



Appendix 1: Survey Covering Letter and Survey Questionnaire

Rame Peninsula – Housing Needs Surveys

April 2013

THE OCCUPANT

Address1
Address2
Address3
Address4
Address5
Address6



Dear Occupier,

Cornwall Council is working in partnership with five parishes within the Rame Peninsula to conduct surveys to establish their local housing needs, as part of a Neighbourhood Planning process. The survey is for local people who currently live in each of the parishes, or who can show that they have family there. All parish households will receive this questionnaire.

The surveys will help to ascertain what kind of affordable housing local people need. People who also work locally can qualify for affordable housing. This needs to be permanent rather than seasonal work and for more than 16 hours a week.

Some of the questions refer to affordability. This is because we need to know how much affordable housing should be provided for affordable rent and how much could be sold to local people at less than market value. Some open market housing might be allowed in order to help the financial viability of any affordable housing scheme, particularly as grant support from the Council or Government is less likely to be available in the current economic climate.

This is an opportunity for you to have your say and we need to collect the relevant facts, but we've tried to keep the questionnaire as short as possible. We're asking you to please put a tick ✓ in each box that matches your requirements. No stamp is required if you return your completed form to:

Millbrook Survey, Affordable Housing Team, Cornwall Council
Freepost RSBA-YGSK-YGSY Council Offices, Dolcoath Avenue, Camborne, TR14 8SX

Alternatively, deliver or send it (stamp required) to the Parish Clerk, Millbrook Parish Council,
The Village Hall, The Parade, Millbrook, Torpoint, PL10 1AY

Thank you in advance for participating.

The closing date for the return of questionnaires is 17th May 2013.

Your personal details will not be discussed or shared with anyone else.

Yours sincerely

ANDREW O'BRIEN – AFFORDABLE HOUSING TEAM LEADER - Cornwall Council

**If you have any questions about the survey, please contact the Parish Clerk
by phone: : 01752 823128 or by email: theclerkmillbrook@fastmail.co.uk**

The Rame Peninsula Neighbourhood Plan

The Parish of Millbrook

HOUSING NEEDS SURVEY



The Parish Council and Cornwall Council believe it is essential that all Millbrook residents have the opportunity to live in affordable accommodation suitable for their needs.

As a council, we also wish to know what *you* think about local needs housing generally. This will help us in considering the amount of housing needed, and the type and tenure of any housing provided.

- Questions 1 - 11 are for all households to complete.
- Questions 12 – 27 are aimed at households who have a need to move to alternative accommodation and who may qualify for local needs housing.

Completed forms can be sent free to Millbrook Survey, Affordable Housing Team, Cornwall Council, Freepost RSBA-YGSK-YGSY, Dolcoath Avenue, Camborne, TR14 8SX
Please return by 17th May 2013

Affordable Housing can mean one of the following:

Rented Housing usually provided by a Registered Provider (RP) better known as Housing Associations, and at affordable rents.

Shared Ownership where a purchaser can buy a 25-75% share in a property and pay a rent on the remainder, usually to a RP.

Low Cost Homes for Sale are typically developed by private sector house builders and sold outright at a discount from the open market value.

PART ONE

1. Is this your main home?

- Yes, main home ☐
No, second home ☐

If this is your second home do not complete the rest of the form but please do return it.

2. How would you describe your home?

- a) House ☐
b) Bungalow ☐
c) Flat ☐
d) Caravan/mobile home ☐
e) Retirement housing ☐
f) Other sheltered housing ☐
g) Other (specify) ☐

3. Is your home:

- a) Owned outright ☐
b) Owned with mortgage ☐
c) Shared ownership (part owned/part rented) ☐
d) Rented from a Local Authority ☐
e) Rented from a Housing Association ☐
f) Rented from a private landlord ☐
g) Tied to job ☐
h) Other (specify) ☐

4. How many bedrooms does your home have? (Tick one box only)

- a) One bedroom ☐
b) Two bedrooms ☐
c) Three bedrooms ☐
d) Four bedrooms or more ☐

5. How many people live in this house?
(Please write the number) []

6. Would you support a small development of affordable housing for local people within your parish if there were a proven need?
Yes ☐ No ☐
Maybe ☐

7. Are you aware of a site in the parish that might be suitable for an affordable housing scheme? (if so please provide details)
Yes ☐ No ☐
.....
.....

