

Harmonised Concepts and Questions for Social Data Sources

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GSS Harmonised Principle

Tenure

# About This Document and Update History

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## GSS Harmonised Principle

### **About this document**

This document forms part of a series of GSS Harmonised Principles, designed to provide approved harmonised questions, definitions and outputs for a variety of social and business related topics. The use of harmonised questions, definitions and outputs will provide greater consistency for survey producers and comparability when using data.

For more information, please see the Introductory Document, available on the GSS website:

<https://gss.civilservice.gov.uk/statistics/methodology-2/harmonisation/>

### **This is Version 5.6 published in June 2017**

This document has been updated to Version 5.6 to reflect the change away from 'Primary Principles' and 'Secondary Principles' to 'GSS Harmonised Principles'. There has been no change to the harmonised questions. Additionally, this document was previously part of the Principle titled '*Other Primary Principles*' which combined several Principles together. It was decided to split these into separate Principles to make them easier to find.

### **Previous versions:**

**(The versions below refer only to the 'Tenure' element of the previous '*Other Primary Principles*')**

#### **Version 5.4 published in May 2015**

This document was updated to Version 5.4 to correct minor formatting errors and to change the term '*Harmonised Standards*' to '*Harmonised Principles*' as agreed by the National Statistics Harmonisation Group.

#### **Version 5.2 published in August 2012.**

This document was updated to reflect changes made to the harmonised questions for Tenure. These changes were ratified by the Heads of Professions for the Government Statistical Service.

#### **Version 5.1 published in October 2010.**

This document was updated to Version 5.1 to reflect corrections of spelling and changes in format of the document.

#### **Version 5.0 published in February 2009.**

This document was updated to Version 4.0 to reflect changes in the format of the document, placing 'Inputs' before 'outputs'.

#### **Version 4.0 published in June 2008.**

This document was updated to Version 4.0 to reflect changes in the contact details for the Harmonisation Team.

#### **Version 3.0 published in March 2005.**

This version includes recent changes to the Tenure output categories and a new standard survey question to identify respondents to telephone surveys who may be using a mobile while driving.

#### **Version 2.0, was published in November 2004.**

This version included changes to the Tenure questions.

#### **Version 1.0, was published in June 2004.**

Version 1.0 was part of a series that replaced the Harmonised Concepts and Questions document. We had worked to make our guidance easier to find and clearer to use. Other than the formatting and layout changes, there were no new changes to questions or outputs in this version.

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# Introduction

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## GSS Harmonised Principle

### Contact us

For more information about Harmonisation or to join our mailing list, please visit our website at

<https://gss.civilservice.gov.uk/statistics/methodology-2/harmonisation/>

If you would like further information or have any questions, please contact:

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# Tenure

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## Inputs

ALL HOUSEHOLDS

BASIC TENURE QUESTION

**Do you (or your household) own or rent this accommodation?**

SHOW CARD

1. Own it outright
2. Buying it with the help of a mortgage/loan
3. Part own and part rent (shared ownership)
4. Rent it (*includes all those who are on Housing Benefit or Local Housing Allowance*)
5. Live here rent-free (*including rent-free in relative's/friend's property but excluding squatters*)
6. Squatting

Interviewer instructions:

*This question is asking for the formal legal tenure of the HRP's household. If, for example, the HRP is a widow living in a house bought by her son (in his name) who is living elsewhere, she should be coded as living rent-free even though she may regard herself as an owner-occupier. Similarly, a household which is paying a contribution to upkeep but not a formal rent should be coded as rent-free. This could arise, for example, if a parent lived in a granny-flat as a separate household but paid a contribution to general expenses.*

**Owners**

*Code people as mortgagors ONLY if they have a mortgage for buying their home. Some people who have paid off their mortgage and are effectively outright owners make an arrangement with the lender to continue to pay a small amount of 'mortgage' as payment for the lender for keeping the deeds. They should be coded as outright owners.*

*People who own their home with a lease are counted as owners. It does not matter that they pay ground rent. Similarly people who own their own home under the new Commonhold tenure (see below) are also counted as owners.*

