



Regulator of  
Social Housing

# NROSH+ Local Authority Data Return (LADR)

## Guidance notes

Version 1.0

Survey deadline: 14 July 2023



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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 Authority providers (providers) in England.

## Using the NROSH+ system

NROSH+ is the regulator's data collection website. Submission of data 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 help users through the process of submitting returns and using the system.

However, if you have any further queries you should contact our Referrals and Regulatory Enquiries (RRE) team. Their contact details and availability are:

Telephone: 0300 1245 225      Email : [NROSHenquiries@rsh.gov.uk](mailto:NROSHenquiries@rsh.gov.uk)

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

The RRE team will not input or change data on a user's behalf and the responsibility for completing the submission remains with the provider.

## Query resolution

We aim to respond to all queries within five working days. Please note that queries made to us within five working days of a survey deadline may not receive a response until after the deadline has passed. This may result in submissions not meeting the survey deadline. Extensions to the deadline will not be granted due to late queries.

We may contact providers where queries arise during the review and validation of submitted data. Subsequent to that, we may be in further contact with a minority of providers where there are any regulatory issues arising from analysis of the validated data.


## Data entry and templates

Each return in NROSH+ can be completed through either manual entry of data into NROSH+ or by importing templates populated with data. Data import templates for each section of the return can be exported via your survey's Parts List in the NROSH+ system.

 **Note: exported templates are specific to your organisation and cannot be used for multiple providers.**

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

- You can only input data into green cells and text boxes.
- Cells shaded purple will automatically calculate based on data entered in other fields.
- When copying data into the templates, users must use the Paste Special function (values only, no formatting) or users risk corrupting the template.
- The 'definitive data' is that which is saved on the NROSH+ system and visible to users on-screen.
- Please note that if you have included more decimal places in your data in the template, than is expected by the system, these will be rounded on submission. This means that totals based on these may be different in the system than in your template.
- When importing data using a template file, users have the option to "ignore blank cells" or "don't ignore blank cells". These options are covered more in the NROSH+ System User Guide.

 **Note: when importing a file using the "don't ignore blank cells" option, any data that has already been added will be overwritten by the upload; if a cell is left blank in the template, any prior value will be removed from the database.**

## Validation checks before submission

There are a number of ways in which validation errors can be viewed in NROSH+, these include:

- **Live validations within a survey part** - Validation issues can be viewed and resolved directly in the web view. Navigate to the web view by clicking the 'Edit' link next to a Part with hard or soft validation issues, then toggle to 'Show validations' to see the validations panel in the browser. For more information about this function please see the NROSH+ System User Guide.

- **Cross-Part Validations Page** – For surveys with multiple parts showing on the Parts List; click the 'Review Cross-Part Validations' button beneath the survey summary table to view all cross-part validations, regardless of status. For more information about this function please see the NROSH+ System User Guide.
- **Export validations** – Validations can be exported to an Excel file by clicking the export button on the survey summary page, validation issues page, from the web view, or cross-part validations page. Review cross part validations button at the bottom of the Parts List.
- **Validation Issues Page** – Navigate to the validation issues page by clicking the 'Submit' button beneath the survey summary table. Any unresolved validation issues, including cross-part validations, will be listed here. For single-part validation issues, clicking 'Go to part' will navigate to the web view, where validations can be addressed as outlined above.



**Note: the NROSH+ website is the final authority on the number of validation issues present on a return as this will cover cross-part validations that are not present in any single template file.**

Where you are unable to resolve soft validation issues, you should add a comment or upload a supporting document providing contextual information and narrative which will assist us in reviewing the return and which will minimise the amount of follow up work required.

If you are unable to resolve hard validation issues, you should contact the RRE Team using the contact details given in the Help and Support section of this document.

We also encourage the submission of supporting documentation to provide detail on areas which you 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 new document' button in the supporting documents section which can be found below your surveys parts list (a full list of supported document types is available in the NROSH+ System User Guide).

