



**Community First**  
*Building better communities*

# **Housing Needs Survey Report**

## **For**

# **Hanley Castle Parish Council**

**July 2009**

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## **EXECUTIVE SUMMARY**

### **Assessment of the Need for New Affordable Housing in Hanley Castle Parish**

On the 6<sup>th</sup> November 2008, representatives from Hanley Castle Parish Council met with the Rural Housing Enabler to audit the findings of Community First's Housing Needs Survey which took place during July 2008. It was noted that survey forms had been hand delivered to 570 addresses in the parish and Community First had received 219 responses to Part A of the form, 26 to Part B and 10 to Part C. Part A requested information from all households in order to gain a profile of the existing community in the parish. Part B sought information on current and future housing need. Part C invited those in housing need to register on Malvern Hills District Council's Common Housing Register.

#### **Assessment of Housing Need**

The Parish Council representatives carried out an audit and confirmed that the survey was accurate. It was recommended that the draft report should be referred for discussion and adoption at the full Parish Council meeting in January 2009. The report was adopted at the meeting in May 2009 following publication on the Parish Council's website and a period of consultation.

#### **Type of new affordable dwellings and mix of tenure required**

The type of affordable dwellings that would be required over a five year period are 2 and 3 bedroom houses, and 1 and 2 bedroom flats and bungalows, with a tenure mix of rent and shared ownership. The mix and number of dwellings would be determined to reflect the identified housing needs by a nominated Housing Association working in partnership with the Parish Council and Malvern Hills District Council. The survey also identified a stated need for open market dwellings to meet the needs of local people.

#### **The Next Steps**

The Parish Council will consider the findings of the survey and suitable sites that would meet the requirements of a new affordable rural housing scheme over the next five years. If a site or development proposal already exists, the Parish Council will ensure that this site gets considered along with any other proposed sites. Once a decision on a preferred site has been agreed (and the landowner is willing to sell), the nominated Housing Association will work with the Parish Council and arrangements will then be made for a public exhibition to be held to seek the views of local residents.

#### **Practical Considerations**

In accepting that affordable housing is required for the area, the Parish Council will confirm that they will only support schemes that provide affordable homes for people with a local connection, that the new homes must be in perpetuity, and that the development would be a small rural exception site relevant to the size of the parish.

#### **Contacts**

If you wish to discuss this report please contact the Chairman of the Parish Council, or Nigel Potter the Worcestershire Rural Housing Enabler on 01386 565521/01684 862373 or email: [nigel.potter@comfirst.org.uk](mailto:nigel.potter@comfirst.org.uk). To receive a copy of the adopted survey report, please contact Nigel Potter.

July 2009

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## **Introduction**

On 24<sup>th</sup> April 2008, Hanley Castle Parish Council agreed with a proposal from Community First that a Housing Needs Survey should be undertaken within the parish. The purpose being to update a survey that was carried out in 2006, in order to assess if there would be sufficient local housing need to justify the provision of new affordable dwellings, because of the perceived difficulties that local people have securing homes of their choice at costs they can afford within the parish.

In June 2008, notice of the Parish Council's decision was given in the Parish Magazine and during week commencing 1<sup>st</sup> July 2008, explanatory letters and survey forms were hand delivered by Parish Council volunteers to 570 addresses in the parish. Householders were asked to make their return by the 31<sup>st</sup> July 2008 in the pre-paid envelopes provided as part of the survey documentation.

## **Survey Content**

All householders were asked to complete and return Part A of the survey form in a reply-paid envelope. Part A sought information on the current housing profile of the area, and also asked householders for their views on the need for new affordable housing in the parish.

Householders were also asked to complete and return a Part B questionnaire, where they identified a current or future housing need for affordable housing for local people.

Part C of the form requested name and address details in order to give the opportunity for respondents with a housing need to be contacted again and to be sent an application form if they wished to register onto the Malvern Hills District Council Common Housing Register.

The forms were available on-line and could be downloaded from the Community First web-site.

## **Survey Response**

The following forms were received:-

Part A – 219 completed forms (a response rate of 38.42%)

Part B – 26 completed forms (a response rate of 4.56%)

Part C – 10 completed forms

## **Survey Analysis and Report**

All forms were received by Community First at the Malvern office and subsequently detailed individual responses were inputted onto computer software. This software collated the responses from which the housing need results have been analysed as set out in this report. Any references that could identify a respondent have been removed from this report to maintain confidentiality.

