

**Housing Needs Survey for
Hatfield Broad Oak**

Please read the accompanying letter
before completing this form and use the
pre-paid envelope to **return the
completed form by XXX**

*If you need any additional forms please contact the Rural Housing Enabler.
(Details at the end of the survey)*

RCCE - Registered Charity No. 1097009. Company registered in England and Wales No. 4609624

Part 1 – You and Your Household

(A household is one person living alone or a group of people (not necessarily related) living at the same address who share cooking facilities and share a living room or sitting room or dining area)

**To be completed by
all respondents**



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Is this your main home? Yes, main home ☐ No, second home ☐

(If this is your second home do not complete the rest of the form but please do return it)

PART 1 - You and Your Household

(A household is one person living alone or a group of people (not necessarily related) living at the same address who share cooking facilities and share a living room or sitting room or dining area)

1. How would you describe your home? (Tick one box only)

House.....	<input type="checkbox"/>	Bungalow.....	<input type="checkbox"/>
Flat/maisonette/bed-sit.....	<input type="checkbox"/>	Caravan/mobile home/temp.structure.....	<input type="checkbox"/>
Sheltered/retirement housing	<input type="checkbox"/>	Other (please specify).....	<input type="checkbox"/>

2. Please confirm the type of house. (Tick one box only)

Detached.....	<input type="checkbox"/>	Semi-detached.....	<input type="checkbox"/>
Terrace	<input type="checkbox"/>	Other (please specify).....	<input type="checkbox"/>

3. How many bedrooms does your home have? (Tick one box only)

1 bedroom or bedsit.....	<input type="checkbox"/>	2 bedrooms.....	<input type="checkbox"/>
3 bedrooms.....	<input type="checkbox"/>	4 bedrooms.....	<input type="checkbox"/>
5 bedrooms.....	<input type="checkbox"/>	Other (please state).....	<input type="checkbox"/>

4. Who owns your home? (Tick one box only)

Outright by a household member(s)...	<input type="checkbox"/>	Shared ownership (part rent,part own).....	<input type="checkbox"/>
Owned with mortgage or loan.....	<input type="checkbox"/>	Rented from the local council.....	<input type="checkbox"/>
Rented from a housing association.....	<input type="checkbox"/>	Rented from a private landlord.....	<input type="checkbox"/>
Tied to job.....	<input type="checkbox"/>	Other (please state).....	<input type="checkbox"/>

5. How many families are living in this dwelling?.....

6. How many years have you lived in this parish?.....

7. Please complete the table to show the age and gender of all those living in your home.

	Age	Gender
Person 1		
Person 2		
Person 3		
Person 4		
Person 5		
Person 6		

8. Have any members of your family moved away from the parish in the last 5 years, due to not being able to find a suitable home locally?

Yes..... ☐ No.....☐

If you answered 'Yes' and the family members wish to move back to parish, please contact the Rural Housing Enabler for an additional survey form (contact details at the end of this form) or complete the survey online <https://www.surveymonkey.co.uk/r/HBO22>

9a. Do you or does anyone living with you need to move to alternative accommodation, either open market or affordable?

Yes, within 5 years..... ☐ Yes, in 5 or more years..... ☐ No.....☐

9b. If you answered 'Yes' to question 9a, please specify where you would be looking to move to;

Remain in the parish..... ☐

Move outside the parish but in Uttlesford District ☐

Move outside Uttlesford District ☐

If you answered 'Yes' to Question 9a and you wish to remain within the parish then please complete Part 2 of this questionnaire (about your housing needs). A separate form will be required for each new home needed. (e.g. if two people living with you need to move to alternative accommodation and would be seeking a home each they should complete separate forms).

10. If a need should be identified, would you be supportive of a small development (typically 4-8 homes) of affordable homes for local people? **Information on the different tenures can be found at the end of survey.*

Yes..... ☐ No.....☐

11. Would you remain supportive (in principle, if this survey identifies such a need), for a development (typically 4-8 homes) that is primarily affordable housing for local people, or those with connections to the parish, but also includes a small number of houses for sale if a need was proven?

(Previously government grants supported the cost of building affordable housing, such funding is now greatly reduced, therefore a small proportion of open market housing would cross subsidise the costs of the affordable homes and provide a mix of housing – in small numbers)

Yes..... ☐ No..... ☐

12. Would you be supportive (in principle, if this survey identifies such a need), for a small development of housing for sale on the open market?