## Declarations and contact details

When submitting a survey, you will be required to confirm a number of declarations relevant to the content and coverage of the survey. You will also be required to provide contact information for an individual with whom we can discuss queries about the survey.

Depending on the survey being completed you may also be required to check and confirm your organisations registered details or office contact information.

Please see the Survey Declarations section later in this document for more information about the requirements for declarations and contact details for this survey.

## Completing the Local Authority Data Return

The regulator has been responsible for regulating Local Authority rents since 1 April 2020<sup>1</sup>. All registered Local Authority providers of social housing in England are required to complete the LADR every year, providing the regulator with data on stock and rent levels.

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](mailto:RNTeam@rsh.gov.uk) as soon as possible.

### Submission deadline

- LADR will launch on NROSH+ on 3 April 2023
- The deadline for submission of this return on NROSH+ is **14 July 2023** (in line with the Local Authority Housing Survey (LAHS) deadline).

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.

### Note on guidance and definitions

We ask all Local Authorities to read these guidance notes carefully in order that they provide accurate data to RSH.

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.

The LADR data collection is reliant on definitions and guidance from the Policy Statement on Rents for Social Housing, as this is the basis by which RSH regulate rents (see our Rent Standard).



**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.**

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<sup>1</sup> Rent Standard and guidance - GOV.UK ([www.gov.uk](http://www.gov.uk)) : <https://www.gov.uk/government/publications/rent-standard>

## Note on Local Authority Housing Survey (LAHS)

While the LADR collects similar data to that collected by the Department for Levelling Up, Housing and Communities (DLUHC) 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.

**Local Authorities should note that they are required to complete both returns.**

The Local Authority Housing Statistic is due to be launched by DLUHC in April 2023 with an expected deadline of 14 July 2023.

For more details please refer to the Department's website:

<https://www.gov.uk/government/collections/local-authority-housing-data>.

## Structure of the return

In the updated NROSH+ for 2023, the LADR is comprised of one "part" in the system, so only a single survey template needs to be completed.

This is made up of three sections, which are visible as separate tabs in the template and the website view. Guidance notes are provided for each section in the remainder of this document:

### Section 1: Stock information

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

### Section 2: Low cost rental – rent data

More detailed questions around the categorisation, rent and formula rent of the low cost rental stock reported in part 1.

### Section 3: Affordable Rent – rent data

More detailed questions around the categorisation and rent of the Affordable Rent stock reported in part 1.

- ❗ **Previous versions of the LADR return also included an Entity Level Information section which captured key contact details, and updated regulatory contact information. Following the NROSH+ update, in 2023 this section is no longer required as this information is updated through the "Declarations" process when the survey is submitted.**

## 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 2023.

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.**

### Local Authority area

Stock\_Info
LCR\_Rent\_Data
AR\_Rent\_Data

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**Stock Information**

Local Authority Area

Please select-

At the start of this section, you will need to confirm your organisation's area name and code by selecting these from the dropdown list.

### Questions 1 to 6 – Introduction

Question 1- 6 of Stock Information collect data on dwelling stock owned by your Local Authority. 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 2023 if you are completing this form in 2023).

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

### Low cost rental

**1** Number of low cost rental dwellings owned by LA as at 31 March

	General Needs	Supported Housing	Total
Bedspace			0
Bedsits			0
One bedroom			0
Two bedrooms			0
Three bedrooms			0
Four bedrooms			0
Five bedrooms			0
Six or more bedrooms			0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

### 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.

**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 Question 2 - Affordable Rent.

All **LCHO** (including **Shared Ownership**) units and report these under Question 3.

## Question 2 – Column guidance

### Affordable Rent

#### 2 Number of Affordable Rent dwellings owned by LA as at 31 March

	General Needs	Supported Housing	Total
Bedspace			0
Bedsits			0
One bedroom			0
Two bedrooms			0
Three bedrooms			0
Four bedrooms			0
Five bedrooms			0
Six or more bedrooms			0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Columns 1-3 – Affordable Rent

For **Affordable Rent** 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.

