



Regulator of
Social Housing

NROSH+ Local Authority Data Return (LADR)

Guidance notes

Version 1.3

Please note: The deadline for the LADR has been extended until 31 October 2020.

For more information on 2020 data collection changes please see
<https://www.gov.uk/government/news/rsh-statement-on-coronavirus>



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Introduction

The Local Authority Data Return (LADR) is an annual census conducted by the Regulator of Social Housing (the regulator) and completed by registered Local Authorities providers (providers) in England.

! Note: Local authorities have a duty to notify the regulator if they are, or intend to become, a provider of social housing. Local authorities are subject to compulsory registration under these circumstances even where the social housing stock is not, or will not be, held in an HRA. If your organisation is, or intends to become, a provider of social housing and is not already registered with the regulator or established on the NROSH+ system please email RNTeam@rsh.gov.uk as soon as possible.

Purpose and completion of this return

The regulator will be responsible for regulating Local Authority rents from 1 April 2020. All registered Local Authority providers of social housing in England are required to complete the LADR in 2020, providing the regulator with data on stock and rent levels.

Using the NROSH+ system

NROSH+ is the regulator's data collection website. Submission of the LADR return must be made electronically via the NROSH+ system <https://nroshplus.regulatorofsocialhousing.org.uk/>. The stages of submission are detailed in the NROSH+ System User Guide available on the NROSH+ system.

Help and support

The NROSH+ website contains guidance documents and FAQs which are designed to take users through the process of submitting returns and using the system. Providers can ask for more information about any process of data submission either by telephone or email. All questions are directed in the first instance to the Referrals and Regulatory Enquiries (RRE) team. Their contact details and availability are:

Telephone: 0300 1245 225 Email : NROSHenquiries@rsh.gov.uk

Availability: Monday to Friday; 9am to 5pm (excluding bank holidays)

The RRE team have 'read only' access to data submission templates and to any data in the system. They will not have the facility to input or change data on user's behalf and the responsibility for completing the submission remains with the provider.

! Note: The regulator aims to respond to all queries within five working days, but as the LADR return is a relatively new collection there may be some queries that require a longer resolution period.

Completing the Local Authority Data Return

The NROSH+ System User Guide provides a comprehensive guide to using the NROSH+ system, including details of how to access the surveys, import data and submit completed returns. It is essential reading before attempting to complete the survey.

This guidance is intended to support the completion of the Local Authority Data Return (LADR) via the NROSH+ system. Whilst examples and definitions are provided, providers are reminded that it is their responsibility to correctly categorise and record stock accurately according to the latest applicable rules and legislation.


 LADR will launch on NROSH+ on 1 April 2020 and the **deadline for submission of this return on NROSH+ is 17th July 2020** (in line with the LAHS deadline).

Please note: The deadline for the LADR has been extended until 31 October 2020.

For more information on 2020 data collection changes please see
<https://www.gov.uk/government/news/rsh-statement-on-coronavirus>

It is recommended that providers complete and submit their return as soon as possible as this will allow more time to resolve any queries the regulator may raise with the submission.

We ask all Local Authorities to read these guidance notes carefully in order that they provide accurate data to RSH. While the LADR collects similar data to that MHCLG collected in previous years stock holding Local Authorities through its Local Authority Housing Survey (LAHS) there are some differences. Most notable is the difference in the treatment of Low Cost Home Ownership (LCHO) and the counting of hostel and HMOs bedspaces.

 **Providers must refer to the [policy statement](#) on rents for social housing for detailed information regarding the government's policy on rents for social housing. The definitions used within the LADR are aligned with those set out in the policy document.**

The LADR data collection is reliant on definitions and guidance from the Policy Statement on Rents for Social Housing that apply from 2020, as this will be the basis by which RSH will regulate rents post 1 April 2020. However, Local Authorities are reminded that until the 1 April 2020 they must follow the requirements of the Welfare Reform and Work Act 2016 in relation to all aspects of their rent setting.

Structure of the return

The LADR is comprised of the following parts - guidance notes are provided for each Part in the remainder of this document:

Part 1: Entity level information

Administrative questions and organisational information about the registered provider.

Part 2: Stock information

Breakdown of stock owned by the Local Authority regardless of its geographic location.

Part 3: Low cost rental – rent data

More detailed questions around the categorisation, rent and formula rent of the low cost rental stock reported in part 2.

Part 4: Affordable Rent – rent data

More detailed questions around the categorisation and rent of the Affordable Rent stock reported in part 2.

LADR data entry and import templates

A template version of the return is available from the Documents and Templates area of NROSH+. The template (an Excel spreadsheet) is protected to prevent the danger of corruption or data damage. Input is only possible into green cells and text boxes. Cells shaded purple will automatically calculate based on data entered in preceding fields.

Further information on using templates is available in the NROSH+ System User Guide but users should note the following:

- When copying data into the template, users must use the Paste Special function (values only, no formatting) or users will risk corrupting the template.
- The 'definitive data' is that which is saved on the NROSH+ system and visible to users on-screen.
- Before importing data always check on-screen for any pre-populated fields or fields which have already been completed as importing a template will overwrite any pre-existing data stored on NROSH. This is particularly relevant to the Entity level information (ELI) section. The import functionality will not include the ELI in the 'import all' function without the user confirming the import is required.

Validation checks before submission

In NROSH+, once data has been entered it will need to be validated. Any issue messages should be reviewed, and changes made to the data where necessary. The process of validation is detailed within the NROSH+ System User Guide and the Understanding

Validation Messages How to Guide which are both of which are available from the Documents and Templates area of NROSH+.

There are data entry validations embedded in the template and the online version of the return. Most of them are concerned with data being entered as positive or negative figures, integer values or to a predefined number of decimal points. In addition, there are several key validations which require the data in one line to agree or relate to data in other lines.

There are several hard validation issues, which will need to be cleared before the return can be submitted. There are also soft validations which will require sense checking before the return can be submitted. If users are unable to reconcile any hard validation issues or are experiencing other difficulties, please contact the RRE team (see Help and Support above).

Where providers are unable to resolve soft validation issues they should upload a supporting document providing contextual information and comments which will assist the regulator in reviewing the return and which will to minimise the amount of follow up work required. Providers are also encouraged to submit supporting documentation to explain large changes in stock numbers or rent values, or to detail other areas they feel may need clarification. These supporting documents should be provided in a Word, Excel or PDF document and uploaded on to NROSH+ using the Upload Supporting Documents tool which can be found in the My NROSH+ options.

Entity Level Information

This section of the LADR captures basic organisational details and contact information for key staff.

Before importing data, we recommend you review the on-screen form to check for pre-populated data. Information held by the regulator is populated into the onscreen version of the ELI section. If this is incorrect, please use the on-screen editing function or import the ELI section.

! Note: importing an ELI template will overwrite all data within the ELI section on-screen and if fields are left blank in the template the data onscreen will be deleted.

Question 1

Name and address of Local Authority


1	Name	<input type="text"/>
2	Address line 1	<input type="text"/>
3	Address line 2	<input type="text"/>
4	Address line 3	<input type="text"/>
5	Address line 4	<input type="text"/>
	Postcode	<input type="text"/>

Record the name and address for your organisation. This is likely to be your primary administrative centre and should be the address that is registered with the regulator.

! Note: These details will be pre-populated within the on-screen form by the NROSH+ system but can be edited on-screen or overwritten by imports. If your organisation has changed its' name from what is pre-populated, please contact the RRE team (see Help and Support above).

Question 2

Information about your Local Authority

2	Registration number	<input type="text"/>
3a	Local Authority area	<input type="text"/> 
3b	LA Code	<input type="text"/>

Enter the registration number provided by RSH. A full list of all registered providers is available here: <https://www.gov.uk/government/publications/current-registered-providers-of-social-housing>

⚠ Note: To import ANY part of the LADR form you will need to complete Q2 in the template as this code is used to ensure the data is imported into the correct provider.

If your Local Authority is not currently registered with RSH but own social housing, then please contact the RRE team (see Help and Support above).

Question 3

Select the name of the Local Authority area from drop down list in Q3a. The code will automatically populate. If you believe a Local Authority name is missing from Q3a please contact the RRE team (see Help and Support above).

Question 4

Contact details for queries on your LADR

4a	Name of person responsible for submission	<input type="text"/>
4b	Job title of person responsible for submission	<input type="text"/>
4c	Phone number of person responsible for submission	<input type="text"/>
4d	E-mail of person responsible for submission	<input type="text"/>

Record the name of the person responsible for the submission of the LADR. The person listed will be the first contact point should the regulator have any queries about the contents of the submission.

⚠ Note: The information submitted here will be used in the querying of LADR returns. It may also be shared with MHCLG in conjunction with gathering the LAHS return to ensure the two returns are consistent. For more information on the use of data please refer to the privacy policy on the NROSH+ website.

Question 5

Key contact details

Regulatory Contact

5a	Name of primary regulatory contact	<input type="text"/>
5b	Job title of primary regulatory contact	<input type="text"/>
5c	Phone number of primary regulatory contact	<input type="text"/>
5d	E-mail of primary regulatory contact	<input type="text"/>
5e	Regulatory correspondence address	
	Use address listed in question 1?	<input type="radio"/> Yes <input checked="" type="radio"/> No
	Address line 1	<input type="text"/>
	Address line 2	<input type="text"/>
	Address line 3	<input type="text"/>
	Address line 4	<input type="text"/>
	Postcode	<input type="text"/>

Record the name, job title, telephone number, email address and postal address of the person in your organisation who the regulator should make first contact with regarding regulatory matters.