8. Please indicate by ticking the appropriate box your view:
- a) Do you think affordable housing should ideally be provided in one compact development? Yes ☐ No ☐
- b) Do you think affordable housing should ideally be provided in small sites scattered throughout the parish? Yes ☐ No ☐
- c) Affordable housing should be available to anyone living in, or homeless (but formerly resident) in the parish, who can't afford to rent or buy.
Yes ☐ No ☐
- d) As C above, living or working in the parish for the past 3 years Yes ☐ No ☐
- e) As C above, but who have previously lived in the parish for 5 years, but may not live here now. Yes ☐ No ☐
- f) Affordable housing should not be made available to anyone who has never lived in the parish Yes ☐ No ☐

9. Has anyone from your family moved away from the parish in the last 5 years, due to difficulties in finding an affordable home in the parish, and would like to move back if affordable housing was available to them?

Yes ☐ No ☐

If you answer "Yes" to this question, please contact Diana Cooper, Developments Officer on 01579 341381 or dcooper@cornwall.gov.uk with their name and address and a copy of this questionnaire will be sent to them to complete.

10. List the age and the gender of everyone living in your house.

Age	Gender

11. Does everyone who lives in this house need to move *together* to another house either now, or in the next 5 years?

Yes ☐ No ☐

NB: If you answered 'Yes' to question 10 or 11 then please complete 'Part Two' of this questionnaire. If more than one person needs to move into separate accommodation, please request a separate form for each person. If you answered "No" to both questions, please now return the whole form to one of the collection points above.

Continued ...

PART TWO

12. Where does your household live?

- As a single household within this parish ☐
 Outside this parish (see question 9) ☐
 With another household in this parish ☐

13. When does the household need to move?

- Within 2 years ☐
 2 – 5 years from now ☐
 In 5 years or more ☐

14. Where are you looking to move to?

- Within parish ☐
 Outside parish
 (but still within Rame Peninsula) ☐
 Outside parish
 (and NOT within Rame Peninsula) ☐
 Don't mind ☐

15. What is the minimum number of bedrooms you require?

- 1 bedroom/bed-sit ☐
 2 bedrooms ☐
 3 bedrooms ☐
 4 or more bedrooms ☐

16. Would you prefer to:

- (Tick one box only)
 Buy on the open market ☐
 Rent from a private landlord ☐
 Rent from a Housing Association ☐
 Shared Ownership (part rent-part buy) ☐

17. Are you on the Cornwall Homechoice housing register?

Yes ☐ No ☐

If not, would you like an application form?

Yes ☐ No ☐

If Yes please complete the address details at the end of the questionnaire.

18. What type of accommodation do you require? (Tick one box only)

- House ☐
 Bungalow ☐
 Flat/Maisonette ☐
 Sheltered/retirement ☐
 Other (specify) ☐

19. What is your main reason for needing to move? (Tick one box only)

- Need larger accommodation ☐
 Need a physically adapted home ☐
 Need smaller accommodation ☐
 Need to be closer to employment ☐
 Need a cheaper home ☐
 Need to be closer to carer/dependent ☐
 Need more permanent accommodation ☐
 Need for independent accommodation ☐
 Need a different type of property ☐
 Other (specify) ☐

20. What type of household are you?

- (Tick one box only)
 One person household ☐
 Couple ☐
 Two parent family ☐
 Lone parent family ☐
 Other (specify) ☐

21. Have you or a member of your household been permanently resident in the parish for the last 3 years?

Yes ☐ No ☐

22. Have you or a member of your household been permanently resident in the parish for the last 5 years?

Yes ☐ No ☐

23. Have you or any member of your household worked permanently in the parish for the last three years?

Yes ☐ No ☐

24. Have you or any members of your household formerly lived in the parish for a continuous period of at least 5 years?

Yes ☐ No ☐

25. If you wish to buy a home, what total house price do you think you could afford? (Tick one box)

- Less than £50,000 ☐
 £50,000 - £69,999 ☐
 £70,000 - £99,999 ☐
 £100,000 - £149,999 ☐
 £150,000 - £199,999 ☐
 £200,000 - £249,999 ☐
 Over £250,000 ☐

Continued ...

