable *allmvtheft*]

All motor vehicle theft related incidents are a subgroup of property crime. The SCJS covers three main categories of vehicle theft: 'theft of motor vehicles' referring to the theft or unauthorised taking of a vehicle, where the vehicle is driven away illegally (whether or not it is recovered); 'theft from motor vehicles' which includes the theft of vehicle parts, accessories or contents; and 'attempted thefts of or from motor vehicles', where there is clear evidence that an attempt was made to steal the vehicle or something from it (e.g. damage to locks). If parts or contents of the motor vehicle are stolen in addition to the vehicle being moved, the incident is classified as theft of a motor vehicle. Included in this category are cars, vans, motorcycles, scooters and mopeds which are either owned or regularly used by anyone in the household. Lorries, heavy vans, tractors, trailers and towed caravans were generally excluded from the coverage of the SCJS as these are usually the property of an employer and not for personal use.

7. Housebreaking [variable *housebreak*]

In Scottish law, the term 'burglary' has no meaning although in popular usage it has come to mean breaking into a home in order to steal the contents. Scottish law refers to this as 'theft by housebreaking'. Housebreaking is a subgroup of property crime.

Respondents who reported that someone had broken into their home with the intention of committing theft (whether the intention was carried out or not) were classified as victims of housebreaking. Entry must have been by forcing a door or via a non-standard entrance. Thus, entry through unlocked doors or by using false pretences, or if the offender had a key, were not housebreaking (they would fall into ‘other household theft’). The definition of

housebreaking used in this report is the same as the definition used in previous reports but differs from the definition used prior to 2003[67].

8. Other household theft (including bicycle theft) [variable *otherhousetheftcycle*]

Other household theft (including bicycle theft) is a subgroup of property crime. This crime group includes actual and attempted thefts from domestic garages, outhouses and sheds that are not directly linked to the dwelling. The term also includes thefts from gas and electricity prepayment meters and thefts from outside the dwelling (excluding thefts of milk bottles etc. from the doorstep). 'Thefts in a dwelling' are also included in this group; these are thefts committed inside a home by somebody who did not force their way into the home, and who entered through a normal entrance (examples include guests at parties, workmen with legitimate access, people who got in using false pretences, or if the respondent left a door open or unlocked). Theft of a bicycle is also included.

9. Personal theft (excluding robbery) [variable *perstheft*]

Personal theft is a subgroup of property crime, which includes actual and attempted ‘snatch theft’, ‘theft from the person’ where the victim’s property is stolen directly from the person of the victim but without physical force or threat of force and ‘other personal theft’ which refers to theft of personal property outside the home where there was no direct contact between the offender and the victim.

10. Violent crime [variable *violent*]

Violent crime is one of the main crime groups used in the Main Findings report (together with property crime). The coverage of violent crime consists of actual and attempted minor assault, serious assault and robbery. Sexual offences are not included.

11. Assault [variable *assault*]

Assault is a subgroup of violent crime. In the SCJS, the term assault refers to two categories:

- 12. **Serious assault** [variable

  This comprises of incidents of assault which led to an overnight stay in hospital as an in-patient or which resulted in any of the following injuries regardless of whether or not the victim was detained in hospital overnight: fractures, internal injuries, severe concussion, loss of consciousness, lacerations requiring sutures which may lead to impairment or disfigurement or any other injury which may lead to impairment or disfigurement. Serious assault is a subgroup of assault.

- 13. **Minor assault** [variable

  Minor assaults are actual or attempted assaults resulting either in minor assault with injury, or in minor assault with no or negligible injury.

[67] The definition was changed in 2003 to mirror more accurately the Scottish Police Recorded Crime definition of domestic housebreaking by including housebreakings to non-dwellings (such as sheds, garages and out-houses) which are directly connected to the dwelling.

14. Robbery [variable *rob*]

This term refers to actual or attempted theft of personal property or cash directly from the person, accompanied by force or the threat of force. Robbery should be distinguished from other thefts from the person which involve speed or stealth. Robbery is a subgroup of violent crime.

15. Fraud and computer misuse [variable *compmisuseandfraud*]

This crime group includes all types of fraud and computer misuse. Alongside property crime and violent crime it is one of the main crime groups used in the Main Findings report.

As the SCJS is a survey of adults living in private residences, the types of fraud presented do not include fraud against businesses, tax fraud, or benefit fraud, for example. Fraud involves the use of deception intended to result in financial or personal gain on the part of the perpetrator. The fraud itself takes place as soon as the fraudster perpetrates the deception, regardless of whether they are successful in obtaining money or financial gain. There is therefore no such offence as 'attempted fraud' in the way that there can be for traditional SCJS crimes (attempted housebreaking, attempted assault etc). Once the fraudster has made the misrepresentation the fraud has been perpetrated, regardless of whether the victim believes the deception.

For any fraud offence code to apply the respondent must have been the victim of the offence. If they mention that it was their partner that was the victim / partner's details used / partner's bank account, then this would not be in scope. Unauthorised access to joint accounts (assuming the respondent is one of the account holders) is treated as in scope as is any unauthorised access to email accounts, social media accounts, credit cards etc. owned or partly owned by the respondent. The only exception is any business accounts which should be considered out of scope.

For all incidents of fraud, the respondent must be the 'specific intended victim' (SIV). Where a respondent has simply received a cold call, a global email or unsolicited mail these are NOT generally regarded as a specific intended victim. The respondent must respond to the communication or take action in some way to become a specific intended victim. This applies even in cases where the victim's name was used on the communication. However, if the communication includes more personal detail (eg. recipient's full name, date of birth etc.) then it should be assumed that the recipient IS the specific intended victim.

16. All fraud [variable *fraud*]

This refers to all types of fraud, but not computer misuse. Fraud is a very complex category and therefore within the overall category of fraud there are two sub-categories:

- **17. Bank and credit card fraud** [variable *bankandcreditfraud*]

  Bank and credit account fraud includes fraudulent access to bank, building society or credit card accounts or fraudulent use of plastic card details. Plastic cards include debit, credit, prepayment and store cards.

- **18. Other fraud** [variable *otherfraud*]

  This term refers to all other types of fraud, including Advance Fee fraud, consumer and retail fraud and other fraud.

19. Computer misuse [variable *computermisuse*]

Computer misuse crime covers any unauthorised access to computer material. This is often:

- with intent to commit or facilitate the commission of further offences, or
- with the intent to impair the operation of a computer,
- or with recklessness leading to impairment of the operation of a computer.

This includes the malicious spreading of computer viruses and malware.

Unauthorised access to a victim's personal details via hacking is also be recorded under the computer misuse offence codes using hacking and unauthorised access to personal information.

8.3.2 Comparable crime group descriptions

Comparable crime groups are used to compare SCJS data with police recorded crime statistics (Section 12.1).

Comparable crime [variable *comparcrime*]

Only certain categories of crime covered by the SCJS are directly comparable with police recorded crime statistics (Section 12.1). These categories are collectively referred to as comparable crime. Comparable crime can be broken down into the following three crime groups:

- Acquisitive crime: comprising housebreaking, theft of a motor vehicle and bicycle theft
- Vandalism: including both vehicle and property vandalism
- Violent crime: comprising assault and robbery

The comparable crime group excludes fraud and computer misuse as only a very small proportion (9.5% in 2023/24) of these incidents are reported to the police. This follows a similar approach to the Crime Survey for England and Wales.[68] Section 8.3.1 above provides definitions of vandalism and violent crime. Acquisitive crime is defined below.

[68] Exploring diverging trends between the Crime Survey for England and Wales and police recorded crime - Office for National Statistics.

Acquisitive crime [variable *acquis*]

Acquisitive crime consists of three crime groups / offence codes: housebreaking, theft of a motor vehicle and bicycle theft. Housebreaking is defined above in Section 8.3.1 and theft of a motor vehicle is part of the 'all motor vehicle theft related incidents' crime group. Bicycle theft is defined as theft of a bicycle from outside a dwelling. Almost all bicycles were stolen in this way. Bicycle thefts which take place inside the home by someone who is not trespassing at the time are counted as theft in a dwelling (a subgroup of 'other household theft including bicycle theft'); and thefts of bicycles from inside the home by a trespasser are counted as housebreaking.

9 Survey weighting

What is in this chapter?

- Information on the weighting procedures applied to the SCJS data
- Weighting procedures for survey data, required to correct for unequal probabilities of selection and variations in response rates from different groups
- Calibration weighting used to correct for non-response bias. Calibration weighting derives weights such that the weighted survey totals match known population totals
- Information useful for users who are interested in the different weights available when conducting analysis on different SCJS data (for households or individuals)

9.1 Introduction

This chapter presents information on the weighting procedures applied to the SCJS data. The procedures for the implementation of the weighting methodology were developed by the Scottish Government working with the Methodology Advisory Service (MAS) at the Office for National Statistics (ONS).

Weighting procedures for survey data are required to correct for unequal probabilities of selection and variations in response rates from different groups. The weighting procedures for the SCJS use calibration weighting to correct for non-response bias. Calibration weighting derives weights such that the weighted survey totals match known population totals. For the 2023/24 SCJS the population totals used were the National Records of Scotland's (NRS) Mid-2022 Population Estimates and for households the NRS Estimates of Households and Dwellings in Scotland, 2021 and Households and Dwellings in Scotland, 2023 (the latest available at the time of weighting the data). To undertake the calibration weighting the ReGenesees Package for R was used and within this to execute the calibration a rim function was implemented.

The following units of analysis required weights:

- Household level responses to the main interview
- Individual level responses to the main interview

Separate weights were required for the self-completion section since not all respondents to the main section completed the self-completion section. The weighting procedures for the self-completion weights were identical to those for the main section.

Details of appropriate application of the weights are presented in Section 9.6 below.

9.2 Main household weight

9.2.1 Dwelling unit selection weight

As stated in Section 2.3.1, the Multiple Residence (MR) indicator for the Royal Mail Postcode Address File (PAF) was used to ensure that if there were multiple dwelling units at a single address point then they would have the same selection probability as individual addresses. However, there were a small number of cases where the MR indicator was found to be incorrect by the interviewers calling at the address (who then recorded the correct details). The following correction was applied where this was the case:

$$\text{Dwelling selection weight} = \frac{\text{Recorded dwelling units at the address}}{\text{PAF MR for the address}}$$

9.2.2 Household calibration

The calibration step corrected for unequal probabilities of selection across geographic areas and for response bias from different groups. The dwelling unit selection weight was applied to the data to act as entry weight for the calibration. The execution of the calibration step modified the entry weights so that the weighted household totals match the following estimates:

- Household type within Police Division (PD)
- Age of head of household within PD
- Urban / rural areas within Local Authority (LA)

These variables were included as weighting targets as they are related to levels of crime and victimisation.

NRS publishes household projection tables which provide local authority level data for household type and age of the head of household[69]. The following household types were used:

- One adult, no children
- One adult, one or more children
- Two or more adults, no children
- Two or more adults, one or more children

There were four groups for the age of the head of household:

- 16 to 29
- 30 to 44
- 45 to 59
- 60 and over

The Local Authority totals were used to generate totals for Police Division.

