



## For internal use only

Property reference

Tenancy number

Has the tenant seen the DLUHC privacy notice? ☐ Yes ☐ No

## Household characteristics

How many people live in the household?

### Lead tenant

The 'lead' tenant is the person in the household who does the most paid work. If several people do the same paid work, the lead tenant is whoever is the oldest.

Age Years    Gender identity Box A  
F ☐ Female M ☐ Male  
N ☐ Non-binary X ☐ Prefers not to say

### Ethnicity Box B

- 1 ☐ English, Welsh, Scottish, Northern Irish or British 2 ☐ Irish  
18 ☐ Gypsy or Irish Traveller 3 ☐ Other White background  
4 ☐ White and Black Caribbean 5 ☐ White and Black African  
6 ☐ White and Asian 7 ☐ Other Mixed background  
8 ☐ Indian 9 ☐ Pakistani  
10 ☐ Bangladeshi 15 ☐ Chinese  
11 ☐ Other Asian or Asian British background  
13 ☐ African 12 ☐ Caribbean  
14 ☐ Other Black or Black British background  
19 ☐ Arab 16 ☐ Any other ethnic group  
X ☐ Prefers not to say

### Working situation Box C

- 1 ☐ Full-time (30 hours or more)  
2 ☐ Part-time (less than 30 hours)  
3 ☐ In government training into work  
4 ☐ Jobseeker  
5 ☐ Retired  
6 ☐ Not seeking work  
7 ☐ Full-time student  
8 ☐ Unable to work because of long-term sickness or disability  
9 ☐ Child under 16  
10 ☐ Other  
X ☐ Prefers not to say

### Nationality

☐ UK ☐ Ireland ☐ EEA ☐ Prefers not to say

☐ Other:

### Other occupants

	Relationship to lead tenant	Age Years	Gender Box A	Ethnicity Box B	Working Box C
2	<input type="text"/> C: Child	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	P: Partner				
3	<input type="text"/> O: Other	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	X: Prefers not to say				
4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
7	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

## Household needs

### Does anybody in the household have 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. If there's no reserve, answer for the spouse or civil partner.

- ☐ Yes – person is a current or former regular  
☐ Yes – person is a current or former reserve  
☐ Yes – person is a spouse or civil partner of a UK armed forces member and bereaved or separated within the last 2 years  
☐ Prefers not to say

#### If yes...

##### Is the person still serving in the UK armed forces?

- ☐ Yes  
☐ No – the person left up to and including 5 years ago  
☐ No – the person left more than 5 years ago  
☐ Prefers not to say

##### Was the person seriously injured or ill as a result of serving in the UK armed forces?

- ☐ Yes ☐ No ☐ Prefers not to say

### Is anybody in the household pregnant?

- ☐ Yes ☐ No ☐ Prefers not to say

### Does anybody in the household have any disabled access needs?

Tick all that apply, or tick 'No disabled access needs'

- ☐ Fully wheelchair-accessible housing  
☐ Level access housing  
☐ Wheelchair access to essential rooms  
☐ Other disabled access needs  
☐ No disabled access needs

### Does anybody in the household have a physical or mental health condition (or other illness) expected to last 12 months or more?

- ☐ Yes ☐ No ☐ Prefers not to say

#### If yes, how is the person affected by their condition or illness?

Tick all that apply

- ☐ Dexterity  
For example, lifting and carrying objects or using a keyboard.  
☐ Hearing  
For example, deafness or partial hearing.  
☐ Learning or understanding or concentrating  
☐ Memory  
☐ Mental health  
For example, depression or anxiety.  
☐ Mobility  
For example, walking short distances or climbing stairs.  
☐ Socially or behaviourally  
For example, associated with autism spectrum disorder (ASD) which includes Asperger's or attention deficit hyperactivity disorder (ADHD).  
☐ Stamina or breathing or fatigue  
☐ Vision  
For example, blindness or partial sight.  
☐ Other  
☐ Prefers not to say

Household situation

How long has the household continuously lived in the local authority area for the new letting?

Tick one

- ☐ Just moved to local authority area
- ☐ Less than 1 year
- ☐ 1-2 years
- ☐ 2-3 years
- ☐ 3-4 years
- ☐ 4-5 years
- ☐ 5 years or more

How long has the household been on the local authority waiting list for the new letting?

