

Local Development, Island Needs

**A guide for communities to use in carrying out
Housing Needs Surveys**

February 2012

1.	Introduction.....	2
2.	Getting Started	3
3.	Example Questions	5
4.	Frequently Asked Questions for inclusion with your survey	16
5.	Support Available.....	18

1. Introduction

What is a Housing Needs Survey?

A Housing Needs Survey asks residents questions about their current housing situation and their possible housing requirements for the future. They are designed to discover what kind of housing people require both for themselves and family members who may want to form households, and whether the type of housing available in their area is affordable.

Housing Needs Surveys are not just about building new housing or expanding rural districts, but are a tool to determine whether the available housing is suitable for the changing needs of your community. For example: if there is provision of sufficient specific housing for families or older people.

Therefore, by carrying out a Housing Needs survey a within your Parish, you can ensure that as a community you are able to plan ahead for future housing provision and that any plans proposed are based on accurate information to better meet the needs of your local community.

How do we know that the answers provided will give us an accurate picture of actual need?

The Council has ensured that the suggested Housing Needs Survey questions conform to the latest Government guidance and best practice. It is designed so that a good response rate will produce results that reflect your resident's current housing circumstances, and identify their housing needs for the future.

2. Getting Started

How do you find out about the needs of your local area?

It is important that all households in your area are included in the survey.

The Council considers that the most reliable method is by sending paper copies of surveys to each household in your area. These can be hand delivered or posted to ensure that all of the households in your area receive a copy.

You will also need to include a return date and a return envelope (pre-paid is the recommended option to ensure a good response rate). Also, be prepared to send a second survey if no response is received by your response date.

Always include a covering letter and a response date for the form to be returned. This should clearly set out the benefits of understanding housing need for the community, along with contact details for people who may have queries or might require assistance in completing the form

We suggest that you also include in your letter a version of the 'FAQ's for residents' shown below

Other methods for surveying your local residents can include:

- Face to face interviews – We would strongly suggest that you employ a professional survey company if you intend to do this.
- Using an online survey company. The great advantage is that these usually analyse your survey as part of the process. However, the disadvantage is that not everyone can access these. You may need to consider using these in conjunction with a paper survey. There are many 'free versions ' but you do need to be sure of what you are using .We would be happy to advise you further if you are thinking of using this method.

What is considered a 'good response rate' to the Housing needs survey?

Part of the reason for undertaking a local needs survey is to help to provide evidence that can be used to assess planning applications and to ensure that housing that is proposed actually meets the needs of local residents.

For this reason it is important that you have a good response rate for your survey and we would suggest that a survey should try and achieve as close to a minimum response rate of 50% as possible.

Why do the questions ask residents about their finances?

Understandably, some Parishes have expressed concern that surveys should include information about finances and we fully appreciate that you may find this a difficult issue to cover. However, in order to make sure that the outcome of the local needs survey can be used to assess applications for housing which meet your local needs - whatever type and tenure of housing your residents require - you need to know not only what kind of home they might need but also what price range they can afford.

Without this information you will not have robust information to inform assessments of applications or your Parish plan with regard to the types and tenures of any new housing required – and will not be able to help your residents build a sustainable community by planning with them for their need.

Remember: the survey is not just about determining affordable housing need but all types of housing

What is Affordable Housing?

The Council defines affordable housing as housing provided at below market costs for local people who are unable to afford market priced accommodation to either rent or buy.

Over recent years this has usually meant either social rented housing or low cost home ownership. However, affordable housing on new developments usually means a mixture of rented, shared ownership and 'low cost entry' open-market housing.

Recent announcements by the Government mean that affordable housing now includes housing at up to 80% of market rents, helping to meet a wider range of housing need.

3. Example Questions

SECTION A: YOUR PRESENT HOUSING CIRCUMSTANCES

Q.1	What kind of accommodation do you currently live in?	
	Detached house	<input type="checkbox"/>
	Semi detached house	<input type="checkbox"/>
	Terraced house	<input type="checkbox"/>
	Bungalow	<input type="checkbox"/>
	Flat or maisonette	<input type="checkbox"/>
	Flat in sheltered scheme or unit specially built for disabled	<input type="checkbox"/>
	Room in shared house	<input type="checkbox"/>
	Caravan / mobile home	<input type="checkbox"/>
Another type - please describe	<input type="checkbox"/>	

Q.2	How many bedrooms do you have?	
	Bed-sit only	<input type="checkbox"/>
	One bedroom	<input type="checkbox"/>
	Two bedrooms	<input type="checkbox"/>
	Three bedrooms	<input type="checkbox"/>
	Four bedrooms	<input type="checkbox"/>
More than four bedrooms	<input type="checkbox"/>	