[69] NRS Estimates of Households and Dwellings in Scotland 2023.

The Scottish Government's 6-fold urban rural classification was used to assign addresses from the sample frame (PAF) to urban (categories 1 and 2) or rural (categories 3 to 6). The proportion of urban and rural addresses were then applied to NRS's Estimates of Households and Dwellings in Scotland 2023 at LA level to estimate the total number of urban and rural households in each LA.

The full tables of household calibration targets are shown in Annex 7.

9.3 Main adult weight

9.3.1 Individual pre-weight

There are two elements to the individual pre-weight:

a) Adult selection weight

The probability that of an adult within a household being selected for the random adult interview was inversely proportional to the number of adults within a household – i.e. in a single adult household the only adult resident must be sampled, but in a three adult household each adult only has a one-in-three chance of being selected. To correct for this unequal probability of selection an adult selection weight equal to the number of adults in the household was applied.

b) Household weight

Individuals' characteristics and their experiences of crime are related to the characteristics of the households in which they live. Therefore, the household weights are incorporated into the individual weights as pre-weights.

The final pre-weight is given by multiplying the adult selection weight and household weight together.

9.3.2 Individual calibration

The combined pre-weight was applied to the survey data for individuals. The execution of the calibration step then modified the pre-weights so that the weighted totals of individuals matched NRS Mid-2022 Population Estimates totals for age bands and gender within each of the Police Division (PD) areas. The individual weighting targets are shown in Annex 8.

9.4 Self-completion weight

As stated in Section 3.4, not all respondents who completed the main household and individual interview completed the self-completion section of the SCJS. Furthermore, Table 3.3 showed that the response rates to the self-completion section varied with respondent age, with a higher proportion of young people completing the section. Therefore, a separate weight was required for analysis of the self-completion sections.

For each year's sample, a single year self-completion weight was constructed. This was based on the same methodology as Sections 9.2 and 9.3 above, but excluded those who did not complete the self-completion section.

9.5 Victim form weight (incidence weight)

Most victim forms collect details of only a single occurrence of an incident. However, respondents can also experience series of incidents, where '*the same thing was done under the same circumstances and probably by the same people*'. In these cases, only one victim form is completed, collecting details of the *latest incident only*. The total number of incidents that occurred in the series in the reference period is recorded and this number, capped at five incidents, is used in the incidence statistics produced from the survey.

Weighted incident values were calculated for each victim form. The values are the products of the appropriate household or individual weight and the number of incidents (the incident count), capped at five, represented by that victim form[70]. This methodology has been consistently applied throughout the SCJS and earlier crime surveys in Scotland, although this methodology will be kept under review (see Section 8.2.6 for more details)[71].

This weight should be applied when analysing incident details in the standard victim form file (VFF) and fraud and computer misuse victim form file (FVFF) data files – for example, when analysing who the offender(s) were for 'all SCJS crime' and any subgroups of 'all SCJS crime' so that data from series incidents are represented in the correct proportion of incidents overall.

Respondents could complete up to five victim forms. The incident count differed according to the characteristics of each victim form:

- whether the incident detailed in the victim form was assigned an in-scope offence code (i.e. the incident was in Scotland, in the reference period and given one of the 50 offence codes included in the 'all SCJS crime' definition)
- whether the victim form represented a single incident or a series of incidents

The following rules were applied:

1. where the victim form was not assigned an in-scope offence code the household or individual weight was multiplied by zero

2. where the victim form was for a single incident the appropriate household or individual weight was multiplied by one

3. where the victim form represented a series of incidents, the appropriate weight was multiplied by the number of incidents represented, up to a maximum of five[72]

[70] Therefore, a respondent can only have a maximum of 25 incidents included in the survey statistics (five victim forms, each recording up to five incidents in a series).

[71] A similar approach is taken in other victimisation surveys such as the Crime Survey for England and Wales (CSEW) and National Crime Victimisation Survey (NCVS) in the USA. The Methodological Note: Calculating estimates of crime numbers in the Scottish Crime & Justice Survey (March 2019) is available here.

[72] The VFF and FVFF SPSS variables providing the incident count (used to multiply the household or individual weights to produce the incident weight) is NUMINC. The uncapped NUMINC is the variable NSERIES.

In the cases where the multiplier was zero, the number of weighted incidents clearly also became zero, effectively removing those cases from weighted analysis of 'all SCJS crime'. This enabled estimates of the incidence of 'all SCJS crime', and of specific types of crimes within that, to be calculated. Further information is provided in Section 8.2.

9.6 Summary of weights

The SCJS, like the Crime Survey for England and Wales (CSEW), technically consists of two highly related, but separate surveys. At various times in the survey, the respondent provides information on behalf of the *household as a whole* and on behalf of themselves as an *individual*. In addition, the victim form (and associated data file) records incidents of victimisation.

There are three main units of analysis used on the SCJS:

1. Households
2. Individuals
3. Incidents of victimisation

Different weights are used depending upon the unit of analysis (and what data file is being analysed):

1. **Household weights** were constructed for use with variables where the *household* is the main unit of analysis. Some crimes are considered household crimes (e.g. housebreaking, vandalism to household property, theft of and from a car – see Section 8.2.1 for further information) and therefore the main unit of analysis is the household. Similarly, analysis for certain questions in the survey is also conducted at the household level (for example, accommodation type or household income – see Annex 10). In these cases the household weight would apply. The household weight is present in the respondent file (RF) data file.

2. **Individual weights** were constructed for use with variables where the *individual* is the main unit of analysis. The individual weight would also be used when analysing personal feelings of safety when walking alone after dark in the local area and other questions where the respondent is asked for their personal opinion or information about themselves. Analysis of crimes which are considered personal crimes (assault, robbery etc. – Section 8.2.1) is undertaken using the individual weight. The individual weight is present in the RF data file.

3. **Incident weights** are used when analysing the characteristics of *incidents* of crime. The incident weight is only present in the standard victim form file (VFF) and fraud and computer misuse victim form (FVFF) data files. The incident weight is based on the corresponding household and individual weight (depending on whether the crime is classed as a household or personal crime – note all fraud and computer misuse crimes were counted as personal crime) and additionally incorporates an expansion factor reflecting whether incidents in the victim form reflect a single or a series incident (Section 9.6.1 below). The incident weights are used for all analysis conducted on the VFF and FVFF data files if 'all SCJS crime' is being analysed or any of the published statistics are being analysed.

The questionnaire included a self-completion section. However, not all respondents to the main part of the questionnaire completed the self-completion section. Therefore, an additional set of individual 'self-completion' weights are provided to analyse this sub-sample. These self-completion weights are calculated in a similar way to the main individual and household weights but were based only on respondents who had answered the self-completion section of the questionnaire.

The variable names used for each weight and their descriptions are presented below in Section 9.6.1 and in Annex 10 with details of which variables the household weights are used to analyse.

9.6.1 Weighting and expansion variables in SPSS data files

Tables 9.2 and 9.3 below list the weighting variables which are contained in the SPSS data files.

There are two sets of weights – grossed weights and scaled weights. Grossed weights (Table 9.2) include an expansion factor so that data can be expressed as a number of the population of Scotland. When using the gross weight to analyse individual based data for a question asked of the entire sample, the weighted sample size would be 4,568,400 (the total number of adults in Scotland).

Table 9.2: Grossed weighting variables in the SPSS data files

Weighting variable	Data file [1]	Description
WGTGHHD	RF	Household weight
WGTGINDIV	RF	Individual weight
WGTGINC_SCJS	VFF and FVFF	Gross incident weight for SCJS crimes

[1] Respondent file (RF), victim form file (VFF) and fraud and computer misuse victim form file (FVFF) – see Section 11.1 for details.

When using the scaled weight to analyse individual based data for a question asked of the entire sample, the weighted sample size would be 4,973 (the total number of respondents interviewed in 2023/24). The scaled versions of the household and individual weights are denoted by the addition of _SCALE at the end of the weighting variable names listed in Table 9.2). The scaled weights are not suitable to analyse incidence (INC) variables. They will provide incorrect crime volume proportions. More information on scaled weights is provided in the 2008/09 SCJS User Guide.

Table 9.3: Scaled weighting variables in the SPSS data files

Weighting variable	Data file [1]	Description
WGTGHHD_SCALE	RF	Scaled household weight
WGTGINDIV_SCALE	RF	Scaled individual weight

[1] Respondent file (RF) – see Section 11.1 for details.

When analysing the respondent file (RF) individual weights should be used as respondents provide details of their own circumstances, experiences, attitudes and opinions. In a small number of cases, respondents are asked to provide information on

behalf of the entire household (for example, whether anyone in the household has owned or had regular use of a car (CAR), the way in which the household occupies the accommodation (QDTENUR) etc.). These questions / variables are listed in Annex 10, and the household weight should be used when conducting analysis of these questions / variables.

In addition, when analysing incidence and prevalence variables for household crimes or crime groups (Section 8.2.1) in the RF data file the household weight should be used. A list of household crimes is provided in Annex 10. Users should note that, following conventions used on the CSEW, where crime groups containing both household and personal crimes, the individual weights are used in the calculation of published incidence and prevalence rates[73].

9.5.2 Calculating rates per 10,000 statistics

This data can be created by users if necessary by using the following syntax which simply divides the gross weights by the total population (household or individual) divided by 10,000:

```
compute WGTGINDIVRATE=WGTGINDIV/(4,555,800/10,000)

compute WGTGHHDRATE=WGTGHHD/(2,535,300/10,000)
```

[73] i.e. for PROPERTYCRIME, ALLSCJSCRIME, TRADCRIME and COMPARCRIME. For example, property crime includes a mixture of crimes committed against households and individuals, and therefore, for example, prevalence data for property crime in the Main Findings report is quoted as the percentage of adults experiencing at least one property crime.

10 Statistical significance and confidence intervals

What is in this chapter?

- The concepts of statistical significance and confidence intervals in the SCJS context
- The importance of having a representative sample of the population to draw conclusions on the whole population
- When a finding is statistically significant - when it can be demonstrated that the probability of obtaining such a difference (e.g. when comparing two figures over time) by chance only is relatively low
- What the survey design factor is - a measure of survey efficiency that adjusts the estimates because of design features

10.1 Statistical significance

SCJS estimates are based on a representative sample of the population of Scotland aged 16 and over living in private households. A sample, as used in the SCJS, is a small-scale representation of the population from which it has been drawn.

Any sample survey may produce estimates that differ from the values that would have been obtained if the whole population had been interviewed. The magnitude of these differences is related to the size and variability of the estimate, and the design of the survey, including sample size.

It is possible to calculate a range of values between which the population figures are estimated to lie; known as the confidence interval (also referred to as margin of error). At the 95 per cent confidence level, when assessing the results of a single survey it is assumed that there is a one in 20 chance that the true population value will fall outside the 95 per cent confidence interval range calculated for the survey estimate. Similarly, over many repeats of a survey under the same conditions, one would expect that the confidence interval would contain the true population value 95 times out of 100.

Changes in observed estimates between survey years or differences between population subgroups may occur due to sampling variation. In other words, even when there are no real differences in population values, differences might be observed from survey samples. These changes may simply be due to which respondents were randomly selected for interview and which of those took part.

