

## **PRE-WORKSHOP ASSIGNMENT**

### **(B) COUNTRY STATEMENT – ST HELENA ISLAND**

St Helena welcomes the opportunity to participate in the United Nations Workshop on the 2010 World Programme on Population and Housing Censuses, to be held in Mozambique.

St Helena is a remote island situated in the South Atlantic Ocean with an estimated population of 4,000. Its only physical link with the outside world is by ship.

St Helena is heavily aided by Britain and also receives funds in respect of development for on-island projects from the European Union and United Nations. It is a known factor that even though St Helena is a small island, it is heavily reliant on overseas aid.

St Helena Government relies heavily on statistics to enhance the development of the island. Our Statistics Office is located within the Development & Economic Planning Department of the St Helena Government. The Office must produce indicators that are relevant and timely thus meeting the needs of both Government of St Helena and the British Government, as St Helena is a British Overseas territory.

The cost of conducting a social, economic and population Census and other surveys such as Household Expenditure Surveys are always very high. The recurrent budget allocation is not always sufficient to cater for such surveys and therefore provisions must be made for other alternative funds.

#### **Mission of the Statistics Office**

To contribute to raising the living standards of the people of St Helena, by planning and managing sustainable economic and social development which reflects local ownership and best practice.

There is a lack of trained staff within the Statistics Office, which is why St Helena truly appreciates the opportunity to participate in the 2010 Population and Housing Censuses Workshop. The Office is fortunate to be equipped with internet and e-mail facilities. The aim of the St Helena Statistics Office is to have all staff professionally skilled in their task.

## **Information Technology**

Experience in the widespread use of Information technology within the Statistics Office has developed tremendously over the past two years.

The participation of St Helena in the 2010 World Programme on Population and Housing Censuses Workshop will help Statistics staff to accomplish their goals within the Development & Economic Planning Department. The Statistics Office will continue to provide statistics and information to policy makers, the Government and Private Sector and to other Non Government officials and to meet the demands of customers.

One of our major planned events is to conduct a Population and Housing Census in 2007 with the need to concentrate on some core topics. This will hopefully obtain valuable data particularly with regard to monitoring the impact of the major changes that are predicted with the introduction of an airport.

Because of St Helena's small population, it is anticipated that the international guidelines presented can be implemented with ease on St Helena.

St Helena cannot foresee any problems with recommended Core Topics 1 – 22 in relation to Housing/Dwellings/buildings. Some recommendations already exist and/or can be readily implemented, whilst some are not relevant to St Helena. However, we have noted that recommended Core Topics :-

- 24. Construction material of outer walls - does not exist but has been considered for implementation at the next Census
- 25. Year or period of Construction – To be implemented at next Census
- 27. Construction material of floor, roof – Currently construction of roof by type already exists but will be further enhanced with a question pertaining to Floor
- 28. Elevator – will be implemented in relation to Institutions only as most residential buildings/dwellings on the Island are at Ground level.
- 30. State of repair – To be implemented at next Census

- 34. Furnished/Unfurnished – availability of - To be implemented at next Census
- 35. Information and Communication Technology - availability of – To be updated/elaborated at next Census
- 37. Durable household appliances – availability of – To be updated/elaborated at next Census
- 38. Outdoor space – availability of - To be implemented at next Census

Other principles and recommendations have been noted and the participants look forward to the related discussions at the workshop.

In summary, St Helena thanks the host country and United Nations for the opportunity to participate and receive useful information, which in turn will help to improve economic performance and achieve sustainable development goals.

## **C (1)**

St Helena has an area of 47 Square miles (122 square kilometres). A large part of the island – approximately 54 per cent – is barren ground or crown waste and a further 20 per cent is scrub.

Jamestown, the capital is the main urban area on the island, with other areas of concentrated population in Half Tree Hollow and Longwood. Areas of settlement regarded as rural include Blue Hill, Sandy Bay and Levelwood. In recent years, the availability of building land in the Levelwood and Alarm Forest areas has resulted in a significant growth of the population in these areas.

The most recent national population and housing census for the Island, was conducted in March 1998. This was undertaken by the St Helena Government, with technical assistance from the UK Department for International Development. A Statistical Adviser, recruited by the Government under the UK's technical assistance programme, was appointed as the Census Supervisor and provided technical assistance for the execution and analysis of the Census.

As with any Census, a significant amount of time and resources was put into the development of appropriate classification schemes for coding purposes to ensure that data could be tabulated in the detail considered relevant for St Helena's current and future needs.

The 1998 Census was conducted very successfully and some of the stronger activities relating to the successful execution were:-

### **Publicity Campaign**

The publicity programme was started well in advance and covered Newspaper articles, which were publicised on a weekly basis. These articles explained the background to the census, why the information is needed, and discussed the timing and arrangements for the census.

In the week prior to the census night, a series of daily news releases were prepared to provide information to the population about the progress of the Census operation and to provide information on the completion of the questionnaires.

A schools poster competition was organised for the school children and three separate categories of prizes, each of £10 were awarded to the

painting or picture judged as the Design for a Census Poster for each of the Junior, Middle and Upper Schools.

The Statistical adviser gave talks at Prince Andrew School and other schools about the Census. The purpose of this was to get the children 'on-board' and highlight the importance of the Census in planning the future of the island (for example in determining the number of school places, schools and teachers needed in the future) and to ask the more senior children to assist their parents complete the Census schedule if this was necessary.

A competition to 'guess the number of people on the island' was announced and this also generated some interest and provided a further opportunity for Census exposure on the radio.

There was also a Radio count down to Census Day, which included radio interviews and broadcasts for 'before' and 'after' Census night.

The Publicity Programme indicated that all adults in the de facto population were aware of the Census and its purpose. The overall response was thought to be complete and there was no indication after the Census that anyone had not been covered.