Q.3	Is the amount of bedrooms you currently have sufficient for your needs?	
	Yes	<input type="checkbox"/>
	No	<input type="checkbox"/>
	If no, please can you say why? (if you prefer not to say please leave blank)	

Q.4	What is the tenure of your home?	
	Owned outright	<input type="checkbox"/>
	Owned with a mortgage	<input type="checkbox"/>
	Part owning and part renting (shared ownership)	<input type="checkbox"/>
	Rented from a Housing Association	<input type="checkbox"/>
	Rented from private landlord	<input type="checkbox"/>
	Provided as part of a job	<input type="checkbox"/>
	Another type of tenure – please describe	

Q.5	How long have you lived at this address?	
	Less than 1 year	<input type="checkbox"/>
	Between 1 and 2 years	<input type="checkbox"/>
	Between 3 and 5 years	<input type="checkbox"/>
	Longer than 5 years	<input type="checkbox"/>

SECTION B: YOUR INCOME AND HOUSING EXPENSES

Why do we ask you to tell us about your income and housing expenses?

This survey is to help us determine the current and future housing needs for people who live in the local area. In order to make sure that we plan the right kind of housing for everyone - whatever type of housing you need - whether you want to buy or rent - we need to know not only what kind of home you might need but also what price range you can afford.

By giving us this information you will help us determine what sort of housing we should be seeking for new-build housing in the locality.

Buying a home

In 2006 it was estimated that 80% of new first time buyers could not afford to get onto the property ladder on the Island. With an average Island wage of £17,464, a house price to income ratio of 10.2 is needed to purchase the average Isle of Wight house (at 2006 prices) at £177,730.

Recently there have been some slight reductions in purchase prices on the island, however average wages have not generally risen. Therefore, in 2011 it is considered that purchasing housing on the open market currently has an affordability ratio in the region of 9 times average income.

Renting a home

If you rent your home it is also important that we understand what you can afford. This is to give us an idea of what residents need and help us plan to work with affordable housing providers to ensure that we take into consideration everyone's housing need.

We would like you to tell us about your income what you could pay for housing. Please remember all information you give us is anonymous

Q.6	Which band does your income fall into? Please use income from all sources: i.e. take home pay, savings, state benefits, etc.			
Please just tick one band - We have split it out into week./Month /year just to make it simpler for you to calculate				
BAND	PER WEEK	PER MONTH	PER YEAR	
1	Less than £50	Less than £217	Less than £2,600	<input type="checkbox"/>
2	£50 - £74	£220 - £319	£2,600 - £3,849	<input type="checkbox"/>
3	£75 - £99	£320- £429	£3,850 - £5,149	<input type="checkbox"/>
4	£100 - £149	£430 - £649	£5,150 - £7,749	<input type="checkbox"/>
5	£150 - £199	£650 - £849	£7,750 - £10,349	<input type="checkbox"/>
6	£200 - £249	£850 - £1099	£10,350 - £12,949	<input type="checkbox"/>
7	£250 - £299	£1,100 - £1,299	£12, 950 - £15,549	<input type="checkbox"/>
8	£300 - £349	£1,300 - £1,499	£15,550 - £18,149	<input type="checkbox"/>
9	£350 - £399	£1,500 - £1,729	£18,150 - £20,749	<input type="checkbox"/>
10	£400 - £599	£1,730 - £2,599	£20,750 - £31,149	<input type="checkbox"/>
11	£600 - £799	£2,600 – £3,449	£31,150 - £41,499	<input type="checkbox"/>
12	£800 - £999	£3,500 - £4299	£41,500 - £51,999	<input type="checkbox"/>
13	£1000 or more	£4300 or more	£52,000 or more	<input type="checkbox"/>
14	Don't Know			<input type="checkbox"/>
15	Prefer not to say			<input type="checkbox"/>

Q.7	<p>How much do you pay each week or month in rent or mortgage <i>after</i> any help you received through housing benefit or income support?</p> <p><i>Please include any service charge payments or endowment payments for your mortgage.</i></p>			
	BAND	WEEKLY COST	MONTHLY COST	
	1	Nothing	Nothing	<input type="checkbox"/>
	2	Less than £40	Less than £175	<input type="checkbox"/>
	3	£40 - £59	£175 - £249	<input type="checkbox"/>
	4	£60 - £79	£250 - £349	<input type="checkbox"/>
	5	£80 - £99	£350 - £429	<input type="checkbox"/>
	6	£100 - £119	£430 - £519	<input type="checkbox"/>
	7	£120 - £199	£520 - £864	<input type="checkbox"/>
	8	£200 - £299	£865 - £1299	<input type="checkbox"/>
	9	£300 - £399	£1300 - £1749	<input type="checkbox"/>
	10	£400 or more	£1750 or more	<input type="checkbox"/>
	Don't Know			<input type="checkbox"/>
	Prefer not to say			<input type="checkbox"/>