Whether this is likely to be the case can be assessed using standard statistical tests. These tests indicate whether differences are likely to be due to chance or represent a real difference in population figures. In general, only differences that are statistically significant at the five percent level (and are therefore likely to be real as opposed to occurring by chance) are described as differences in the published reports.

The SCJS website provides a Users Statistical Significance Testing Tool (Latest findings > Associated Data Tables) where estimates can be tested against each other to determine whether the differences are likely to be due to chance or represent a real difference.

Relative Standard Error

Uncertainty can be particularly high around some crime incidence estimates, often where experiences are less common and incident numbers are derived from the experiences of a relatively small number of victims in the sample. The uncertainty for crime incidence figures is assessed by computing the relative standard error (RSE) around the results.

The RSE is equal to the standard error of a survey estimate divided by the survey estimate, multiplied by 100. Estimates with a RSE values greater than 20% are subject to high sampling error and should be used with caution. Table 10.1 below shows the RSEs for 2023/24 estimates for each type of crime.

Table 10.1: Relative Standard Error (RSE) by crime type

Crime type	Relative Standard Error (RSE)
ALL SCJS CRIME	**5.0%**
SCJS PROPERTY AND VIOLENT CRIME	**7.3%**
PROPERTY CRIME	**7.4%**
Vandalism	9.5%
Motor vehicle vandalism	12.0%
Property vandalism	14.9%
All motor vehicle theft related crime	**14.3%**
Theft of motor vehicle	50.4%
Theft from motor vehicle	15.6%
Attempted theft of / from motor vehicle	50.0%
Housebreaking	**27.1%**
Other household theft (including bicycle theft)	**9.7%**
Other household theft	10.5%
Bicycle theft	23.5%
Personal theft (excluding robbery)	**24.0%**
Other personal theft	19.3%
Theft from the person	**42.4%**
VIOLENT CRIME	**13.5%**
Assault	**14.0%**
Serious assault	55.0%
Robbery	**45.1%**
ALL FRAUD AND COMPUTER MISUSE	**6.7%**
Fraud	7.2%
Computer misuse	15.5%
Acquisitive crime	17.5%
POLICE COMPARABLE CRIME	8.4%

10.2 Confidence intervals

The SCJS sample design is unclustered but stratified and weighted. Stratification and weighting both affect the precision of survey estimates, as measured by standard errors and confidence intervals. Specific statistical packages are needed to accurately calculate the standard errors and confidence intervals. Complex standard errors and confidence intervals were therefore calculated using the 'survey' and 'srvyr' packages in R. The calculation of the survey design factor (a measure of survey efficiency) was based upon the stratification and survey weighting. To take account of these sample design features, the standard error for an equivalent simple random sample was approximated by calculating the standard error on the unstratified and unweighted sample (which although not a true simple random sample, provides a practical approximation to such, given the more complex design of the actual survey sample).

10.2.1 All SCJS crime

Statistical significance for change in SCJS estimates for all SCJS crime (ALLSCJSCRIME) cannot be calculated in the same way as for other SCJS estimates. This is because there is an extra stage of sampling used in the individual crime rate (selecting the adult respondent for interview) compared with the household crime rate (where the respondent represents the whole household). Technically these are estimates from two different, though highly related, surveys. The Office for National Statistics (ONS) methodology group has provided an approximation method to use to overcome this problem. This method is also used by the Crime Survey for England and Wales (CSEW).

The approach involves producing population-weighted variances associated with two approximated estimates for overall crime. The first approximation is derived by apportioning household crime equally among adults within the household (in other words, converting households into adults). The second apportions individual crimes to all household members (converting adults into households).

The variances are calculated in the same way as for the standard household or individual crime rates (i.e. taking into account the complex sample design and weighting). An average is then taken of the two estimates of the population-weighted variances. The resulting approximated variance is then used in the calculation of confidence intervals for the estimate of all SCJS crime. It is then used in the calculation of the sampling error around changes in estimates of all SCJS crime. This enables the determination of whether such differences are statistically significant.

This method incorporates the effect of any covariance between household and individual crime. By taking an average of the two approximations, it also counteracts any possible effect on the estimates of differing response rates by household size.

10.2.2 Survey design factors

If confidence intervals are not provided in the report for a variable of interest, then an approximation may be used. The standard error should be calculated assuming a simple random sample and the value multiplied by an appropriate design factor to provide the confidence interval. Design factors will differ for different types of crime and characteristics. Examination of the data indicates that the factors for most (10 out of 12)

crimes types have values of less than 1.44. This suggests that the use of 1.44 would provide a reasonable and often conservative estimate of the design factor for most estimates from the survey.

10.2.3 Summary of confidence intervals around key survey results

Table 10.2 below shows the best estimates for incidence rates per 10,000 adults / households, along with the lower estimates and upper estimates (i.e. the lower and upper limits of the confidence intervals) for each crime. The design factors are also provided.

Table 10.2: Rates, confidence intervals and design factors for key crime groups (per 10,000)

Crime rates per 10,000 households / adults (to nearest 10)	Best estimate	Lower estimate	Upper estimate	Design factor
ALL SCJS CRIME	**3,160**	**2,850**	**3,480**	**1.36**
SCJS PROPERTY & VIOLENT CRIME	2,010	1,730	2,300	**1.37**
PROPERTY CRIME	1,510	1,290	1,730	**1.35**
Vandalism	**520**	**420**	**610**	**1.19**
Motor vehicle vandalism	270	210	340	1.23
Property vandalism	250	170	320	1.17
All motor vehicle theft related crime	**140**	**100**	**180**	**1.08**
Theft of motor vehicle	10	[low]	20	1.31
Theft from motor vehicle	110	80	150	1.05
Attempted theft of / from motor vehicle	10	[low]	30	1.16
Housebreaking	**70**	**30**	**100**	**1.25**
Other h'hold theft inc. bicycle theft	**550**	**440**	**650**	**1.33**
Other household theft	500	390	600	1.34
Bicycle theft	50	30	80	1.27
Personal theft (exc. Robbery)	**230**	**120**	**340**	**2.21**
Other theft	120	70	160	3.11
Theft from the person	120	20	220	1.25
VIOLENT CRIME	**510**	**370**	**640**	**1.36**
Assault	**480**	**350**	**610**	**1.35**
Serious assault	40	[low]	80	1.15
Robbery	**30**	**[low]**	**50**	**1.56**
ALL FRAUD & COMPUTER MISUSE	**1,150**	**1,000**	**1,300**	**1.35**
Fraud	1,000	860	1,140	1.36
Computer misuse	150	100	200	1.18
COMPARABLE CRIME	**1,160**	**960**	**1,350**	**1.26**
Vandalism	130	90	180	1.19
Acquisitive crime	520	420	610	1.25
Violent crime	510	370	640	1.36

[low] = less than 5 crimes per 10,000 households / adults

11 Data outputs

What is in this chapter?

- Information on the SCJS data outputs
- Useful to understand data available, what the data covers, and what analysis can be carried out using such data
- It refers to the UK Data Service, where data files are deposited after undergoing a disclosure control review
- Details on the data conventions used in the files published in the UK Data Archive provided to assist with correct interpretation of variable names and categories

11.1 Introduction

The main data outputs provided to the Scottish Government are SPSS data files, delivered on an annual basis at the end of the survey. There are four separate SPSS data files provided:

- Respondent file (RF)
- Standard victim form file (VFF)
- Fraud and computer misuse victim form file (FVFF)
- Self-completion file (SCF)

The four data files are also deposited on the UK Data Archive after undergoing a disclosure review (Section 11.3 below). The self-completion file is combined over 2 survey years and published every other year. In addition, a corresponding set of data tables are published on the Scottish Government survey website. The Scottish Government also publish some key data in the SCJS Interactive Data Tool.

This section provides detail of the content and structure of the data outputs and the conventions used in them.

11.1.1 Respondent file

The RF data file is produced at the level of the individual respondent and contains all questionnaire data and associated variables, excluding information that is collected in the victim form or the self-completion questionnaire. The file also contains additional variables such as geo-demographic variables from the sample data (for example Scottish Index of Multiple Deprivation) and the derived variables for incidence and prevalence measures based on data collected in the victim form section of the questionnaire. Data for all respondents who took part in the survey are provided in the RF file, irrespective of whether they are classified as victims or non-victims according to their victim form responses.

11.1.2 Victim form files

The standard (VFF) and fraud and computer misuse victim form file (FVFF) data files are produced at the level of the individual incident and contain data collected in the victim forms. Thus, an individual respondent who reported three separate incidents and completed three victim forms would have three separate records in the data file.

All victim forms are included in the file; including cases where the incident occurred outside of the reference period or outside of Scotland. These records were not used for analysis and contain very little information (the victim form questionnaire is terminated in these cases but are retained on the file for use by researchers who may wish to examine this data). Similarly, victim forms which were assigned a non-valid offence code (and therefore were not used in the production of the statistics from the survey) are also retained (Section 8.1).

It should also be noted that some victim forms were completed for incidents which happened in the month of interview (i.e. outside of the reference period): these victim forms may have a valid offence code assigned to them but are not included in the published survey statistics (and are marked as non-valid at the variables VALID and VALIDSCJS in the victim form data files (VFF and FVFF)

Some questions asked in the victim form are only asked for the purposes of conducting the offence coding and are not included in the data files. Examples include questions DESCRINC (the summary description of the incident) and QNIY (in the standard victim form, how the respondent knew that offenders tried to get into their property).

11.1.3 Self-completion file

The SCF data file is produced at the level of the respondent and contains all of the data and associated variables in the self-completion questionnaire (stalking and harassment, partner abuse and sexual victimisation) as well as the key demographic variables from the RF data file. The file can also be linked to the RF data file for analysis purposes via use of the variable SERIAL2.

11.2 Content of SPSS data files

The SPSS data files delivered to the Scottish Government contain different types of variables[74], including:

- Questionnaire variables (all files). SPSS variable names correspond to question labels from the questionnaire documentation. Variable names are also repeated in variable labels
- Incidence and prevalence variables (RF and SCF data files)

[74] Note that the files available from the UK Data Archive may not include of all of the variables discussed here.