If the address for correspondence to this contact is the same as that provided in Question 1, please select 'Yes' in question 5e and the address will be replicated here (and the cells will be locked to prevent editing). If it is different, please select 'No' and complete the relevant fields.

⚠ Note: While the regulator does not specify who this contact should be, it is likely to be an officer in a senior strategic housing position. Each organisation will need to identify the key regulatory contact, considering which role/ individual is best placed to discuss strategic questions relating to organisational compliance with the rent policy and regulatory standards.

Question 6

Chief Executive

6a	Name of the Chief Executive	<input type="text"/>
6b	Phone number of the Chief Executive	<input type="text"/>
6c	E-mail of the Chief Executive	<input type="text"/>
6e	Chief Executive address	
	Use address listed in question 1?	<input type="radio"/> Yes <input checked="" type="radio"/> No
	Address line 1	<input type="text"/>
	Address line 2	<input type="text"/>
	Address line 3	<input type="text"/>
	Address line 4	<input type="text"/>
	Postcode	<input type="text"/>

Record the name, telephone number, email address and postal address of your organisation's Chief Executive.

If the address for correspondence to this contact is the same as that provided in Question 1, please select 'Yes' in question 6e and the address will be replicated here (and the cells will be locked to prevent editing). If it is different, please select 'No' and complete the relevant fields.

Stock Information

This section of the LADR captures information about the dwelling stock owned by each Local Authority (regardless of where the stock is geographically located) on 31 March 2020.

The data reported in the stock information section should be reflective of that reported in the LAHS return (part A question 2).

The glossary provides additional guidance for defining stock categories (see entries for text highlighted [like this](#)). However, providers are reminded that it is their responsibility to correctly categorise and record stock accurately according to the latest applicable rules and legislation. Providers must refer to the [policy statement](#) for detailed information regarding the government's policy on rents for social housing.

Question 1

STOCK INFORMATION

1. Number of Dwellings owned by LA as at 31 March

	Low cost rental (excluding Affordable Rent)			Affordable Rent			Low Cost Home Ownership (LCHO)	All
	General needs	Supported Housing	All	General needs	Supported Housing	All		
Dwellings equivalent of HMOs Hostels	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Bedsits	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
One bedroom	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Two bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Three bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Four bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Five bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Six or more bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total (excluding PFI and LCHO)								<input type="text"/>

Question 1 collects data on dwelling stock owned by your Local Authority regardless of where the stock is geographically located. The allocation of the property to **low cost rental** (excluding Affordable Rent), **Affordable Rent** or **Low Cost Home Ownership (LCHO)** is determined by the classification of the property on 31 March in current calendar year (*i.e.* 31 March 2020 if you are completing this form in 2020).

Where the property does not have a current tenant, the classification of the unit should be determined by:

- How the property is being offered to those on the waiting list.
- If it is not currently being offered, the previous type of rent if the property has been previously let but is now vacant.

- If it is not currently being offered and has not been previously let, then the intended type of rent for which the property was developed.

Exclude:

- Units leased by you FROM private registered providers (including housing associations) or from other sources.
- Units which are leased by you TO private registered providers (including housing associations).
- **LCHO** units in which the Local Authority has no percentage share (for example where the Local Authority has only a retained freehold, but the unit has been 100% staircased).
- Right to Buy or other 'sold' units where the Local Authority has no other interest except the retained freehold (*i.e.* where the dwelling is fully owned by the occupier on a leasehold basis).

Question 1 - Column guidance

Columns 1-3 – Low cost rental (excluding Affordable Rent)

For **low cost rental** units please record the number of units by bed size. Report all units defined as **general needs** in column 1 and all units defined as **supported housing** in column 2.

The NROSH+ system calculates the totals in column 3 (column 1 + column 2).

Include:

- All **PFI** units which are contractually defined as low cost rental (but not Affordable Rent) units.

Exclude:

- All **Affordable Rent** units and report these under Affordable Rent columns (columns 4-6)
- All **LCHO** (including **Shared Ownership**) units and report these under LCHO column (column 7).

Columns 4-6 – Affordable Rent

For **Affordable Rent** units please record the number of units by bed size. Report all units defined as general needs in column 4 and all units defined as supported housing in column 5.

The NROSH+ system calculates the totals in column 6 (column 4 + column 5).

Include:

- All **PFI** units which are contractually defined as Affordable Rent units.

Exclude:

- All **low cost rental** units and report these under low cost rental columns (columns 1-3)
- All **LCHO** (including **Shared Ownership**) units and report these under LCHO column (column 7).

Columns 7 – Low Cost Home Ownership (LCHO)

For **LCHO** units please record the number of units by bed size.

Include:

- All **PFI** units which are contractually defined as **Shared Ownership** or **LCHO** Rent units.

Exclude:

- All **low cost rental** units and report these under low cost rental columns (columns 1-3)
- All **Affordable Rent** units and report these under Affordable Rent columns (columns 4-6)

Column 8 – All

This column will automatically complete, totalling the sum of columns 3, 6 and 7 for each line.

Question 1 - Line guidance**Line 1 – Dwellings equivalent of HMOs/ Hostels**

For **Dwellings equivalent of HMOs/ Hostels** record all non-self-contained units as dwelling equivalents. Please refer to the glossary definition and worked examples on the calculation of dwelling equivalents in **Annex A**.

⚠ Note: Calculations for dwelling equivalents should equal those used for the completion of the Local Authority Housing Statistics (LAHS) return.

Line 2 – Bedsits

This should include all self-contained **bedsit** units owned by the Local Authority. This should also include all studio flats. Exclude all dwellings defined as Houses of Multiple Occupation and include these in figures for Dwellings equivalent of HMO/ Hostels.

Lines 3-8 – One bedroom to six or more bedrooms

Record all owned dwelling units by the number of bedrooms contained. Exclude all non-self-contained units (*i.e.* HMO/ Hostel) and bedsits and include these in lines 1 or 2 respectively.

Line 9 – Total

Fields are automatically calculated by the template or NROSH+ system and represent the total of line 1 to line 8 inclusive.

Line 10 – Total (excluding PFI and Shared Ownership)

This should include all owned dwellings and dwelling equivalent of HMO/ Hostels owned by the Local Authority regardless of size **excluding** all PFI and LCHO dwellings. This field must be less than or equal to that reported in column 8 line 9 minus column 7 line 9.

Question 2

2.

Of your owned low cost rental supported housing (Q1C2 TOTAL) how much is defined as specialised supported housing?

Question 2 asks for the total number of low cost rental **supported housing** defined as **specialised supported housing**.

Please provide the total number of units (considering HMO/ Hostel accommodation on the dwelling equivalent basis as in Q1) which are defined as **specialised supported housing**.

⚠ Note: This figure must be equal to or less than the number reported in question 1 column 2 line 9 (total supported housing units (including PFI)).

Question 3

3.

Of your total Low Cost Home Ownership stock (Q1C7 TOTAL), how much is occupied or made available for occupation in accordance with a shared ownership arrangement?

Question 3 asks for the total number of **Low Cost Home Ownership (LCHO)** stock is occupied/ available for occupation in accordance with a **shared ownership arrangement**.

Please provide the total number of units (considering HMO/ Hostel accommodation on the dwelling equivalent basis as in Q1)

⚠ Note: This figure must be equal to or less than the number reported in question 1 column 7 line 9 (total LCHO housing units).

Low cost rental – rent data

This section of the LADR captures information about the level of rent, formula rent and units **excepted** in the **policy statement** for low cost rented dwelling stock owned by each Local Authority (regardless of where the stock is geographically located) on 31 March 2020.

The data reported in the stock information section should reflect that reported in the LAHS return (part H question 1 to question 4) in 2020.

The glossary provides additional guidance for defining stock categories (see entries for text highlighted like this). However, providers are reminded that it is their responsibility to correctly categorise and record stock accurately according to the latest applicable rules and legislation. Providers must refer to the **policy statement for detailed information regarding the government’s policy on rents for social housing.**

Questions 1-3

Data reported in questions 1a and 2 should reflect the responses given in the LAHS return (section H questions 1 and 2).

Summary Rent Data

1a	Number of chargeable weeks	<input type="text"/>
1b	Number of possible chargeable weeks in year	<input type="text"/>
2	Average weekly rent per dwelling on an actual basis	<input type="text"/>
3	Average weekly rent per dwelling on a standardised 52 week basis*	<input type="text" value="0.00"/>

*Where 'non-self-contained' (dwelling equivalent) stock is present, the rents used to calculate the 'Average weekly rent per dwelling on an actual basis' must represent the cluster rent and not the individual bedspace rent.

Question 1

1a- Report here the number of weeks of the reporting year (1 April to 31 March) in which rent was charged (that is the total number of weeks excluding the number of 'rent free' weeks). This figure cannot be higher than 53.

1b- Report here the maximum number of possible chargeable weeks in the applicable reporting year. The answer given here will form part of the auto-calculation used to give a 52 weekly average in Question 3 below.

This figure must be 52 or 53, and will be dependent on how your organisation has chosen to calculate rents in the reporting year*.

*Each year there are 365 days, which means that in any given year there are 52 weeks and 1 day (in a leap year 2 days). Depending on the day of the week your organisation makes rent payment charges there is a potential for 53 rent payments to be charged in some years. Between 1 April 2019 and 31 March 2020 there were 53 Mondays and 53 Tuesdays. Providers who charge rent each Monday or each Tuesday COULD have charged 53 rent payments.

