

## Affordable Housing Provision 2018-19

This data collection is being undertaken by the Welsh Government.

Dewiswch eich iaith penodol / Choose your preferred language:

Saesneg/English ▼

### Provider details

Please select your LA from the list provided:

Please Select ▼

### Validation

Links	Completed
<a href="#">Guidance &gt;&gt;</a>	
<a href="#">Contact Information &gt;&gt;</a>	0%
<a href="#">Survey Response Burden &gt;&gt;</a>	0%

Form links	Table completed
<a href="#">Table 1 &gt;&gt;</a>	15%
<a href="#">Table 2 &gt;&gt;</a>	20%
<a href="#">Table 3a &gt;&gt;</a>	0%
<a href="#">Table 3b &gt;&gt;</a>	0%
<a href="#">Table 4 &gt;&gt;</a>	40%

Please return this spreadsheet via Afon no later than 12 July 2019

<http://www.afonwales.org.uk>

Any queries should be directed to:

Email: [housingcollections@gov.wales](mailto:housingcollections@gov.wales)



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## **Guide to completing the form**

### **Definitions**

A full list of the definitions used have been included, and we would suggest that you read through these carefully before starting to complete the return.

### **Monitoring survey response burden**

The Welsh Government are monitoring the burden placed on Local Authorities completing this data collection. This is to ensure that a balance is maintained between minimising burden placed on data providers and providing useful information to meet users needs.

Once you have completed and checked all sections of this form please complete the table shown in the 'Survey Response Burden' page.

<b>Additional</b>	<p>Only include additional units. Do not take into account any housing units lost through demolition or sold via 'right to buy' or 'right to acquire' schemes, as these are counted in separate exercises. For converted affordable units, the number of additional units, i.e. the net gain, should be shown. For example, where one family house is converted into shared accommodation for three occupants, the number of additional units is two.</p> <p><b>Includes:</b></p> <ul style="list-style-type: none"> <li>All additional affordable housing units whether provided through newbuild or through the purchase, leasing or conversion of existing units.</li> </ul> <p><b>Excludes:</b></p> <ul style="list-style-type: none"> <li>Existing affordable units that have been renovated or refurbished, as they are not classed as being additional;</li> <li>Negative figures should not be recorded where there has been a net loss of affordable units over the year. For example, where two self contained flats in one property are converted into one family home, the number of additional units is zero as there has been a reduction in the number of affordable units.</li> </ul>
<b>Affordable housing</b>	<p>As described in Technical Advice Note 2. This applies to housing where there are secure mechanisms in place to ensure that it is accessible to those who cannot afford market housing, both on first occupation and for subsequent occupiers. Some schemes may provide for staircasing to full ownership, and where this is the case there must be secure arrangements in place to ensure the recycling of capital receipts to provide replacement affordable housing. The recycling of capital receipts can be achieved by covenanting the property to provide local authorities and registered social landlords with the opportunity to buy the property back once it comes onto the open market.</p> <p>Affordable housing breaks down into two sub-categories:</p> <ul style="list-style-type: none"> <li>Social rented housing; and</li> <li>Intermediate housing - which includes intermediate rented and shared equity.</li> </ul> <p>The intermediate rented category includes properties where the rents are above those of social rented i.e. Benchmark rents but below market housing rents.</p> <p><b>Includes:</b></p> <ul style="list-style-type: none"> <li>Affordable housing provided on allocated and windfall sites secured by a Section 106 agreement, planning conditions or other appropriate mechanism;</li> <li>Affordable housing provided on sites allocated for 100% affordable housing;</li> <li>Affordable housing provided on affordable housing exception sites;</li> <li>Affordable housing provided by registered social landlords where the site has been purchased on the open market without the use of a Section 106 agreement;</li> <li>All new build and conversions where there has been a net gain in affordable housing;</li> <li>All other affordable housing units provided through planning system.</li> <li>All other affordable housing.</li> </ul> <p><b>Excludes:</b></p> <ul style="list-style-type: none"> <li>Dwellings with a lease of less than 1 year;</li> <li>Low cost market housing, i.e. housing where the discount is only available to the first occupier;</li> <li>Renovations of existing affordable housing of the same tenure;</li> <li>Acquisitions of existing social stock, for example through stock transfer from a local authority.</li> <li>Units under the Help to Buy Scheme.</li> </ul>
<b>Affordable housing exception site</b>	<p>Where a local planning authority has identified a lack of affordable housing it must consider including an 'affordable housing exception site' policy in its development plan, setting out the circumstances where sites may be released for 100% affordable housing to meet local needs as an exception to the policies for general housing provision.</p>
<b>Area</b>	<p>Note that only units within your authority area should be included. Any units provided in your area by other authorities should be included, but those provided by your authority outside your area should not. If your local authority area contains part of a National Park, please split the data between activity inside and outside the National Park area.</p>
<b>Conversions</b>	<p>A conversion occurs when one unit is changed into multiple units or multiple units are changed into one.</p> <p>For the purposes of this data collection only the additional number of units following conversion should be included - i.e. the net gain. For example where 1 family home is converted into 2 self-contained units of accommodation the number of additional affordable units is one. For example, 10 affordable housing units that are converted into 5 units of affordable housing during the year would be counted as zero, as there have been no additional affordable housing units provided.</p>
<b>Delivered</b>	<p>'Delivered' should be interpreted as the housing unit being available for occupation.</p>
<b>Housing 'unit'</b>	<ul style="list-style-type: none"> <li>A self-contained dwelling which provides a minimum of one habitable room, with exclusive use of a kitchen, bathroom/shower, sink and toilet.</li> <li>In shared housing, a unit will relate to the number of bed spaces or bedrooms provided exclusively for use by the occupant, or family in the case of hostels or refuges. For example, one house may provide supported accommodation for three occupants – each occupant has exclusive use of a bedroom and shares lounge, kitchen and bathroom facilities. This should be counted as three units. Bedrooms used exclusively by staff should not be counted</li> </ul>
<b>Neutral Tenure</b>	<p>In cases where the tenure of the housing unit is not known prior to occupation, please use a best estimate of the likely tenure of the unit.</p>
<b>Planned</b>	<p>This refers to any additional affordable housing units which are currently being developed, and are scheduled to be delivered during the current financial year - 2019-20</p>
<b>Private Sector Leasing Units</b>	<p>These are housing units leased from the private sector to provide accommodation for homeless families where the lease is for more than a year.</p>
<b>Units delivered directly by the Private Sector</b>	<p>These are affordable homes / units delivered through the Planning system by private developers e.g. through Section 106.</p>
<b>Year</b>	<p>Information for financial years is required and covering the period from 1 April to 31 March each year. For 2018-19, the actual number of housing units provided should be shown. For 2019-20 the anticipated number of units should be shown.</p> <p>It is acknowledged that these figures will be estimates and will be subject to change. Figures should be estimated from Affordable Housing Delivery Statements, Joint Housing Land Availability Studies, local housing strategy or other appropriate sources.</p>

