Introduction

This user guide accompanies the interactive sub-national data dashboard for CORE Social Housing Lettings in England, 2019/20. The link to the dashboard can be accessed from this page.

National information is available through *Social Housing Lettings in England, 2019/20* statistical release, which is also available here.

Please contact us at CORE@communities.gov.uk if you have a question not answered by this user guide. We also welcome feedback as this dashboard is a new product for 2019/20, replacing the previous suite of csv data tables.

Contents

Background

This dashboard is designed to replace the CORE sub-national data tables which were published as Excel files alongside the statistical release up until the 2018/19 reporting year.

In addition to providing access to CORE data at the sub-national level, the dashboard has been designed to allow the user to customise and tailor the dashboard to obtain statistics of interest.

If you require an extract of your table in csv format, then please contact CORE@communities.gov.uk

Please include a description or screenshot of the table required in your email.

What this dashboard is not designed to do

- **Completely replace *ad hoc* CORE analysis requests to the MHCLG team.** The dashboard provides the user with a high level of freedom to customise the data display to suit their needs. However, due to the limitations of presenting data in this way, there may be instances where a bespoke CORE request is more appropriate. Requests can be made by emailing CORE@communities.gov.uk.

- **Represent CORE statistics at the national level for local authority housing providers.** Unlike the 2019/20 summary tables published as part of the National Statistics release that provide data at the national level, the counts of lettings in this dashboard are not weighted to account for local authority non-response (using data from the local authority housing statistics (LAHS) data set). Therefore, the statistics presented in the dashboard are not meant to represent the total number of new lettings by local authority housing providers and are not directly comparable with figures from the 2019/20 summary (national) tables.

How to use the dashboard

The dashboard consists of 6 different report pages:

1) **Landing Page & Guidance**
    a. This is the page displayed to the user upon first opening the dashboard. It contains information about the data set and provides links to further information about CORE data and the dashboard itself.

2) **Variable Explorer**
    a. This page allows the user to explore most variables in the CORE data set. The remaining variables are presented in different report pages as they require different methods of presentation.

3) **Rent Explorer**
    a. This page allows the user to explore data related to rent, rent-related charges such as service charge, and housing benefit-related variables, such as the shortfall between rent and housing benefits or housing element of Universal Credit.

4) **Income Explorer**
    a. This page allows the user to explore income data, such income from employment and benefits (including pensions and housing related benefits).

5) **Vacancies, bedrooms & units**
    a. This page allows the user to explore:
        i. The number of bedrooms for the letting
        ii. The number of units owned by a housing provider
        iii. The number of times a property has been offered since becoming vacant
        iv. The number of days since the property has become vacant

6) **Additional filters page**
    a. This page allows the user to select and apply additional filters to the current data display. For example, the 'Start date of tenancy' filter on the additional filters page can be used to filter the current display to include only lettings beginning in the first quarter of the reporting year.
    b. The additional filters page can be accessed from and used to apply filters to any of the 4 variable explorer pages (pages numbered 2-5 above).

Dashboard navigation

Upon first opening the dashboard, the page displayed will be the 'Landing Page & Guidance' page. To start exploring CORE data, select the dashboard navigation button in the top right corner as indicated on the page.

This will display the dashboard navigation panel, featuring a drop-down menu. From this menu, select the page you wish to navigate to and select 'GO' to navigate to that page. Select the arrow pointing right to hide the navigation panel. To navigate to a different page, use the dashboard navigation panel as outlined above.

How to use the data explorers – quick guide

There are numbered prompts within the data explorers themselves to guide the user. However, for more detailed guidance, please see below.

The Variable, Rent and Income Explorers follow the same process:

1. **Select a CORE variable of interest using the variable selection menu**

   a. For example, in the Variable Explorer, 'Type of letting' is selected by default. To change the variable, select another variable from the menu by clicking on it (please note only one variable can be selected at a time). This will change the visuals on the page to display data corresponding to the selected variable.

   b. Variables are derived from questions from the CORE log. Some variable names are prefixed by their question number (e.g. 'Q1a. Type of letting') as it appears on the CORE log. Other variables which have been derived using calculation are prefixed by "D." which stands for 'derived'. Variables prefixed by "SH." (which stands for 'Supported Housing') relate to data collected only for Supported Housing.