**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 (Question 1)

All **LCHO** (including **Shared Ownership**) units and report these under LCHO (Question 3).

## Question 3 – Column guidance

Low cost home ownership		Overall Total
<b>3</b> Number of Low cost home ownership dwellings owned by LA as at 31 March		(LCR+AR+LCHO)
Bedspaces		0
Bedsits		0
One bedroom		0
Two bedrooms		0
Three bedrooms		0
Four bedrooms		0
Five bedrooms		0
Six or more bedrooms		0
<b>Total</b>	<b>0</b>	<b>0</b>

### Column 1 – 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 (Question 1)

All **Affordable Rent** units and report these under Affordable Rent (Question 2)

## Questions 1 to 3 – Line guidance

For Questions 1, 2 and 3 the following line guidance applies:

### Line 1- Bedspaces

All non-self-contained units should be recorded as individual bedspaces. Please refer to the glossary definition before completing this line.

### Line 2- Bedsits

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

### 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.* bedspaces) 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.

### Overall Total

This table will automatically complete, totalling the sum of Questions 1, 2 and 3 for each line.

### Question 4 – Total excluding PFI and LCHO

4 Total excluding PFI and LCHO

This figure should show the total number of units, minus the total number of LCHO stock and any units subject to the PFI scheme.

You should include all dwellings owned by the Local Authority regardless of size (**excluding** all PFI and LCHO dwellings).

The figure reported in this field must be less than, or equal to the total stock figure (Overall Total Line 9), minus the total number of LCHO units (Q3 Line 9).

PFI social housing units are highlighted in the Rent Policy Statement as being an excepted category of low cost rental accommodation. As such the total number of PFI social housing units implied by the figure reported here must not exceed the total number of excepted units reported on the Low Cost Rental – Rent Data tab later in the survey.

Tab: Stock Information ((Overall Total L9 – Q3L9) – Q4) cannot be greater than Tab: Low Cost Rental - Rent Data (Q2C4L10 + Q3C4L10).

## Question 5

- 5 Of your owned low cost rental supported housing how much is defined as specialised supported housing?

Question 5 asks for the total number of low cost rental **supported housing** defined as **specialised supported housing**.

Please provide the total number of units 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)).**

Specialised supported housing is a narrow sub-definition of the broader supported housing definition. Units of specialised supported housing are excepted from the government's policy on rents for social housing. For this reason, and if no satisfactory supporting document is provided, the regulator will be in contact to ask for further details when units of this type are reported.

Please ensure that only units which meet the definition of specialised supported housing are reported here.

- ⚠ **Note: Supported housing is only defined as specialised supported housing if a specific set of criteria are fulfilled. Furthermore, where specialised supported housing is reported we would anticipate this to be less than or equal to the total number of supported housing units which have an absolute (full) exception (reported on Low Cost Rental – Rent Data tab - Question 5 Column 4 Line 10).**

## Question 6

- 6 Of your total LCHO stock, how much is occupied in accordance with a shared ownership arrangement?

Question 6 asks for the total number of **low cost home ownership (LCHO)** stock that is occupied/ available for occupation in accordance with a **shared ownership arrangement**.

Please provide the total number of units.

- ⚠ **Note: This figure must be equal to or less than the number reported in Question 3 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 2023.

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

#### Summary Rent Data

1	Number of chargeable weeks	
	Number of possible chargeable weeks in year	
	Average weekly rent per dwelling on an actual basis	
	Average weekly rent per dwelling on a standardised basis, based on number of possible chargeable weeks	0.00

#### Line 1- Number of chargeable weeks

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.