## Technical Guidance

[<< General Guidance](#)[< Definitions](#)[< Home](#)[Contact Information >](#)

Guidance for completing the form

### Navigation

You will be able to move from sheet to sheet by clicking the appropriate hyperlink.

For example to return to the home page click the "< < Home" hyperlink

### Required data items

On receiving the spreadsheet the cells requiring data items will have the following properties.



All cells requiring data will be coloured pale blue.

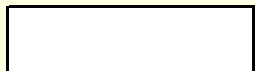


Some cells derive values from other data items. These cells are coloured in grey. You will not be able to enter data into these cells.



Some cells do not need to be completed as they are not applicable. These cells are coloured in dark grey. You will not be able to enter data into these cells.

### Comments



A white space has been provided adjacent to each table for comments. If any data items are missing then a comment must be added to the spreadsheet.

### Validation 1

Validation 1 involves checking for common sense errors. These errors must be resolved before the spreadsheet is submitted via AFON.



Data items that pass validation will be coloured green.



Data items where no data is entered or which break a validation rule will be coloured red. These items require a zero to be entered if the return is nil, or a comment must be made.

### Contact Information

[<< Guidance](#)

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Please provide contact details for your authority or RSL below. This will help us to direct any queries to the correct contact.

#### Form completed by/Main contact for data queries:

	V1
Name	X
Telephone number	X
E-Mail address	X

#### Alternative contact details

Name	X
Telephone number	X
E-Mail address	X

**Survey Response Burden**[< Contact Information](#)[Table 1 >](#)

**The Welsh Government are monitoring the burden of completing the data collection forms. This helps us when planning future changes to data collection forms. We would be grateful if you could assist us by completing the table below.**

Please enter the time it has taken you (and any colleagues) to prepare and send the return. A number of staff employed in different roles may have been involved. You are asked to count the hours spent by staff in each full time equivalent annual salary band indicated below. You will need to round staff salaries to the nearest £1,000. Please record your time to the nearest hour.

