

Cook Islands - Population and Housing Census 2016

Cook Islands Statistics Office (CISO)

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Overview

Identification

ID NUMBER

SPC_COK_2016_PHC_v01_M

Version

VERSION DESCRIPTION

v01: Master file after data cleaning and labelling. Not yet de-identified

PRODUCTION DATE

2017

NOTES

This version of the documentation does not include the dataset, as it is not yet available at the Pacific Community (SPC).

Overview

ABSTRACT

This is the tenth census undertaken by the Statistics Office, the first being in 1971, and it has been held every five years ever since.

The census counts all persons present in the Cook Islands on the census night of the 1st December 2016, including visitors temporary in the country. Cook Islanders who are living or are temporarily on vacation abroad are excluded.

1. Organisation

The overall organisation and control of the census, by virtue of the Statistics Act 2016, is vested upon the Government Statistician who, for the purpose of the census will be referred to as the Census Officer. A number of sections of the Act apply in carrying out the census. These include the “confidentiality” clause, which provides against the release or publication of any individual particulars and the offences and penalty clauses, which may be invoked against any persons failing to abide by the provisions of the Act.

2. Scope and Coverage

The scope of the early Cook Islands censuses was limited; in fact they consisted of head counts only. With the passage of time the census has expanded. Gradually, questions on sex, age, marital status, religion, education, employment, etc., have been included. Questions on unpaid work and income earned were included for the first time in the 1996 Census. In the 2016 Census, questions on relationship to head of household was expanded to reflect household living arrangement.

A personal questionnaire is completed for every man, woman and child alive at midnight on census night within the geographical boundaries of the Cook Islands. The Census excludes those persons on foreign vessels, yachts and aircraft flying through or stopping temporarily (transit). A dwelling questionnaire is completed for every occupied dwelling as at midnight on census night.

3. Objectives of the Census

Taking account of the many comments, evaluations and recommendations arising from the 2011 Census, the design of the 2016 Census is based on a number of key strategic aims: 1) to give the highest priority to getting the national and local population counts right; 2) to maximise overall response and minimise differences in response rates in specific areas and among particular population sub-groups; 3) to build effective partnerships with other organisations, particularly local authorities, in planning and executing the field operation; 4) to provide high quality, value-for-money, statistics that meet user needs ; 5) to protect, and be seen to protect, confidential personal census information.

4. The selection of topics and questions

The topic content of the 2016 Census has been driven largely by the demands and requirements of users of census statistics, the evaluation of the 2016 and 2011 Census, and the priority of government as stated in the National Strategic Development Plan of the Cook Islands (NSDP) and the advice and guidance of organizations with experience of similar operations. These have been determined by extensive consultation with various Ministries of government and Non-Governmental Organizations (NGOs).

KIND OF DATA

Census/enumeration data [cen]

UNITS OF ANALYSIS

Households and Individuals.

Scope

NOTES

- Household: Dwelling characteristics, water and sanitation access, energy, rubbish, agriculture and fishing, transport, household equipment.

- Individual: Individual characteristics, disability, literacy, technology, education, economic activity, income, narcotics, cultural activity, fertility.

KEYWORDS

Cook Islands, Census, Energy, Water, Agriculture, Fishing, Fishing, Education, Fertility

Coverage

GEOGRAPHIC COVERAGE

National coverage.

UNIVERSE

A Dwelling Questionnaire must be completed for every occupied dwelling as at midnight on Census Night. A Personal Questionnaire must be completed for each and every man, woman and child alive at midnight on Census Night within the geographical boundaries of the Cook Islands, excluding those persons on foreign vessels, yachts and aircraft flying through or stopping temporarily (transit).

