# Submit social housing lettings and sales data (CORE)

2022/23 Letting

Department for Levelling Up, Housing & Communities

You must submit this data online. You can do so at core.communities.gov.uk. You may find it quicker and easier to answer these questions directly online.

Where multiple response options are provided, select only one (unless otherwise stated).

#### About this log

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Ensure the	e tenant has s	een attached	privacy r	notice	before	completing	this	log.
O Yes	O No							

### Needs type

- O General needs
- O Supported housing

#### Property renewal

O No O Yes

Tenancy sta	rτc	ıaτe
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#### Rent type

- O Affordable Rent O London Affordable Rent O London Living Rent O Rent to Buy
- O Social Rent
- O Other intermediate rent product:

renant code Optional								Pro	opei	ty re	erere	ence	Opti	onai	
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# **Tenancy information**

#### Joint tenancy

O No O Don't know O Yes

#### Starter tenancy

This is also known as an 'introductory period'.

O No

#### Tenancy type

- 1 O Assured Shorthold Tenancy (AST) fixed term
- 6 O Secure fixed term

## Length of fixed-term tenancy, to the nearest year Not including the starter or introductory period. years

- 2 O Assured lifetime
- O Secure lifetime
- O Licence agreement
- 3 O Other:

SUPPORTED HOUSING ONLY

#### **Sheltered accommodation**

- O Yes extra care housing
- O Yes specialist retirement housing
- O No
- O Don't know

Postcode	Local authority If postcode unknown
	or
Type of unit	
2 O Bedsit	
8 O Bungalow	10 O Shared bungalow
1 O Flat or maisonette	4 O Shared flat or maisonette
7 O House	9 O Shared house
6 O Other:	
Type of building	
2 O Converted from previous	ous residential/non-residential property
1 O Purpose built	
Property built or adapted to ○ Yes  ○ No	wheelchair-user standards
Number of bedrooms	
If shared accommodation, enter household. A bedsit has 1 bedro	the number of bedrooms occupied by this
nousenoid. A bedsit has I bedro	oiii.
Void or renewal date	
Enter the handover date if this is	s the first let of a new-build property.
D D M M Y Y	YY
Major repairs carried out du	uring void period
O Yes, completed on	D M M Y Y Y Y O No
·	
	Lhausina
~	l-housing
~	l-housing
O Yes  Vacancy reason	<b>I-housing</b> ion, rehabilitation or acquired property
O Yes  Vacancy reason	ion, rehabilitation or acquired property
O Yes  Vacancy reason  16 O First let of conversi	ion, rehabilitation or acquired property property
O Yes  Vacancy reason  16 O First let of conversi  17 O First let of leased p  15 O First let of new-buil	ion, rehabilitation or acquired property property
Vacancy reason  16 O First let of conversi  17 O First let of leased p  15 O First let of new-buil	ion, rehabilitation or acquired property property
O Yes  Vacancy reason  16 O First let of conversi  17 O First let of leased p  15 O First let of new-buil  O No  Most recent let type  2 O Affordable rent bas	ion, rehabilitation or acquired property property Id property
O Yes  Vacancy reason  16 O First let of conversi  17 O First let of leased p  15 O First let of new-buil  O No  Most recent let type  2 O Affordable rent bas  3 O Intermediate rent b	ion, rehabilitation or acquired property property Id property
O Yes  Vacancy reason  16 O First let of conversi  17 O First let of leased p  15 O First let of new-buil  O No  Most recent let type  2 O Affordable rent bas  3 O Intermediate rent b  1 O Social rent basis	ion, rehabilitation or acquired property property Id property
O Yes  Vacancy reason  16 O First let of conversi  17 O First let of leased p  15 O First let of new-buil  O No  Most recent let type  2 O Affordable rent bas  3 O Intermediate rent b	ion, rehabilitation or acquired property property Id property
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Vacancy reason  16 O First let of conversi  17 O First let of leased p  15 O First let of new-buil  No  Most recent let type  2 O Affordable rent bas  3 O Intermediate rent b  1 O Social rent basis  4 O Don't know  Vacancy reason  13 O Internal transfer  Excluding renewals of  5 O Previous tenant die  9 O Re-let to tenant wh	ion, rehabilitation or acquired property property ld property  sis pasis  f a fixed-term tenancy.  ed with no succession to occupied same property as temporary
Vacancy reason  16 O First let of conversi  17 O First let of leased p  15 O First let of new-buil  No  Most recent let type  2 O Affordable rent bas  3 O Intermediate rent b  1 O Social rent basis  4 O Don't know  Vacancy reason  13 O Internal transfer  Excluding renewals of  5 O Previous tenant die  9 O Re-let to tenant whaccommodation	ion, rehabilitation or acquired property property ld property  sis pasis  f a fixed-term tenancy.  ed with no succession to occupied same property as temporary term tenancy.
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After any previous tenancy ended. Enter '0' if being offered for let for the