Question 2

Report here the average weekly net rent (exclusive of service charges) per dwelling for low cost rental units (including both general needs and supported housing). This should be based on the average weekly rent that would be payable based on the rent in place on the 31 March.

Where the 31 March falls in a 'rent free' week please use the closest week preceding the 31 March where rent was payable.

Where the rent year is not 52 weeks the entry should NOT be averaged over a 52-week year but only based on the chargeable rent weeks for each dwelling.

For dwelling equivalent stock, the rents used must represent the cluster rent and not the individual bedspace rent.

You should ensure that each dwelling equivalent reported in Q1 in Stock Information has an average rent equal to all charges made for the individual rooms/ bedspaces within that dwelling equivalent and not just a single room/ bedspace rent. See worked examples in [Annex A](#).

Include:

- All rents payable on units reported as **low cost rental** (excluding Affordable Rent) in stock information (including both **general needs** and **supported housing** units) (question 1 column 3 line 9)
- Void properties (providing the rent which would be payable on them should the property be occupied on 31 March)

Exclude:

- All units not reported in stock information question 1 column 3 line 9 (therefore exclude all Affordable Rent units and all LCHO units)
- Exclude all **service charges** (both those eligible for housing benefit and those ineligible for housing benefit).

Question 3

This field gives the average weekly net rent per dwelling on a standardised 52-week basis. This field is calculated by the template or by the NROSH+ system. Where the rent year is not 52 weeks, the entry for Q2 will be averaged over a 52-week year.

The calculation uses the average weekly rent reported in Q2, divides this by the number of chargeable weeks reported in Q1a and multiplies this by the possible number of chargeable weeks reported in Q1b.

Question 4

Report here the detailed stock breakdown and average weekly NET and formula rent information for general needs low cost rental units.

Detailed rent information for general needs units

4. This question focuses on your **low cost rental general needs stock** (excluding Affordable Rent).

Please refer to the LADR guidance notes and the policy statement on rents for social housing for more information.

Please give the total **low cost rental general needs** units owned (column 1) together with overall average weekly net rent (column 2) and formula rent (column 3).

Also provide details as to the number of properties excepted in the policy statement (excluding AR and HIST) (column 4) and the average weekly net rent of these excepted units (column 5). Please also provide the number of units subject to HIST arrangements (column 6).

All averages should be weighted averages.

Exclude all Affordable Rent units (report these in the Affordable Rent section) and exclude all LCHO units (these are not included in rent data collection).

For columns 1, 2 and 3 exclude all units that are excepted in the policy statement (this includes (but is not limited to) intermediate rent, temporary social housing, specialised supported housing and PFI social housing).

For column 4 and 5 include ONLY units that are excepted in the policy statement, but exclude all units subject to HIST arrangements.

For further information on inclusions and exclusions please see guidance notes available on the NROSH+ website.

	Total units / bedspaces (excluding AR, HIST and all units excepted in the policy statement)	Average weekly net rent (excluding AR, HIST and all units excepted in the policy statement)	Average formula rent calculated as per the policy (excluding AR, HIST and all units excepted in the policy statement)	Total number of units / bedspaces excepted in the policy statement (excluding AR and HIST)	Average weekly net rent of units excepted in the policy statement (net rent for units reported in column 4 only)	Total number of units / bedspaces subject to HIST arrangements	Total units / bedspaces	Total weighted average net rent
Bedspace	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0	0.00
Bedsits	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0	0.00
One bedroom	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0	0.00
Two bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0	0.00
Three bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0	0.00
Four bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0	0.00
Five bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0	0.00
Six or more bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0	0.00
Total self-contained / weighted average	0	0.00	0.00	0	0.00	0	0	0.00
Total general needs / weighted average	0	0.00	0.00	0	0.00	0	0	0.00

Question 4 – Column guidance

Column 1

Please report the total number of **general needs** units by bed size to which the **policy statement** applies.

HMO and hostel units must be recorded as **bedspaces** (i.e. units should be reported on the basis of individual bedspaces and not as **Dwellings equivalent of HMOs/ Hostels** as in Q1 in Stock Information).

Exclude:

- All low cost rental **supported housing** units and report these in Q5.
- All **Affordable Rent** (AR) units (general needs and supported housing) and report these in the Affordable Rent – rent data part (questions 4 and 5).
- All units subject to **High Income Social Tenants (HIST)** arrangements (report these in column 6).

- All **PFI** units, even those which are rented on rents aligned to the **policy statement**.
- All **Low Cost Home Ownership (LCHO)** (including **Shared Ownership**) units (rent information for these units is not captured in LADR).
- All units **excepted** in the **policy statement** (report the number of these units in column 4).

The recording of units in this question must reflect that made in Q1 in Stock Information.

⚠ Note: With the exception of bedspaces, the number of units by bed size must be less than or equal to those reported in equivalent bed sizes in question 1 column 1 in Stock Information.

Column 2

Report here the **average weekly NET rent** per dwelling for general needs low cost rental units by size of unit (Lines 1 to 8).

This should be based on the average weekly NET rent that would be payable based on the rent in place on the 31 March.

Where the 31 March falls in a 'rent free' week please use the closest week preceding the 31 March where rent was payable.

Where the rent year is not 52 weeks the entry **must be** averaged over a **52-week year**. The calculation for this is provided in the glossary.

If in any given year there are *more* than 52 weekly rent periods, providers should seek to calculate their **average weekly rent in such a way that it is directly comparable with a standard (52 rent week) year** *i.e.* there is no increase in 52 week average rent purely due to the additional rent period. If you are unsure on how to approach this then please contact the RRE team for advice.

Bedspace rents should be calculated as the average rent for all bedspaces. This should be the average rent payable by a single tenant and not the rent for the cluster or dwelling equivalent. See worked examples in **Annex A**.

Include:

- All NET rents payable on units reported as general needs low cost rental in column 1.
- Void properties (providing the NET rent which would be payable on them if the property had been occupied on 31 March). This should either be the last known average weekly NET rent payable or the intended NET rent payable for the property on re-let.

Exclude:

- Any rents payable for all units not reported in column 1.

- Exclude all **service charges** (both those eligible for housing benefit and those ineligible for housing benefit).

Column 3

Report here the average weekly **formula rent** per dwelling for general needs low cost rental units by size of unit (Lines 1 to 8).

Formula rents for **bedspaces** should be calculated as the average formula rent for all bedspaces at a bedspace level.

! Note: Where units of any given stock size are reported in Column 1, it is essential that average weekly NET rent and formula rent figures are given in Columns 1 and 2 as this information is required for the regulation of Local Authority rents from April 2020.

Column 4

Report here the total number of **general needs** units/ bedspaces **excepted** in the **policy statement**. But do not include units as detailed below.

The units reported in column 4 should not appear in column 1 or column 6.

Exclude:

- All low cost rental **supported housing** units and report these in the relevant columns in Q5.
- All **Affordable Rent** units (general needs and supported housing) and report these in the Affordable Rent – rent data part (questions 4 and 5).
- All **LCHO** (including **Shared Ownership**) units (rent information for these units is not captured in LADR).
- All units subject to **HIST** arrangements (report these in column 6).

Column 5

Report here the **average weekly NET rent** per dwelling for general needs low cost rental units excepted in the **policy statement** by size of unit (Lines 1 to 8).

This should be based on the average NET rent that would be payable based on the rent in place on the 31 March.

Where the 31 March falls in a 'rent free' week please use the closest week preceding the 31 March where rent was payable.

Where the rent year is not 52 weeks the entry **must be** averaged over a **52-week year**. The calculation for this is provided in the glossary.

If in any given year there are *more* than 52 weekly rent periods, providers should seek to calculate their **average weekly rent in such a way that it is directly comparable with a standard (52 rent week) year** *i.e.* there is no increase in 52 week average rent purely due

to the additional rent period. If you are unsure on how to approach this then please contact the RRE team for advice.

Bedspace rents should be calculated as the average rent for all bedspaces. This should be the average rent payable by a single tenant and not the rent for the cluster or dwelling equivalent. See worked examples in [Annex A](#).

Include:

- All NET rents payable on units reported as general needs low cost rental in column 4.
- Void properties (providing the NET rent which would be payable on them if the property had been occupied on 31 March). This should either be the last known average weekly NET rent payable or the intended NET rent payable for the property on re-let.

Exclude:

- Any rents payable for all units not reported in column 4.
- Exclude all **service charges** (both those eligible for housing benefit and those ineligible for housing benefit).

Column 6

Report here the total number of general needs units/ bedspaces subject to **HIST** arrangements.

The units reported in column 6 should not appear in column 1 or column 4.

Exclude:

- All low cost rental **supported housing** units subject to HIST and report these in Q5 (column 6).
- All **Affordable Rent** units (general needs and supported housing) and report these in the Affordable Rent – rent data part (questions 4 and 5).
- All **LCHO** (including **Shared Ownership**) units (rent information for these units is not captured in LADR).

Column 7

This field is a NROSH+ system calculated field. It sums column 1 + column 4 + column 6.

The total value per line should match the number of general needs units/ bedspaces as reported in corresponding lines in question 1 column 1 in Stock Information.

Column 8

This field gives the average weekly rent per dwelling (by size). This field is calculated by the template or by the NROSH+ system.

The calculation uses the average weekly rent of units reported in Q4. It takes the rent information reported in column 2 and column 5 and multiplies these by the number of units reported in column 1 and column 4 (respectively). It then divides this total rent figure by the total number of units reported in column 1 and column 4.