#### Line 2- Number of possible chargeable weeks in year

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 standardised average in Line 4 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. You may wish to note that in the reporting period covered by LADR 2023 (1 April 2022 to 31 March 2023), there were 52 Mondays. As Local Authorities primarily charge rent on the Monday of each week, it is expected that the figure entered for this question will be 52 for most providers completing the survey.

### Line 3- Average weekly rent per dwelling on an actual basis

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 based on the chargeable rent weeks for each dwelling (considering non-self-contained units as individual bedspaces).

#### **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).

### Line 4- Average weekly rent per dwelling on a standardised basis, based on number of possible chargeable weeks

This field gives the average weekly net rent per dwelling on a standardised basis, based on the number of possible chargeable weeks reported in question 1b. This field is calculated automatically by the NROSH+ system (and also within the upload template).

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 2 – Introduction

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

**2** 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.

Where total units in Column 1 is greater than 0, a figure must be entered Column 3. It is expected that average weekly rent (Column 2) will be less than or equal to average formula rent (Column 3).

Please calculate Formula Rents as per the Policy Statement. If the initial formula rent figure is higher than the rent cap amount, then the formula rent figure must be replaced by the rent cap amount.

For columns 2 and 5, the entry must be averaged on a standardised basis, based on the number of possible chargeable weeks reported.

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

	Total units / bedspaces (non- excepted stock)	Average weekly net rent (non- excepted stock)	Average formula rent (non- excepted stock)	Total number of units / bedspaces (excepted stock)	Average weekly net rent (excepted stock)	Total number of units / bedspaces subject to HIST arrange- ments	Total units / bedspaces	Total weighted average net rent
Bedspaces							0	0.00
Bedsit							0	0.00
One bedroom							0	0.00
Two bedrooms							0	0.00
Three bedrooms							0	0.00
Four bedrooms							0	0.00
Five bedrooms							0	0.00
Six or more bedrooms							0	0.00
<b>Total self-contained/ weighted average</b>	0	0.00	0.00	0	0.00	0	0	0.00
<b>Total general needs/ weighted average</b>	0	0.00	0.00	0	0.00	0	0	0.00



## Question 2 – Column guidance

### Column 1

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

#### Exclude:

All low cost rental **supported housing** units and report these in Q3.

All **Affordable Rent** (AR) units (general needs and supported housing) and report these in the Affordable Rent – rent data part (questions 2 and 3).

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 the Stock Information section.

### 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.

The entry **must be** averaged on a standardised basis, based on the number of possible chargeable weeks reported in Q1L2. The calculation for this is provided in the glossary.

**Bedspace** rents should be calculated as the average rent for all bedspaces. This should be the average rent payable by a single tenant.

#### 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.

**⚠ 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.**

**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 Q3.

All **Affordable Rent** units (general needs and supported housing) and report these in the Affordable Rent – rent data part (questions 2 and 3).

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.

The entry **must be** averaged on a standardised basis, based on the number of possible chargeable weeks reported in Q1L2. The calculation for this is provided in the glossary.

**Bedspace** rents should be calculated as the average rent for all bedspaces. This should be the average rent payable by a single tenant.

### 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 Q2. 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 2 – Line guidance

### Line 1- Bedspaces

Record all non-self-contained units as individual **bedspaces**.

### 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 3 – Introduction

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

- 3** 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.

Where total units in Column 1 is greater than 0, a figure must be entered Column 3. It is expected that average weekly rent (Column 2) will be less than or equal to average formula rent (Column 3).

Please calculate Formula Rents as per the Policy Statement. If the initial formula rent figure is higher than the rent cap amount, then the formula rent figure must be replaced by the rent cap amount.

For columns 2 and 5, the entry must be averaged on a standardised basis, based on the number of possible chargeable weeks reported.