2. **Filter the selected variable using the basic on-page filters (optional)**

   a. If you wish to include only a subset of the data in your selection (e.g. to include General Needs lettings only), you can use the basic on-page filters to do so.

   b. To undo a filter, either unselect it from the filter menu or use the reset filters button in the top right corner of the page (please note this will reset all filters, including any filters selected on the 'Additional Filters' page).

3. **Add additional filters from the 'Additional Filters' page (optional)**

   a. If the basic on-page filters do not include a filter of interest, you may choose from a range of additional filters from the 'Additional Filters' page which can be accessed by selecting the funnel icon in the top right corner of the page.

   b. To view which filters from the 'Additional filters' page have been applied once back on the main report page, hover your mouse over a visual, and select the yellow funnel icon.

4. **Interact with the visuals to further customise the data breakdown**

   a. Each visual on the page can be interacted with to modify the display on the page or show additional data. For example, clicking on a specific LA area on a map will filter the rest of the visuals on the page to show data for that area only.

   b. Similarly, hovering over a LA area or specific bar on the bar graph will reveal additional information relating to that category, such as the sample size (Valid N).

   c. To view the visual in full-screen mode, hover your mouse over the visual and select the yellow 'expand' icon ('Focus mode').

Detailed guidance on dashboard features

The CORE variable selection menu and main filter panel

This feature is used to (1) choose the variable of interest using the 'CORE variable selection menu' and then (2) filter that variable and its categories using the adjacent filters. For example, you may be interested in homelessness statistics for Supported Housing lettings only.

In that case, you may search "homeless" in the CORE variable selection menu search bar, select 'Q13. Homeless' and then select 'Supported housing' from the 'Needs Type' filter.

The CORE variable selection menu only allows one variable to be selected at a time. However, most filters allow the user to select multiple items from the menu by holding down the 'Ctrl' key while selecting. For example, by selecting multiple local authority areas from the 'Local authority area' filter, the user can create a comparison of interest of specific local authority areas in the table below.

The selected question and additional guidance panel

Upon selecting a variable from the CORE variable selection menu, the 'selected question and additional guidance panel' (yellow bar below the main filter panel) will display the question (from the CORE log) from which the variable is derived.

In the case of the above example, the panel would display "Was the household found statutorily homeless immediately before this letting?". Hovering over the information icon (the encircled letter 'i') will prompt a tool tip to appear and display some additional information relating to the selected variable. For certain variables, it will also provide a page reference to the CORE Manual where further information can be found about that variable.

The summary statistics card panel

This is the panel on the left-hand side of the page that consists of multiple tiles displaying a selection of CORE statistics. These statistics have been filtered according to the selection made by the user via the CORE variable selection menu, on-page filters and filters from the 'Additional Filters' page.

The panel includes the statistics below:

1. Total number of new lettings in 2019/20 in the selection made by the user
2. Total number of new lettings in the selection made by the user as a percentage of all new lettings in England in 2019/20
3. Median weekly rent (excluding all charges) in the selection made by the user
4. The percentage of households in the selection which include one or more children
5. Median age of the lead tenant (including age where imputed) for the lettings included in the selection made by the user

How these are calculated

By default, the CORE variable selected in a data explorer is 'Q1a. Type of letting'. Without any filters applied, this tile should display the total number of new lettings in the selection to be 279,668, which is the (unweighted) total number of logs submitted.

If a variable is selected that does not apply to all lettings, the total number of new lettings in the selection should be less than 279,668. For example, the variable 'Q28. Number of bedrooms (grouped)' applies to General Needs lettings only, as this information is not collected for Supported Housing lettings. If this variable is selected, the total number of new lettings in the selection is reduced to 202,829, which equals the total number of lettings for which information about the number of bedrooms has been provided.

The statistics shown on the remaining tiles will be based on this same subset of responses. For example, the median rent displayed on the tile will be calculated based on the 202,829 rent values (assuming no missing rent values). Median income and median age will be calculated in the same way.

The map

- Depending on the type of data explorer, the map will show a different summary statistic as it is distributed across the local authority (LA) areas of England (the geographical units as opposed to councils):

  - In the Variable Explorer, the map will show the (unweighted) total number of new lettings in each LA area

  - The Income Explorer will show the median net weekly household income (including pensions and child benefit) by LA area

  - The Rent Explorer will show the median weekly rent (excluding all charges) by LA area

- In each case, these are calculated based on the total number of responses for the selected variable.