Question 4 – Line guidance

Line 1 – Bedspaces

Record all non-self-contained units as **bedspaces** and not as dwelling equivalents as in stock information section. Please see worked examples in **Annex A** for more information

⚠ Note: the number of bedspaces should be equal to or more than the number of dwelling equivalents recorded in Q1 in stock information.

Line 2 – Bedsits

This should include all self-contained **bedsit** units owned by the Local Authority. This should also include all studio flats. Exclude all bedspaces.

Lines 3-8 – One bedroom to six or more bedrooms

Record all owned dwelling units by the number of bedrooms contained. Exclude all bedsits and bedspaces.

Line 9 – Total self-contained / weighted average

Fields are automatically calculated by the template or NROSH+ system and represent the total of line 2 to line 8 inclusive. These totals **EXCLUDE** bedspaces which are non-self-contained. Rent values are calculated as weighted averages across all self-contained stock.

Line 10 – Total general needs / weighted average

Fields are automatically calculated by the template or NROSH+ system and represent the total of line 1 to line 8 inclusive. These totals **INCLUDE** bedspaces which are non-self-contained. Rent values are calculated as weighted averages across all stock.

Question 5

Report here the detailed stock breakdown and average weekly NET and formula rent information for supported housing low cost rental units.

Detailed rent information for supported housing units

5. This question focuses on your **low cost rental supported housing stock** (excluding Affordable Rent).

Please refer to the LADR guidance notes and the policy statement on rents for social housing for more information.

Please give the total **low cost rental supported housing** units owned (column 1) together with overall average weekly net rent (column 2) and formula rent (column 3).

Also provide details as to the number of properties excepted in the policy statement (excluding AR and HIST) (column 4) and the average weekly net rent of these excepted units (column 5). Please also provide the number of units subject to HIST arrangements (column 6).

All averages should be weighted averages.

Exclude all Affordable Rent units (report these in the Affordable Rent section) and exclude all LCHO units (these are not included in rent data collection).

For columns 1, 2 and 3 exclude all units excepted in the policy statement (this includes (but is not limited to) intermediate rent, temporary social housing, specialised supported housing and PFI social housing).

For column 4 and 5 include ONLY units excepted in the policy statement, but exclude all units subject to HIST arrangements.

For further information on inclusions and exclusions please see guidance notes available on the NROSH+ website.

	Total units / bedspaces (excluding AR, HIST and all units excepted in the policy statement)	Average weekly net rent (excluding AR, HIST and all units excepted in the policy statement)	Average formula rent calculated as per the policy statement (excluding AR, HIST and all units excepted in the policy statement)	Total number of units / bedspaces excepted in the policy statement (excluding AR and HIST)	Average weekly net rent of units excepted in the policy statement (net rent for units reported in column 4 only)	Total number of units / bedspaces subject to HIST arrangements	Total units / bedspaces	Total weighted average net rent
Bedspaces	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0	0.00
Bedsits	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0	0.00
One bedroom	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0	0.00
Two bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0	0.00
Three bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0	0.00
Four bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0	0.00
Five bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0	0.00
Six or more bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0	0.00
Total self-contained / weighted average	0	0.00	0.00	0	0.00	0	0	0.00
Total supported housing / weighted average	0	0.00	0.00	0	0.00	0	0	0.00

Question 5 – Column guidance

Column 1

Please report the total number of **supported housing** units by bed size to which the **policy statement** applies.

HMO and hostel units must be recorded as **bedspaces** (i.e. units should be reported on the basis of individual bedspaces and not as **Dwellings equivalent of HMOs/ Hostels** as in Q1 in Stock Information).

Exclude:

- All low cost rental **general needs** units and report these in Q4
- All **Affordable Rent** (AR) units (general needs and supported housing) and report these in the Affordable Rent – rent data part (questions 4 and 5)
- All units subject to **HIST** arrangements (report these in column 6).
- All **PFI** units, even those which are rented on rents aligned to the **policy statement**.

- All **LCHO** (including **Shared Ownership**) units (rent information for these units is not captured in LADR).
- All units **excepted** in the **policy statement** (report the number of these units in column 4).

The recording of units in this question must reflect that made in Q1 in Stock Information.

⚠ Note: With the exception of bedspaces, the number of units by bed size must be less than or equal to those reported in equivalent bed sizes in question 1 column 2 in Stock Information.

Column 2

Report here the **average weekly NET rent** per dwelling for supported housing low cost rental units by size of unit (Lines 1 to 8).

This should be based on the average NET weekly rent that would be payable based on the rent in place on the 31 March. Where the 31 March falls in a 'rent free' week please use the closest week preceding the 31 March where rent was payable.

Where the rent year is not 52 weeks the entry **must be** averaged over a **52-week year**. The calculation for this is provided in the glossary.

If in any given year there are *more* than 52 weekly rent periods, providers should seek to calculate their **average weekly rent in such a way that it is directly comparable with a standard (52 rent week) year** *i.e.* there is no increase in 52 week average rent purely due to the additional rent period. If you are unsure on how to approach this then please contact the RRE team for advice.

Bedspace rents should be calculated as the average rent for all bedspaces. This should be the average rent payable by a single tenant and not the rent for the cluster or dwelling equivalent. See worked examples in **Annex A**.

Include:

- All NET rents payable on units reported as supported housing low cost rental in column 1.
- Void properties (providing the NET rent which would be payable on them if the property had been occupied on 31 March). This should either be the last known average weekly NET rent payable or the intended NET rent payable for the property on re-let.

Exclude:

- Any rents payable for all units not reported in column 1.

Exclude all **service charges** (both those eligible for housing benefit and those ineligible for housing benefit).

Column 3

Report here the average weekly **formula rent** per dwelling for supported housing low cost rental units by size of unit (Lines 1 to 8).

Formula rents for **bedspaces** should be calculated as the average formula rent for all bedspaces at a bedspace level.

! Note: Where units of any given stock size are reported in Column 1, it is essential that average weekly NET rent and formula rent figures are given in Columns 1 and 2 as this information is required for the regulation of Local Authority rents from April 2020.

Column 4

Report here the total number of supported housing units/ bedspaces **excepted** in the **policy statement**, but do not include units detailed below.

The units reported in column 4 should not appear in column 1 or column 6.

Exclude:

- All low cost rental **general needs** units and report these in the relevant columns in Q4.
- All **Affordable Rent** units (general needs and supported housing) and report these in the Affordable Rent – rent data part (questions 4 and 5).
- All **LCHO** (including **Shared Ownership**) units (rent information for these units is not captured in LADR).
- All units subject to **HIST** arrangements (report these in column 6).

Column 5

Report here the **average weekly NET rent** per dwelling for supported housing low cost rental units excepted in the **policy statement** by size of unit (Lines 1 to 8).

This should be based on the average NET rent that would be payable based on the rent in place for the week containing the 31 March.

Where the 31 March falls in a 'rent free' week please use the closest week preceding the 31 March where rent was payable.

Where the rent year is not 52 weeks the entry **must be** averaged over a **52-week year**. The calculation for this is provided in the glossary.

If in any given year there are *more* than 52 weekly rent periods, providers should seek to calculate their **average weekly rent in such a way that it is directly comparable with a standard (52 rent week) year** *i.e.* there is no increase in 52 week average rent purely due to the additional rent period. If you are unsure on how to approach this then please contact the RRE team for advice.

Bedspace rents should be calculated as the average rent for all bedspaces. This should be the average rent payable by a single tenant and not the rent for the cluster or dwelling equivalent. See worked examples in [Annex A](#).

Include:

- All NET rents payable on units reported as supported housing low cost rental in column 4.
- Void properties (providing the NET rent which would be payable on them if the property had been occupied on 31 March). This should either be the last known average weekly NET rent payable or the intended NET rent payable for the property on re-let.

Exclude:

- Any rents payable for all units not reported in column 4.
- Exclude all service charges (both those eligible for housing benefit and those ineligible for housing benefit).

Column 6

Report here the total number of supported housing units/ bedspaces subject to **HIST** arrangements.

The units reported in column 6 should not appear in column 1 or column 4.

Exclude:

- All low cost rental **general needs** subject to HIST and report these in Q4 (column 6).
- All **Affordable Rent** units (general needs and supported housing) and report these in the Affordable Rent – rent data part (questions 4 and 5).
- All **LCHO** (including **Shared Ownership**) units (rent information for these units is not captured in LADR).

Column 7

This field is a NROSH+ system calculated field. It sums column 1 + column 4 + column 6.

The total value per line should match the number of supported housing units/ bedspaces as reported in corresponding lines in question 1 column 2 in Stock Information.

Column 8

This field gives the average weekly rent per dwelling (by size). This field is calculated by the template or by the NROSH+ system.

The calculation uses the average weekly rent of units reported in Q4. It takes the rent information reported in column 2 and column 5 and multiplies these by the number of units

reported in column 1 and column 4 (respectively). It then divides this total rent figure by the total number of units reported in column 1 and column 4.

Question 5 – Line guidance

Line 1 – Bedspaces

Record all non-self-contained units as **bedspaces** and not as dwelling equivalents as in stock information section. Please see worked examples in **Annex A** for more information.

! Note: the number of bedspaces should be equal to or more than the number of dwelling equivalents recorded in Q1 in stock information.

Line 2 – Bedsits

This should include all self-contained **bedsit** units owned by the Local Authority. This should also include all studio flats. Exclude all bedspaces.

Lines 3-8 – One bedroom to six or more bedrooms

Record all owned dwelling units by the number of bedrooms contained. Exclude all bedsits and bedspaces.