Producers and Sponsors

PRIMARY INVESTIGATOR(S)

Name	Affiliation
Cook Islands Statistics Office (CISO)	Ministry of Finance & Economic Management

OTHER PRODUCER(S)

Name	Affiliation	Role
Statistics New Zealand	Government of New Zealand	Data processing assistance

FUNDING

Name	Abbreviation	Role
Cook Islands Government		Budget appropriation

Pacific Community	SPC	Technical Assistance
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OTHER ACKNOWLEDGEMENTS

Name	Affiliation	Role
Supervisors	CPD 2016	Fieldwork supervisor
Enumerators	CPD 2016	Fieldwork
National Statistics Staff	CPD 2016	Training of Supervisors and Enumerators, and the coordinating of field work teams
Contact persons in the outer islands	CPD 2016	Giving assistance to the Supervisors and Enumerators during the fieldwork and logistics arrangements

Metadata Production

METADATA PRODUCED BY

Name	Abbreviation	Affiliation	Role
Tonga Statistics Department	TSD	Government of Tonga	Documentation of the study
Statistics for Development Division	SDD	Pacific Community	Review of the documentation

DATE OF METADATA PRODUCTION

2019-07-18

DDI DOCUMENT VERSION

Version 01 (July 2019): First attempt at documenting the 2016 Population and Housing Census of Cook Islands. Done by a staff of the South-South providing country (Tonga Statistics Department) in Cook Islands.

Version 02 (July 2019): Review of the existing documentation. Done by Statistics for Development Division at Noumea, New Caledonia.

DDI DOCUMENT ID

DDI_SPC_COK_2016_PHC_v01_M

Sampling

No content available

Questionnaires

Overview

-The selection of topics and questions:

The topic content of the 2016 Census has been driven largely by the demands and requirements of users of census statistics, the evaluation of the 2016 and 2011 Census, and the priority of government as stated in the National Strategic Development Plan of the Cook Islands (NSDP) and the advice and guidance of organizations with experience of similar operations. These have been determined by extensive consultation with various Ministries of government and Non-Governmental Organizations (NGOs).

-The census questions:

The topics proposed for the census are those that have been shown to be most needed by the major users of census information and for which questions have been devised that can be expected to produce reliable and accurate data. In each case, no other comparable and accessible source of the information is available in combination with other items in the census.

Consultation on the topic content for the 2016 Census has (as ever) resulted in a much larger demand for questions than would be possible to accommodate on a census form that households could reasonably be expected to complete.

Consequently a number of difficult decisions have had to be made in assessing the different requirements for information and balancing the needs for change against continuity.

In assessing which topics should be included in the census, Statistics Office has had to consider a number of factors. The criteria for evaluating the strength of users' requirements for information were that: ? there should be a clearly demonstrated and significant need ? the information collected was of major national importance ? users' requirements could not adequately be met by information from other sources ? there should be a requirement for multivariate analysis (that is the ability to cross-analyse one variable against other), and ? there should be consideration of the ability for comparison with previous censuses wherever possible

So therefore were 2 questionnaires or forms used for the Census and they are:

1. Dwelling form - consist of the households information on dwelling type, land tenure, dwelling materials, water and sanitation, energy, household facilities, solid waste, agriculture and fishing activities and equipments, household consumption, communication technology etc. and household relationship to head
2. Personal form - consist of the every member/individuals of the households' information on nationality, migration, ethnic origin, marital status, religion, physically challenged, literacy, information technology, education, training attainment, occupation, industry, employment, income, smoking, drinking, cultural activities and fertility

They were published in english and all are provided as external resources.

Data Collection

Data Collection Dates

Start	End	Cycle
2016-11-21	2016-11-30	Pre Census enumeration
2016-12-02	2016-12-09	Post Census enumeration

Time Periods

Start	End	Cycle
2016-12-01		Census day

Data Collection Mode

Computer Assisted Personal Interview [capi]

Data Collection Notes

The Cook Islands Statistics Office (CISO) has arranged the main training of trainers before the Pre Census enumeration, some who would later become supervisors and the rest as enumerators for the main field work the Post Census enumeration.

Also planned for 3 trainings of enumerators in 3 outer islands (Pukapuka, Mahiki and Penrhyn), where assigned supervisors are responsible for organising time for that training, and enumerators makes there way there and return back to their own islands for enumeration.

The Pre Census enumeration took place from November 21, 2016 - November 30, 2016.

Data collection took place in 1 week from 2 December, 2016 - 9 December, 2016 (Post Census enumeration) where interviewing took place everyday throughout the fieldwork period.

Interviews were conducted mainly by Cook island maori for the locals and rest by English.