- Geo-demographic variables (all data files). All cases have a set of pre-specified geo-demographic variables attached to them, including the 2020 Scottish Index of Multiple Deprivation (SIMD)[75] and 2020 Scottish Government urban / rural classification variables[76]
- Coding variables (all data files). SOC2020 and NS-SEC codes (based on SOC2020) are included for the respondent (see Section 7.2)
- Offence coding variables (all files). On the victim form data files (VFF and FVFF), a full set of offence codes, including the history, are attached as outlined in Section 7.1.2. The RF and SCF data files contain the final offence code assigned to each respondent's victim forms
- Derived variables (all files). Many derived variables are also added to the files. There are two main types of derived variables:
    - Flag variables that identify, for example, the date of interview, the month of issue, a victim or non-victim etc. On the victim form data files (VFF and FVFF), flag variables include whether an incident was assigned and in-scope or out-of-scope offence code (Section 8.1), whether it was a series or a single incident, and others
    - Classificatory variables derived from the data. These included standard classifications such as banded age groups, household composition, tenure, etc.
- Interviewer and observational variables (all files). All interviews had a small amount of observational data collected by interviewers in the CAPI script, such as whether the respondent required any help with the self-completion section of the questionnaire
- Weighting variables (all files). See Section 9.6 for further information on what these variables are and how they should be used

11.3 Disclosure control and access to datasets via the UK Data Archive

The files which are deposited with the UK Data Archive undergo a disclosure review process to ensure that personal data are protected. This process uses the methods of variable removal, top- or bottom-coding and re-coding. This results in the following changes to the datasets compared to those that the Scottish Government receive:

- Removed variables include household matrix variables (age, sex and relationship for every person in the household), sensitive variables (sexual orientation, flags for sexual victimisation recorded in the victim form), geographic variables (2011 data zone, Health Board Area, Local Authority and Criminal Justice Authority) and some others relating to accommodation type and employment where these variables are summarised in separate variables

[75] SIMD 2020 quintiles (SIMD_QUINT) and the 15% most deprived (SIMD_TOP) variables are included in the respondent file (RF) and self-completion file (SCF) data files. Information on SIMD is available on the Scottish Government website.

[76] Details of the 2020 Scottish Government urban / rural classification can be found on the Scottish Government website.

- Top-coded variables are those which have numeric values where only a small number of cases have these numbers – for example, number of cars in the household (NUMCAR) was top-coded to 3+ cars in the household
- Re-coded variables include 2020 Scottish Index of Multiple Deprivation (SIMD) Quintiles (where a small number of unique data zones were removed), collapse of the Police Division variable into three Regions (variable POLREGION), recode of QRELIG (religion) for all non-Christian religious groups, collapse of the marital status variable QDLEGS, recode of QDETH3 (ethnicity) for all non-white minority ethnic groups and the Household Reference Person (HRP) identifier and banded-age variables

Further detail is available from the Scottish Government survey team by request. The victim form files (VFF and FVFF) have the same level of disclosure control applied to the respondent file, but are only available from the UK Data Archive under restricted controlled access arrangements. The respondent file is classified as safeguarded data, and is available on the basis of completion of the UK Data Service's End User Licence (EUL).

The Scottish Crime and Justice Survey series of datasets is available on the UKDA under the Scottish Crime Surveys series, and includes all the SCJS datasets as well as the past years of the survey from 1993 onwards.

11.4 Conventions used in SPSS data files

Consistency was retained between the previous SCJS data files. In the majority of cases, SPSS variable names correspond to question labels from the questionnaire.

11.4.1 Case identifiers

There are two types of case identifiers in the data files: SERIAL2 (all files) and VSERIAL2 (victim form files [VFF and FVFF]).

The unique identifier SERIAL2 consists of up to six digits and is present in the respondent file (RF) data file (where each individual case or record represents an individual respondent) as well as the victim form data files (where the identifier is no longer unique as respondents can have more than one victim form).

In the victim form data files, where each individual case or record represents a victim form, the unique case identifier (VSERIAL2) is identical to SERIAL2, but with the addition of the victim form number (1 to 5) at the end. This gives each victim form a unique identifier.

11.4.2 Don't know and refused values

Don't know and refused codes are standard on most questions. They have been assigned standard values in SPSS to aid data analysis:

- Don't know: -1
- Refused: -2

For multicode variables in the SPSS data files, the variables relating to the don't know code are named ending '_DK' and for refused '_RF'.

11.4.3 Decimal places

Users may find very small (<0.1%) differences in some data when comparing the data in the data tables and SPSS files with the published reports on the Scottish Government website. This is due to some of the analysis conducted for the report using data to a reduced number of decimal places.

11.4.4 Multiple response variables

Multiple response variables were set up as a set of variables equal to the total number of answers possible (including Don't know and Refused and any additional codes added in the coding process). Multiple response variables generally follow the format <question label><_><01> with the underscore denoting a multiple response variable and the number incrementing with each additional variable. Each variable was then given a value of '1' or '0', depending on whether the respondent gave that particular answer or not.

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

ASK IF OFFENDER DID NOT GET INSIDE HOME OR DK OR REF (QIN, CODES 1-3).

QNIN Did the person / people TRY to get inside your house or flat, or your garage, shed or other outbuilding at all during the incident? MULTICODE.

1	Yes – tried to get inside house or flat	[QNIN_01]
2	Yes – tried to get inside the garage	[QNIN_02]
3	Yes – tried to get inside shed or other outbuilding	[QNIN_03]
4	No	[QNIN_04]
	DK	[QNIN_DK]
	REF	[QNIN_RF]

11.5 Data tables

The data tables published on the SCJS website report the responses to questions in the survey, as well as some derived variables. Percentages are based on weighted survey data (so that the data are representative of the population of Scotland).

As well as displaying the aggregate answers given by all respondents (the 'Total' column), the data tables also show how answers to questions vary when respondents are grouped by certain geographic, demographic, attitudinal or experiential categories. These categories, known as the cross-breaks, are displayed along the top of the tables.

Due to the large number of questions in the survey, the data tables are split into four volumes: vol 1 full and vol 2 third sample modules from the respondent file (termed the non-victim form tables – NVF) and the vol 3 (standard) victim form and vol 4 fraud and computer misuse victim form tables. The separate file "SCJS – 2023-24 – data tables – master index" shows all tabulated questions and in which volume of tables they can be found. The questionnaire sections which the data tables are from are noted in the 'index' worksheet. The self-completion data tables (volume 5) are available every two years.

The non-victim form (NVF – vols 1 and 2) tables are broken down by age, sex, age within sex, victim status (yes / no), fear of crime (feel safe / unsafe walking in local area alone after dark), socio-economic group (NS-SEC), tenure, disability (long-term limiting illness, yes / no), Scottish Government 2020 urban / rural classification (2-fold) and the 2020 Scottish Index of Multiple Deprivation (SIMD, top 15% deprived vs rest). The victim form tables (vols 3 and 4) are broken down by the key crime-categories for all VALIDSCJS incidents (all SCJS crimes), and, for the fraud and computer misuse tables (vol 4) by loss and cyber status.

The data tables, including guidance how they should be read and conventions used in them are available from the SCJS survey website.

12 Comparing the SCJS with other data sources

What is in this chapter?

- How SCJS statistics compare with other data sources, especially with police recorded crime statistics in Scotland and with findings from the Crime Survey for England and Wales (CSEW)
- Why looking at both results from the SCJS and police recorded crime statistics is important to have a more complete picture of crime in Scotland
- What crime groups from the SCJS can be compared with police recorded crime statistics (i.e. Vandalism, Acquisitive crime and Violent crime)
- Information on the differences between SCJS and CSEW, with detail on how these affect comparability

12.1 Comparison with police recorded crime

The SCJS provides estimates of the level of crime in Scotland. It includes crimes that are not reported to or recorded by the police (as well as those that are), but is limited to crimes against adults resident in private households, crimes which occurred in Scotland (for example, not when on holiday) and also does not cover all crime types (Section 8.1.1).

Police Recorded Crime is a measure of those crimes reported to the police and recorded by them as a crime.

In order to compare the estimates of crime from the SCJS and police recorded crime statistics in Scotland, a comparable subset of crime was created for crimes covered by both measures and recorded in a consistent manner. Three-fifths (60%) of SCJS crime from the standard victim form as measured by the SCJS 2023/24 falls into categories that can be compared with crimes recorded by the police. The variables which summarise the comparable group of crimes are the *comparcrime* incidence, prevalence and repeat variables.

It is possible to make comparisons between the SCJS and police recorded crime statistics for three crime groups:

- Vandalism (including motor vehicle vandalism and property vandalism)
- Acquisitive crime (including bicycle theft, housebreaking and theft of motor vehicles)
- Violent crime (including assault and robbery)

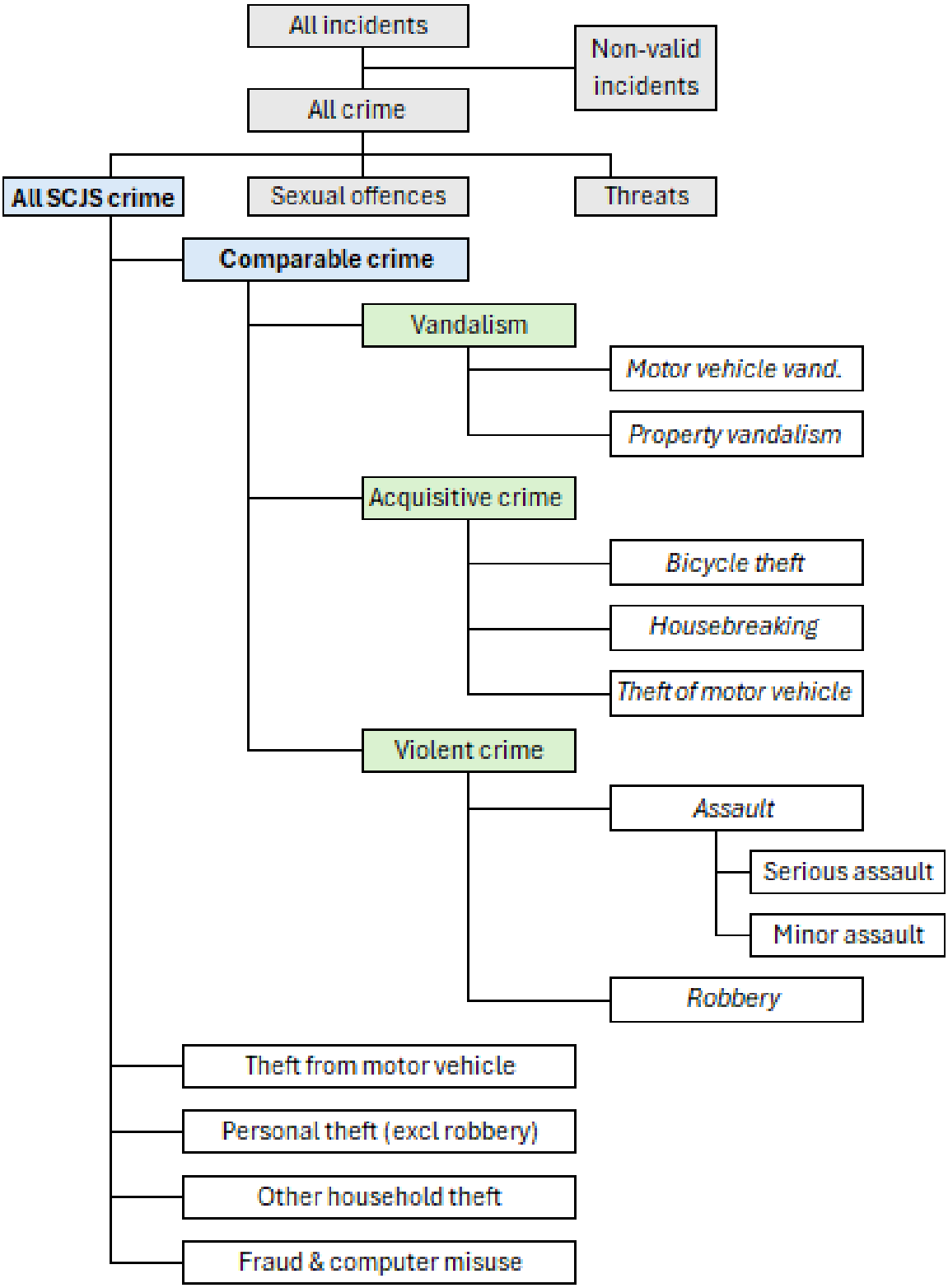
The comparable crime group excludes fraud and computer misuse as only a very small proportion (9.5% in 2023/24) of these incidents are reported to the police. This follows a similar approach to the Crime Survey for England and Wales.[77] Section 8.3.2 provides further information about these crime groups.