### **Enumerator Selection and Training**

Twenty-six enumerators were drawn principally from Government employees to cover each of the enumeration areas, plus a further two to cover the harbour (for the enumeration of visiting yachts) and the institutions in St Helena. No specific problems were noted with regard to the selection of enumerators. Suitable volunteers put themselves forward for the task.

Enumerator training was undertaken over two and a half days. Enumerators were granted time to attend the training by Heads of Departments. The training programme had the following format and content:

- Introduction
- Aims and objectives
- The Schedules
- Guidance Notes
- Confidentiality
- Follow-up

## Administrative procedures

### **The Enumeration**

The enumeration of the Population took place in respect of the night of Sunday 8<sup>th</sup> March. The enumeration was preceded by the delivery round when households were identified and questionnaires were delivered to each household. This took place in the week to 10 days prior to Census night.

The timetable for the Census in the period prior to and immediately after the Census is shown below:

18 <sup>th</sup> February 1998	Enumerator Training
19 <sup>th</sup> February	Enumerator Training
20 <sup>th</sup> February	Household listing check and schedule delivery. List any unoccupied dwellings Complete the household summary
22 <sup>nd</sup> February – 6 March	Schedule delivery round
<b>Sunday, March 8</b>	Census Day
9 <sup>th</sup> March	Deadline for completion of the Schedules
9 <sup>th</sup> March	Collection of Schedule begins
9 – 13 March	Checking and follow-up begins
16 March	Return Schedules to Census Office
23 <sup>rd</sup> March	Enumerator – debriefing meeting
21 <sup>st</sup> April	Press release of preliminary population count (5010)

### **Data Entry and Processing**

Although St Helena is an island with a relatively small population of approximately 5000 persons in 1998, the overall data processing operation for Census was a relatively complex technical task and shared similar overheads in terms of processing and analysis as any census for a larger country.

The St Helena Census operation included separate Censuses of the Saint Helenian population in Ascension Island, the Falkland Islands and the RMS St Helena. These were covered using specific schedules, which although sharing common parts to the main Census Schedule used for St Helena Island, nevertheless implied different database structures, screen

designs for data entry, and specifically tailored validation and verification procedures.

The data processing operation was undertaken in three phases. Phase 1 covered the checking and coding of the census schedules. Phase II covered the data entry and the preparation of a clean database. Phase III was the tabulation of the data.

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**Plans for the next census.**

The next Census will be conducted in 2007.

A draft programme for this census is shown below:

Feb – Mar 2007	Draft Census programme Preparation and approval of Census Budget
March	Government briefing on Census plans
March	Consultation exercise on user requirements
April	Draft Census schedules
April	Review legislative requirements for Census: Advise HE the Governor on legal aspects
April	Recommendation on Census Date and appointment of Census Supervisor
April – June	Coding schemes; country, occupation, industry
July	Organisation of Pilot Survey
July	Preparations of schedules and training material for pilot
August	Pilot Survey Date
September	Finalise schedules and guidance notes
October	Census Schedules to Ascension & Falklands- via RMS
October	Approval of Census Schedules by Governor & EXCO
October	Promulgation of the Census
October	Main publicity programme starts
November	Census Day

### **Preparatory tasks**

The responsibility for conducting the Census falls to the Statistics Office, which forms part of the Development & Economic Planning Department.

The legal provision for taking a Census in St Helena is contained in the 1986 Census Ordinance. Under the terms of the Census Ordinance, HE the Governor is required to promulgate the Census and have notice of this published in the Government Gazette at least 15 days prior to Census night.

Prior to the Census, the Legal and Lands Department will provide the Census Office with maps of the enumeration areas. A list of households will also be provided by the Legal and Lands Department derived as a preliminary frame from an earlier exercise on Land Tax and updated to include new dwellings. This household list will be classified to the enumeration areas and further updated where information is available. One task of the enumerators is to update this list prior to or during the schedule delivery round.

No specific problems are foreseen with regard to the selection of enumerators as it is anticipated that suitable volunteers will come forward as in previous years.

The overall cost of the Census will be borne by St Helena local administration, but will exclude the cost of any Technical assistance attributable to the Census operation.

### **Field Operations**

The enumeration of the Population will be preceded by the delivery round when households will be identified and questionnaires will be delivered to each household. This will take place in the week to 10 days prior to Census night. Enumerators will be required to complete the Enumerator Control Sheet, which provides a control on schedules delivered, dwellings and households within dwellings and details of the construction of the dwellings.

Because of the small size of the overall enumeration, it is possible for Census Office Staff to contact enumerators directly in the week prior to the Census to monitor the progress of the delivery round.

Collection of questionnaires will begin immediately after Census night. It is anticipated that the collection of schedules from the majority of enumeration areas will be completed by the end of the first week and

Census Schedules will be brought to the Census Office for a preliminary check. It is expected that there will be one or two enumeration areas that will take longer than a week because of population growth.

### **Data Processing**

It is anticipated that a TCO (Technical Cooperation Officer) will be recruited to give assistance for the next Census and will give guidance in this area, although it is expected that all data will be processed as in the previous Census.

The estimation of physical data processing resources and the associated budget requirements are based on the following assumptions:

Data verification (double data entry) is undertaken

Data validation (i.e. range and logical checks) is carried out for each of the record types

Appropriate staff and related resources are available for the coding and data entry operation

The software strategy that it is anticipated will be adopted for the processing of the Census is shown in the table below:

Data entry	MS Access
Data control reports and preliminary tabulations	MS Access
Summary control tables and data organisation	Excel
Tabulation	SPSS
Final Tables	Excel

### **Data dissemination**

Data will be disseminated through the context of the St Helena Census Report and via the local TV/Media.