Line 9 – Total self-contained / weighted average

Fields are automatically calculated by the template or NROSH+ system and represent the total of line 2 to line 8 inclusive. These totals **EXCLUDE** bedspaces which are non-self-contained. Rent values are calculated as weighted averages across all self-contained stock.

Line 10 – Total general needs / weighted average

Fields are automatically calculated by the template or NROSH+ system and represent the total of line 1 to line 8 inclusive. These totals **INCLUDE** bedspaces which are non-self-contained. Rent values are calculated as weighted averages across all stock.

Question 6

Overall Average weekly rent

6 Average weekly rent per dwelling on a standardised 52 week basis - data check*

0.00

*This auto-calculated field has been included to allow you to check the accuracy of the average weekly rent figures given above. This has been calculated using the figures given in Questions 4 and 5 above.

If no 'non-self-contained' units have been reported (dwelling equivalent/bedspaces), then this figure will match the figure calculated in Question 3 above. If there is 'non-self-contained' stock present in your return, then these figures may be different. It is recommended that you refer to the LADR Guidance document.

This auto-calculated field gives the overall average weekly rent per dwelling on a 52-week basis, for Low Cost Rental units (supported housing and general needs combined). This is calculated automatically by the system, using the figures given in column 2 of Questions 4 and 5.

If no non-self-contained bedspace units have been reported in Questions 4 or 5, then this figure should match the figure auto-calculated calculated in Question 3 above.

If non-self-contained stock has been reported in Questions 4 or 5, then these figures may be different.

The regulator recommends that Local Authorities check these figures carefully to ensure that the reason for any difference is only due to the presence of non-self-contained stock. If these figures do match for other reasons then we advise contact with the RRE team.

For clarity:

- Question 2 – The figure reported here should represent the actual average weekly rent per dwelling, over your organisation's number of chargeable weeks. This should factor in dwelling equivalents of HMOs/ Hostels as clusters, not individual bedspaces.
- Questions 4 and 5, Column 2 – The figures reported here should represent the average weekly rent for each unit size when averaged over 52 weeks. Average rent for dwelling equivalents of HMOs/ Hostels should be reported as individual bedspaces in line 1.

Affordable Rent – Rent data

This section of the LADR captures information about the number of units and level of rent for **Affordable Rent** dwelling stock owned by each Local Authority (regardless of where the stock is geographically located) on 31 March 2020.

The data reported in the stock information section should reflect that reported in the LAHS return (part H question 1 to question 4) in 2020.

The glossary provides additional guidance for defining stock categories (see entries for text highlighted like this). However, providers are reminded that it is their responsibility to correctly categorise and record stock accurately according to the latest applicable rules and legislation. Providers must refer to the [policy statement](#) for detailed information regarding the government’s policy on rents for social housing.

Questions 1-3

Data reported in questions 1a and 2 should reflect the responses given in the LAHS return (section H questions 1 and 2).

Summary Affordable Rent Data

1a	Number of chargeable weeks	<input type="text"/>
1b	Number of possible chargeable weeks in year	<input type="text"/>
2	Average weekly rent per dwelling on an actual basis	<input type="text"/>
3	Average weekly rent per dwelling on a standardised 52 week basis*	<input type="text" value="0.00"/>

*Where 'non-self-contained' (dwelling equivalent) stock is present, the rents used to calculate the 'Average weekly rent per dwelling on an actual basis' must represent the cluster rent and not the individual bedspace rent.

Question 1

1a- Report here the number of weeks of the reporting year (1 April to 31 March) in which rent was charged (that is the total number of weeks excluding the number of 'rent free' weeks). This figure cannot be higher than 53.

1b- Report here the maximum number of possible chargeable weeks in the applicable reporting year. The answer given here will form part of the auto-calculation used to give a 52 weekly average in Question 3 below.

This figure must be 52 or 53, and will be dependent on how your organisation has chosen to calculate rents in the reporting year*.

*Each year there are 365 days, which means that in any given year there are 52 weeks and 1 day (in a leap year 2 days). Depending on the day of the week your organisation makes rent payment charges there is a potential for 53 rent payments to be charged in some years. Between 1 April 2019 and 31 March 2020 there were 53 Mondays and 53 Tuesdays. Providers who charge rent each Monday or each Tuesday COULD have charged 53 rent payments.

Question 2

Report here the average weekly gross rent inclusive of property related service charges per dwelling for Affordable Rent units (including both general needs and supported housing). This should be based on the average weekly rent that would be payable based on the rent in place on the 31 March.

Where the 31 March falls in a 'rent free' week please use the closest week preceding the 31 March where rent was payable.

Where the rent year is not 52 weeks the entry should NOT be averaged over a 52-week year but only based on the chargeable rent weeks for each dwelling.

For dwelling equivalent stock, the rents used must represent the cluster rent and not the individual bedspace rent.

You should ensure that each dwelling equivalent reported in Q1 in Stock Information has an average rent equal to all charges made for the individual rooms/ bedspaces within that dwelling equivalent and not just a single room/ bedspace rent. See worked examples in [Annex A](#).

Include:

- All rents payable on units reported as Affordable Rent in stock information (including both **general needs** and **supported housing** units) (question 1 column 6 line 9).
- Void properties (providing the rent which would be payable on them should the property be occupied on 31 March).

Exclude:

- All units not reported in stock information question 1 column 6 line 9 (therefore exclude all **low cost rental** (which are not Affordable Rent) units and all LCHO units).
- Exclude all non-property related service charges.

Question 3

This field gives the average weekly rent per dwelling on a standardised 52-week basis. This field is calculated by the template or by the NROSH+ system. Where the rent year is not 52 weeks, the entry for Q2 will be averaged over a 52-week year.

The calculation uses the average weekly rent reported in Q2, divides this by the number of chargeable weeks reported in Q1 and multiplies this by the possible number of chargeable weeks reported in Q1b.

Question 4

Report here the detailed stock breakdown and gross rent information for Affordable Rent general needs units.

Detailed rent information for Affordable Rent general needs units

4. Please give the total Affordable Rent general needs units owned, together with overall average weekly gross rent.

All averages should be weighted averages.

Also provide details as to the number of properties subject to HIST arrangements.

	Total Affordable Rent units/bedspaces (excluding HIST)	Average weekly gross rent	Total number of units/bedspaces subject to HIST arrangements	Total units / bedspaces
Bedspaces	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Bedsits	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
One bedroom	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Two bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Three bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Four bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Five bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Six or more bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total self-contained / weighted average	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Affordable Rent general needs / weighted average	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Question 4 – Column guidance

Column 1

Please report the total number of Affordable Rent **general needs** units by bed size.

HMO and hostel units must be recorded as **bedspaces** (i.e. units should be reported on the basis of individual bedspaces and not as **Dwellings equivalent of HMOs/ Hostels** as in Q1 in Stock Information).

Exclude:

- All Affordable Rent **supported housing** units and report these in Q5.
- All **low cost rental** (which are not Affordable Rent) units (general needs and supported housing) and report these in the low cost rental – rent data part (questions 4 and 5).
- All units subject to **HIST** arrangements (report these in column 3).
- All **PFI** units, even those which are rented on rents aligned to Affordable Rent levels.
- All **Low Cost Home Ownership (LCHO)** (including **Shared Ownership**) units (rent information for these units is not captured in LADR).

The recording of units in this question must reflect that made in Q1 in Stock Information.

⚠ Note: With the exception of bedspaces, the number of units by bed size must be less than or equal to those reported in equivalent bed sizes in question 1 column 4 in Stock Information.

Column 2

Report here the **average weekly GROSS rent** per dwelling for Affordable Rent general needs units by size of unit (Lines 1 to 8).

This should be based on the average weekly GROSS rent that would be payable based on the rent in place on the 31 March.

Where the 31 March falls in a 'rent free' week please use the closest week preceding the 31 March where rent was payable.

Where the rent year is not 52 weeks the entry **must be** averaged over a **52-week year**. The calculation for this is provided in the glossary.

If in any given year there are *more* than 52 weekly rent periods, providers should seek to calculate their **average weekly rent in such a way that it is directly comparable with a standard (52 rent week) year** *i.e.* there is no increase in 52 week average rent purely due to the additional rent periods. If you are unsure on how to approach this then please contact the RRE team for advice.

Bedspace rents should be calculated as the average rent for all bedspaces. This should be the average rent payable by a single tenant and not the rent for the cluster or dwelling equivalent. See worked examples in **Annex A**.

Include:

- All GROSS rents payable on units reported as general needs Affordable Rent in column 1.
- Void properties (providing the GROSS rent which would be payable on them if the property had been occupied on 31 March). This should either be the last known average weekly GROSS rent payable or the intended GROSS rent payable for the property on re-let.

Exclude:

- Any rents payable for all units not reported in column 1.
- Exclude all non-property related service charges.

Column 3

Report here the total number of Affordable Rent general needs units/ bedspaces subject to **HIST** arrangements.

The units reported in column 3 should not appear in column 1.

Exclude:

- All Affordable Rent **supported housing** units subject to HIST and report these in Q5 (column 3).

- All **low cost rental** (which are not Affordable Rent) units (general needs and supported housing) and report these the low cost rental – rent data part (questions 4 and 5).
- All **LCHO** (including **Shared Ownership**) units (rent information for these units is not captured in LADR).

Column 4

This field is a NROSH+ system calculated field. It sums column 1 + column 3.

The total value per line should broadly match the number of Affordable Rent general needs units/ bedspaces as reported in corresponding lines in question 1 column 4 in Stock Information, less any PFI stock included in Stock Information section.