## **Summary of Housing Need Results**

The 26 respondents to Part B of the survey form stated that they were either in current housing need or anticipated that a future need would arise over the next five or more years. Their households ranged in age and number from single people to couples to families with children. From the details supplied, which excludes 3 non qualifying households in respect of the local connection criteria, the required housing tenure and property types can be quantified as follows:-

7 Housing Association rented homes.

9 Housing Association shared ownership homes.

7 Open market home ownership homes.

The property types range from 1 and 2 bedroom flats and bungalows to two and three bedroom houses.

A detailed analysis of the needs and requirements is set out in the report.

## Analysis of the Part A Survey Returns

### Current Households

One person household	Two person household	Three person household	Four person household	Five Person household	Six Person household
61	97	21	23	12	2

### Age Profile of Households

Age Bands	0-15 years	16-24 years	25-44 years	45-59 years	60-69 years	70+ years
Total number 328	39	20	50	55	68	94
Number as a % of 326	12.0%	6.1%	15.3%	16.9%	20.9%	28.8%

**Comment** – Due to the 38% response rate, the housing needs survey does not cover the total population of the Hanley Castle parish. From the responses, the results indicate that the parish has a predominately older population with a majority of single person and two person households.

### Living in Hanley Castle

Hanley Castle	Living elsewhere
216	3

**Comment** – 219 responses were received, 216 living in Hanley Castle parish and 3 living elsewhere. The 3 responses to ‘Living elsewhere’ are not included in the Part A survey returns.

### Time Lived in Present Home

0- 4 years	5 – 9 years	10 – 19 years	20 + years
44	33	51	86

**Comment** – The results show that the majority of households have lived in the parish for more than 10 years. The length of time that householders live in their present home could indicate a number of factors such as:-

- contentment with the locality
- a sustainable location to live
- lack of ‘turnover’ in vacancies occurring
- amount of new house building in the area in recent years
- an aging population
- unable to afford to move either within parish or elsewhere

## Housing Tenure – Current Home

<b>Home Owner</b>	<b>Private Renting</b>	<b>Housing Association Renting</b>	<b>Housing Association Shared Ownership</b>	<b>Lodging with another household</b>
<b>176</b>	<b>25</b>	<b>12</b>	<b>0</b>	<b>0</b>
<b>Living with parents /relatives</b>	<b>Tied accommodation</b>	<b>Fixed equity ownership</b>	<b>Other</b>	
<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	

**Comment** – From the details provided, there is a predominance of owner occupation in the parish (81%) followed by 17% households living in rented accommodation. ‘Other’ tenure was reported as :-  
*Relatives Annexe*

## Current Accommodation

<b>House</b>	<b>Bungalow</b>	<b>Flat/apartment</b>	<b>Mobile Home</b>	<b>Other</b>
<b>178</b>	<b>32</b>	<b>2</b>	<b>0</b>	<b>4</b>

**Comment** – The majority of the respondents live in houses and bungalows (97%).The responses to ‘Other’ are:-  
*Annexe (Bungalow)*  
*Terraced*  
*Terraced*  
*Mill*

<b>Number of Bedrooms</b>	<b>One</b>	<b>Two</b>	<b>Three</b>	<b>Four</b>	<b>Five</b>	<b>6+</b>
	<b>7</b>	<b>28</b>	<b>85</b>	<b>75</b>	<b>17</b>	<b>4</b>

**Comment** - In response to the question about the number of bedrooms in the property, the survey revealed that the majority of dwellings had three and four bedroom accommodation.

## Household members who have moved away within the last three years

**Yes 28 No 172**

**Comments** – 200 responses were received.

## Reasons for leaving

Lack of Affordable Housing	Lack of Public Transport	Take up Employment elsewhere	Go to College	Lack of Suitable Housing	Other
1	0	9	14	1	6

**Comment** – Employment elsewhere and attendance at college accounted for the greatest number of reasons for leaving. Respondents could tick more than one reason. The responses to ‘Other’ are:-

*Death*

*Work*

*Illness*

*A member of our family died*

*Moved to Older Persons Residential Home.*

*Relationship breakdown*

## In Favour of Affordable Housing

**In favour** - 108

**Not in favour** - 63

**Unsure** - 39

**Comment** – Of the 210 responses received 51.43% of the respondents answered that they were in favour of additional affordable homes being provided for people with a local connection, 30% were against, and 18.57% were unsure.