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

	Total units / bedspaces (non- excepted stock)	Average weekly net rent (non- excepted stock)	Average formula rent (non- excepted stock)	Total number of units / bedspaces (excepted stock)	Average weekly net rent (excepted stock)	Total number of units / bedspaces subject to HIST arrange- ments	Total units / bedspaces	Total weighted average net rent
Bedspaces							0	0.00
Bedsit							0	0.00
One bedroom							0	0.00
Two bedrooms							0	0.00
Three bedrooms							0	0.00
Four bedrooms							0	0.00
Five bedrooms							0	0.00
Six or more bedrooms							0	0.00
<b>Total self-contained/ weighted average</b>	0	0.00	0.00	0	0.00	0	0	0.00
<b>Total supported housing/ weighted average</b>	0	0.00	0.00	0	0.00	0	0	0.00

## Question 3 – Column guidance

### Column 1

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

#### Exclude:

All low cost rental **general needs** units and report these in Q2

All **Affordable Rent** (AR) units (general needs and supported housing) and report these in the Affordable Rent – rent data part (questions 2 and 3)

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 the Stock Information section.

### 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.

The entry **must be** averaged on a standardised basis, based on the number of possible chargeable weeks reported in Q1L2. The calculation for this is provided in the glossary.

**Bedspace** rents should be calculated as the average rent for all bedspaces. This should be the average rent payable by a single tenant.

#### 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.**

**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 Q2.

All **Affordable Rent** units (general needs and supported housing) and report these in the Affordable Rent – rent data part (questions 2 and 3).

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.

The entry **must be** averaged on a standardised basis, based on the number of possible chargeable weeks reported in Q1L2. The calculation for this is provided in the glossary.

**Bedspace** rents should be calculated as the average rent for all bedspaces. This should be the average rent payable by a single tenant.

**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 Q2 (column 6).

All **Affordable Rent** units (general needs and supported housing) and report these in the Affordable Rent – rent data part (questions 2 and 3).

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 Q3. 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 3 – Line guidance

### Line 1- Bedspaces

Record all non-self-contained units as individual **bedspaces**.

### 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 4

### Overall Average weekly rent

4 Average weekly rent per dwelling on a standardised 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 2 and 3 above. This figure should match the figure calculated in Question 1 above.

This auto-calculated field gives the overall average weekly rent per dwelling on a standardised 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 2 and 3.

For clarity:

- Question 1 Line 3 – The figure reported here should represent the actual average weekly rent per dwelling, over your organisation's number of chargeable weeks.
- Questions 2 and 3, Column 2 – The figures reported here should represent the average weekly rent for each unit size when averaged over the number of possible chargeable weeks reported in Question 1 Line 2.

## 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 2023.

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

#### Affordable Rent - Rent Data

##### Summary Affordable Rent Data

1	Number of chargeable weeks	
	Number of possible chargeable weeks in year	
	Average weekly rent per dwelling on an actual basis	
	Average weekly rent per dwelling on a standardised basis, based on number of possible chargeable weeks	0.00

#### Line 1- Number of chargeable weeks

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.

#### Line 2- Number of possible chargeable weeks in year

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 standardised average in Line 4 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. You may wish to note that in the reporting period covered by LADR 2023 (1 April 2022 to 31 March 2023), there were 52 Mondays. As Local Authorities primarily charge rent on the Monday of each week, it is expected that the figure entered for this question will be 52 for most providers completing the survey.

### Line 3- Average weekly rent per dwelling on an actual basis

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 based on the chargeable rent weeks for each dwelling (considering non-self-contained units as individual bedspaces).

#### **Include:**

All rents payable on units reported as Affordable Rent in the Stock Information section.

Void properties (providing the rent which would be payable on them should the property be occupied on 31 March).

#### **Exclude:**

All units not reported as Affordable Rent in Stock Information (therefore exclude all **low cost rental** units and all LCHO units).

Exclude all non-property related service charges.

### Line 4- Average weekly rent per dwelling on a standardised basis, based on number of possible chargeable weeks

This field gives the average weekly net rent per dwelling on a standardised basis, based on the number of possible chargeable weeks reported in question 1b. This field is calculated automatically by the NROSH+ system (and also within the upload template).