Question 4 – Line guidance

Line 1 – Bedspaces

Record all non-self-contained units as **bedspaces** and not as dwelling equivalents as in stock information section. Please see worked examples in **Annex A** for more information

⚠ Note: the number of bedspaces should be equal to or more than the number of dwelling equivalents recorded in Q1 in Stock Information.

Line 2 – Bedsits

This should include all self-contained **bedsit** units owned by the Local Authority. This should also include all studio flats. Exclude all bedspaces.

Lines 3-8 – One bedroom to six or more bedrooms

Record all owned dwelling units by the number of bedrooms contained. Exclude all bedsits and bedspaces.

Line 9 – Total self-contained / weighted average

Fields are automatically calculated by the template or NROSH+ system and represent the total of line 2 to line 8 inclusive. These totals **EXCLUDE** bedspaces which are non-self-contained. Rent values are calculated as weighted averages across all self-contained stock.

Line 10 – Total general needs / weighted average

Fields are automatically calculated by the template or NROSH+ system and represent the total of line 1 to line 8 inclusive. These totals **INCLUDE** bedspaces which are non-self-contained. Rent values are calculated as weighted averages across all stock.

Question 5

Report here the detailed stock breakdown and gross rent information for Affordable Rent supported housing units.

Detailed rent information for Affordable Rent supported housing units

5. Please give the total Affordable Rent supported housing owned, together with overall average weekly gross rent.

All averages should be weighted averages.

Also provide details as to the number of properties subject to HIST arrangements.

	Total Affordable Rent units/bedspaces (excluding HIST)	Average weekly gross rent	Total number of units/bedspaces subject to HIST arrangements	Total units / bedspaces
Bedspaces	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Bedsits	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
One bedroom	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Two bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Three bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Four bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Five bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Six or more bedrooms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total self-contained / weighted average	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Affordable Rent supported housing / weighted average	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Question 5 – Column guidance

Column 1

Please report the total number of Affordable Rent **supported housing** units by bed size.

HMO and hostel units must be recorded as **bedspaces** (i.e. units should be reported on the basis of individual bedspaces and not as **Dwellings equivalent of HMOs/ Hostels** as in Q1 in Stock Information).

Exclude:

- All Affordable Rent **general needs** units and report these in Q4.
- All **low cost rental** (which are not Affordable Rent) units (general needs and supported housing) and report these in the low cost rental – rent data part (questions 4 and 5).
- All units subject to **HIST** arrangements (report these in column 3).
- All **PFI** units, even those which are rented on rents aligned to Affordable Rent levels.
- All **LCHO** (including **Shared Ownership**) units (rent information for these units is not captured in LADR).

The recording of units in this question must reflect that made in Q1 in Stock Information.

⚠ Note: With the exception of bedspaces, the number of units by bed size must be less than or equal to those reported in equivalent bed sizes in question 1 column 5 in Stock Information.

Column 2

Report here the **average weekly GROSS rent** per dwelling for Affordable Rent supported housing units by size of unit (Lines 1 to 8).

This should be based on the average weekly GROSS rent that would be payable based on the rent in place on the 31 March.

Where the 31 March falls in a 'rent free' week please use the closest week preceding the 31 March where rent was payable.

Where the rent year is not 52 weeks the entry **must be** averaged over a **52-week year**. The calculation for this is provided in the glossary.

If in any given year there are *more* than 52 weekly rent periods, providers should seek to calculate their **average weekly rent in such a way that it is directly comparable with a standard (52 rent week) year** *i.e.* there is no increase in 52 week average rent purely due to the additional rent period. If you are unsure on how to approach this then please contact the RRE team for advice.

Bedspace rents should be calculated as the average rent for all bedspaces. This should be the average rent payable by a single tenant and not the rent for the cluster or dwelling equivalent. See worked examples in **Annex A**.

Include:

- All GROSS rents payable on units reported as supported housing Affordable Rent in column 1.
- Void properties (providing the GROSS rent which would be payable on them if the property had been occupied on 31 March). This should either be the last known average weekly GROSS rent payable or the intended GROSS rent payable for the property on re-let.

Exclude:

- Any rents payable for all units not reported in column 1.
- Exclude all non-property related service charges.

Column 3

Report here the total number of Affordable Rent supported housing units/ bedspaces subject to **HIST** arrangements.

The units reported in column 3 should not appear in column 1.

Exclude:

- All Affordable Rent **general needs** subject to HIST and report these in Q4 (column 3).
- All **low cost rental** (which are not Affordable Rent) units (general needs and supported housing) and report these in the low cost rental – rent data part (questions 4 and 5).
- All **LCHO** (including **Shared Ownership**) units (rent information for these units is not captured in LADR).

Column 4

This field is a NROSH+ system calculated field. It sums column 1 + column 3.

The total value per line should match the number of Affordable Rent supported housing units/ bedspaces as reported in corresponding lines in question 1 column 5 in Stock Information, less any PFI stock included in Stock Information section.

Question 5 – Line guidance

Line 1 – Bedspaces

Record all non-self-contained units as **bedspaces** and not as dwelling equivalents as in stock information section. Please see worked examples in **Annex A** for more information

! Note: the number of bedspaces should be equal to or more than the number of dwelling equivalents recorded in Q1 in stock information.

Line 2 – Bedsits

This should include all self-contained **bedsit** units owned by the Local Authority. This should also include all studio flats. Exclude all bedspaces.

Lines 3-8 – One bedroom to six or more bedrooms

Record all owned dwelling units by the number of bedrooms contained. Exclude all bedsits and bedspaces.

Line 9 – Total self-contained / weighted average

Fields are automatically calculated by the template or NROSH+ system and represent the total of line 2 to line 8 inclusive. These totals EXCLUDE bedspaces which are non-self-contained. Rent values are calculated as weighted averages across all self-contained stock.

Line 10 – Total general needs / weighted average

Fields are automatically calculated by the template or NROSH+ system and represent the total of line 1 to line 8 inclusive. These totals INCLUDE bedspaces which are non-self-contained. Rent values are calculated as weighted averages across all stock.

Question 6

Overall Average weekly rent

6 Average weekly rent per dwelling on a standardised 52 week basis - data check*

0.00

*This auto-calculated field has been included to allow you to check the accuracy of the average weekly rent figures given above. This has been calculated using the figures given in Questions 4 and 5 above.

If no 'non-self-contained' units have been reported (dwelling equivalent/bedspaces), then this figure will match the figure calculated in Question 3 above. If there is 'non-self-contained' stock present in your return, then these figures may be different. It is recommended that you refer to the LADR Guidance document.

This auto-calculated field gives the overall average weekly rent per dwelling on a 52-week basis, for Affordable Rent units (supported housing and general needs combined). This is calculated automatically by the system, using the figures given in column 2 of Questions 4 and 5.

If no non-self-contained bedspace units have been reported in Questions 4 or 5, then this figure should match the figure auto-calculated calculated in Question 3 above.

If non-self-contained stock has been reported in Questions 4 or 5, then these figures may be different.

The regulator recommends that Local Authorities check these figures carefully to ensure that the reason for any difference is only due to the presence of non-self-contained stock. If these figures do match for other reasons then we advise contact with the RRE team.

For clarity:

- Question 2 – The figure reported here should represent the actual average weekly rent per dwelling, over your organisation's number of chargeable weeks. This should factor in dwelling equivalents of HMOs/ Hostels as clusters, not individual bedspaces.
- Questions 4 and 5, Column 2 – The figures reported here should represent the average weekly rent for each unit size when averaged over 52 weeks. Average rent for dwelling equivalents of HMOs/ Hostels should be reported as individual bedspaces in line 1.

Glossary

52-week basis for rents

Rent figures reported in Q4 and Q5 of the low cost rental – rent data and Affordable Rent – rent data sections must be stated on a standardised 52 week basis.

NOTE: figures supplied in Q2 in each part should be actual and not standardised over a 52-week basis; this calculation is done for you in Q3 at a total level.

If rent is not collected on a 52-week basis or a number of 'rent-free weeks' are offered to tenants, the figures must be converted to average them over 52 weeks.

For example, if a Local Authority collects a rental payment of £100 each fortnight – multiply this by 26 and then divide by 52 – the weekly payment would be £50.

$$\frac{\text{Average rental payment} \times \text{Number of payments per year}}{52}$$

If a Local Authority offers a number of 'rent-free weeks' to tenants each year, the figures submitted to NROSH+ should be averaged out to give the rent on a 52-week basis. For example, a provider charges £80 per week but operates four rent-free weeks during the year. Multiply the weekly payment by 48 and then divide by 52 giving a weekly charge of £73.85.

Note: Providers who COULD have charged 53 weekly rent payments in a given year (even if they chose not to)* MUST consult the additional guidance materials, FAQs and data tool available on the NROSH+ website. These resources provide guidance on the reporting of rent data in line with the regulators' requirements in each year.

* Each year there are 365 days, this means that in any given year there are 52 weeks and 1 day (in a leap year 2 days). Depending on the day of the week your organisation makes rent payment charges there is a potential for 53 rent payments to be charged in some years. Between 1 April 2019 and 31 March 2020 there were 53 Mondays and 53 Tuesdays. Providers who charge rent each Monday or each Tuesday COULD have charged 53 rent payments.

Average weekly NET rent

Low cost rental rents (excluding Affordable Rent rents) are collected in the LADR on a **NET** rent basis. This means the rent charged to tenants **excluding** all service charges.

Average weekly GROSS rent

Affordable Rents are collected in the LADR on a **GROSS** rent basis. This means the total charged to tenants **inclusive** of all rent and property related service charges.