## Household members living elsewhere and likely to need affordable housing now or within the next five years.

**Yes** - 24

**No** - 195

**Comment** – The result is self explanatory.

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## Analysis of the Part B Survey Forms

**When will you need to change your accommodation ?**

Now	Within 12 months	1 – 3 years	3 – 5 years	5+ years
3	7	7	6	3

**Comment** – The survey indicates that the majority of respondents need to move with the next three years.

**Why do you need to move?**

Need local affordable accommodation	Need independent accommodation	Need larger accommodation	Need smaller accommodation
9	2	3	3
Present home in poor state of repair	Need to be closer to employment	Need permanent accommodation	Need older persons accommodation
1	0	2	2
Need to be closer to a carer	Need specially adapted accommodation	Family breakup	Need to be closer to relatives
0	0	0	1
Moved away and wish to return	Other		
2	1		

**Comment** – The survey shows that the majority of reasons given to move are the requirement for local affordable accommodation and the need for larger and smaller accommodation. Respondents to the survey were asked to give one main reason. 'Other' was recorded as:-

*May need affordable housing in area when I leave college if I get job locally.*

**Current Housing Status**

Housing Association Rent/Shared Owner	Living with Parents/Family Member	Tied Tenant	Private Tenant	Home Owner
3	6	1	10	6

**Comment** – The Survey shows a mix of tenure with 6 living households living with parents or a family member.

## Type of accommodation required

Housing Association Rent	Housing Association Shared Ownership	Fixed Equity	Private Rent	Home Ownership
7	11	0	0	8

**Comment** – The Survey shows that the majority of respondents desire home ownership, either as a full owner or in a shared ownership form of tenure, followed by the requirement for Housing Association rented accommodation. Respondents were asked to give one main type of tenure.

## Registered on the Common Housing Register

### Yes 7 No 15

**Comment** – The majority of respondents to this question answered that they were not registered on the Common Housing Register. This may indicate:-

- lack of knowledge about the register
- do not feel there is any point registering due to the lack of apparent housing opportunities in the village
- lack of housing need.
- may prefer private renting/market housing

## Shared Ownership Preference –Assessed Maximum Mortgage

Below £50,000	£50,000 - £55,000	£55,000 – £60,000	£60,000 – £65,000	£65,000 – £70,000	£70,000 – £75,000
3	3	1	2	1	1
£75,000 – £80,000	£80,000 – £85,000	£85,000 - £90,000	£90,000 - £95,000	£95,000 - £100,000	£100,000 +
0	1	0	0	2	0

**Comment** - In assessing the affordability of shared ownership, 12 respondents stated that they could raise a mortgage up to £85,000 (when multiplying their income, by 3.5 times annual salary plus 1 times a partners annual salary if appropriate), and 2 respondents stated they could raise a mortgage of up-to £100,000 .

For comparison purposes, local Estate Agents were marketing as at October 2008 a semi detached 2 bedroom ex council house for £159,950, 2 x 3 bedroom semi detached houses at £224,950 and £299,950, and new detached 3 bedroom houses for £365,000 in the parish.

As an example of affordability, a family with a single income of £18,000 – £20,000 per annum, could obtain a mortgage of between £63,000-£70,000 for an open market property. This would exclude them from purchasing local open market properties, but the option of shared ownership (purchasing a 35% - 50% share) may be available via a Housing Association.

If shared ownership schemes are to be developed, the survey suggests that in Hanley Castle parish, minimum shares of less than £85,000 must be available.

### **Lived in Hanley Castle three out the past five years**

**Yes - 20      No - 6**

**Comment** – 20 respondents who answered the question stated that they had lived in the parish for at least three of the past five years,

### **Local Connection through Work in Hanley Castle parish**

**Yes 1**

**Comment** - Of the 6 respondents who had not lived in the parish in all of the past five years, 1 respondent was working in the parish and had done so for 5 years.

### **Local Connection through previous residency in Hanley Castle parish**

**Yes 4**

**Comment** – Of the 4 respondents, 2 gave details and stated they had lived in Hanley Castle parish previously. Their responses to the number of years and date residency finished were as follows:-

27 years – up to June 2001

22 years – up to 1994

### **Local connection through close family in Hanley Castle**

**Yes - 8**

**Comment** – Of the 8 respondents, 2 gave details which confirmed that they previously resided in the parish and that they had close family living the Hanley Castle parish and were providing care for the family:-

*Mother (arthritis) & Grandmother (elderly)*

*Parents both have suffered serious illness*

**NOTE** 3 respondents who stated they had a housing need, could not demonstrate that they satisfied the local connection criteria in terms of the Malvern Hills Rural Lettings Policy (see Appendix A).