The calculation uses the average weekly rent reported in Q1L3, divides this by the number of chargeable weeks reported in Q1L1 and multiplies this by the possible number of chargeable weeks reported in Q1L2.

## Question 2 – Introduction

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

- 2 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.

For column 2 the entry must be averaged on a standardised basis, based on the number of possible chargeable weeks reported.

	Total Affordable Rent units / bedspaces (excluding HIST)	Average weekly gross rent	Total number of units / bedspaces subject to HIST arrangements	Total units / bedspaces
Bedspaces				0
Bedsit				0
One bedroom				0
Two bedrooms				0
Three bedrooms				0
Four bedrooms				0
Five bedrooms				0
Six or more bedrooms				0
<b>Total self-contained/ weighted average</b>	0	0.00	0	0
<b>Total general needs/ weighted average</b>	0	0.00	0	0

## Question 2 – Column guidance

### Column 1

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

#### Exclude:

All Affordable Rent **supported housing** units and report these in Q3.

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 2 and 3).

All units subject to **HIST** arrangements (report these in column 3).

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 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.

The entry **must be** averaged on a standardised basis, based on the number of possible chargeable weeks reported in Q1L2. The calculation for this is provided in the glossary.

**Bedspace** rents should be calculated as the average rent for all bedspaces. This should be the average rent payable by a single tenant.

### 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 Q3 (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 2 and 3).

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.

## Question 2 – Line guidance

### Line 1- Bedspaces

Record all non-self-contained units as individual **bedspaces**

### 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 3 – Introduction

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

**3** 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.

For column 2 the entry must be averaged on a standardised basis, based on the number of possible chargeable weeks reported.

	Total Affordable Rent units / bedspaces (excluding HIST)	Average weekly gross rent	Total number of units / bedspaces subject to HIST arrangements	Total units / bedspaces
Bedspaces				0
Bedsit				0
One bedroom				0
Two bedrooms				0
Three bedrooms				0
Four bedrooms				0
Five bedrooms				0
Six or more bedrooms				0
<b>Total self-contained/ weighted average</b>	0	0.00	0	0
<b>Total supported housing/ weighted average</b>	0	0.00	0	0

## Question 3 – Column guidance

### Column 1

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

#### Exclude:

All Affordable Rent **general needs** units and report these in Q2.

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 2 and 3).

All units subject to **HIST** arrangements (report these in column 3).

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 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.

The entry **must be** averaged on a standardised basis, based on the number of possible chargeable weeks reported in Q1L2. The calculation for this is provided in the glossary.

**Bedspace** rents should be calculated as the average rent for all bedspaces. This should be the average rent payable by a single tenant

### 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 Q2 (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 2 and 3).

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.

## Question 3 – Line guidance

### Line 1- Bedspaces

Record all non-self-contained units as individual **bedspaces**

### 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 4

### Overall Average weekly rent

4 Average weekly rent per dwelling on a standardised 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 2 and 3 above. This figure should match the figure calculated in Question 1 above.

This auto-calculated field gives the overall average weekly rent per dwelling on a standardised 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 2 and 3.

For clarity:

- Question 1 Line 3 – The figure reported here should represent the actual average weekly rent per dwelling, over your organisation's number of chargeable weeks.
- Questions 2 and 3, Column 2 – The figures reported here should represent the average weekly rent for each unit size when averaged over the number of possible chargeable weeks reported in Question 1 Line 2.

## Survey declarations

Previous versions of the LADR return included an Entity Level Information section at the start of the return, which captured key contact details and updated regulatory contact information.

Following the NROSH+ update in 2023, this section is no longer required as this information is updated through the “Declarations” process at the point the survey is submitted.

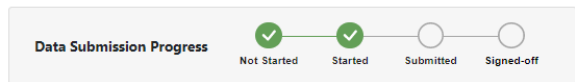
Once you have finished filling in the return, and have resolved any outstanding data validation issues you can begin the submission process by clicking the “Submit” button on the parts list page.