Please enter the number of hours taken to complete this form by grade of each staff member:

- Retrieval and saving the empty form;
- Collection, collation, analysis and aggregation of records and figures required;
- Filling in, checking, amending, reviewing and, when completed, approving the form; and
- Sending the form back via AFON.

Grade of staff	Hours taken	V1
Band 1 (£11,500 - £19,999)		X
Band 2 (£20,000 - £26,999)		X
Band 3 (£27,000 - £33,999)		X
Band 4 (£34,000 - £53,999)		X
Band 5 (£54,000+)		X

Comments

**Table 1 - All additional affordable housing units**

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[Table 1 Guidance >](#)

[Table 2 >>](#)

This section should contain all additional affordable housing units including general needs, supported housing, sheltered accommodation and extra care units. All additional affordable housing units should be included whether through Newbuild, or through the purchase, leasing or conversion of existing dwellings. If your local authority area contains part of a National Park, please split the data between inside and outside the National Park area.

Please note CGF = Capital Grant Funding. Under CGF include all units delivered using any capital grant provided by the Welsh Government eg. Social Housing Grant (SHG), Housing Finance Grant (HFG) and Vibrant and Viable Places (VVP). To avoid any double counting in cases where more than one capital grant funding stream has been used then record the unit provided using these different funding streams once only.

Local Authority activity		2018-19 Delivered		2019-20 Planned		Validation				Comments
		With CGF	No CGF	With CGF	No CGF					
1	General needs accommodation					X	X	X	X	
2						X	X	X	X	
3	All other housing					X	X	X	X	
4						X	X	X	X	
5	<b>Total</b>	0	0	0	0	✓	✓	✓	✓	

All activity (including the LA activity above, RSLs and all other activity)		2018-19 Delivered		2019-20 Planned		Validation				Comments
		With CGF	No CGF	With CGF	No CGF					
6	General needs accommodation					X	X	X	X	
7						X	X	X	X	
8	All other housing					X	X	X	X	
9						X	X	X	X	
10	<b>Total</b>	0	0	0	0	✓	✓	✓	✓	
11	Of which are Private Sector Leasing units					X	X	X	X	
12	Of which are delivered as a result of private sector development					X	X	X	X	
13	Of which are provided by 'Others' (please provide comments below)					X	X	X	X	

**Comments**

## Table 1 Guidance

Affordable Housing Provision 2018-19

Please Select

< Table 1

Table 2 >

1.01 This section should contain all additional affordable housing units including general needs, supported housing, sheltered and non-sheltered housing for elderly people and extra care units. The type of provider refers to the organisation that owns the homes. This may or may not be the organisation that initially provides them, or the organisation that manages them.

1.02 All additional affordable housing units should be included whether through Newbuild or through the purchase, leasing or conversion of existing dwellings.

1.03 Questions 1-5 cover LA owned (Council) additional affordable units only.

Questions 6-11 cover all additional affordable units regardless of tenure and include those owned/provided by LAs, RSLs and the private sector.

### Additional

1.04 Only include additional units. Do not take into account any housing units lost through demolition, or sold via 'right to buy' or right to acquire' schemes, as these are counted in separate exercises.

### Area

1.05 Note that only units within your authority area should be included. Any units provided in your area by other local authorities should be included, but those provided by your authority outside your area should not.

If your local authority area contains part of a National Park, please split the data between inside and outside the National Park area.

### Delivered

1.06 A dwelling is defined as delivered when it is available for occupation.

### Number of additional affordable housing units provided by the Local Authority (Council)

1.07 This should include all additional units owned and offered for rent by the local authority. Only units that are or will be in the ownership of the local authority should be included.

1.08 General needs: These include self contained units that are not reserved for specific client groups. Properties that are adapted for use for people with disabilities should be included where no additional services or support are provided as part of the terms of occupancy.

1.09 All other housing: Housing that is provided for use by particular client groups or for specific purposes.

### Number of additional affordable housing units for all tenures.

1.10 This will include units provided by the Local Authority (Council), by RSLs and also Non-LA and non-RSL (e.g. Community Land Trusts, private sector).