Seven staff members of CISO provided overall fieldwork coordination and supervision. The overall field coordinator was done by Deputy Government Statistician Jim Brown and the oversee by the Government Statistician Taggy Tangimetua.

Questionnaires

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Data Collectors

Name	Abbreviation	Affiliation
Cook Islands Statistics Office	CISO	Ministry of Finance & Economic Management

Supervision

Cook Islands Statistics Office (CISO) staff were in charge of the logistics arrangement and also the overall supervision of the main field work where each staff is assigned to look after few villages or islands.

They also coordinated with local authorities concerning the survey plan and make arrangements for accommodation and travel.

A total of 20 teams, each has a supervisor and number of interviewers varies amongst the teams. Though there were 120 interviewers in total were used.

The role of the supervisor was to coordinator field data collection activities, execution training of enumerator in the outer island including management of the field teams, supplies and equipment, finances, maps and listings also working together with their place of enumeration's contact person to execute the work. Additionally, the field supervisor assigned the work to the interviewers, spot checked work, maintained field control documents, and sent completed questionnaires and progress reports to the central office.

Other supervisor's responsibilities have been described in the Instructions for Supervisors, together with the different field controls that were in place to control the quality of the fieldwork.

Data Processing

Data Editing

After sending the forms to Statistics New Zealand for scanning, Cook Islands Statistics Office (CISO) staff then carry out the coding of the industries and occupation and the first visual editing if there are some inconsistencies in the questionnaire mainly using the Access software, and the tabulations is carried-out in both Access and Excel ready for analysis and report writing.

Other Processing

Once the post enumeration is done then all questionnaires are submitted to the main office by the supervisors. All the forms are sent to New Zealand and Statistics New Zealand scan all forms, and collate to a master file in Excel delimited file.

Data Appraisal

No content available

Documentation

Questionnaires

Questionnaire Dwelling Form - Cook Islands 2016 PHC

Title	Questionnaire Dwelling Form - Cook Islands 2016 PHC
Author(s)	Cook Islands Statistics Office (CISO)
Date	2016-01-01
Country	Cook Isld.
Language	English
Publisher(s)	Cook Islands Statistics Office (CISO)
Description	Dwelling form of the Questionnaire - consist of the households information on dwelling type, land tenure, dwelling materials, water and sanitation, energy, household facilities, solid waste, agriculture and fishing activities and equipments, household consumption, communication technology etc. and household relationship to head.
Filename	C:/Users/olivierm/OneDrive - SPC/Olivier Menaouer/NADA/Cook Islands/SPC_COK_2016_PHC_v01_M/Doc/Questionnaires/2016 Census Dwelling.pdf

Questionnaire Personal Form - Cook Islands 2016 PHC

Title	Questionnaire Personal Form - Cook Islands 2016 PHC
Author(s)	Cook Islands Statistics Office (CISO)
Date	2016-01-01
Country	Cook Isld.
Language	English
Publisher(s)	Cook Islands Statistics Office (CISO)
Description	Personal form of the Questionnaire - consist of the member/individuals of the households' information on nationality, migration, ethnic origin, marital status, religion, physically challenged, literacy, information technology, education, training attainment, occupation, industry, employment, income, smoking, drinking, cultural activities and fertility.
Filename	C:/Users/olivierm/OneDrive - SPC/Olivier Menaouer/NADA/Cook Islands/SPC_COK_2016_PHC_v01_M/Doc/Questionnaires/2016 Census Personal.pdf

Reports

Final Report - Cook Islands 2016 PHC

Title	Final Report - Cook Islands 2016 PHC
Author(s)	Cook Islands Statistics Office (CISO)
Date	2016-01-01
Country	Cook Isld.
Language	English
Publisher(s)	Cook Islands Statistics Office (CISO)
Description	This file is the final report of the 2016 Cook Islands Population and Housing Census. It contains some of the main results collected during the census as well as the methodology used.