- The LA areas are colour coded according to the values of the corresponding variable as indicated by the map legend.

- The maps can be interacted with by the user. Hovering over an LA area will display the LA area name and the summary statistic relevant to the type of explorer. The user can also zoom in and out of the map, and by selecting one or more (by holding down the 'Ctrl' key at the same time) LA areas, it is possible to customise/filter the data displayed in the table (this can also be achieved by making multiple selections from the 'Local Authority Area' filter as described in an earlier section of this guide).

The bar graph

- The bar graph will display the summary statistics for the categories of the variable selected in the CORE variable selection menu. For example, if the variable 'Q13. Homeless' is selected within the Variable Explorer, the bar graph will show the count of lettings for each possible response to that question (excluding missing or refused values).

- In the Income and Rent Explorers, the bar chart will show the median net weekly household income (including pensions and child benefit) and the median weekly rent (excluding all charges), respectively, by answer categories of the selected variable.

- Please note that the answer category labels will often appear truncated as there is not enough room to display the entire text string. The entire label can be viewed by hovering the mouse over the category in the bar chart, or expanding the chart by clicking on the pop-out symbol in the top right corner ('Focus mode').

The table

- The table within each explorer will display data for the variable selected via the CORE variable selection menu. This is broken down further by local authority area (in rows), and nested within each LA area, by the housing providers that have lettings within that area.

- To view the housing providers within an area, select the [+] icon next to the LA area name. To view only the housing providers (i.e. not broken down by LA area), hover over the table and select the two downward arrows icon. To return to the previous view, select the upwards facing single arrow.

The breakdown of data in the table depends on the type of variable explorer:

Variable Explorer

- In the Variable Explorer, the table will display the count of new lettings for the variable selected via the CORE variable selection menu.

Rent Explorer

- Like the Variable Explorer, the Rent Explorer will display rent-related information for the variable selected using the CORE variable selection menu.

- By default, the selected variable is 'Number of bedrooms'. This is because property location and number of bedrooms are key factors in determining rent and therefore these aspects should be considered alongside any bespoke analysis carried out by the user.

Income Explorer

- Like the Variable and Rent Explorers, the Income Explorer will display income-related information for the variable selected using the CORE variable selection menu.

- By default, the selected variable is 'Household composition'. This is because household composition and total number of adults are key factors related to household income and therefore these aspects should be considered alongside any bespoke analysis carried out by the user.

Vacancies, bedrooms and units

- This page contains different features and uses a different format due to the nature of the data it displays.

- Most of the functionalities (such as on-page filtering, additional filters, selecting specific LA areas/organisations) still apply to this page; however, the CORE variable selection menu is not included.

- Guidance on the variables included on this page can be obtained by hovering your mouse over the variable name within the boxes on the right side of the page.

- For more information on how derived variables such as VACDAYS, BEDROOMSTANDARD and BED_MINUS_BEDSTANDARD are calculated please refer to the 2019-20 CORE Data Dictionaries which can be found [here](#).

Additional Filters page

- The Additional Filters page can be accessed by clicking the 'Add filters' button in the top right-hand corner of each data explorer page (represented by a funnel icon with a plus sign). This button takes the user to the Additional Filters page and presents 35 additional filters grouped into 4 categories:

1. Tenancy Details
2. Lead Tenant & Household
3. Circumstances
4. Property Details

- Any selection made on the Additional Filter page will filter data on all the explorers.

- Once a filter selection has been made, select the 'Done' button in the top left-hand corner of the page to return to the previous page.

- To reset the selection made on the Additional Filters page, select the 'Reset filters' button in the top right-hand corner of the page.

- To get more information about a specific filter, hover over the information icon (encircled letter 'i') next to the filter. This will prompt a tool tip with a text box containing further guidance.

- Each filter is indexed with the CORE question number from which it originates. Filters with the prefix 'D.' are based on derived variables which are calculated by the CORE team after the CORE form has been submitted by the data provider.

- Variables prefixed by "SH." (which stands for 'Supported Housing') relate to data collected for Supported Housing only.

Notes on disclosure and data quality

Household characteristics and demography

Household size has been topcoded at 4+. Total number of elders, adults and dependent children have been topcoded at 3+, 4+ and 4+ respectively. Number of bedrooms has been topcoded at 4+.