Yes..... ☐ No..... ☐

13. Would you be supportive of a Community Led Housing project (not for profit)?
(as per Community Led Housing information at the end of the survey)

Yes..... ☐ No..... ☐ Potentially, need more information ☐

14. Would you or a member of your household be interested in being personally involved in a community led housing scheme?

Yes..... ☐ No..... ☐ Potentially, need more information ☐

15. Can you suggest a site where any such development could be built?

16. In general, what type of housing do you believe the parish would benefit from?

(Please tick all that apply) * see Key Terms document at end of survey for more detail

- | | | | |
|--|--------------------------|---|--------------------------|
| Houses for younger people..... | <input type="checkbox"/> | Houses for older/retired people..... | <input type="checkbox"/> |
| Family housing..... | <input type="checkbox"/> | Housing for outright open market sale | <input type="checkbox"/> |
| Housing for private rent..... | <input type="checkbox"/> | Housing for affordable/social rent..... | <input type="checkbox"/> |
| Housing for shared ownership..... | <input type="checkbox"/> | Discounted Market Sale homes | <input type="checkbox"/> |
| Self-build plots..... | <input type="checkbox"/> | Live / work units | <input type="checkbox"/> |
| New Government model "First Homes" | <input type="checkbox"/> | | |

Other, please specify.....

17. Any comments. *(these will be recorded anonymously in the report)*

THANK YOU FOR TAKING THE TIME TO COMPLETE PART 1 OF THIS SURVEY

If no-one in your household is in need of alternative accommodation (i.e. indicated 'No' in question 9a) you do not have to complete Part 2 of this form. Please return in the freepost envelope provided.

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Part 2 – Open Market and Affordable Housing Needs

**Only to be completed by respondents who
have indicated a housing need by
answering ‘Yes’ to question 9a in Part 1**

PART 2 - Open market & affordable housing needs

EITHER: If you have no housing need, **DO NOT COMPLETE THIS SECTION.**

Please return Part 1 in the Freepost envelope provided. Thank you.

OR: If you indicated a housing need by answering 'Yes' to question 9a in Part 1 **PLEASE COMPLETE THIS PART.** Please provide more detailed information only for those who need to move, i.e. the new household. If more than one house is needed please request extra form(s)

1. When do those requiring accommodation need to move from this home?

Now..... ☐ Within the next 2 years..... ☐ Within 2 – 5 years..... ☐ Over 5 years..... ☐

2. Who owns your current home? (Tick one box only)

Live with parents.....	<input type="checkbox"/>	Member of the household	<input type="checkbox"/>
Shared ownership (part own, part rent)	<input type="checkbox"/>	Rented from council/housing association	<input type="checkbox"/>
Provided with job (tied).....	<input type="checkbox"/>	Rented from private landlord.....	<input type="checkbox"/>

3. If you could stay in/move back to the village which option would you choose?

** see Key Terms document at end of survey for more detail on each*

(Tick one box only)

Rent from council/housing assoc.....	<input type="checkbox"/>	Buy on the open market	<input type="checkbox"/>
Shared ownership (part own, part rent)	<input type="checkbox"/>	Rent from a private landlord.....	<input type="checkbox"/>
Discounted Market Sale.....	<input type="checkbox"/>	Custom Build	<input type="checkbox"/>
Self-Build.....	<input type="checkbox"/>	New Government model "First Homes"	<input type="checkbox"/>

Other, (e.g. an extension / annexe to existing home) please specify

4. Are you on the local council housing register or waiting list?

Yes..... ☐ No..... ☐

To be considered for affordable housing you must also register on Uttlesford District Council's Housing register. If you would like to register please go to; <https://www.homeoption.org> or phone the council on 01799 510510 for further advice.

5. What type of accommodation would meet your needs? (Tick one box only)

House.....	<input type="checkbox"/>	Bungalow	<input type="checkbox"/>
Flat.....	<input type="checkbox"/>	Sheltered/retirement housing	<input type="checkbox"/>
Any.....	<input type="checkbox"/>	Other, please specify.....	<input type="checkbox"/>

6. How many bedrooms do you require?

*Please note that for affordable housing bedroom allocation is decided by need and set by the local authority's allocations policy. This is available on their website. **(Tick one box only)***

1..... ☐ 2..... ☐ 3..... ☐ 4 ☐ 5 or more..... ☐

7. Does anyone requiring alternative accommodation have specific* housing needs?

** including specific housing needs for those suffering with a long term illness or disability, such as layout & design adapted for access e.g. wheelchair access, ground floor etc.*

No..... ☐ Yes..... ☐

If yes, please give brief details;