[My Surveys](#) > LADR - 2023

### LADR - 2023 - Test Provider 1 - TP1

Deadline

13/07/2023



Part	Hard Validation Issues	Soft Validation Issues	Edit	Export	Import
LADR	0	0			

« < Previous 1 Next > »

Export Failing Validations

Upload Bulk Import File

Review Cross-Part Validations

Submit

The submission process will confirm that there are no validation issues outstanding, and you can begin the survey declaration process by clicking “Continue to Declarations”.

All hard validation issues have been resolved or approved. You can now continue to declarations to complete the submission of your return.

Validation issues: Hard Soft

Return to Survey

Export

Continue to Declarations

Expand All

Collapse All

## Survey contact details

This screen of captures key contact information for the staff member responsible for the return.

### Survey Contact Details

Please provide the name and contact details for this survey.

Name

Email

Phone

[Back to Validations](#)

[Confirm](#)

Record the name of the person responsible for the submission of the data return. 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 DLUHC 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.**

Once “Confirm” is clicked you will progress to the next declaration screen-

## Registered details

Depending on which data return you are trying to submit, at this stage you may also be required to check the registered 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.

If visible, these details will be pre-populated on-screen by the NROSH+ system but cannot be edited or overwritten.

If your organisation has changed its name or registered address from what is pre-populated, please contact the RRE team (see Help and Support above) to notify us of the change via the formal process outlined in the guidance:

<https://www.gov.uk/government/publications/restructures-and-constitutional-changes>

Once you have selected an option, you can click “Continue” to move to the next declaration screen.

Don't worry if this section isn't visible when you come to submit your survey, you will automatically move on to the next step, which is to confirm the organisational contact details.

## Organisational contact details

This screen of requires you to check or enter the key organisational contact details for your local authority.

If known, these details will be pre-populated on-screen from our records by the NROSH+ system but you can be edit/update these if needed.

### Organisational Contact Details

Please check the following details we hold for your organisation and update where necessary.

For each contact below, please confirm you have checked these and that they are correct at the point of survey submission.

The regulator will use this information to contact your organisation and for the purposes set out in the [privacy policy](#) and with reference to our [terms and conditions](#).

**Chief Executive (or equivalent position)**

Name

Job title

Email

Phone

Address 1

Address 2

Address 3

Address 4

Postcode

☐ I confirm this contact is correct**Regulatory Contact**

Name

Job title

Email

Phone

Address 1

Address 2

Address 3

Address 4

Postcode

☐ I confirm this contact is correct**I confirm I have checked all contact details provided above and these are correct at the point of survey submissions**☐ I confirm all contacts above are correct[Back](#)[Confirm](#)**Chief Executive (or equivalent position)**

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

**Regulatory Contact**

Record/confirm or update 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.

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.

## Declarations

### Declarations

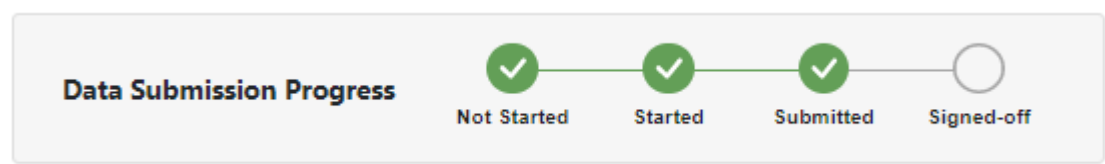
Please complete the disclosure statement below. If this submission is successful, you will no longer be able to change any data.

- ☐ For and on behalf of the Registered Provider, I certify that:
- I am aware that it is a regulatory requirement to provide this information;
  - The information provided in this return is an accurate representation of the affairs of this Registered Provider;
  - I am aware that in addition to providing the information in this return, and completing other data and financial returns as directed by the regulator, the Registered Provider also has a regulatory requirement to provide an annual report on any losses from activity which is or may be established to be fraudulent, and to engage in timely communication with the regulator on significant issues that relate to compliance with the standards.