Affordable Rent

Affordable rent housing means accommodation that is:

- (a) provided by a registered provider pursuant to an agreement between that provider and the Homes and Communities Agency (now Homes England) or the Greater London Authority and the accommodation is permitted by that agreement to be let at an affordable rent;

(b) provided by a registered provider pursuant to an agreement between a local authority and the Secretary of State and the accommodation is permitted by that agreement to be let at an affordable rent; or

(c) provided by a local authority and the Secretary of State, Homes England or the Greater London Authority has agreed that it is appropriate for the accommodation to be let at an affordable rent.

The rent for affordable rent housing (inclusive of property related service charges) must not exceed 80% of gross market rent. **For more information refer to Chapter 3 of the policy statement.**

Bedspace

A bedspace is a single space for a person in a non-self-contained unit (such as a bed in a hostel or dormitory, a bed in a private room in a shared property or a bed in a shared bedroom used to house people on separate tenancies). Bedspaces are non-self-contained units as they require the sharing of living, cooking, bathroom or toilet amenities. When counting bedspaces, you should be counting the number of individually lettable areas and not the total number of occupants in the unit or the number of rooms within the unit.

Examples of how bedspaces should be counted are:

- Each single bed in a dormitory should be counted as one bedspace.
- A double bedroom containing two single beds let individually should be counted as two bedspaces.
- A five bedroom house where each non-self-contained unit (bedroom) is let individually should be counted as five bedspaces.
- Two unconnected people sharing a room designed for sharing in a drug-rehabilitation project should be counted as two bedspaces.
- Five non-self-contained units (bedrooms) in a house each occupied by two individuals on separate tenancies should be reported as ten bedspaces.

However, where multiple beds exist within a single non-self-contained unit, but are not individually lettable then you should record them as a single bedspace. Examples of this are:

- Two beds in a single non-self-contained unit let to a single individual (not just temporarily) should be recorded as one bedspace (and not two bedspaces)
- A double bedroom containing a double bed (which can hold two individuals) should be counted as one bedspace (not two bedspaces) as the bed does not represent two individually lettable bedspaces (*i.e.* it can only be let on one tenancy as the bed is not shared between tenancies).
- A family sharing a single non-self-contained unit (a room or suite of rooms) in a women's refuge should be counted as one bedspace.
- A 'suite' consisting of a bedroom, bathroom and living area that shares a kitchen with other tenants, but that is intended to be let on a single tenancy should be counted as one bedspace.

Typically, the number of bedspaces in a property will align with the number of tenancies (counting joint tenancies as one tenancy) that can be issued and the two are often interchangeable. When these temporarily do not align, you should always report the underlying number of lettable beds. For example, a double bedroom may contain two individually lettable single beds but, when considering tenant safeguarding, the provider may deem it inappropriate to place a second tenant in the room after the first bed is let. In this situation, the provider should continue to report this as two bedspaces as the second bedspace (and associated potential tenancy) is only temporarily

unavailable. If the letting policy for this bedroom was permanently altered to this basis then it would instead be counted as one bedspace.

Bedsit

A one-roomed unit of accommodation typically consisting of a combined bedroom and sitting room. Bedsits have private living space (within the single room), will usually have cooking facilities which are private to the unit (included within the single room) but may share bathroom facilities other units. For the purpose of the LADR, studio flats which consist of a combined bedroom and sitting room with cooking facilities and a private bathroom should be recorded as bedsits.

Care homes

Care home means an establishment that is a care home for the purposes of the Care Standards Act 2000.

It is an excepted category of stock.

For more information refer to Chapter 5 of the policy statement.

Dwelling Equivalents of HMO/ Hostels

The Dwelling equivalent of multi-occupied dwellings has two components – a figure derived from bed spaces in hostels and a figure derived from ‘clusters’ in Houses of Multiple Occupation. These equivalents should be calculated as follows:

- Hostels – for hostels the dwelling equivalent is derived from the number of groups of three bed spaces in the hostel. Divide the total number of bedspaces in each hostel at 31 March by three, with any balance counting as one dwelling.
- HMO (with clusters) – In HMOs with shared facilities, the dwelling equivalent is derived from the number of ‘clusters’ in the dwelling. A ‘cluster’ is a group of rooms in a HMO serving as separate accommodation for two or more persons but sharing common kitchen, bathroom and lavatory; where such a dwelling accommodates six or fewer persons, this counts as one cluster; where it accommodates more than six persons, the number of clusters is calculated by dividing the number of persons by six, with any balance counting as one clusters. The figure derived as the number of clusters is the dwellings equivalent for the HMOs.

For more information please refer to the worked examples in Annex A and LAHS guidance.

Exceptions / Excepted categories of units

The policy statement does not apply to certain categories of low cost rental accommodation. These excepted categories are:

- Shared ownership low cost rental accommodation
- Intermediate rent accommodation
- Specialised supported housing
- Relevant local authority accommodation
- Student accommodation
- PFI social housing

- Temporary social housing
- Care homes

Excepted units should be included in the relevant columns in Q1 Stock information and where directed within the low cost rental and Affordable Rent data sections. Providers are reminded that it is their responsibility to correctly categorise and record stock accurately according to the latest applicable rules and legislation

For more information refer to Chapter 5 of the policy statement.

Formula Rent

Details on the information needed to calculate a formula rent is set out in the policy statement. The basis for the calculation of formula rents is:

- 30% of a property's rent is based on relative property values
- 70% of a property's rent is based on relative local earnings
- a bedroom factor is applied so that, other things being equal, smaller properties have lower rents

Local Authorities should ensure that they calculate formula rent for all units as directed by the policy statement.

For more information refer to Appendix A of the policy statement.

General needs

General needs housing covers the bulk of housing stock for rent and is stock that does not meet the criteria for the classification of supported housing.

HIST (High Income Social Tenant)

The government does not expect registered providers to adhere to its social rent and Affordable Rent policy requirements in relation to social tenants with high incomes.

For the purposes of this return, a unit is only considered to be subject to HIST arrangements where the provider has taken a decision not to comply with the usual statutory or regulatory rules in relation to that unit as a result of the tenant's/ tenants' higher income status.

For more information refer to Chapter 4 of the policy statement.

Housing for older people

See supported housing definition.

Intermediate Rent (IR)

Intermediate Rent accommodation means low cost rental accommodation which satisfies the criteria set out in Chapter 5 of the policy statement.

It is an excepted category of stock.

For more information refer to Chapter 5 of the policy statement.

Low Cost Home Ownership (LCHO)

Low Cost Home Ownership accommodation is defined in the Housing and Regeneration Act 2008 as being that occupied or made available for occupation in accordance with shared ownership arrangements, shared equity arrangements, or shared ownership trusts; and it is made available to people whose needs are not adequately served by the commercial housing market.

LCHO figures should not include 'fully staircased' properties *i.e.* properties once occupied under relevant arrangements but where the occupier has for example acquired a 100% share of a shared ownership property or repaid an equity loan on a shared equity property in full. The conditions under which LCHO properties are regarded as sold to occupiers (e.g. through being fully staircased) are more formally set out in HRA (2008). Once the Local Authority's percentage share is 0% then the unit is no longer captured within the LADR return.

Low cost rental

The Housing and Regeneration Act 2008 defines accommodation as low cost rental accommodation where it is:

- Made available for rent
- The rent is below the market rate
- It is made available to people whose needs are not adequately served by the commercial housing market

Low cost rental accommodation includes all social rent, Affordable Rent, HIST and units excepted in the policy statement.

Policy statement on rents for social housing

Providers must refer to the policy statement on rents for social housing (referred to as the 'policy statement') for information on categorising stock and determining rents and formula rents.

The document is available at:

<https://www.gov.uk/government/publications/direction-on-the-rent-standard-from-1-april-2020>

Private Finance Initiative (PFI)

PFI housing means low cost rental accommodation which satisfies the conditions set out in the policy statement.

It is an excepted category of stock.

For more information refer to Chapter 5 of the policy statement.

Relevant local authority accommodation

Accommodation is 'relevant local authority accommodation' if it is accommodation provided by a local authority and the Secretary of State has agreed that it would be inappropriate to apply this rent policy to the accommodation because this would cause the authority unavoidable and serious financial difficulty.

It is an excepted category of stock.

For more information refer to Chapter 5 of the policy statement.

Service charges

In addition to their rent, tenants may also pay service charges. Rents are generally taken to include all charges associated with the occupation of a property, such as maintenance and general housing management services. Service charges usually reflect additional services which may not be provided to every tenant, or which may be connected with communal facilities rather than being particular to the occupation of a dwelling. Service charges are subject to separate legal requirements and are limited to covering the cost of providing the services.

All service charges should be EXCLUDED from the NET rent calculations in the low cost rental rent data section.

The rent for Affordable Rent should be INCLUSIVE of all property related service charges. The rent calculations in the Affordable Rent rent data section should be on a GROSS rent basis.

For more information refer to Chapters 2 and 3 of the policy statement.

Shared Ownership

A dwelling disposed of on shared ownership terms should be recorded as a full unit within the LADR return while the Local Authority retains a percentage share. Once the Local Authority's percentage share is 0% then the unit is no longer captured within the LADR return.

This is different to previous recording of Shared Ownership units under LAHS (where the share of the equity in the dwelling acquired by the tenant was excluded).

Shared ownership low cost rental accommodation

Shared ownership low cost rental accommodation means accommodation which is both low cost rental accommodation and low cost home ownership accommodation.

It is an excepted category of stock.

For more information refer to Chapter 5 of the policy statement.