8. What is your main reason for needing to move? *(Tick one box only)*

- | | | | |
|--|--------------------------|---|--------------------------|
| Need smaller home/downsizing..... | <input type="checkbox"/> | Need larger home..... | <input type="checkbox"/> |
| Need cheaper home..... | <input type="checkbox"/> | Need secure home..... | <input type="checkbox"/> |
| Need to change tenure..... | <input type="checkbox"/> | Need to set-up first/independent home | <input type="checkbox"/> |
| Need physically-adapted home..... | <input type="checkbox"/> | Need to be nearer work..... | <input type="checkbox"/> |
| Need to be closer to a carer / dependant... | <input type="checkbox"/> | Change in family circumstances.....
<i>(i.e. widowed/divorce/separation)</i> | <input type="checkbox"/> |
| I am homeless/ threatened with homelessness----- | <input type="checkbox"/> | Current home affecting health..... | <input type="checkbox"/> |
| Other, please specify..... | | | |

9. Please indicate the age, gender and relationship of each person needing to move.

(i.e. Those who will make up the new household) If more than one house is needed please request extra forms

	Age	Gender	Relationship to person 1 (e.g. son, daughter, partner, husband etc.)
Person 1			
Person 2			
Person 3			
Person 4			
Person 5			
Person 6			

10. What type of household will the new household be? *(Tick one box only)*

- | | | | |
|--|--------------------------|-------------------------------------|--------------------------|
| One-person household..... | <input type="checkbox"/> | Older person(s) household..... | <input type="checkbox"/> |
| Parent(s)/ Carers with child(ren)..... | <input type="checkbox"/> | Couple..... | <input type="checkbox"/> |
| Brothers/sisters sharing..... | <input type="checkbox"/> | Other <i>(please specify)</i> | <input type="checkbox"/> |

11. Will the new household be claiming Housing Benefit / Universal Credit?

Yes..... ☐ Partial..... ☐ No..... ☐ Don't know..... ☐

12. Which of the following best describes your current situation? (Tick one box only)

- | | | | |
|--|--------------------------|---|--------------------------|
| Live in the parish now..... | <input type="checkbox"/> | Live in an adjoining parish..... | <input type="checkbox"/> |
| Outside the parish now but have lived in the parish in last 5 years..... | <input type="checkbox"/> | Work in parish or adjoining parish..... | <input type="checkbox"/> |
| Have close family living in the parish..... | <input type="checkbox"/> | Other, please specify..... | |

*To enable a **basic financial assessment** to be carried out on those in housing need and suitability of tenure it would be very useful if you could complete the following questions on the financial situation of the **new** household. Those seeking shared ownership or open market housing will require enough savings to cover costs such as deposit, legal fees, etc.*

13. Please indicate the total gross (before tax) average annual income of the household in housing need (joint if a couple). Do not include housing benefit or council tax benefit. (Tick one box only)

- | | | | |
|------------------------|--------------------------|------------------------|--------------------------|
| £10,000 or less..... | <input type="checkbox"/> | £36,000 - £40,000..... | <input type="checkbox"/> |
| £11,000 - £15,000..... | <input type="checkbox"/> | £41,000 - £45,000..... | <input type="checkbox"/> |
| £16,000 - £20,000..... | <input type="checkbox"/> | £46,000 - £50,000..... | <input type="checkbox"/> |
| £21,000 - £25,000..... | <input type="checkbox"/> | £51,000 - £55,000..... | <input type="checkbox"/> |
| £26,000 - £30,000..... | <input type="checkbox"/> | £56,000 - £60,000..... | <input type="checkbox"/> |
| £31,000 - £35,000..... | <input type="checkbox"/> | More than £61,000..... | <input type="checkbox"/> |

14. Do you have SAVINGS which may be used to contribute towards the cost of a new home? (Please provide an estimated figure)

YES £.....
NO ☐

15. Would you expect to have any EQUITY from your current home(s) which may be used to contribute towards the cost of a new home? (Please provide an estimated figure)

YES £.....
NO ☐

If you would like us to pass your personal details to the relevant Housing Association in the event that an affordable housing scheme goes ahead, please provide your contact details in the boxes provided below. This will help make sure your household's needs are considered. We will not share other details and there is no commitment. Whilst completing the analysis, RCCE might also contact you to provide advice or clarification on the information you have provided in the survey.