[Back](#)

The final screen in this process requires you agree to the disclosure statement using the tick box. Once completed, you will be able to click “Submit” to submit your return to the regulator.

Once submitted, you will see the status of your LADR update to show ‘submitted’ on the parts list page.





## Glossary

### 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.

Care home units that are also low cost rental accommodation are a form of excepted stock.

Units must fully meet the definition of low cost rental accommodation as defined in Section 69 of the Housing and Regeneration Act 2008 in addition to being in an excepted category if they are to be considered excepted units. Units that do not meet the criteria should not be recorded as excepted stock.

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

## 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

Units must fully meet the definition of low cost rental accommodation as defined in Section 69 of the Housing and Regeneration Act 2008 in addition to being in an excepted category if they are to be considered excepted units. Units that do not meet the criteria should not be recorded as excepted stock.

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) social housing**

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

PFI social housing units that are also low cost rental accommodation are a form of excepted stock.

Units must fully meet the definition of low cost rental accommodation as defined in Section 69 of the Housing and Regeneration Act 2008 in addition to being in an excepted category if they are to be considered excepted units. Units that do not meet the criteria should not be recorded as excepted 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. Service charges not related to provision of the property (e.g. personal care services attached to the tenant) should not be included in gross rent calculations.

When including service charges, do not include negative values/ rebates which apply to individual tenants.

**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.

Units should only be recorded as specialised supported housing if they fully meet the definition.

It is an excepted category of stock.

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

## Standardised basis for rents

Throughout the LADR survey we refer to “average weekly rent per dwelling on a *standardised basis*, based on number of possible chargeable weeks”.

This average is designed to allow comparison of rents across multiple years, where the possible chargeable weeks may change depending on how the days of the week fall across the 365 days of the year.

In any given year there are 365 days, dividing into 52 weeks and 1 day (or in a leap year 2 days). This means that 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.

The number of possible chargeable weeks for any given reporting year will be 52 or 53, and will be dependent on how your organisation has chosen to calculate rents in the period.

You may wish to note that in the reporting period covered by LADR 2023 (1 April 2022 to 31 March 2023), there were 52 Mondays. As Local Authorities primarily charge rent on the Monday of each week, it is expected that the number of possible chargeable weeks will be 52 for most providers completing the survey.

Applying this to the LADR survey:

- The figures supplied in Question 1 Line 3 of the low cost rental – rent data and Affordable Rent – rent data sections should be the actual amount charged per week, and not be a standardised average over the total possible number of chargeable weeks (such as a 52-week basis).



The standardised figure is calculated for you in Question 1 Line 4 of these parts.

- The rent figures reported in Questions 2 and 3 of the low cost rental – rent data and Affordable Rent – rent data sections must be given as a standardised average based on the number of possible chargeable weeks in the period.

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 the number of possible chargeable weeks.

For example, if a Local Authority collects a rental payment of £100 each fortnight – multiply this by 26 and then divide by the number of possible chargeable weeks (in this example this is 52) – the weekly payment would be £50.

$$\frac{\text{Average rental payment} \times \text{Number of payments per year}}{\text{Number of possible chargeable weeks}}$$

- 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 standardised 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 the number of possible chargeable weeks (in this example this is 52) - giving a weekly charge of £73.85.

## 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.

Student accommodation units that are also low cost rental accommodation are a form of excepted stock.

Units must fully meet the definition of low cost rental accommodation as defined in Section 69 of the Housing and Regeneration Act 2008 in addition to being in an excepted category if they are to be considered excepted units. Units that do not meet the criteria should not be recorded as excepted 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.

Note that all housing for older people units should be recorded as supported housing the LADR return.

**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 2023 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 – March 2023

Initial release.



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