Social rent

Social rent means all low cost rental accommodation to which chapters 3, 4 and 5 of the rent policy statement do not apply. Social rent housing therefore does not include Affordable Rent, HIST or accommodation in excepted categories.

For more information refer to the policy statement.

Specialised supported housing

Specialised supported housing is a form of supported housing (as defined in chapter 2 of the policy statement (see also below)) which meets a range of criteria as set out in the policy statement.

It is an excepted category of stock.

For more information refer to Chapter 5 of the policy statement.

Student accommodation

Student accommodation means low cost rental accommodation provided by a registered provider pursuant to an agreement which grants a right of occupation in a building or dwelling that is used

wholly or mainly for the accommodation of persons who are in full-time education at a university, college, school or other educational establishment.

It is an excepted category of stock.

For more information refer to Chapter 5 of the policy statement.

Supported housing

Supported housing means low cost rental accommodation (including Affordable Rent) provided by a registered provider that:

- (a) is made available only in conjunction with the supply of support;
- (b) is made available exclusively to households including a person who has been identified as needing that support; and
- (c) falls into one or both of the following categories—
 - (i) accommodation that has been designed, structurally altered or refurbished in order to enable residents with support needs to live independently; and
 - (ii) accommodation that has been designated as being available only to individuals within an identified group with specific support needs.

For more information refer to Chapter 2 in the policy statement.

Temporary social housing

Temporary social housing means low cost rental accommodation made available to a person who is homeless (within the meaning of the Housing Act 1996) under particular conditions as set out in the policy statement.

It is an excepted category of stock.

For more information refer to Chapter 5 of the policy statement.

Weighted average rents

All rent figures reported in the LADR must be stated as weighted averages. To calculate rent figures as a weighted average, first add together all the rents charged as at 31 March 2020 for a given property type and size in a Local Authority to get the total rent collected. This figure should then be divided by the total number of units of that property type and size in that LA. The same process should be followed to calculate weighted average formula.

Care should be taken to ensure that the correct units are used when dividing the total.

Change History

Version 1.0 – Feb 2020

Initial release.

Version 1.1 – March 2020

Clarification of deadline date. This is aligned with LAHS and is 17 July 2020 (**See extension in newer version below**).

Version 1.2 – March 2020

Updated guidance due to addition of question 1b in Low cost rental- rent data and Affordable Rent – Rent data.

Correction of minor typos.

Clarification of glossary guidance – 52-week basis for rents.

Version 1.3 – March 2020

Extension of survey deadline to 31 October 2020.

Annex A - Worked examples

Calculating the Dwelling equivalent unit numbers

Example One

The Local Authority has 10 HMOs each with ten bedrooms (with each bedroom let to a different tenant).

The Local Authority also has two hostels each with ten bedspaces.

HMO Cluster element calculation:

Number of bedrooms per HMO		Maximum number of units per cluster		Number of clusters		
10	/	6	=	1.67	rounded to up to full clusters	2

There are 10 HMOs in the Local Authority so there are 20 clusters in the Local Authority area.

Hostel element calculation:

Number of bedspaces per hostel		Maximum number of bedspaces		Number of dwelling equivalents		
10	/	3	=	3.33	rounded to full units	4

There are 2 hostels in the Local Authority so there are 8 dwelling equivalent hostel units in the Local Authority area.

Total Dwelling equivalent units is the combined total of HMO clusters and Hostel dwelling equivalents in this example is 20 (HMO) + 8 (Hostel) = 18 Dwelling equivalents.

Example Two

The Local Authority has 5 HMOs. Two have ten bedrooms, one has eight bedrooms, one has six bedrooms and one has four bedrooms (with each bedroom let to a different tenant).

The Local Authority also has 5 hostels. One with 20 bedspaces, one with 16 bedspaces, one with 12 bedspaces, one with 7 bedspaces and one with two bedspaces.

HMO Cluster element calculation:

Number of units per HMO		Maximum number of units per cluster		Number of clusters		Total Clusters
10	/	6	=	1.67	Rounded to full clusters	2
10	/	6	=	1.67		2
8	/	6	=	1.33		2
6	/	6	=	1.00		1
4	/	6	=	0.67		1
				Total		8

Hostel element calculation:

Number of bedspaces per hostel		Maximum number of bedspaces		Number of dwelling equivalents		Total
20	/	3	=	6.67	Rounded to full dwelling equivalents	7
16	/	3	=	5.33		6
12	/	3	=	4.00		4
7	/	3	=	2.33		3
2	/	3	=	0.67		1
				Total		21

Total dwelling equivalent units is the combined total of HMO clusters and Hostel dwelling equivalents.

In this example **8 + 21 = 29**

Calculating the Dwelling equivalent and Bedspace average rent

Example One

The Local Authority has 5 HMOs. Two have ten bedrooms, one has eight bedrooms, one has six bedrooms and one has four bedrooms (with each bedroom let to a different tenant).

For each HMO the rent is set between £15 and £30 per room per night depending on the HMO.

HMO Cluster element calculation:

	Number of units per HMO		Maximum number of units per cluster		Number of clusters		Rounded up cluster	Total weekly rent by HMO (£)	Average weekly rent	
	10	/	6	=	1.67		2	£1,400		
	10	/	6	=	1.67		2	£1,050		
	8	/	6	=	1.33		2	£1,680		
	6	/	6	=	1		1	£840		
	4	/	6	=	0.67		1	£420		
Total dwelling equivalent units and average rent for low cost rental rent data and Affordable Rent rent data question 2 (combining HMO clusters AND grouped hostel bedspaces)							8	£5,390	£673.75	by dwelling equivalent
					OR					
Total bedspaces and average rent for low cost rental rent data and Affordable Rent rent data dwelling equivalent line in question 4 and question 5 (combining individual HMO bedspaces and hostel bedspaces)	38							£5,390	£141.84	by bedspace

The average weekly dwelling equivalent rent for use in **low cost rental and Affordable Rent data sections (Q2)** is **£673.75** in this example.

The average weekly bedspace rent for use in the **low cost rental and Affordable Rent data sections (Q4 and Q5)** is **£141.84** in this example.

Example Two

The Local Authority also has 5 hostels. One with 20 bedspaces, one with 16 bedspaces, one with 12 bedspaces and one with 7 bedspaces and one with two bedspaces. Bedspaces are between £15 and £17 per bed per night depending on hostel.

Hostel element calculation:

	Number of bedspaces per hostel		Maximum number of bedspaces		Number of dwelling equivalents		Rounded number of dwelling equivalents	Total average weekly rent by Hostel (£)	Average weekly rent	
	20	/	3	=	6.67		7	£2,100		
	16	/	3	=	5.33		6	£1,680		
	12	/	3	=	4		4	£1,428		
	7	/	3	=	2.33		3	£833		
	2	/	3	=	0.67		1	£238		
Total dwelling equivalent units and average rent for low cost rental rent data and Affordable Rent rent data question 2 (combining HMO clusters AND grouped hostel bedspaces)							21	£6,279	£299.00	by dwelling equivalent.
					OR					
Total bedspaces and average rent for low cost rental rent data and Affordable Rent rent data dwelling equivalent line in question 4 and question 5 (combining individual HMO bedspaces and hostel bedspaces)	57							£6,279	£110.16	by bedspace

The average weekly dwelling equivalent rent for use in **low cost rental and Affordable Rent data sections (Q2)** is **£299.00** in this example.

The average weekly bedspace rent for use in the **low cost rental and Affordable Rent data sections (Q4 and Q5)** is **£110.16** in this example.

Example Three

The Local Authority has 10 HMOs each with ten bedrooms (with each bedroom let to a different tenant). For each HMO the rent is set between £15 and £30 per room per night depending on the HMO.

AND

The Local Authority also has 5 hostels. One with 20 bedspaces, one with 16 bedspaces, one with 12 bedspaces and one with 7 bedspaces and one with two bedspaces. Bedspaces are between £15 and £17 per bed per night depending on hostel.

Using the calculations from example one and example two:

Combined rent calculation:

	Combined number of bedspaces per HMO / hostel		Maximum number of bedspaces		Number of dwelling equivalents		Rounded number of dwelling equivalents	Total average weekly rent by HMO / Hostel (£)	Average weekly rent	
	10	/	6	=	1.67		2	£1,400		
	10	/	6	=	1.67		2	£1,050		
	8	/	6	=	1.33		2	£1,680		
	6	/	6	=	1		1	£840		
	4	/	6	=	0.67		1	£420		
	20	/	3	=	6.67		7	£2,100		
	16	/	3	=	5.33		6	£1,680		
	12	/	3	=	4		4	£1,428		
	7	/	3	=	2.33		3	£833		
	2	/	3	=	0.67		1	£238		
Total dwelling equivalent units and average rent for low cost rental rent data and Affordable Rent rent data question 2 (combining HMO clusters AND grouped hostel bedspaces)							29	£11,669	£402.38	by dwelling equivalent

	Combined number of bedspaces per HMO / hostel		Maximum number of bedspaces		Number of dwelling equivalents		Rounded number of dwelling equivalents	Total average weekly rent by HMO / Hostel (£)	Average weekly rent	
Total bedspaces and average rent for low cost rental rent data and Affordable Rent rent data dwelling equivalent line in question 4 and question 5 (combining individual HMO bedspaces and hostel bedspaces)	95							£11,669	£122.83	by bedspace

The average weekly dwelling equivalent rent for use in **low cost rental and Affordable Rent data sections (Q2)** is **£402.38** in this example.

The average weekly bedspace rent for use in the **low cost rental and Affordable Rent data sections (Q4 and Q5)** is **£122.83** in this example.



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