first time.

House	ehold charac	teristics			Household needs				
Number	of people in hou	sehold			Household has links to the UK armed forces				
					If there are several people in the household with links to the UK armed forces, you should answer for the regular. If there's no regular, answer for the reserve. there's no reserve, answer for the spouse or civil partner.				
	nant's age	n in the household wh	on does the most	naid work If	1 O Yes – person is a current or former regular				
		paid work, the lead te			4 O Yes – person is a current or former reserve				
	years				5 O Yes – person is a spouse or civil partner of a UK armed forces member and bereaved or separated within the last 2 years				
ead ten	ant's gender ide	ntity Use code for o	ther occupants in	ı Box A	If yes, is the person still serving in the UK armed forces				
O Fe		M O Male			O Yes				
C O No	on-binary	R O Prefers	not to say		O No – the person left up to and including 5 years ago O No – the person left more than 5 years ago				
	nant's ethnicity				O Person prefers not to say				
	_	ottish, Northern Iris	h or British		If yes, was the person seriously injured or ill as result				
8 O Gy	psy or Irish Trav	eller			of serving				
	her White backg	round			O Yes O No O Person prefers not to say				
	hite and Black Ca				2 O No				
	hite and Black Ca				3 O Person prefers not to say				
_	hite and Asian	ricari			6 O Don't know				
	her Mixed backg	round			Anybody in the household pregnant?  O Yes  O No  O Tenant prefers not to say				
0 O Ba	ıngladeshi				Anybody in the household with disabled access needs?				
5 O Ch	ninese				Tick all that apply, or tick 'No disabled access needs'				
O Inc	dian				☐ Fully wheelchair-accessible housing				
_	ıkistani				☐ Level access housing				
1 O Ot	her Asian or Asia	ın British backgrou	nd		☐ Wheelchair access to essential rooms ☐ Other disabled access needs				
3 O Afi					O No disabled access needs				
_	aribbean	l. Duitiele le celeure	I		O Don't know				
		k British backgrou			Anybody in the household with a physical or mental health conditio				
9 O Ar		roup			(or other illness) expected to last 12 months or more?				
	ny other ethnic gr	oup 			1 O Yes				
	efers not to say				How is the person affected by their condition or illness?  Tick all that apply.				
	<b>ıant's working sit</b> II-time (30 hours	tuation Use code for	r other occupants	s in Box B	☐ Dexterity				
	irt-time (30 riours	/			For example, lifting and carrying objects or using a keyboard.  ☐ Hearing				
_	government trair	,			For example, deafness or partial hearing.				
	bseeker	J			Learning or understanding or concentrating				
O Retired					☐ Memory ☐ Mental health For example, depression or anxiety.				
O Not seeking work					☐ Mobility				
O Fu	II-time student				For example, walking short distances or climbing stairs.				
		cause of long-term	sickness or dis	sability	Socially or behaviourally For example, associated with autism spectrum disorder (ASD) which				
	nild under 16				includes Asperger's or attention deficit hyperactivity disorder (ADHD)				
O Ot					☐ Stamina or breathing or fatigue				
	efers not to say				☐ Vision For example, blindness or partial sight.				
. <b>ead ten</b> 8 ○ UK	nant's nationality		O Prefers not	to say	☐ Other				
		19 O LLA 13	— Telels liot	- To say	2 O No				
2 O Otl	ner:				3 O Tenant prefers not to say				
	cupants tionship to lead ter	ant Ama			Household situation				
Child	-	•	<b>Gender</b> Box A	r <b>Working</b> Box B	Length of time in local authority area				
2 0	0 0	0			O Just moved to local authority area				
3 0	0 0	0			2 O Less than 1 year 7 O 1 year but under 2 years				
	0 0	0	<del></del>		8 O 2 years but under 3 years 9 O 3 years but under 4 years				
		<del></del>			10 O 4 years but under 5 years 5 O 5 years or more				
5 O	0 0	0			6 O Don't know				
0	0 0	0			Length of time on local authority waiting list  2 O Less than 1 year 7 O 1 year but under 2 years				
, o	0 0	0			8 O 2 years but under 3 years 9 O 3 years but under 4 years				