[77] Exploring diverging trends between the Crime Survey for England and Wales and police recorded crime - Office for National Statistics.

To enable comparison, estimates of the total number of comparable crimes in Scotland were obtained by grossing up the number of crimes identified in the SCJS using National Records of Scotland (NRS) estimates.

Police recorded crime statistics used in the 2023/24 Main Finding report relate to crimes committed in the financial year between April 2023 and March 2024.

Figure 12.1: Comparable crime groups for traditional crime



12.2 Comparison with the Crime Survey for England and Wales

The offence coding of crimes differs between the SCJS and the Crime Survey for England and Wales (CSEW) reflecting the different criminal justice systems in which they operate. It is important to bear these differences in mind when comparisons are made between SCJS and CSEW estimates. Details of these differences are provided below. The fraud and computer misuse crimes are, however, coded in the same way and so are comparable with the equivalent data in the CSEW.

The SCJS differs from the CSEW in that it prioritises assault over other crimes when coding offences. For example, if an incident includes both vandalism and assault, the assault component will be assumed to be more serious unless it is clear that the damage to property was the most serious aspect of the incident. This is not the case with the CSEW where vandalism has priority over assault. In addition, the intent of the offender to cause harm is not taken into consideration in the SCJS and the offence code given relies only on the injuries that the victim received. The intention of the offender is taken into consideration when assigning offence codes for assaults in the CSEW[78].

The definition of burglary in England and Wales as measured by the CSEW and the definition of housebreaking in Scotland as measured by the SCJS differ in two ways:

1. The mode of entry

In Scotland, housebreaking occurs when the offender has physically broken into the home by forced entry or come in the home through a non-standard entry point such as a window. Even if the offender pushed past someone to gain entry to the home, this would not be coded as housebreaking in Scotland[79]. Burglary measured by the CSEW in England and Wales does not necessarily involve forced entry; a burglar can walk in through an open door or gain access by deception.

2. The intention of the offender

Burglary from a dwelling in England and Wales as measured by the CSEW includes any unauthorised entry into the respondent's dwelling, no matter what incident occurs once the offender is inside. If the offender does not have the right to enter a home, but does so, this will be classified as burglary. In Scotland, the SCJS records the incident as housebreaking only if there is evidence of either theft from inside the home or an intention to steal in the case of attempted break-ins.

Another difference between the two surveys is that in the SCJS the total number of incidents that occurred in a series in the reference period is capped at five incidents. In previous years this was consistent with the CSEW, however due to recent changes in the CSEW methodology this is no longer the case. More information on this can be found in Section 8.2.6.

[78] Another difference between SCJS and CSEW is in the delivery of the self-completion questionnaire. The SCJS invites all members of the sample to participate in the self-completion modules, with no upper age restrictions. The CSEW self-completion questionnaire, containing similar topics, is only asked of those aged up to 74.

[79] If a theft occurred in this instance, it would be included in the other household theft crime group.

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ANNEX 1 – Population targets used for weighting

Estimates and projections of household and individual populations published by the National Records of Scotland (NRS) were used for weighting calculations. Source notes are provided below the tables. Estimates are rounded to the nearest 50.

Table A2.1: Population targets used for weighting

Police Division	Housheolds in urban areas (b)	Households in rural areas (b)	Estimated households population (a)	Estimated adult population (c)
Argyll and West Dunbartonshire	50,350	35,100	85,450	148,700
Ayrshire	104,900	68,400	173,300	306,950
Dumfries and Galloway	22,050	48,650	70,700	123,650
Edinburgh	238,500	3,500	242,000	439,600
Fife	109,200	61,750	171,000	309,700
Forth Valley	97,450	40,550	138,000	252,300
Greater Glasgow	373,800	10,450	384,250	694,100
Highlands and Islands	39,150	107,950	147,100	258,000
Lanarkshire	250,850	51,250	302,100	553,000
North East	154,450	117,250	271,700	482,650
Renfrewshire and Inverclyde	108,750	16,400	125,150	220,950
Tayside	127,450	68,600	196,050	348,350
The Lothians and Scottish Borders	141,600	86,900	228,500	417,700
Total Scotland	**1,818,450**	**716,850**	**2,535,300**	**4,555,800**

Sources: (a) & (b) Estimates of Households and Dwellings in Scotland, 2023 and Small area statistics on households and dwellings, 2023 (by 2011 Data Zone); (c) Mid-year population estimates (mid-2022 data).

ANNEX 2 – Sample strata

Analysis of SCJS was required by Police Division (PD). However, in order to align the SCJS with the Scottish Household Survey and the Scottish Health Survey, Local Authorities were used as the sample strata. The construction of PDs from the Local Authority strata is shown below.

Weighting Strata	Police Division	Local Authority
1	North East	Aberdeen City
		Aberdeenshire
		Moray
2	Argyll and West Dunbartonshire	Argyll and Bute
		West Dunbartonshire
3	Ayrshire	East Ayrshire
		North Ayrshire
		South Ayrshire
4	Dumfries and Galloway	Dumfries and Galloway
5	Edinburgh	City of Edinburgh
6	Fife	Fife
7	Forth Valley	Clackmannanshire
		Falkirk
		Stirling
8	Greater Glasgow	East Dunbartonshire
		East Renfrewshire
		Glasgow City
9	Highlands and Islands	Na h-Eileanan Siar
		Highland
		Orkney Islands
		Shetland Islands
10	Lanarkshire	North Lanarkshire
		South Lanarkshire
11	Renfrewshire and Inverclyde	Inverclyde
		Renfrewshire
12	Tayside	Angus
		Dundee City
		Perth and Kinross
13	The Lothians and Scottish Borders	East Lothian
		Midlothian
		Scottish Borders
		West Lothian

ANNEX 3 – CAPI outcome codes

For each address issued, an outcome had to be coded from the list below.

Outcome	Category
Interview	
Fully productive interview	Productive
Interview achieved but data lost (office code only)	Lost
Interview deleted by participant request (office code only)	Deleted
Ineligible	
Communal establishment / institution (eg barracks, care home)	Ineligible
Non-residential address (eg business, office, school)	Ineligible
Not a main residence (holiday home etc)	Ineligible
Not yet built / under construction	Ineligible
Demolished / derelict	Ineligible
Vacant / empty	Ineligible
Refusals	
Refusal at introduction, BEFORE adult selected	Refusal
Refusal AFTER adult selected: by selected adult	Refusal
Refusal AFTER adult selected: by other household member	Refusal
Refusal by proxy (other household member)	Refusal
Information about number of adults refused (person selection not done)	Refusal
Entry to block refused by warden/gatekeeper	No contact
Office refusal (office code only)	Refusal
Broken appointment and no recontact (after 6 visits total)	Refusal
Other	
Selected adult physically or mentally unable to complete interview	Other unproductive
Language barrier: adult selected but unable to do interview	Other unproductive
Selected adult away or in hospital all survey period	Other unproductive
Selected adult ill at home during survey period	Other unproductive
No contact	
Contact made and adult selected, but no contact with selected adult	No contact
No contact with ANYONE at the address after 6 calls	No contact
Property inaccessible	No contact
Unable to locate address	No contact

ANNEX 4 – Advance letter and leaflet

All selected addresses were sent a letter and leaflet from the Scottish Government in advance of an interviewer calling at the address. Section 5.5.1 provides further details of procedures relating to the advance letter and leaflet.

Scottish Government
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The Resident

Serial number:

Help tackle crime in Scotland

Dear Sir/Madam,

Your household has been selected to take part in the **Scottish Crime and Justice Survey**. This is a very important study that helps the Scottish Government, the police and other agencies to understand and tackle crime in your local area and across the country. In the latest study, 5,500 people took part and this is now your unique chance to have your say and to share your thoughts. It is important you take part in the survey even if you have not been the victim of a crime. We hope we can count on your help.

What next?

An interviewer from the Scottish Centre for Social Research (ScotCen) carrying a photo ID will call at your doorstep in the next week or so. The interviewer will randomly select an adult in your household (aged 16 or over) to take part in the study and will explain the available ways to take part. Interviews can take place in the evening and at weekends as well as during working hours if that suits you. Should you require any additional assistance when completing the survey we are happy to provide this.

Call freephone **0800 652 3751** or email **scottishcrime@scotcen.org.uk** quoting the serial number at the top of this letter if you would like to arrange a convenient time for the interviewer to call at your doorstep. We would appreciate it if you could show this letter to others in your household as they may be selected for interview.

Is the survey confidential?

Yes, and we'll handle your data in accordance with data protection legislation. Your answers will be used for statistical and research purposes only.

Any questions?

For more information, please see overleaf and the enclosed leaflet or **www.gov.scot/collections/scottish-crime-and-justice-survey**. Alternatively, please email **scottishcrime@scotcen.org.uk** or call us free on **0800 652 3751**.

Yours faithfully

Alastair McAlpine

Alastair McAlpine
Chief Statistician and Data Officer
Scottish Government

Frequently Asked Questions

How did you choose my address?

Your address was chosen at random from the Postcode Address File, a list of every address held by the Post Office and available to the public. Only the addresses chosen have the opportunity to take part.

What is the interview about?

The interview will ask about your views on crime and your experiences of crime in the past 12 months. There are also some questions about your opinions on organisations like the police, courts and prisons. You will be asked to complete some of the questions on your own. On average, the interview will take around 40 minutes to complete in total.

What will happen to the information I give?

Once all the responses have been collated, the information is used by the Scottish Government and organisations like the police to help make important decisions which affect us all. This information is collected in the public interest to help us to understand who is most likely to experience crime, how crime affects victims and to check if current policies are working.

We will treat the information you give in accordance with data protection legislation. All responses are anonymised and stored securely only for research purposes by the Scottish Government and other authorised research institutes now and in the future.

No one looking at the findings will be able to identify you in any way. Personal details, like your name and address, will only be known to the survey team processing the survey results at ScotCen, Ipsos and the Scottish Government. We won't pass on your details unless you say you are happy for us to do so, and this would only ever be to invite you to take part in further research.

Where can I find out about my rights?

Survey respondents have a number of rights. Most notably, if you choose to take part, you are free to withdraw at any time during the interview and you do not have to answer any question you do not wish to. Further information on your rights once you have taken part, as well as additional details on how your information will be used, is available on the Scottish Government's website: **www.gov.scot/publications/scottish-crime-and-justice-survey-interviewee-information/**

Who is carrying out the study?