### **Offer of employment but unable to take up the offer because of the lack of affordable housing.**

**Yes 0**

**No 11**

**Comment** – The survey indicates that the lack of affordable housing in the area was not a significant reason for not taking up employment.

## Local involvement in the Parish

School	Child in Local organisation	Sports Club	Church	Social Group	Voluntary helper
8	4	1	2	3	3

**Comment** – 14 respondents provided details of local involvement in their parish. Respondents could tick more than one activity. Local involvement does not count in the eligibility criteria for affordable housing, but gives an indication of respondents' contributions to the local community.

## Employment in the Parish

Of the households stating they were in housing need, 8 were in permanent full time employment in the parish. 2 were in self employed employment. In response to the question about current employers, 4 responses were received.

## Analysis of the Part C Survey Forms

### Return of Part C Survey Forms

**Comment** - As a result of the housing survey, 10 households provided their contact details in Part C of the forms (there was also 1 incomplete response). These details have been forwarded to Festival Housing Group (administering the Common Housing Register on behalf of Malvern Hills District Council) to check whether the households are already registered. If not, application packs will be posted to these respondents in order that they can formally apply to join the Register.

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## Housing Needs Survey – Accommodation Requirements

The following tables summarise the assessed housing accommodation requirements of 23 of the 26 respondents to Part B. 3 respondents are excluded because of non qualification in respect of the Malvern Hills Rural Lettings Policy local connection criteria, see Appendix A to this report.

Survey number	Applicants for 2 bed houses	Local connection	Current tenure	When required	Preferred tenure
173	Lone parent s13	Residency 5 years	Housing Association tenant or shared owner	1-3 years	haso
<b>Total 1 household</b>	<b>Key :- s = son haso –Housing Association shared ownership</b>			<b>1-3 years x 1.</b>	<b>HA shared ownership x 1.</b>

Survey number	Applicants for three bed houses	Local connection	Current tenure	When required	Preferred tenure
169	Couple s12 s8 d10	Residency 5 years	Housing Association tenant or shared owner	3-5 years	haso
170	Couple s5 s7 d3	Residency 5 years	Private tenant	now	haso
171	Lone parent s15 d12	Residency 5 years	Home owner	within 12 months	haso
174	Couple d10 d3	Previous residency and close family in parish needing care	Housing Association tenant or shared owner	now	har
183	Lone parent s7 s4	Residency 5 years	Private tenant	within 12 months	har
182	Couple d10 s1	Residency 5 years	Private tenant	1- 3 years	ho
213	Couple s5 d2 d2	Working in parish for 5 years	Private tenant	within 12 months	ho
<b>Total 7 households</b>	<b>Key :-s = son d = daughter har = Housing Association rent. haso = Housing Association shared ownership. ho = Home ownership</b>			<b>now x 2 , within 12 months x 3, 1-3 years x1, 3-5 years x1,</b>	<b>HA rent x 2. HA shared ownership x 3, Home ownership x 2</b>

Survey Number	Applicants for 1 bed flats	Local connection	Current tenure	When required	Preferred tenure
168	Couple	Residency 5 years	Living with parents or other family member	within 12 months	haso
179	Couple	Close family in parish needing care	Private tenant	1- 3 years	haso
211	Couple	Residency 5 years	Home owner	5+ years	ho
220	Couple	Residency 5 years	Tied tenant	5+ years	haso
<b>Total 4 households</b>	<b>Key :- haso = Housing Association shared ownership ho = Home ownership</b>			<b>within 12 months x 1, 1-3 years x 1, 5+ years x 2</b>	<b>HA shared ownership x 3, Home ownership x 1</b>

Survey number	Applicants for 2 bed flats	Local connection	Current tenure	When required	Preferred tenure
165	Brothers x 2	Residency 5 years	Living with parents or other family member	3- 5 years	ho
<b>Total 1 household</b>	<b>ho = Home ownership</b>			<b>3-5 years x 1</b>	<b>Home ownership x 1</b>