### Includes:

- All additional units owned and offered for rent by the local authority (Council).
- All additional units provided by the local authority via SHG funding.
- All additional units provided by the local authority through 'Shared Equity' arrangements.
- All additional units acquired and provided by the local authority through the 'Mortgage Rescue Scheme'.
- All additional affordable housing units provided by local authorities through the acquisition of empty private sector housing units which were not previously 'affordable'.
- All additional housing units provided by registered social landlords that are offered on social rents.
- All additional units provided by registered social landlords offered on intermediate rents.
- All additional affordable housing units provided by registered social landlords through 'Shared Equity' arrangements.
- 1.11 • All additional units acquired and provided by registered social landlords through the 'Mortgage Rescue Scheme'.
- All additional affordable housing units provided by registered social landlords through the acquisition of empty private sector housing units, which were not previously 'affordable'.
- All additional affordable housing units which are Non-LA and non-RSL dwellings, including those owned by unregistered social landlords, private sector developers and community led groups e.g. Community Land Trusts. These groups may manage or arrange for others to manage the home. This includes grant-funded and grant-free non-RSL homes. These should only be included if they are 'Affordable' according to the Technical Advice Note 2 definition (see Definitions sheet).
- Additional housing units provided through Extra care schemes should be included where let on tenancies or sold through equity sharing. Residential care homes or housing providing residential care with nursing should not be included.

### Excludes:

- 1.12 • Acquisitions of existing social stock; and
- Transfer of existing housing stock from local authorities to registered social landlords.
- Units where the tenure changes from one affordable form to another e.g. from social rented to equity sharing or vice versa.
- Units under the Help to Buy Scheme.

1.13 Please note: the totals shown for the number of additional affordable housing units for all tenures should never be less than the total shown for affordable housing units provided only by the Local Authority (Council).

### Units delivered directly by the Private Sector

1.15 These are affordable homes / units delivered through the Planning system by private developers e.g. through Section 106.



**Table 2 - Number of affordable housing units provided on land made available by the Public Sector**

Affordable Housing Provision 2018-19  
Please Select

[<< Table 1](#)

[Table 2 Guidance >](#)

[Table 3a >>](#)

All of the housing units recorded in this section should also be recorded in Table 1.

**Please note CGF = Capital Grant Funding. Under CGF include all units delivered using any capital grant provided by the Welsh Government eg. Social Housing Grant (SHG), Housing Finance Grant (HFG) and Vibrant and Viable Places (VVP). To avoid any double counting in cases where more than one capital grant funding stream has been used then record the unit provided using these different funding streams once only.**

		2018-19 Delivered		2019-20 Planned		Validation				Comments
		With CGF	No CGF	With CGF	No CGF					
1	Local Authority	Inside National Park								
2		Outside National Park								
3	Other Public Sector	Inside National Park								
4		Outside National Park								
5	<b>Total</b>		0	0	0	0	✓	✓	✓	✓

**Comments**

## Table 2 Guidance

Affordable Housing Provision 2018-19

Please Select

[< Table 2](#)

[Table 3a >](#)

- 2.1** | This table seeks information on the extent to which the public sector is releasing their own land for the purpose of providing additional affordable housing. All of the units recorded here should already have been included in Table 1.
- 2.2** | Please note: We would only expect information on land released by the public sector within the last 5 years to be included.
- 2.3** | Do not include any information for land released by the public sector prior to this.
- 2.4** | Only additional affordable units provided on land disposed of by the public sector should be included.
- 2.5** | The affordable units may or may not have been provided by means of a section 106 planning agreement.
- 2.6** | The land may have been sold at market value, at a discount, or transferred at nil cost.
- 2.7** | Rows 1 and 2 should be used to record the units provided on land made available by the local authority. This should include former maintained school land and former National Park land.
- 2.8** | Rows 3 and 4 should be used to record the units provided on land made available by other public sector bodies excluding the local authority. This should include land formerly owned by:
- the Welsh Government including Welsh Government Sponsored Bodies;
  - Other Central Government Departments (including for example former Ministry of Defence sites or Courts sites);
  - Welsh Health Estates (covering National Health Service sites formerly owned by Health Authorities, Health Trusts and Ambulance Trusts etc);
  - Police Forces/Authorities;
  - and Fire and Rescue Services/Authorities.
- 2.9** | Please record land made available according to the most recent owner of that land prior to its transfer to the agency providing the affordable housing.

**Table 3a - Provision of affordable housing through planning obligations or conditions**

Affordable Housing Provision 2018-19  
Please Select

<< Table 2

Table 3a Guidance >

Table 3b >>

Any additional housing that has been provided through planning obligations or conditions recorded in Table 1 should also be recorded in this section.

**Total number of additional affordable housing units**

	2018-19		Validation		Comments
	Granted planning permission	Delivered			
1 Through planning obligations or conditions			x	x	

Please note: information on additional housing provided through planning obligations or conditions by National Park Authorities, will be collected separately. Do not include National Park Authority activity on this return.