The study is carried out jointly by ScotCen and Ipsos, on behalf of the Scottish Government. ScotCen and Ipsos are impartial research institutes, independent of all government departments and political parties. For more information visit **www.natcen.ac.uk/ScotCen**. You can also contact the survey team at Scottish Government on **0131 244 3012** or email **scjs@gov.scot**.

WHAT IS THE SCOTTISH CRIME AND JUSTICE SURVEY?

The Scottish Crime and Justice Survey is an annual survey of around 5,000 households. The study is important because it provides a picture of crime in Scotland, as well as public opinions of police and the justice system.

WHY IS TAKING PART IMPORTANT?

HELP TACKLE CRIME. By taking part in this study you will help the Scottish Government and the police gain a better understanding of crime in Scotland. This will help to tackle crime more effectively.

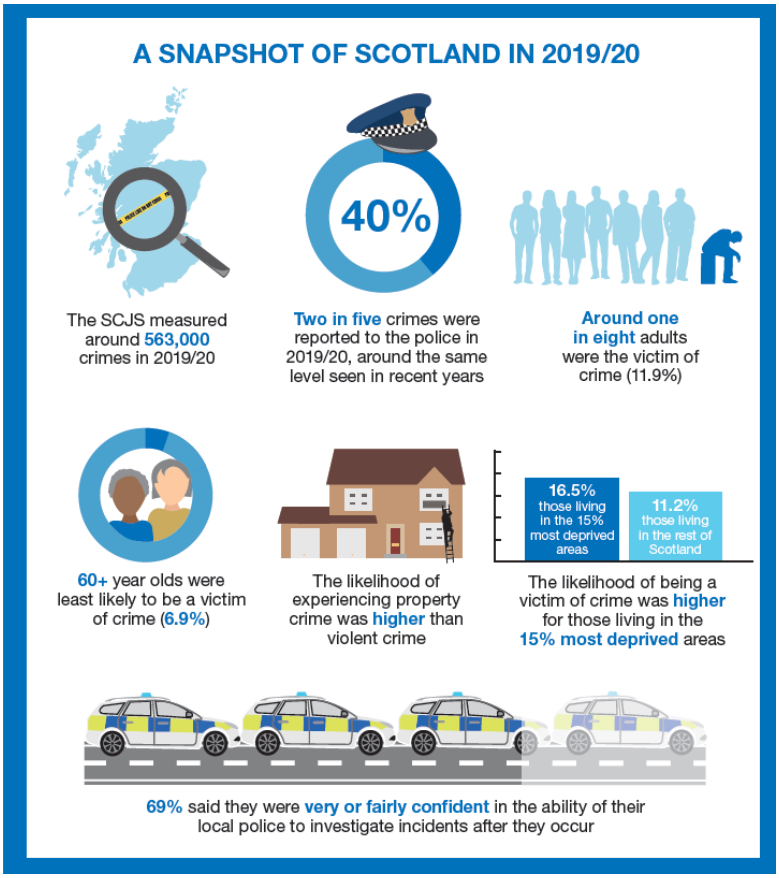
WE CANNOT REPLACE YOU. In order to get a true picture of all types of people living in Scotland, we have chosen your address at random. This means we cannot ask someone else to replace you as this would bias the results and so your participation is very important to us.

VICTIM OR NOT. Even if you have not been a victim of crime or experienced crime, we need to speak to you to understand if current crime policies are working or not.

TOO BUSY? We are totally flexible and can arrange the interview at a time that suits you. By taking part you'll be helping to improve services and tackle crime more effectively.

INFORMATION FOR PARENTS OF YOUNG ADULTS

If you have a young adult aged 16+ within your care and living in your home, they may be selected to take part in the survey.



WHERE CAN I FIND OUT MORE?

For more information including results of previous studies and information on the topics included you can visit www.gov.scot/collections/scottish-crime-and-justice-survey, or email scjs@gov.scot

This study is being carried out by the Scottish Centre for Social Research. Contact details for the research teams are below:

Scottish Centre for Social Research: you can email us at scottishcrime@scotcen.org.uk or call on Freephone 0800 652 3751.

USEFUL CONTACTS

If you have been the victim of crime, and want some support or information, you can get in touch with Victim Support Scotland: www.victimsupport.scot/contact Freephone 0800 160 1985.

More information for interviewees, including details of other support organisations, is available on the Scottish Crime and Justice Survey website: www.gov.scot/publications/scottish-crime-and-justice-survey-interviewee-information/

If you have any concerns about how your information is being used, you have the right to complain to the Information Commissioner's Office: ico.org.uk/make-a-complaint/

To contact the Scottish Government's Data Protection and Information Assets team, please email: dpa@gov.scot or see: gov.scot/privacy/

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Riaghaltas na h-Alba
gov.scot

Scottish Crime & Justice Survey

ANNEX 5 – Plausibility and consistency checks

A number of plausibility and consistency checks were included in the CAPI script. These are detailed below:

Main questionnaire

Section 1: General views on crime and social issues

- QSADDNE: If lived in area for less than 1 year (QSYAREA, code 1) but was living at address at start of reference period (QSADD, code 1) why this was the case

Section 2: Victim form screener

- NSEPCHK_1 to _20: The number of incidents in a series must be two or greater
- SEPDCHK_1 to _20: Date of earliest separate incident must be within the reference period
- CNUMSER_1 to _20: The number of incidents in a series cannot be greater than the total number of incidents
- LATCHK_1 to _20: The most recent incident in a series must be within the reference period
- INCXCHK_1 to _20: The total number of incidents in a series and as separate incidents cannot be greater than the total number of incidents

Victim forms (Section 3 – standard and fraud and computer misuse): incident dates: series incidents

- DATESER: Dates of all incidents in a series cannot be before the reference period
- CHECK1: The sum of incidents occurring across all quarters in a series in the reference period cannot be less than the total number of incidents
- CHECK2: The sum of incidents occurring across all quarters in a series in the reference period cannot be greater than the total number of incidents
- MTHQCHK: The most recent month in which an incident in a series occurred should not be after the most recent quarter in which part of a series occurred
- MTHRECCK: The most recent month in which an incident in a series occurred in cannot be before the reference period
- QTRRECIN: The most recent quarter in which an incident in a series occurred cannot be before the reference period
- QQCK: The most recent quarter in which an incident in a series occurred should not be after the most recent quarter in which part of a series happened
- YRINC: The most recent incident in a series cannot be before the reference period

Victim forms (Section 3 – standard and fraud and computer misuse): incident dates: single incidents

- MTHINC2: The month the incident occurred in cannot be before the reference period
- QTRINCID: The quarter the incident occurred in cannot be before the reference period
- YRINCIB: The incident cannot be before the reference period

Standard victim form (Section 3): incident details

- DESCRINC: The number of characters entered to describe the incident should be greater than 99 characters
- QCHK1: Reason why victim form is for theft but nothing has been recorded as stolen (QSTO, code 2)
- BOTH1: Confirmation that car / van and vehicle parts stolen
- BOTH2: Confirmation that motorcycle and vehicle parts stolen
- QBAG1: Briefcase / handbag / shopping bag stolen but cash / cheque book / credit card not stolen
- QBAG2: Briefcase / handbag / shopping bag stolen but ID or personal details not stolen
- QPURSE1: Purse / wallet stolen but cash / cheque book / credit card not stolen
- QPURSE2: Purse / wallet stolen but ID or personal details not stolen
- QBACCUSE: Cheque book / credit card stolen but no money taken from account or charges added to account
- QBACCUSE2: Noticed unusual activity in bank account but no money taken from account or charges added to account
- QCHK2: Reason why victim form is for attempted theft from person but no attempt made to steal anything (QTRY, code 2)
- QCHK3: Reason why victim form is for housebreaking but no attempt made to steal anything (QTRY, code 2)
- QABAG1: Attempted theft of briefcase / handbag / shopping bag but no attempt to steal cash / cheque book / credit card
- QABAG2: Attempted theft of briefcase / handbag / shopping bag stolen but no attempt to steal ID or personal details
- QAPURSE1: Attempted theft of purse / wallet stolen but no attempt to steal cash / cheque book / credit card
- QAPURSE2: Attempted theft of purse / wallet stolen but no attempt to steal ID or personal details
- QCHK4: Reason why victim form is for vehicle damage / vandalism / damage to property but nothing damaged (QDAM, code 2)
- QCHKSEE: Reason why victim form is for assault / assault within household / threat of force or violence but respondent or anyone else did not have contact with offender (QSEE, code 2)
- QCHK5: Reason why victim form is for assault / assault within household but offender did not use force or violence (QFOR, code 2)
- QCHK6: Reason why victim form is for threats but offender did make threat (QTHR, code 2)

ANNEX 6 – SCJS offence codes and crime groups

33 standard and 17 fraud and computer misuse in-scope offence codes were used in the calculation of 'all SCJS crime'.

The table below shows these codes for the standard offence codes and how they relate to the key crime groups used in the Main Findings report and contained in the SPSS data files. It also shows additional crime groups included in the data files, though not referenced in the SCJS reports (in the lower half of the table). All variable names in the data files are prefaced by either INC for incidence or PREV for prevalence.

Variable Name (inc or prev)	Offence Code Description	Serious assault	Minor assault with injury	Minor assault with no/negligible injury	Serious assault and fire raising	Serious assault and housebreaking	Attempted assault	Robbery	Attempted robbery	Snatch theft from the person	Other theft from the person	Attempted theft from the person	Attempted housebreaking to non-connected dom. garage/outh'se	Housebreaking in a dwelling (nothing taken)	Housebreaking in a dwelling (Something taken)	Attempted housebreaking in a dwelling	Theft in a dwelling	Theft from a meter	H'breaking non-connected dom. garage/outh'se – nothing taken	H'breaking non-connected dom. garage/outh'se – something taken	Theft of car/van	Theft from car/van	Theft of motorbike, motor scooter or moped	Theft from motorbike, motor scooter or moped	Theft of pedal cycle	Theft from outside dwelling (excluding theft of milk bottles)	Other theft	Attempted theft of/from car/van	Attempted theft of/from m'cycle, motor scooter or moped	Other attempted theft	Fire raising	Vandalism to a motor vehicle	Vandalism to the home	Other vandalism
	Offence Code	11	12	13	14	15	21	41	42	43	44	45	50	51	52	53	55	56	57	58	60	61	62	63	64	65	67	71	72	73	80	82	84	86
	SPSS Code	2	3	65	4	5	7	17	18	19	20	21	24	25	26	27	29	30	31	32	34	35	36	37	38	39	41	44	45	46	48	49	50	51
	Variable Label / WEIGHTING	Ind	Ind	Ind	Ind	Ind	Ind	Ind	Ind	Ind	Ind	Ind	HH	HH	HH	HH	HH	HH	HH	HH	HH	HH	HH	HH	HH	HH	Ind	HH	HH	Ind	HH	HH	HH	HH
surveycrime	**All SCJS crime**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**
property	**Property crime**									**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**
vand	Vandalism crime																														1	1	1	1
motovvand	*Motor vehicle vandalism*																															*1*		
propvand	*Property vandalism*																														*1*		*1*	*1*
allmvtheft	All mv theft related crimes																				1	1	1	1				1	1					
theftfrommv	*Theft from motor vehicle*																					*1*		*1*										
theftofmv	*Theft of motor vehicle*																				*1*		*1*											
atttheftmv	*Attempted theft of / from mv*																											*1*	*1*					
otherhousetheftcycle	Other h'hold theft incidents (in. cycle)												1				1	1	1	1					1	1								
otherhousetheft	*Other household theft*												*1*				*1*	*1*	*1*	*1*						*1*								
bicycletheft	*Bicycle theft*																								*1*									
housebreak	Housebreaking													1	1	1																		
perstheft	Personal theft incidents (excl. robbery)									1	1	1															1			1				
theftperson	*Theft from the person*									*1*	*1*	*1*																						
othertheft	*Other personal theft*																										*1*			*1*				
violent	**Violent crime**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**																									
assault	Number of assault incidents	1	1	1	1	1	1																											
serassault	*Serious assault*	*1*			*1*	*1*																												
rob	Robbery							1	1																									
house	Household crime												1	1	1	1	1	1	1	1	1	1	1	1	1	1		1	1		1	1	1	1
person	Person crime	1	1	1	1	1	1	1	1	1	1	1															1			1				
comparcrime	Comparable crime	1	1	1	1	1	1	1	1					1	1	1					1		1		1						1	1	1	1
acquis	Acquisitive crime													1	1	1					1		1		1									
violent	Violent crime	1	1	1	1	1	1	1	1																									