26. If you wish to rent a home, what is the maximum rent you could afford?

- Less than £50/wk (£200/mth) ☐
£50-£99/wk (£200-£399/mth) ☐
£100-£149/wk (£400-£599/mth) ☐
£150-£199/wk (£500-£799/mth) ☐
£200-£249/wk (£800-£999/mth) ☐
more than £250/wk (£1000/mth) ☐

27. What is the total monthly take home income (after deductions) of everybody who is responsible for the cost of housing (rent or mortgage)? (Tick one box only)

- Less than £420/mth ☐
£420 - £834/mth ☐
£835 - £1249/mth ☐
£1250 - £1665/mth ☐
£1666 - £2499/mth ☐
£2500 - £3329/mth ☐
£3300 + ☐

Thank you for taking the time to complete this questionnaire.

This questionnaire is completely confidential and anonymous; however, if this survey shows that there is a need for affordable housing for local people, we may need to get back in touch with you. Therefore, if you are in need of affordable housing, it would be helpful if you could include your contact details below.

Name

Address.....

.....

.....

Telephone.....

If you have any comments regarding this questionnaire or on the issue of affordable rural housing please use a separate piece of paper to write and tell us about these.

The statistical results of this survey will be available soon and will help the parish to decide on its future plans.

Cornwall Council is committed to ensuring that our services, policies and practices are free from discrimination and prejudice and that they meet the needs of all the community. For us to check we are providing fair and effective services, we would be grateful if you would answer the following questions.

You are under no obligation to provide the information requested, but it would help us greatly if you do.

Please give your age _____

How do you describe your Gender

Female ☐ Male ☐

How do you describe your ethnic origin?

(Please read carefully before selecting the ethnic group that you feel most closely reflects your background).

- White (e.g. British, Scottish) ☐
Mixed (e.g. White and Asian) ☐
Asian or Asian British ☐
Black or Black British ☐
Cornish ☐
Other Ethnic Group ☐

Do you consider yourself to have a disability?

Yes ☐ No ☐

Is there anything we can do or put in place which would make it easier for us to offer you an equal service? (For example documents in large print, hearing loop etc).

Fair Processing Notice:

The information you provide will be treated in the strictest of confidence and may be passed on to other services within the Council, who will use it for the same purposes. The information you provide on this form will be processed in accordance with the requirements of the Data Protection Act 1998 and will not be passed onto any third party. At all times, it will be treated as confidential and used only for the purpose of Equality Monitoring. All personal information held by Cornwall Council is held safely in a secure environment. Thank you for your assistance.

Data Protection: The information you provide on this form will be held by Cornwall Council and used by us to assess the local housing needs of your parish. In accordance with Cornwall Council's Record Retention Policy, the information you provide on this form will be held for a minimum of 3 years, after which period it will be reviewed for further retention or destroyed in a secure manner. All personal information held by Cornwall Council is held safely in a secure environment. We will share this information with other departments of Cornwall Council, appropriate City, Town and Parish Councils, along with their elected representatives to enable the provision of council services and the completion of statutory duties. Information will not be used for any other purpose by Cornwall Council and will not be passed onto any other third party without your permission.

If you would like this information
in another format please contact:

**Cornwall Council
County Hall
Treyew Road
Truro TR1 3AY**

Telephone: **0300 1234 100**

Email: **enquiries@cornwall.gov.uk**

www.cornwall.gov.uk