Q.8	<p>Do you receive any help with your rent or mortgage, such as housing benefit, or interest payments on your mortgage through income support or mortgage protection insurance?</p>	
		<input type="checkbox"/>
	No help received	<input type="checkbox"/>
	Yes – full housing benefit	<input type="checkbox"/>
	Yes – part housing benefit	<input type="checkbox"/>
	Yes – full help with mortgage payments	<input type="checkbox"/>
	Yes – part help with mortgage payments	<input type="checkbox"/>
	Don't Know	<input type="checkbox"/>
	Prefer not to say	<input type="checkbox"/>

SECTION C: YOUR HOUSEHOLD'S FUTURE HOUSING REQUIREMENTS.

To help us plan for potential growth in the area we would like you to tell us if you or any member of your household has any plans to move in the next five years, what type of home you would be looking for and how much you are expecting and can afford to pay for it.

If more than one member of your household is likely to leave please contact us for another questionnaire

Q.9	How likely is it that over the next five years you or a member of your household will move from this home?		
		You (or your whole family)	Somebody leaving the household
	Very likely	<input type="checkbox"/>	<input type="checkbox"/>
	Likely	<input type="checkbox"/>	<input type="checkbox"/>
	Unlikely	<input type="checkbox"/>	<input type="checkbox"/>
	Very unlikely	<input type="checkbox"/>	<input type="checkbox"/>

If you think you or a member of your household will move home within the next five years please answer questions the questions below. If not, please go to the end of the questionnaire.

Q.10	If you think you or a member of your household may move in the next five years, is it likely to be:-						
			You (or your whole family)	Somebody leaving the household		You (or your whole family)	Somebody leaving the household
			Within the next 12 months?				<input type="checkbox"/>
			Within 2-3 years?				<input type="checkbox"/>
		3-5 years				<input type="checkbox"/>	
		Don't Know				<input type="checkbox"/>	

Q.11	And do you think the move will be:-		
		Yes	No
	Within the Parish	<input type="checkbox"/>	<input type="checkbox"/>
	Elsewhere on the Island	<input type="checkbox"/>	<input type="checkbox"/>
	Off the Island	<input type="checkbox"/>	<input type="checkbox"/>
	Don't Know	<input type="checkbox"/>	

Q.12	Why do you think you or a member of your household will move from this home over the next five years? <i>Please list UP TO THREE REASONS for moving,</i>	
Reasons Relating To Home		
	To move to larger home	<input type="checkbox"/>
	To move to smaller home	<input type="checkbox"/>
	Home in bad state of repair	<input type="checkbox"/>
	Cost of home too high	<input type="checkbox"/>
	To buy a home	<input type="checkbox"/>
Security Of Tenure Reasons		
	End of assured / short hold tenancy	<input type="checkbox"/>
	Landlord request to move out	<input type="checkbox"/>
	Loss of job, living in tied accommodation	<input type="checkbox"/>
Work / College Reasons		
	To be nearer new job	<input type="checkbox"/>
	To be nearer existing job	<input type="checkbox"/>
	To go to university or college	<input type="checkbox"/>
Family / Personal Reasons		
	To set up home with partner	<input type="checkbox"/>
	Household split up / divorce /separation	<input type="checkbox"/>
	To set up home of my own	<input type="checkbox"/>
	To move nearer family or friends	<input type="checkbox"/>
	Move around fairly often anyway	<input type="checkbox"/>
	Other personal / family reasons	<input type="checkbox"/>
Question 12. Continued: Why do you think you or a member of your household will move from this home over the next five years?		
Health / Care Reasons		
	To move in to sheltered housing	<input type="checkbox"/>
	To move in to a residential home	<input type="checkbox"/>
	To move in to a home adapted to my family (or family members) needs because of disability/illness	<input type="checkbox"/>
Other Reasons		
	Number of reasons/ No clear reason	<input type="checkbox"/>
	Don't know	<input type="checkbox"/>
	Other reason	<input type="checkbox"/>

If the person moving within the next five years is likely to move into a residential care or nursing home. Please go to the end of the questionnaire.