Survey Number	Applicants aged 60+ for 2 bed flats or bungalows	Local connection	Current tenure	When required	Preferred tenure
218	Couple	Residency 5 years	Private tenant	within 12 months	har
221	Couple	Residency 5 years	Private tenant	1- 3 years	har
212	Couple	Residency 5 years	Home owner	3 - 5 years	ho
219	Lone parent s25	Residency 5 years	Private tenant	3 - 5 years	ho
<b>Total 4 households</b>	<b>Key :- s = son har = Housing Association rent , haso = Housing Association shared ownership, ho = Home ownership</b>			<b>Within 12 months x 1 1-3 years x 1, 3-5 years x 2</b>	<b>HA rent x 2, Home ownership x 2</b>

Survey number	Applicant for 1 bed flats	Local connection	Current tenure	When required	Preferred tenure
175	Single person	Residency 5 years	Living with parents or other family member	3- 5 years	har
176	Single person	Residency 5 years	Private tenant	now	haso
178	Single person	Residency 5 years	Living with parents or other family member	within 12 months	har
180	Single person	Residency 5 years	Living with parents or other family member	3- 5 years	haso
210	Single person	Residency 5 years	Private tenant	1- 3 years	har
<b>Total 5 households</b>	<b>Key :- har = Housing Association rent haso = Housing Association shared ownership ho = Home ownership pr = Private rent</b>			<b>now x 1, within 12 months x 1, 1-3 years x1, 3-5 years x2.</b>	<b>HA rent x 3. HA shared ownership x 2,</b>

Survey number	Applicant aged 60+ for 1 bed flats or bungalows	Local connection	Current tenure	When required	Preferred tenure
181	Single person	Residency 5 years	Home owner	5+ years	ho
<b>Total 1 household</b>	<b>Key :- ho = Home ownership</b>			<b>5+ years x 1</b>	<b>Home ownership x 1.</b>

When applicants want housing	
Now	3
Within 12 months	6
1-3 years	5
3-5 Years	6
5+ years	3
<b>Total</b>	<b>23</b>

<b>Properties that are required</b>	<b>HAR</b>	<b>HASO</b>	<b>HO</b>	<b>Total</b>
1 bed flats	3	5	1	9
1 bed flats/bungalows	0	0	1	1
2 bed flats/bungalows	2	0	3	5
2 bed houses	0	1	0	1
3 bed houses	2	3	2	7
<b>Totals</b>	<b>7</b>	<b>9</b>	<b>7</b>	<b>23</b>

<b>When Properties Required</b>	<b>1 bed flats</b>	<b>1 bed flats/bungalows</b>	<b>2 bed flats/bungalows</b>	<b>2 bed houses</b>	<b>3 bed houses</b>	<b>Totals</b>
<b>HAR</b>						
Now					1	1
Within 12 months	1		1		1	3
1-3 Years	1		1			2
3-5 years	1					1
5+years						0
						<b>7</b>
<b>HASO</b>						
Now	1				1	2
Within 12 months	1				1	2
1-3 Years	1			1		2
3-5 years	1				1	2
5+years	1					1
						<b>9</b>
<b>HO</b>						
Now						
Within 12 months					1	1
1-3 Years					1	1
3-5 years			3			3
5+years	1	1				2
						<b>7</b>
	<b>9</b>	<b>1</b>	<b>5</b>	<b>1</b>	<b>7</b>	<b>23</b>

<b>Applicants</b>	<b>Families</b>	<b>Couples</b>	<b>Singles</b>	<b>Totals</b>
	8	5	5	<b>18</b>
		<b>Couples 60+</b>	<b>Singles 60+</b>	
		4	1	<b>5</b>

## Summary of Preferred Tenure, Number, and Size of Dwellings

Tenure	Type	Size			Totals
		One bedroom	Two bedroom	Three bedroom	
Housing Association Rent	Flat	3			3
	Flat/Bungalow		2		2
	House			2	2
Housing Association Shared Ownership	Flat	5			5
	Flat/Bungalow		1		0
	House			3	4
Home Ownership	Flat	1			1
	Flat/Bungalow	1	3		4
	House			2	2
<b>Overall Total</b>		<b>10</b>	<b>6</b>	<b>7</b>	<b>23</b>

It will be noted from the table above that the majority of properties required are one bedroom flats. This reflects the number of single person households and couples who responded to the survey. However, it must be recognised that for many couples there is often a greater desire for two bedroom accommodation.

**Comment** - The survey identified 26 respondents with a stated form of housing need and providing sufficient details to assess their preferred tenure, number and size of housing they required. However 3 households who registered a Part B form do not qualify under the local connection criteria, so the following household details have been excluded from the tables above.