**Shared owners**

*Shared ownership means partly owning (or buying with a mortgage) and partly renting the property, so that, if the person moves, he/she will get some of the proceeds from the sale of the property, according to how much of the original cost has been paid off. Include people who have paid off the mortgage portion. People with shared ownership arrangements are treated as owner-occupiers in the interview. They are not local authority/housing association tenants even if their arrangement is with a local authority/housing association. Owners who pay a service charge but not rent should be counted as owners, not shared owners.*

**Rent free**

*People who live rent free do not always regard themselves as doing so, so particular care is needed in dealing with such cases.*

*The following types of case have caused problems. The correct coding is in brackets:*

- Someone living in a 'granny-flat' owned by her son in his name (*private renter living rent-free*).
- Someone living in the property of a deceased partner which is held in trust (*private renter living rent-free*).
- A divorced/separated woman living in the house owned solely by her ex-partner who no longer lives there (*rent-free if owned only in partner's name; owner if the house is owned in the name of both partners*)

Sometimes respondents think they live rent-free when they do not e.g. people on full housing benefit who do not pay any rent to the landlord themselves because housing benefit is paid directly by the Department for Work and Pensions (DWP) formerly the Department of Social Security.

## Tenure

### Inputs

#### **Tied accommodation**

People in tied accommodation should be coded here as renters (code 4) or rent-free (code 5), depending on whether or not they pay any rent. This group includes people whose accommodation goes with their job e.g. Church of England employees, caretakers, army personnel, council tenants whose accommodation goes with their job, some farmers. People in tied accommodation are classified as private renters, irrespective of who they are renting from.

#### **Unusual schemes/arrangements**

**Co-ownership:** this is the joint ownership of residential properties (e.g. blocks of flats) by a group of people who have formed a registered co-ownership society. These schemes started in the 1970s but new legislation was passed in the 1980s so that there should not be any more.

Housing co-operatives: code as renting from a housing association (code 4 here, and code 2 at "Who is your landlord?" below)

**Commonhold:** a new form of land ownership in England and Wales, created by Part 1 of the Commonhold and Leasehold Reform Act 2002. It combines freehold ownership of a unit in a larger development with membership of a commonhold association that owns and is responsible for the management and upkeep of the common parts of the development. Commonhold is an alternative to long leasehold ownership of flats and other interdependent properties.

**Housing Action Trusts:** these are set up by local authorities and the properties rented are still owned by local authorities; their tenants are renting from a local authority.

**Rents to Mortgages scheme:** these are schemes available to council tenants whereby a tenant has the right to buy a share of their home for roughly the same price as the rent. These should be coded as shared owners here and "local authority" at type of landlord (below).

**Private Sector Leasing:** the Council leases private property for several years and lets it out to tenants. The landlord is the immediate landlord, which is the local authority.

**Home Income Plans and Retirement Home Plans:** these are where outright owners raise a loan on the security of the house for a regular income. They should be coded as outright owners.

**Schemes for Mortgage defaulters:** in these cases the property reverts to the lender and a rent is paid instead of a mortgage. Code as renters.

IF RESPONSE = 1, 2 OR 3 (OWNER-OCCUPIERS) AT BASIC TENURE QUESTION

OWNERSHIP CHECK QUESTION

#### **May I check, who personally owns (or is buying) this house/flat?**

In the case of shared owners, this relates to the person in this household who owns or is buying the part-share.

1. HRP (name) only
2. Partner/spouse of HRP (name) only
3. HRP (name) and partner/spouse
4. HRP (name) and someone else (living here or elsewhere)
5. Someone else who lives here
6. Someone outside the household

# Tenure

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## Inputs

### Interviewer instructions:

This is a check on the responses to the basic tenure question. One particular group targeted are those who think they live in accommodation as an owner occupier, but where the owner is then revealed (in answer to this question) as a relative who lives somewhere else. In such cases the occupants should have been coded as living rent-free and not as owner occupiers. (See note under Basic Tenure Question, above)

Note: Users for whom housing tenure is not a major feature of their survey may of course choose to omit this question.

## IF RENT OR RENT-FREE AT BASIC TENURE QUESTION

### JOB BASED ACCOMMODATION

#### – Does the accommodation go with the job of anyone in the household?

1. Yes
2. No

### Interviewer instructions:

If the accommodation goes with the job of somebody who is **temporarily** not a member of the household, code Yes.