The fraud and computer misuse offence codes are aggregated in a simpler fashion as below:

Code	Code / category description
	Bank and credit fraud (200 - 202)
200	Bank and credit account fraud: with loss
201	Bank and credit account fraud: with full loss reimbursed
202	Bank and credit account fraud: no loss
	Advance fee fraud (203 - 205)
203	Advance Fee fraud: with loss
204	Advance Fee fraud: with full loss reimbursed
205	Advance Fee fraud: no loss
	Consumer and retail fraud (206 - 208)
206	Non-investment fraud: with loss
207	Non-investment fraud: with full loss reimbursed
208	Non-investment fraud: no loss
	Other fraud (210 - 212)
210	Other fraud: with loss
211	Other fraud: with full loss reimbursed
212	Other fraud: no loss
	Computer misuse
320	Hacking and unauthorised access to personal information
321	Computer virus: with loss
322	Computer virus: with full loss reimbursed
323	Computer virus: no loss
324	Other computer misuse

Out-of-scope codes can be grouped into two categories:

- **Sexual offence or threat codes**: 12 standard offence codes related to sexual offences or threats (not included in the 'all SCJS crime' statistics).
- **Non-valid codes**: 22 offence codes for classifying incidents recorded in the victim form which were non-valid incidents (outside of Scotland or the reference period, duplicate incidents), where not enough information was collected to make an accurate classification, where the respondent or household was not the victim or the victim form was skipped. As with the sexual offence or threat codes, these 22 codes were not included in the 'all SCJS crime' statistics produced by the survey.

Code	Description	Type
19	Other assault outside of the survey's coverage	**NON-VALID**
39	Sexual offence outside the survey's coverage	
48	Possibly theft but could have been loss / possibly attempted theft, but could have been innocent	
49	Other robbery or theft from the person outside the survey's coverage	
54	Possible attempted housebreaking (insufficient evidence to be sure)	
59	Other housebreaking, outside of the survey's coverage	
66	Theft of milk bottles from outside dwelling	
68	Possible theft, possible lost property	
69	Other theft / attempted theft outside of the survey's coverage	
87	Possibly vandalism / possibly accidental damage / nuisance with no damage	
88	Attempted vandalism (no damage actually achieved)	
89	Other vandalism outside of the survey's coverage	
99	Other threats / intimidation outside of the survey's coverage	
95	Incident outside of reference period	**NON-VALID**
96	No crime committed	
97	Insufficient information to code	
98	Incident occurred outside Scotland	
3	'SAME' DUPLICATE	**DUPE / SKIPPED**
4	'SERIES' DUPLICATE	
90	VICTIM FORM SKIPPED	
31	Rape	**SEXUAL OFFENCES [1]**
32	Serious assault with sexual motive	
33	Assault with sexual motive	
34	Attempted rape	
35	Indecent assault	
36	Indecent exposure	
37	Rape and housebreaking	
38	Serious assault with sexual motive and housebreaking	
91	Threat to kill / assault made against, but not necessarily to respondent	**THREATS [2]**
92	Sexual threat made against, but not necessarily to respondent	
93	Other threat or intimidation made against, but not necessarily to respondent	
94	Threats against others, made to the respondent	
	Fraud and Computer Misuse Offence Codes	
219	Other fraud falling outside the survey coverage	
329	Other computer misuse falling outside the survey coverage	

[1] The incidence / prevalence variables SEXOFF in the Respondent File SPSS data file denote all sexual offences.
[2] The incidence / prevalence variables THREAT in the Respondent File SPSS data file denote all threats.

ANNEX 7 – Household weighting calibration targets

The calibration targets selected for use in the weighting were:

- Calibration target 1: Household type within Police Division
- Calibration target 2: Age of head of household within Police Division
- Calibration target 3: Urban / rural within Local Authority (LA)

Calibration target 1: Household type within Police Division.

Police Division	1 Adult	1 Adult & 1+ Child	2 + Adult	2 + Adult & 1 + Child	Total h'holds
Argyll & West Dunbartonshire	33,750	5,550	32,450	13,650	85,450
Ayrshire	61,900	11,600	69,750	30,000	173,300
Dumfries & Galloway	24,300	3,550	30,700	12,150	70,700
Edinburgh City	96,800	12,100	94,400	38,700	242,000
Fife	57,000	10,350	72,550	31,100	171,000
Forth Valley	45,050	8,050	57,950	26,950	138,000
Greater Glasgow	158,250	25,600	139,250	61,200	384,250
Highlands & Islands	48,650	8,250	62,650	27,550	147,100
Lanarkshire	105,700	22,650	116,300	57,450	302,100
North East	87,650	11,800	115,200	57,100	271,700
Renfrewshire & Inverclyde	52,200	9,150	43,300	20,500	125,150
Tayside	70,700	11,850	79,200	34,300	196,050
The Lothians & Scottish Borders	71,900	14,750	94,550	47,300	228,500
Scotland	**913,850**	**155,300**	**1,008,250**	**457,950**	**2,535,300**

Source: Estimates of Households and Dwellings in Scotland, 2023

Calibration target 2: Age of head of household within Police Division.

Police Division	Head of household age				Total h'holds
	16 - 29	30 - 44	45 - 59	60 plus	
Argyll & West Dunbartonshire	7,250	15,800	26,900	35,450	85,450
Ayrshire	13,900	34,600	53,250	71,500	173,300
Dumfries & Galloway	4,950	12,000	21,200	32,500	70,700
Edinburgh City	38,700	72,600	62,950	67,750	242,000
Fife	15,400	37,600	53,000	64,950	171,000
Forth Valley	12,300	30,850	44,150	50,750	138,000
Greater Glasgow	52,800	103,850	109,650	117,950	384,250
Highlands & Islands	10,600	29,200	45,400	61,900	147,100
Lanarkshire	25,700	71,000	96,650	108,750	302,100
North East	28,100	68,000	79,600	96,100	271,700
Renfrewshire & Inverclyde	11,750	27,650	40,050	45,650	125,150
Tayside	21,950	42,600	55,800	75,700	196,050
The Lothians & Scottish Borders	18,800	50,400	72,900	86,400	228,500
Scotland	**262,250**	**596,250**	**761,450**	**915,400**	**2,535,300**

Source: Estimates of Households and Dwellings in Scotland, 2023

Calibration target 3: Urban / rural within Local Authority

Police Division	Local Authority	Urban	Rural	Total h'holds
Argyll & West Dunbartonshire	Argyll & Bute	7,500	35,100	42,600
Argyll & West Dunbartonshire	West Dunbartonshire	42,800	-	42,800
Ayrshire	East Ayrshire	23,250	32,550	55,800
Ayrshire	North Ayrshire	45,350	19,300	64,650
Ayrshire	South Ayrshire	36,300	16,550	52,850
Dumfries & Galloway	Dumfries & Galloway	22,050	48,650	70,700
Edinburgh	Edinburgh City	238,500	3,500	242,000
Fife	Fife	109,200	61,750	171,000
Forth Valley	Clackmannanshire	10,200	14,100	24,300
Forth Valley	Falkirk	65,350	7,550	72,900
Forth Valley	Stirling	21,900	18,950	40,800
Greater Glasgow	East Dunbartonshire	41,100	5,500	46,600
Greater Glasgow	East Renfrewshire	35,300	4,950	40,250
Greater Glasgow (GCC)	Glasgow	297,400	-	297,400
Highlands & Islands	Eilean Siar	-	12,800	12,800
Highlands & Islands	Highland	39,150	73,700	112,850
Highlands & Islands	Orkney	-	10,800	10,800
Highlands & Islands	Shetland	-	10,600	10,600
Lanarkshire	North Lanarkshire	131,350	21,300	152,650
Lanarkshire	South Lanarkshire	119,500	29,950	149,450
North East	Aberdeen City	108,100	2,900	111,000
North East	Aberdeenshire	35,150	81,700	116,800
North East	Moray	11,250	32,650	43,900
Renfrewshire & Inverclyde	Inverclyde	32,750	4,800	37,550
Renfrewshire & Inverclyde	Renfrewshire	76,000	11,600	87,600
Tayside	Angus	33,900	20,900	54,800
Tayside	Dundee City	70,400	-	70,400
Tayside	Perth & Kinross	23,150	47,650	70,850
The Lothians & Scottish Borders	East Lothian	30,700	19,000	49,700
The Lothians & Scottish Borders	Midlothian	31,150	10,800	41,950
The Lothians & Scottish Borders	Scottish Borders	14,350	41,500	55,850
The Lothians & Scottish Borders	West Lothian	65,400	15,650	81,050
Scotland		**1,818,450**	**716,850**	**2,535,300**

Source: see Annex 1 sources (a) and (b).