If you or another person in your household intends to move within the next five years please go onto the following questions.

If a person in your existing household is likely to move out please indicate in the column below

Q.13	Which one of these types of property would you or a member of your household expect to obtain?		
		You (or your whole family)	Somebody leaving the household
	Detached house	<input type="checkbox"/>	<input type="checkbox"/>
	Semi detached house	<input type="checkbox"/>	<input type="checkbox"/>
	Terraced house	<input type="checkbox"/>	<input type="checkbox"/>
	Bungalow	<input type="checkbox"/>	<input type="checkbox"/>
	Flat or Maisonette	<input type="checkbox"/>	<input type="checkbox"/>
	Bed-sit	<input type="checkbox"/>	<input type="checkbox"/>
	Sheltered Housing	<input type="checkbox"/>	<input type="checkbox"/>
	Other /Don't know	<input type="checkbox"/>	<input type="checkbox"/>

Q.14	How many bedrooms would you/they require?		
		You (or your whole family)	Somebody leaving the household
	One bedroom	<input type="checkbox"/>	<input type="checkbox"/>
	Two bedrooms	<input type="checkbox"/>	<input type="checkbox"/>
	Three bedrooms	<input type="checkbox"/>	<input type="checkbox"/>
	Four bedrooms	<input type="checkbox"/>	<input type="checkbox"/>
	More than four bedrooms	<input type="checkbox"/>	<input type="checkbox"/>
	Don't know	<input type="checkbox"/>	<input type="checkbox"/>

Q.15	Which type of tenure would you/they expect to obtain?		
		You (or your whole family)	Somebody leaving the household
	Owned outright	<input type="checkbox"/>	<input type="checkbox"/>
	Owned with a mortgage	<input type="checkbox"/>	<input type="checkbox"/>
	Part owning and part renting (shared ownership)	<input type="checkbox"/>	<input type="checkbox"/>
	Rented from an affordable housing provider (i.e. Housing Association)	<input type="checkbox"/>	<input type="checkbox"/>
	Rented from private landlord	<input type="checkbox"/>	<input type="checkbox"/>
	Provided as part of a job (no rental to pay)	<input type="checkbox"/>	<input type="checkbox"/>
	Don't know	<input type="checkbox"/>	<input type="checkbox"/>

Q.16	When buying your next home, what would be the maximum price at today's prices that you would be willing to pay?		
		You (or your whole family)	Somebody leaving the household
	Less than £50,000	<input type="checkbox"/>	<input type="checkbox"/>
	£50,000 - £74,999	<input type="checkbox"/>	<input type="checkbox"/>
	£75,000 - £99,999	<input type="checkbox"/>	<input type="checkbox"/>
	£100,000 - £124,999	<input type="checkbox"/>	<input type="checkbox"/>
	£125,000 - £149,999	<input type="checkbox"/>	<input type="checkbox"/>
	£150,000 - £199,999	<input type="checkbox"/>	<input type="checkbox"/>
	£200,000 - £249,999	<input type="checkbox"/>	<input type="checkbox"/>
	£250,000 - £299,999	<input type="checkbox"/>	<input type="checkbox"/>
	£300,000 or more	<input type="checkbox"/>	<input type="checkbox"/>
	Don't know	<input type="checkbox"/>	<input type="checkbox"/>
	Prefer not to say	<input type="checkbox"/>	<input type="checkbox"/>

Q.17	How much mortgage do you think you/they could raise?		
		You (or your whole family)	Somebody leaving the household
	Less than £50,000	<input type="checkbox"/>	<input type="checkbox"/>
	£50,000 - £74,999	<input type="checkbox"/>	<input type="checkbox"/>
	£75,000 - £99,999	<input type="checkbox"/>	<input type="checkbox"/>
	£100,000 - £124,999	<input type="checkbox"/>	<input type="checkbox"/>
	£125,000 - £149,999	<input type="checkbox"/>	<input type="checkbox"/>
	£150,000 - £199,999	<input type="checkbox"/>	<input type="checkbox"/>
	£200,000 - £249,999	<input type="checkbox"/>	<input type="checkbox"/>
	£250,000 - £299,999	<input type="checkbox"/>	<input type="checkbox"/>
	£300,000 or more	<input type="checkbox"/>	<input type="checkbox"/>
	Don't Know	<input type="checkbox"/>	<input type="checkbox"/>
	Prefer not to say	<input type="checkbox"/>	<input type="checkbox"/>