8 0

0

0 0

10 O 4 years but under 5 years 5 O 5 years or more

6 O Don't know

Reason for leaving last settled home	Postcode of last settled home Local authority If postcode unknown
40 O End of assured shorthold tenancy (no fault)	or
41 O End of assured shorthold tenancy (eviction or tenant at fault)	
42 O End of fixed term tenancy (no fault)	Household given reasonable preference
43 O End of fixed term tenancy (eviction or tenant at fault)	Households may be given 'reasonable preference' for social housing, also know
O Decanted from another property owned by this landlord	as 'priority need', by the local authority.
46 O Discharged from long-stay hospital or similar institution	O Yes O No O Don't know
45 O Discharged from prison	If yes, reason for reasonable preference
4 O Loss of tied accommodation	Tick all that apply  ☐ Homeless or about to lose their home (within 56 days)
9 O Asked to leave by family or friends	☐ Living in unsanitary/overcrowded/unsatisfactory housing
44 O Death of household member in last settled accommodation	☐ Medical and welfare reasons (including disability)
8 O Relationship breakdown (non-violent) with partner	☐ To avoid hardship to themselves or others
	O Don't know
2 O Left home country as a refugee	Allocation
16 O To move nearer to family, friends or school	Tick all that apply
17 O To move nearer to work	☐ Choice-based lettings (CBL)
7 O Domestic abuse	☐ Common Allocation Policy (CAP)
31 O Hate crime	☐ Common housing register (CHR)
10 O Racial harassment	Source of referral
11 O Other problems with neighbours	1 O Internal transfer
35 O Couldn't afford fees attached to renewing the tenancy	2 O Tenant applied directly
37 O Couldn't afford rent or mortgage (welfare reforms)	
38 O Couldn't afford rent or mortgage (employment)	
39 O Couldn't afford rent or mortgage (other)	4 O PRP supported lettings only – Referred by local authority
36 O Couldn't afford the increase in rent	8 O Re-located through official housing mobility scheme
34 O Repossession	10 O Other social landlord
12 O Property unsuitable because of overcrowding	17 O Children's social care
13 O Property unsuitable because of ill health or disability	9 O Community learning disability team
14 O Property unsuitable because of poor condition	14 O Community mental health team
18 O To move to accommodation with support	15 O Health service
19 O To move to independent accommodation	12 O Police/probation/prison
30 O Under occupation (no incentive)	7 O Voluntary agency
29 O Under occupation (offered incentive to downsize)	13 O Youth offending team
28 O Tenant prefers not to say 47 O Don't know	16 O Other
47 O DOITE KNOW	Income honofite and outgoings
20 O Other:	Income, benefits and outgoings
Where was the household immediately before this letting?	Total household income
30 O Fixed-term local authority general needs tenancy	Income after tax from employment, pensions or Universal Credit. Exclude NI contributions and tax, housing benefit, child benefit or council tax support.
32 O Fixed-term PRP general needs tenancy	contributions and tax, nousing benefit, child benefit of council tax support.
31 O Lifetime local authority general needs tenancy	£ O week O month O year
33 O Lifetime PRP general needs tenancy	O Tenant prefers not to say O Don't know
<ul><li>35 O Extra care housing</li><li>34 O Specialist retirement housing</li></ul>	Housing-related benefits received  O Housing benefit  O Neither
	O Universal Credit housing element O Don't know
6 O Other supported housing	O offiversal credit flousing element
28 O Living with friends or family	Income from Universal Credit, state pension or benefits
27 O Owner occupation (low-cost home ownership)	O All O Some O None O Don't know
26 O Owner occupation (private)	Frequency of household rent or charges
3 O Private sector tenancy	
14 O Bed and breakfast	O Weekly for weeks O Does not pay rent or charges
7 O Direct access hostel	O Every 2 weeks O Every 4 weeks O Every calendar month
10 O Hospital	Basic rent Personal service charge
29 O Prison or approved probation hostel	Amount paid before any charges For example, for heating or hot water
18 O Other temporary accommodation	£
13 O Children's home or foster care	
24 O Home Office asylum support	Service charge Support charge
23 O Mobile home or caravan	For example, for cleaning. Charges made to fund support services
21 O Refuge	£
9 O Residential care home	
19 O Rough sleeping	SUPPORTED HOUSING ONLY
4 O Tied housing or rented with job	Care home charge, if applicable
34 O Other accommodation	£
Household homeless immediately before letting	
11 O Yes – assessed by a local authority as homeless	Estimated outstanding amount for basic rent and charges
- • •	
1 O No	O Yes, enter amount:

1 O No

# Privacy notice for tenants and buyers of new social housing



# How are we using your information?

If your household has entered a new social housing tenancy, social housing providers will share your personal information with the Department for Levelling Up, Housing & Communities (DLUHC) for research and statistical purposes.

# How is this information provided?

The information is provided via 'Submit social housing lettings and sales data (CORE)', a service funded and managed by DLUHC. It collects information on the tenants or buyers, tenancy or sale, and the dwelling itself. Some of this information is personal and sensitive, so DLUHC is responsible for ensuring that all data is processed in line with data protection legislation.

# Why are we sharing this information?

Information collected using this service is shared with other government departments and agencies. Data is shared with the Greater London Authority and the Regulator of Social Housing. Data providers can also access data for their organisations via the online service. Data is only shared for research and statistical purposes.

## How does this affect you?

It will not affect your benefits, services or any treatments you receive. The information shared is anonymous and handled in accordance with the law. We are collecting and sharing your information to help us better understand the social housing market and inform social housing policy.

## If you want to know more...

Social housing lettings and sales data is collected on behalf of DLUHC for research and statistical purposes only. Data providers do not require the consent of tenants to provide the information, but tenants have the right to know how and for what purpose data is being collected, held and used.

The processing must have a lawful basis. In this case the processing is necessary for the performance of a task carried out in the public interest to meet a function of the Crown, a Minister of the Crown, or a government department.

You have the right to object and you have the right to obtain confirmation that your data is being processed, and to access your personal data. You also have the right to have any incorrect personal data corrected.

The information collected via this service relates to your tenancy, the dwelling you are living in or buying, and your household. Some of the information may have been provided by you as a tenant when signing the new tenancy or buying your property. Other information has been gathered from the housing management systems of social housing providers.

Data collected will be held for as long as necessary for research and statistical purposes. When no longer needed, data will be deleted in a safe manner. We are aware that some of the data collected is particularly sensitive. For example:

- ethnic group
- if previous tenure is a hospital or prison or approved probation hostel support
- if household left last settled home because discharged from prison, a long stay hospital or other institution
- if source of referral is probation or prison, youth offending team, community mental health team or health service

All the information collected via this service is treated in accordance with data protection requirements and guidelines.

Data is published by DLUHC in aggregate form on an annual basis as part of a report and complementary tables.

You can visit <a href="https://www.gov.uk/government/collections/rents-lettings-and-tenancies">www.gov.uk/government/collectings-and-tenancies</a> to access the annual publications on lettings. Or visit <a href="mailto:gov.uk/government/collections/social-housing-sales-including-right-to-buy-and-transfers">www.gov.uk/government/collectings-and-tenancies</a> to visit <a href="mailto:gov.uk/government/gov.uk/gov.

The detail level data is anonymised and protected to minimise the risk of identification and held with the UK Data Archive for research purposes.

# Making a complaint

If you are unhappy with any aspect of this privacy notice, or how your personal information is being processed, contact the Department Data Protection Officer at: <a href="mailto:dataprotection@communities.gsi.gov">dataprotection@communities.gsi.gov</a>.uk

If you are still not happy, you have the right to lodge a complaint with the Information Commissioner's Office (ICO) at <u>ico.org.uk/concern</u>.