<b>177</b>	Single person	No local connection	Home owner	1-3 years	ho
<b>172</b>	Couple aged 60+	No local connection	Home owner	1-3 years	haso
<b>166</b>	Single person	Residency 5 years	Living with parents or other family member	Within 12 months	haso

## **Assessment of the Need for New Affordable Housing in Hanley Castle Parish**

### **Type of new affordable dwellings required**

From the household details submitted, the following type of new affordable homes would be required: -

Housing Association Rent = 7

Housing Association Shared Ownership = 9

In addition 7 new home ownership dwellings would be required in the private sector:

### **Mix of tenure for the affordable dwellings required (rent and shared ownership) and number of dwellings.**

The final tenure mix and number of dwellings would be determined by a nominated Housing Association working in partnership with the Parish Council and Malvern Hills District Council, after assessing the number of applicants meeting the local connection criteria, their financial means to meet rent and mortgage costs, and site and planning considerations.

### **When new affordable dwellings are required**

The survey shows that 20 respondents state that they require alternative accommodation within the next 5 years, and of that number, 16 need affordable housing.

## Conclusion

From the results of the survey it is apparent that Hanley Castle parish is a settled community with 79% of the population having lived in their homes for more than 5 years, and with 40% having lived in their homes for more than 20 years. As with many rural areas within Worcestershire, the age range of this parish reflects an older age profile with nearly twice as many people falling into the category of over 45 years than under this age group.

The majority of householders (81%) are owner-occupiers with 97% of all respondents living in houses and bungalows. The high percentage of owner occupation and houses and bungalows in the area, means that alternative accommodation options to meet local housing needs are limited e.g. Lack of rented affordable rented accommodation.

It can be concluded that the survey shows that a significant need exists for the provision of new affordable housing for the following reasons:-

- the evidence identified from the responses to Part B
- the housing and financial circumstances confirming the need for affordable accommodation
- the lack of alternative forms of accommodation in the area
- the low number of vacancies occurring in the existing Housing Association stock

The type of affordable dwellings that would be required over a five year period are 2 and 3 bedroom houses, and 1 and 2 bedroom flats and bungalows, with a tenure mix of rent and shared ownership. The mix and number of dwellings would be determined to reflect the identified housing needs by a nominated Housing Association working in partnership with the Parish Council and Malvern Hills District Council. The survey also identified a stated need for open market dwellings to meet the needs of local people.

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## Appendix A

### **Malvern Hills District Council Rural Lettings Policy**

#### **New Affordable Homes in the Parish**

Any new Housing Association affordable homes (for rent or shared ownership) in the Hanley Castle parish would enable people in housing need to remain in the parish, or to return to the area, provided that they have an association relating to current or past residence, family connections, or employment.

#### **Who qualifies for the New Affordable Homes?**

The allocation of any new homes that may be built will be carried out in accordance with the Malvern Hills District Council Rural Lettings Policy which requires that priority be given to those applicants who have a connection with the parish according to the following criteria, which are ranked in priority order:-

- (i) has lived in the parish as the principal place of residence for at least five years;
- (ii) has worked in the parish for at least six months;
- (iii) has lived in the area for at least five years out of the previous fifteen years;
- (iv) needs to live in the parish in order to care for (or receive care from) close relatives;
- (v) has a formal promise of work in the parish;

**Note: If homes prove difficult to let, the properties can be open to people in housing need, under the following prioritised criteria:**

- (vi) applicants living or working in the Malvern Hills District Council area;
- (vii) applicants living in other parts of the country.

The District Council reserves the right to nominate applicants who do not meet the above criteria, where it is considered that the circumstances of the individual case warrant special consideration.

## **How can you Apply for a New Affordable Home**

Please complete and return Part B and Part C of the Housing Needs Survey. Part B is important for establishing if a local housing need exists in the parish and for influencing the type of housing development that might be considered.

Part C should be completed so that you can be registered onto the Common Housing Register, Home Choice Plus. Festival Housing Group administers the Common Housing Register on behalf of Malvern Hills District Council. Allocations for new affordable homes in the parish will be made only to applicants registered on the Common Housing Register.

### **Allocation of the new homes**

If new affordable homes are built in the parish, an authorised observer from the Parish Council and a Ward Councillor will be invited to the allocation meeting to see that the allocations are undertaken in accordance with the above lettings criteria. However, they will have no authority to determine the specific allocations.