Ethnic group (applies to person 1 only)
Transformed into a 5-category grouped variable.

Nationality (applies to person 1 only)
Transformed into a 4-category grouped variable:

1. UK national
2. A11 countries[1]
3. Other EEA countries[2]
4. Any other country

Note 2) includes Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Slovakia, Slovenia. Plus Bulgaria and Romania from 2008/9, and Croatia from 2014/15.

Note 3) includes Austria, Belgium, Cyprus, Denmark, Finland, France, Germany, Greece, Italy, Luxembourg, Malta, Netherlands, Portugal, Spain, Sweden, Iceland, Liechtenstein, Norway and Switzerland. Ireland has been included from 2014/15.

Economic status (applies to persons 1 and 2 only)
Transformed into a 7-category grouped variable.

Other sensitive categories

Sensitive categories have been combined for some variables to avoid disclosure in cases where all lettings may fall into a single category. Sensitive categories have been grouped with the 'Other' category, and the total for 'Other' re-calculated. This has been done for the following variables:

Armed forces

The following have been combined into a new 'Yes – Regular or Reserve' category:
1) 'Yes – Regular'
2) 'Yes – Reserve'

Reason household left last settled home

The following have been combined into 'Other':
2) Left home country as refugee
3) Discharged from prison / long stay hospital / other institution
7) Domestic violence
10) Racial harassment
11) Other problems with neighbours

Previous housing tenure immediately before this letting

The following have been combined into 'Other':
10) Hospital
13) Children's home / foster care
21) Refuge
24) Home office asylum support
29) Prison / approved probation hostel support

Source of referral

The following have been combined into 'Other':
9) Social services
12) Police, probation, prison
13) Youth offending team
14) Community Mental Health Team
15) Health service

Reason for vacancy

The following have been combined into a new 'Other' category:
5) Relet – tenant died (no succession)
10) Relet – tenant evicted due to arrears
11) Relet – tenant evicted due to ASB or other reason

Supported housing client groups

These variables below are sensitive and risk aiding the re-identification of individuals. They have been combined into wider categories as shown below:

	Original category	Grouped category
A	People with physical or sensory disabilities	People with illness and/or disability
B	People with HIV or AIDS	
C	Degenerative and debilitating illness	
D	People with learning disabilities	
E	People with mental health problems	
F	People with drug problems	People with substance abuse problems
G	People with alcohol problems	
J	Young person at risk or leaving care	Young parents/young people at risk
P	Young people leaving care	
Q	Young people at risk	
R	Teenage parents	
K	Vulnerable women with children	Vulnerable women and people at risk of domestic abuse
L	People at risk of domestic violence	
M	Older people with support needs	Older people with support needs
N	Single homeless in need of support	Homeless people and rough sleepers with support needs
O	Homeless families with support needs	
S	Rough sleepers	
H	Offenders and people at risk of offending	Other
I	Refugees (permanent)	
X	Missing	Missing

Wheelchair access

Variables HOUSINGNEEDS_A and HOUSINGNEEDS_B have been deemed sensitive and grouped together.

Tenancy length

Length of tenancy has been banded.

Suppression of means and medians

Means and median have been suppressed (not shown) where the corresponding number of data points (valid N) is less than 3. This is because summary statistics such as means and medians derived from less than 3 data points are not considered statistically robust. In tables, suppression is indicated by two full stops ("..").

Missing, refused, and excluded data

Missing and refused data categories for all variables have been excluded from tables and visualisations.

Due to low numbers, the Rent-to-buy letting category has been excluded from the 'Type of letting' and 'Rent type' variables

However, Rent-to-buy lettings <u>are</u> included in grand totals (such as that displayed within the card panel). For this reason, the sum of individual categories displayed on a bar graph may not exactly match the grand total such as that displayed on the summary statistics card panel.

Further information and feedback

For more detailed information on exact question definitions and the calculations of derived variables, please refer to the 2019/20 CORE Manual and the CORE 2019/20 CORE data dictionaries on the CORE website here.

For questions and suggestions, please contact us at CORE@communities.gov.uk. This dashboard is a new product for 2019/20, replacing the previous suite of csv data tables. Therefore, we would appreciate any feedback or comments. Please also contact us if you need assistance using the dashboard.