If the accommodation used to go with the job of someone in the household, but this is no longer the case, code No.

## IF RENT OR RENT-FREE AT BASIC TENURE QUESTION

#### – Who is your landlord:

### CODE FIRST THAT APPLIES

#### **Organisations**

1. The local authority / council / ALMO / Housing Executive (N Ireland)  
*Note to interviewer: Tenants in Scotland may continue to refer to Scottish Homes as their landlord – they should also be coded in this group.*
2. A housing association, RSL, charitable trust or Local Housing Company
3. Employer (organisation) of a household member
4. Another organisation

#### **Individuals**

5. Relative/acquaintance of any current household member from before this tenancy started
6. Employer (individual) of a household member
7. Another individual private landlord?

### Interviewer instructions:

If property is let through an agent, the questions refer to the owner not the agent.

If the respondent does not know who the landlord is, use code 7 (other private individual) rather than coding "Don't know".

Code 1 (local authority) includes people renting from Housing Action Trusts. An ALMO (Arms Length Management Organisation) is a company set up by an LA to manage and improve all or part of its housing stock. Scottish Homes no longer exists and 'local authority/council' is now sufficient to cover all publicly-owned housing in Scotland. In Northern Ireland, the Housing Executive is responsible for publicly-owned housing.

Code 2: Nearly all housing associations are now Registered Social Landlords (RSLs) but continue to be known as housing associations. They can be Industrial and Provident Societies, registered charities, or companies.

## Tenure

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### Inputs

Edit:

– YOU SAID THAT THE ACCOMMODATION IS RENT-FREE AND THAT THE LANDLORD IS THE COUNCIL. COUNCIL ACCOMMODATION IS NOT NORMALLY RENT FREE.

**soft check**

### IF RENT OR RENT-FREE AT BASIC TENURE QUESTION

#### ACCOMMODATION PROVIDED

– **Is the accommodation provided?**

1. furnished
2. partly furnished
3. or unfurnished?

Interviewer instructions:

*The category "partly furnished" no longer has any legal significance: any letting which is not explicitly "furnished" will be classified legally as "unfurnished". We retain "partly furnished" here to ensure that respondents do not mistakenly include lettings with, say, curtains but nothing else provided as "furnished". However, do not use "partly furnished" simply because the respondent thinks that the furniture is inadequate.*

*Clearly there are infinite variations between the two extremes of what might be included. If in doubt it may be simplest to record whether the tenant agreed to a furnished, partly furnished or unfurnished tenancy regardless of what combination of fixtures, furnishings and fittings were actually provided by the landlord.*



# Tenure

## Outputs

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### Output Categories: Tenure

<b>Owners</b>		
	Owned outright	xxx
	Buying with a mortgage/loan *	xxx
All Owners		XXXX
<b>Social Rented Sector Tenants</b>		
	Rented from council **	xxx
	Rented from a housing association***	xxx
All Social Rented Tenants		XXXX
<b>All Rented Privately #</b>		
	Rented privately unfurnished##	xxx
	Rented privately furnished	xxx
All Rented Privately		XXXX
<b>All Tenures</b>		<b>XXXXX</b>

\*Note: Including shared owners (who own part of the equity and pay part mortgage, part rent)

\*\*Note: "Council" includes local authorities, ALMOs and Scottish Homes and the Northern Ireland Housing Executive, but see note #.

\*\*\*Note: The category includes all housing associations, both registered (also known as Registered Social Landlords - RSLs) and unregistered. Also included in this category are Local Housing Companies.

#Note: All tenants whose accommodation goes with the job of someone in the household are allocated to "rented privately", even if the landlord is a local authority or housing association or Housing Action Trust, or if the accommodation is rent free. Squatters are also included in this category.

##Note: "Unfurnished" includes the answer: "partly furnished".

For surveys other than financial surveys, the output categories above will suffice. For financial surveys, an additional category will be needed within "rented privately":

<b>All Rented Privately #</b>		
	Rent Free	xxx
	Other unfurnished ##	xxx
	Other furnished	xxx
All Rented Privately		XXXX