Q.18	Would you/they consider renting?	
	No – only want to buy	<input type="checkbox"/>
	Yes – might consider renting	<input type="checkbox"/>
	Don't know	<input type="checkbox"/>

Q.19	Would you/they consider shared ownership if it was available?	
	Yes	<input type="checkbox"/>
	No	<input type="checkbox"/>
	Don't know	<input type="checkbox"/>

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Q.20	What kinds of landlord would you/they consider?		
	Yes	No	Don't Know
Private Landlord	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Affordable housing provider (i.e. Housing Association)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q.21	What would be the maximum weekly or monthly costs in rent or mortgage at today's prices that you/they would be willing and able to pay for your next home (after any help you/they might receive through housing benefit or income support?)			
	Band	Weekly Cost	Monthly Cost	
	1	Nothing	Nothing	<input type="checkbox"/>
	2	Less than £40	Less than £175	<input type="checkbox"/>
	3	£40 - £59	£175 - £249	<input type="checkbox"/>
	4	£60 - £79	£250 - £349	<input type="checkbox"/>
	5	£80 - £99	£350 - £429	<input type="checkbox"/>
	6	£100 - £119	£430 - £519	<input type="checkbox"/>
	7	£120 - £199	£520 - £864	<input type="checkbox"/>
	8	£200 - £299	£865 - £1299	<input type="checkbox"/>
	9	£300 - £399	£1300 - £1749	<input type="checkbox"/>
	10	£400 or more	£1750 or more	<input type="checkbox"/>
	Don't Know			<input type="checkbox"/>
	Prefer not to say			<input type="checkbox"/>

Thank you for completing this survey

4. Frequently Asked Questions for inclusion with your survey

Some suggestions for Frequently Asked Questions that you may wish to include with your covering letter.

What is a Housing Needs Survey?

A Housing Needs Survey asks residents questions about their current housing situation and their future requirements. They are designed to discover what kind of housing people need and whether they can afford the type of housing available in their locality

Housing Needs Surveys are not just about building new housing or expanding rural districts, but a tool to determine whether the available housing is suitable for resident's changing needs (for example: if there is suitable housing for older people or young families).

Why is the survey important?

The results of the survey will help us all to better forecast what will happen over coming years in our local area will and provide us with the information we need to ensure that and future housing provision reflects what residents actually need.

The information will also enable us to assess how many people are able to access the housing market without any assistance. In terms of the Government's new affordable housing definition, it will also help us to assess how many people could afford to pay up to 80% of market rent for their homes.

We can use this information to help influence the outcomes of any new proposed development in the area.

How will I benefit from taking part in the survey?

Answers provided will help us to ensure we deliver a suitable range of housing choice in the right place and to the people who need it. By completing a questionnaire you will help to inform housing decisions being made, which can have a positive affect on your local community.

Please rest assured however that your responses are provided in confidence and that analysis of the responses will aggregate answers so that no one is able to identify specific households from the analysis report.

Why do we ask you to tell us about your income and housing expenses?

The survey is to help us determine the current and future housing needs for people who live in your community. In order to make sure that we plan the right kind of housing for everyone - whatever type of housing you need and whether you want to buy or rent - we need to know not only what

kind of home you might need but also what price range you can afford. Giving us this information will help us determine what sort of housing we should be seeking to provide.

In 2006 it was estimated that 80% of new first time buyers could not afford to get onto the property ladder on the Island.

With the average Island wage of around £18,000 in 2010 and a house price to income ratio of 9.1 was needed to purchase the average Isle of Wight house at £165,000. Recently there has been some slight reduction house prices on the Island, however average wages have not generally risen.

Is this survey confidential?

Yes, none of your details will be used to identify you in any reports or passed on to any third parties.

Please note **ALL** the information you provide will be treated in confidence. Data will be used to produce statistics that will **NOT** identify you or anyone in your household.

How will the results of the survey affect future housing policy where I live?

The results of the Housing Needs Survey will enable people's housing needs and aspirations to be heard and will help shape the local community so that resident's needs can be met and your local area remains sustainable for the future.

5. Support Available

Isle of Wight Council, Safe and Secure Homes and Planning Services sections are able to provide the following support to help you with your consultation:

- General advice on how to get started
- Advice on planning community and stakeholder engagement
- Advice with some of the technical, planning-related aspects
- Signposting to relevant contacts within other Council Services

Further technical information may already be available to help with site assessments on the [background information](#) page of the Planning Services website.

If you have any queries please contact:

housing@iow.gov.uk

Planning.policy@iow.gov.uk