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1. Introduction
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5. The census questions
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 - 7.11 Transport

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SECTION 4: CENSUS SUPERVISORS AND ENUMERATORS

SECTION 5: CENSUS QUESTIONNAIRE

SECTION 6: SELECTED TABLES

Filename

C:/Users/olivierm/OneDrive - SPC/Olivier Menaouer/NADA/Cook Islands/SPC_COK_2016_PHC_v01_M/Doc/Reports/2016 Census Report.pdf

Technical documents

Enumeration Handbook - Cook Islands 2016 PHC

Title	Enumeration Handbook - Cook Islands 2016 PHC
Author(s)	Cook Islands Statistics Office (CISO)
Date	2016-01-01
Country	Cook Isld.
Language	English
Publisher(s)	Cook Islands Statistics Office (CISO)
Description	This file is the Enumertion Handbook of the 2016 Cook Islands Census. It provides the enumerators and supervisors with information on how to successfully fulfil their missions.
Filename	C:/Users/olivierm/OneDrive - SPC/Olivier Menaouer/NADA/Cook Islands/SPC_COK_2016_PHC_v01_M/Doc/Technical/2016 Census Enumeration Handbook.pdf

Enumerators field book - Cook Islands 2016 PHC

Title	Enumerators field book - Cook Islands 2016 PHC
Author(s)	Cook Islands Statistics Office (CISO)
Date	2016-01-01
Country	Cook Isld.
Language	English
Publisher(s)	Cook Islands Statistics Office (CISO)
Description	This file is the Enumerator Field Book of the 2016 Cook Islands Census. This field book is to be held by the enumerator during the interviews.
Filename	C:/Users/olivierm/OneDrive - SPC/Olivier Menaouer/NADA/Cook Islands/SPC_COK_2016_PHC_v01_M/Doc/Technical/2016 Census Enumerators field book.pdf

Census Field book - Cook Islands 2016 PHC

Title	Census Field book - Cook Islands 2016 PHC
Author(s)	Cook Islands Statistics Office (CISO)
Date	2016-01-01
Country	Cook Isld.
Language	English
Publisher(s)	Cook Islands Statistics Office (CISO)
Description	This file is the Census Field Book of the 2016 Cook Islands Census. It provides the enumerators with transport schedules and other logistic information useful to complete their mission.
Filename	C:/Users/olivierm/OneDrive - SPC/Olivier Menaouer/NADA/Cook Islands/SPC_COK_2016_PHC_v01_M/Doc/Technical/2016 Census Field book.pdf

Supervisors field book - Cook Islands 2016 PHC

Title	Supervisors field book - Cook Islands 2016 PHC
Author(s)	Cook Islands Statistics Office (CISO)
Date	2016-01-01
Country	Cook Isld.
Language	English
Publisher(s)	Cook Islands Statistics Office (CISO)
Description	This file is the Supervisor Field Book of the 2016 Cook Islands Census. This field book is to be held by the supervisor and to be handed over to their enumerators. It is showcasing the list of expected items that will be received from the Head Office (enveloppes, shirts, questionnaires...).
Filename	C:/Users/olivierm/OneDrive - SPC/Olivier Menaouer/NADA/Cook Islands/SPC_COK_2016_PHC_v01_M/Doc/Technical/2016 Census Supervisors field book.pdf

Teams Distribution - Cook Islands 2016 PHC

Title	Teams Distribution - Cook Islands 2016 PHC
Author(s)	Cook Islands Statistics Office (CISO)
Date	2016-01-01
Country	Cook Isld.
Language	English
Description	This file is the Teams Distribution of the 2016 Cook Islands Census. It enlists the number of supervisors and enumerators for each island and village.
Filename	C:/Users/olivierm/OneDrive - SPC/Olivier Menaouer/NADA/Cook Islands/SPC_COK_2016_PHC_v01_M/Doc/Technical/Teams.pdf

Calendar of Events - Cook Islands 2016 PHC

Title	Calendar of Events - Cook Islands 2016 PHC
Author(s)	Cook Islands Statistics Office (CISO)
Date	2016-01-01
Country	Cook Isld.
Language	English
Publisher(s)	Cook Islands Statistics Office (CISO)
Description	This file is the Calendar of Events of the 2016 Cook Islands Census. It summarizes the Census in a few infographics.
Filename	C:/Users/olivierm/OneDrive - SPC/Olivier Menaouer/NADA/Cook Islands/SPC_COK_2016_PHC_v01_M/Doc/Technical/2016 Census Calendar of Events.pdf