**Comments**

**Table 3a Guidance**[< Table 3a](#)[Table 3b >](#)

- 3.1 This section seeks information on all additional affordable housing units that have been specifically delivered through planning obligations (section 106 agreements) or planning conditions either as part of or as a result of market housing developments. This includes local authorities, registered social landlords, community land trusts and private sector provision. Any additional affordable housing that has been provided through planning obligations or conditions recorded in table 1 should also be recorded in table 3a.
- 3.2 It is recognised that there may be some double counting.
- 3.3 Where multiple planning permissions have been granted for the same site, please provide information on this in the 'Comments' box provided at the bottom of the page.
- 3.4 **Granted Planning Permission:** refers to final detailed (i.e. not outline) planning permissions granted during the year. **Granted Planning permission** will mean that a section 106 agreement (where applicable) has already been signed.
- 3.5 **Delivered:** the total number of units completed and available for occupation during the year, irrespective of whether permission was granted during the year or in a previous year.
- 3.6 'Local need' housing which is secured by a section 106 agreement for a local person should only be included if it is also 'affordable'.
- 3.7 Show the total number of units for which planning permission has been granted, and the total number of units delivered via planning obligations or conditions.

**Table 3b - Provision of affordable housing on affordable housing exception sites**

Affordable Housing Provision 2018-19  
Please Select

[< Table 3a](#)

[Table 3b Guidance >](#)

[Table 4 >>](#)

Any additional housing that has been provided through planning obligations or conditions recorded in Table 1 should also be recorded in this section.

**Total number of additional affordable housing units**

	2018-19		Validation		Comments
	Granted planning permission	Delivered			
2 On affordable housing exception sites			x	x	

Please note: information on additional housing provided through planning obligations or conditions by National Park Authorities, will be collected separately. Do not include National Park Authority activity on this return.

**Comments**

## Table 3b Guidance

Affordable Housing Provision 2018-19

Please Select

[< Table 3b](#)

[Table 4 >](#)

- 3.1 This section seeks information on all additional affordable housing units that have been specifically delivered on 'affordable housing exception' sites. Any additional affordable housing that has been provided on affordable housing exception sites recorded in table 1 should also be recorded in table 3b.
- 3.2 It is recognised that there may be some double counting.
- 3.3 Where multiple planning permissions have been granted for the same site, please provide information on this in the 'Comments' box provided at the bottom of the page.
- 3.4 **Granted Planning Permission:** refers to final detailed (i.e. not outline) planning permissions granted during the year. **Granted Planning permission** will mean that a section 106 agreement (where applicable) has already been signed.
- 3.5 **Delivered:** the total number of units completed and available for occupation during the year, irrespective of whether permission was granted during the year or in a previous year.
- 3.6 'Local need' housing which is secured by a section 106 agreement for a local person should only be included if it is also 'affordable'.
- 3.7 Show the total number of units for which planning permission has been granted and the total number of units completed and secured on affordable housing exception sites.

**Table 4 - Developer contributions received towards the provision of affordable housing via planning obligations**

Affordable Housing Provision 2018-19

Please Select

[<< Table 3b](#)

[Table 4 Guidance >](#)

**Amount of financial contributions (£)**

Amounts in cash terms and on cash accounting basis.

		Amount (£)	V1	Comments
1	2017-18 Year end total	#N/A		
2	2018-19 Held at start of year		X	
3	2018-19 Received during year		X	
4	2018-19 Spent during year		X	
5	2018-19 Year end total	£0.00		

Please note: The amount held at the end of 2018-19 should be equal to the amount held at the start of 2018-19, plus the amount received during 2018-19 minus the amount spent during 2018-19.

**Comments**

## Table 4 Guidance

Affordable Housing Provision 2018-19

Please Select

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[Home](#)

- 4.1 The presumption in TAN 2 is for developer contributions to affordable housing to be provided in-kind and on-site. Exceptionally, a local planning authority may agree that it is preferable for a developer to make a financial or other contribution towards the objective of providing affordable housing.
- 4.2 For example, contributions to the funding of an 'affordable housing officer' or a 'rural housing enabler'. Where this is agreed, suitable planning obligations will be drawn up.
- 4.3 All amounts should be in cash terms and on a cash accounting basis. Show the amount of financial contributions held at the start of the year towards the provision of affordable housing via planning policy, the amount of financial contributions received during the year, and the amount of financial contributions spent.
- 4.4 Please note: The amount held at the end of 2018-19 should be equal to the amount held at the start of 2018-19, plus the amount received during 2018-19 minus the amount spent during 2018-19.