By completing this section, you are giving consent to RCCE to securely store your personal details and to provide this information to our partnering Housing Association ONLY for use in connection with this survey. RCCE will not pass your data to any other third parties and the information you provide to us is protected under the GDPR regulations 2018. For further information, please see the Privacy Notice on RCCE website www.essexrcc.org.uk

Name	
Address	
Postcode	
Tel. no.	
E-mail	

☐ I give permission for you to share my contact details

Contact Details for Rural Housing Enabler:

Rural Community Council of Essex
Threshelfords Business Park
Inworth Road, Feering
Essex CO5 9SE
Telephone: 01376 574330

Email: laura.atkinson@essexrcc.org.uk

Key Terms - Affordable Housing

The following tenures come under the current government definition of Affordable Housing in the National Planning Policy Framework (NPPF).

Tenure	Definition
Rented - Housing Association / Council	Housing rented through a Housing Association that is lower than local market rents. This can be “affordable” rent (80% of market rent) or “social” rent (40-60% of market rent) depending on viability of the scheme and grant funding available. This type of housing is much more secure than private rented housing.
Shared ownership – Housing Association	Part rent/part buy. This allows first time buyers/non-homeowners who cannot afford 100% ownership of a home to buy a percentage of it; rent is also paid to the Housing Association for the part they do not own. A smaller deposit is required than buying a full market cost home. It is necessary to be able to obtain and afford a mortgage, if required, on the share that is bought. (NB the maximum share a buyer can own on a Rural Exception Site scheme would be 80%; this prevents the home being sold onto the open market and keeps it available for local people in perpetuity)
Discounted market sale	The property is sold at least 20% lower than local open market values. When the homes are sold on, the discount remains in place for new buyers in perpetuity. For eligibility you must not already own a home and your income should not exceed 45% of the discounted sale price of the property. It is necessary to be able to obtain and afford the mortgage on the property.
First Homes	The government’s new flagship discounted affordable sale model which has just been launched. Minimum discount of open market value will be 30%, although Local Authorities have discretion to increase discount to 40% or 50% should there be evidence to support this. The percentage discount is kept in perpetuity. Strictly for first time buyers only, with a household income of no more than £80,000 outside London. Buyers must have a mortgage / home purchase plan covering at least 50% of the discounted purchase value. The First Home must be the buyer’s main residence, and restrictions on lettings apply. The value of First Homes, after the discount has been applied, will be capped at £250,000 outside London. Price caps only apply on the initial sale.

Other Housing Tenures

Open market housing	Housing that is open for anyone to purchase at the full market value for the area.
Private Rented	Property owned by a landlord and leased to a tenant. The landlord could be an individual, a property company or an institutional investor. Market renters occupy the properties under a tenancy agreement and pay market rents.
Self-build / Custom Build	There are various types of self-build. Most commonly, the buyer acquires a serviced plot of land on which to either build their home themselves or use a contractor. Custom build is access to a serviced plot where a home is built and is then finished off by the purchaser using a menu of options.

Rural Exception Site	A plot of land abutting the development boundary, well connected to services & facilities with the aim of providing affordable local needs housing in the village. This land will only receive planning permission for affordable housing with a local connection in perpetuity. It is an “exception” to the development sites detailed in the local plan. A small amount of open market may be permitted, only if required for cross subsidy.
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Community Led Housing

Community led housing is a growing movement of normal people taking action within their communities and managing housing projects that build the decent and affordable homes.

Anyone can start, volunteer and deliver a community led housing project. You don't need to work in housing, you don't need a degree in architecture, you don't need to be a builder. If you think a change is needed in your community, you can lead that change.

Community led housing offers something for everyone.

- For people on a range of different incomes
- For specific groups of people
- For people who want to rent or buy
- For groups wanting to build new homes or refurbish existing buildings

Community led housing is where:

1. Open and meaningful community participation and consent takes place throughout the process.
2. The community group or organisation owns, manages or stewards the homes in whichever way they decide to.
3. The housing development is of true benefit for the local community, a specific group of people (an intentional community), or both. These benefits should also be legally protected in perpetuity.

There are **six main types of community led housing**: cohousing, community land trusts (CLTs), community self-build, development trusts, housing co-operatives and self-help housing.



Eastern Community Homes has been established to provide essential support for communities across the East of England wishing to pursue successful community led housing projects. <https://easterncommunityhomes.com/>

Its aim is to increase the supply of community led housing, primarily affordable homes, to meet local needs in the areas covered by the partners in the Hub.

This is achieved through advice, support and guidance – increasing knowledge, developing skills and building capacity to realise development opportunities.

Our advisors can provide a range of services to community-led housing groups. Whether you have already started your journey, or you are taking the first steps to establishing a community-led group, we can help.

Examples of a selection of successful projects can be found here; <https://easterncommunityhomes.com/projects/>