Tick one

- ☐ Less than 1 year
- ☐ 1-2 years
- ☐ 2-3 years
- ☐ 3-4 years
- ☐ 4-5 years
- ☐ 5 years or more

Main reason for household leaving their last settled home

Tick one

- ☐ End of assured shorthold tenancy (no fault)
- ☐ End of assured shorthold tenancy (eviction or tenant at fault)
- ☐ End of fixed term tenancy (no fault)
- ☐ End of fixed term tenancy (eviction or tenant at fault)
- ☐ Decanted from another property owned by this landlord
- ☐ Discharged from long-stay hospital or similar institution
- ☐ Discharged from prison
- ☐ Left home country as a refugee
- ☐ Loss of tied accommodation
- ☐ Asked to leave by family or friends
- ☐ Death of household member in last settled accommodation
- ☐ Relationship breakdown (non-violent) with partner
- ☐ To move nearer to family, friends or school
- ☐ To move nearer to work
- ☐ Domestic abuse
- ☐ Hate crime
- ☐ Racial harassment
- ☐ Other problems with neighbours
- ☐ Couldn't afford fees attached to renewing the tenancy
- ☐ Couldn't afford rent or mortgage (welfare reforms)
- ☐ Couldn't afford rent or mortgage (employment)
- ☐ Couldn't afford rent or mortgage (other)
- ☐ Couldn't afford the increase in rent
- ☐ Repossession
- ☐ Property unsuitable because of overcrowding
- ☐ Property unsuitable because of ill health or disability
- ☐ Property unsuitable because of poor condition
- ☐ To move to accommodation with support
- ☐ To move to independent accommodation
- ☐ Under occupation (no incentive)
- ☐ Under occupation (offered incentive to downsize)
- ☐ Other
- ☐ Prefers not to say

Where was the household immediately before this letting?

Tick one

- ☐ Extra care housing
- ☐ Fixed-term local authority general needs tenancy
- ☐ Fixed-term PRP general needs tenancy
- ☐ Lifetime local authority general needs tenancy
- ☐ Lifetime PRP general needs tenancy
- ☐ Specialist retirement housing
- ☐ Other supported housing
- ☐ Living with friends or family
- ☐ Owner occupation (low-cost home ownership)
- ☐ Owner occupation (private)
- ☐ Bed and breakfast
- ☐ Direct access hostel
- ☐ Hospital

- ☐ Prison or approved probation hostel
- ☐ Rough sleeping
- ☐ Other temporary accommodation
- ☐ Children's home or foster care
- ☐ Home Office asylum support
- ☐ Mobile home or caravan
- ☐ Refuge
- ☐ Residential care home
- ☐ Tied housing or rented with job
- ☐ Other accommodation

Was anybody in the household homeless immediately before this letting?

- ☐ Yes
- ☐ No

Postcode of last settled home

£

Was the household given 'reasonable preference' by the local authority?

- ☐ Yes
- ☐ No

If yes, why was reasonable preference given?

Select one

- ☐ Homeless or about to lose their home (within 56 days)
- ☐ Living in unsanitary/overcrowded/unsatisfactory housing
- ☐ Medical and welfare reasons (including disability)
- ☐ To avoid hardship to themselves or others

How was this letting allocated?

Tick all that apply

- ☐ Choice-based lettings (CBL)
- ☐ Common Allocation Policy (CAP)
- ☐ Common Housing Register (CHR)

What was the source of the referral for this letting?

Tick one

- ☐ Children's social care
- ☐ Community learning disability team
- ☐ Health service
- ☐ Community mental health team
- ☐ Internal transfer
- ☐ Nominated by a housing authority
- ☐ Police/probation/prison
- ☐ Youth offending team
- ☐ Voluntary agency
- ☐ Tenant applied directly
- ☐ Other social landlord
- ☐ Other
- ☐ Re-located through official housing mobility scheme

Finances (income and benefits)

Household's combined income

You should include any income after tax from: employment, pensions or Universal Credit. Don't include: National Insurance (NI) contributions and tax, housing benefit, child benefit or council tax support.

£

☐ week

☐ month

☐ year

Is the household likely to be receiving any of these housing-related benefits?

Tick one

- ☐ Housing benefit
- ☐ Universal Credit housing element
- ☐ Neither
- ☐ Prefers not to say

How much of the household's income is from Universal Credit, state pensions or benefits?

- ☐ All
- ☐ Some
- ☐ None