ANNEX 8 – Individual weighting RIMS targets

Strata	Police Division	Age											Total adults
		16 - 29	30 - 34	35 - 39	40 - 44	45 - 49	50 - 54	55 - 59	60 - 64	65 - 69	70 - 74	75 +	
	Female												
1	North East	46,750	19,350	19,850	19,100	18,650	21,100	21,450	19,350	17,150	15,300	29,700	247,800
2	Argyll & West Dunbartonshire	11,750	5,150	5,200	5,050	5,250	6,850	7,800	7,200	6,200	5,700	10,500	76,650
3	Ayrshire	25,400	10,750	10,650	10,800	11,250	14,450	15,700	14,650	13,050	11,950	22,700	161,350
4	Dumfries & Galloway	9,150	3,950	3,850	3,900	4,100	5,650	6,500	6,150	5,500	5,200	10,400	64,450
5	Edinburgh	63,400	22,050	19,500	17,450	15,200	15,850	15,900	14,300	12,000	10,950	22,600	229,250
6	Fife	30,150	11,300	11,450	11,500	11,350	13,850	14,700	13,550	11,650	11,150	21,050	161,750
7	Forth Valley	24,650	9,450	9,400	9,600	10,100	12,100	12,200	10,700	9,050	8,500	15,850	131,450
8	Greater Glasgow	88,100	32,900	29,350	26,750	23,800	27,500	28,850	26,550	21,850	17,700	35,700	359,000
9	Highlands & Islands	19,400	8,650	9,100	9,400	9,650	12,100	13,000	11,900	10,600	9,700	18,950	132,450
10	Lanarkshire	52,050	22,100	22,300	22,250	21,500	26,250	26,950	24,100	20,550	17,550	32,550	288,100
11	Renfrewshire & Inverclyde	20,650	9,000	8,600	8,150	7,900	10,200	11,000	10,150	8,150	7,450	14,400	115,650
12	Tayside	34,500	12,650	12,950	12,150	12,200	14,950	16,050	15,150	13,050	12,300	25,050	180,950
13	The Lothians & Scottish Borders	35,700	16,400	17,000	16,450	16,600	20,050	20,300	18,350	15,500	14,450	26,850	217,600
	Male												
1	North East	46,750	18,500	19,200	18,500	18,050	20,100	20,800	19,000	16,500	14,700	22,650	234,850
2	Argyll & West Dunbartonshire	13,100	5,000	4,950	4,850	5,000	6,250	7,150	6,850	5,800	5,250	7,900	72,100
3	Ayrshire	25,800	9,700	9,600	9,800	10,250	12,900	14,200	13,500	11,950	10,800	17,050	145,600
4	Dumfries & Galloway	9,400	3,550	3,500	3,400	3,650	5,100	6,050	5,900	5,250	5,050	8,350	59,250
5	Edinburgh	56,600	21,050	18,850	17,200	15,150	15,550	15,400	13,650	11,200	9,750	15,950	210,400
6	Fife	29,550	10,400	10,500	10,650	10,700	12,950	13,700	12,800	10,800	9,850	16,000	147,950
7	Forth Valley	24,300	8,850	8,650	9,000	9,350	11,250	11,600	10,150	8,250	7,650	11,850	120,850
8	Greater Glasgow	86,600	32,550	29,350	25,800	23,200	25,950	27,000	24,850	20,150	15,550	24,150	335,150
9	Highlands & Islands	21,000	8,500	8,550	8,850	9,050	11,200	12,450	11,550	10,350	9,400	14,700	125,600
10	Lanarkshire	52,650	20,600	20,500	21,100	20,350	24,700	25,300	22,400	18,700	15,550	23,100	264,900
11	Renfrewshire & Inverclyde	20,650	8,500	8,150	7,800	7,500	9,200	10,200	9,450	7,450	6,300	10,050	105,300
12	Tayside	34,450	12,100	12,150	11,650	11,200	13,700	15,150	14,250	12,400	11,250	19,100	167,450
13	The Lothians & Scottish Borders	36,100	14,900	15,300	15,250	15,500	18,450	19,100	17,250	14,500	13,000	20,800	200,100

Source: Mid-year population estimates (mid-2022 data).

ANNEX 9 – Effective sample design and weights by Police Division

The effective sample sizes resulting from disproportionate stratification and weighting by Police Division for both household and individuals' based data, as well as the mean, are presented in the tables below.

Household weights

Effective sample size by Police Division

Police Division	Sample size	Effective sample size	Effective sample %	Design Effect	Design Factor
Argyll and West Dunbartonshire	337	302	89.6%	1.25	1.12
Ayrshire	369	357	96.6%	1.07	1.03
Dumfries and Galloway	424	396	93.4%	1.15	1.07
Edinburgh	311	296	95.1%	1.11	1.05
Fife	329	317	96.3%	1.08	1.04
Forth Valley	445	417	93.6%	1.14	1.07
Greater Glasgow	417	374	89.6%	1.25	1.12
Highlands and Islands	375	317	84.6%	1.40	1.18
Lanarkshire	388	349	89.9%	1.24	1.11
North East	437	385	88.0%	1.29	1.14
Renfrewshire and Inverclyde	399	375	93.9%	1.13	1.06
Tayside	351	320	91.2%	1.20	1.10
The Lothians and Scottish Borders	391	351	89.7%	1.24	1.12

Individual weights

Effective sample size by Police Division

Police Division	Sample size	Effective sample size	Effective sample %	Design Effect	Design Factor
Argyll and West Dunbartonshire	337	297	88.2%	1.29	1.13
Ayrshire	369	327	88.7%	1.27	1.13
Dumfries and Galloway	424	366	86.4%	1.34	1.16
Edinburgh	311	249	80.2%	1.55	1.25
Fife	329	298	90.6%	1.22	1.10
Forth Valley	445	369	83.0%	1.45	1.21
Greater Glasgow	417	358	85.8%	1.36	1.16
Highlands and Islands	375	298	79.4%	1.59	1.26
Lanarkshire	388	318	82.0%	1.49	1.22
North East	437	298	68.2%	2.15	1.47
Renfrewshire and Inverclyde	399	339	84.9%	1.39	1.18
Tayside	351	330	94.0%	1.13	1.06
The Lothians and Scottish Borders	391	338	86.4%	1.34	1.16

Mean weights

Minimum, maximum and mean weight by Police Division

	Household			Individual		
Police Division	**Min**	**Max**	**Mean**	**Min**	**Max**	**Mean**
Argyll & West Dunbartonshire	0.36	1.06	0.50	0.15	2.82	0.48
Ayrshire	0.59	1.78	0.92	0.28	4.10	0.91
Dumfries & Galloway	0.24	0.69	0.33	0.10	1.29	0.32
Edinburgh	0.84	2.50	1.53	0.57	8.14	1.54
Fife	0.76	1.50	1.02	0.33	3.37	1.03
Forth Valley	0.42	1.06	0.61	0.19	2.71	0.62
Greater Glasgow	1.02	7.29	1.81	0.62	7.63	1.82
Highlands & Islands	0.34	2.49	0.77	0.13	6.16	0.75
Lanarkshire	0.77	3.78	1.53	0.31	5.93	1.56
North East	0.46	4.02	1.22	0.24	8.01	1.21
Renfrewshire & Inverclyde	0.37	1.69	0.62	0.15	2.76	0.60
Tayside	0.62	2.77	1.10	0.27	5.31	1.08
The Lothians & Scottish Borders	0.62	2.34	1.15	0.31	6.96	1.17
Overall	**0.24**	**7.29**	**1.00**	**0.10**	**8.14**	**1.00**

ANNEX 10 – Variables for analysis with household weights

The following **questionnaire, derived and incidence / prevalence variables** should be analysed using household weights. All other variables use the individual weights.

SPSS variable name	*Description*
MOTORCYC	Whether anyone in h/hold has owned / had regular use of motorbike / scooter / moped during ref period
NUMMOT	How many motorcycles, scooters or mopeds does the household own or have regular use of now?
CAR	Whether anyone in h/hold has owned / had regular use of car / van / other motor vehicle during ref period
NUMCAR	How many cars, vans or other motor vehicles does the household own or have regular use of now?
OWNBIK2	Whether anyone in h/hold has owned a bicycle during ref period
NOWNBIK2	How many bicycles does the household own now?
MOTTHEFT	Has any car, van or other motor vehicle been stolen or driven away without permission?
NMOTTHEF	How many times has a motor vehicle been stolen?
MOTSTOLE	Whether anyone in h/hold has had anything stolen off vehicle or out of it
NMOTSTOL	How many times has anything been stolen off or out of vehicle?
CARDAMAG	Has the vehicle been tampered with or damaged by vandals or people out to steal?
NCARDAM	How many times has the vehicle been tampered with?
BIKTHEFT	Has a bicycle been stolen?
NBIKTHEF	How many times has a bicycle been stolen?
YRHOTHEF	Has anyone got into your home without permission and stolen or tried to steal anything?
NYRHTHEF	How many times has anyone got into your home without permission and stolen anything?
YRHODAM	Whether anyone has got into home without permission and caused damage
NYRHODAM	How many times has anyone got into your home without permission and caused damage?
YRHOTRY	Has anyone tried to get in without permission to steal or to cause damage?
NYRHOTRY	How many times has someone has tried to get in without permission to steal or to cause damage?
YRHOSTOL	Whether anything was stolen out of the home by someone there with permission
NYRHOSTO	How many times has anything been stolen out of your home?
YROSID	Whether anything was stolen from outside the home
NYROSIDE	How many times has anything stolen from outside your home?

YRDEFACE	Has anyone deliberately damaged or defaced your home or anything outside it?
NYRDEFAC	How many times has anyone deliberately damaged or defaced your home or anything outside it?
QNADULTS	How many adults aged 16 or over live in your household, including yourself
QNCHILD	How many children under 16 live in this household
QDTENUR	Tenure of home
QDTIED	Does accommodation go with the job of anyone in household
QDRENT	Who property is rented from
QACCOM	Property type
QDETACH	House type
QFLAT	Flat type
QOTH	Other accommodation type
QENTRAN	Whether flat shares a common entrance with other people
QFLOOR	Lowest floor of respondent's flat
QDINC2	Total annual household income
QDI100	Whether h/hold could find £100 to meet an unexpected expense

The following **derived variables** should be analysed using household weights.

SPSS variable name	*Description*
TENURE	Household tenure
ACCTYPE	Accommodation type summary
NPERSONS	How many people live in this household?
HHCOMP	Household composition

The **incidence, prevalence and repeat variables** should be analysed using household weights (variables are prefixed by INC, PREV or REP respectively).

SPSS variable name	*Description*
MOTOVVAND	Motor vehicle vandalism
PROPVAND	Property vandalism
THEFTFROMMV	Theft from motor vehicle
ATTTHEFTMV	Attempted theft of / from motor vehicle
THEFTOFMV	Theft of motor vehicle
ALLMVTHEFT	All motor vehicle theft related crimes
BICYCLETHEFT	Bicycle theft
HOUSEBREAK	Housebreaking
OTHERHOUSETHEFT	Other household theft
OTHERHOUSETHEFTCYCLE	Other household theft (including bicycle theft)
VAND	Vandalism
HOUSE	Household crime
ACQUIS	Acquisitive crime

Note that the following *incidence* (INC) variables for all SCJS crime, traditional crime, comparable crime and property crime (INCALLSCJSCRIME, INCTRADCRIME, INCCOMPARCRIME and INCPROPERTY) **cannot be run using weights** since these are the sum of other incidence variables which are separately weighted by household or individual weights. The prevalence variable versions (PREV) for these crime types must be run using the individual weights to correctly calculate their prevalence rates.

SPSS variable name	***Description***
ALLSCJSCRIME	All SCJS crime (including fraud and computer misuse)
TRADCRIME	'Traditional' crime (property and violent crime)
COMPARCRIME	Comparable crime
PROPERTY	Property crime

When using *incidence* variables for analysis, use the grossing weight instead of the scaled weights as they are not suitable for calculating crime volume proportions.