

CORE Lettings information 2020/2021

Resident name:	
Refuge & Room number:	
Q1 Tenancy start date	

VOID date (Date previous resident moved out)	
Reason for vacancy	<input type="checkbox"/> Relet - tenant evicted due to arrears <input type="checkbox"/> Relet - tenant evicted due to ASB or other reason <input type="checkbox"/> Relet - tenant died (no succession) <input type="checkbox"/> Relet - tenant moved to other social housing provider <input type="checkbox"/> Relet - tenant abandoned property <input type="checkbox"/> Relet - tenant moved to private sector or other accommodation <input type="checkbox"/> Relet - tenant internal transfer

How many referrals was declined (by BCWA or Service user) before accepting the above-named resident?	
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Q2 Demographic details - Resident				
Age		Sex		
Ethnicity		Nationality		
Pregnant?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Served in UK armed forces	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Economic Status	<input type="checkbox"/> Full time work (30 hrs or more per week) <input type="checkbox"/> Part-time work (less than 30 hrs per week) <input type="checkbox"/> Government training/ New deal <input type="checkbox"/> Job seeker <input type="checkbox"/> Retired <input type="checkbox"/> Not seeking work <input type="checkbox"/> Full-time student <input type="checkbox"/> Unable to work because of long term sickness/disability <input type="checkbox"/> Other adult <input type="checkbox"/> Refused			
Child #1	Age		Sex	
Child #2	Age		Sex	
Child #3	Age		Sex	
Child #4	Age		Sex	
Child #5	Age		Sex	

Q6 Is resident in receipt or likely to be in receipt of the following (only select one):

- ☐ Housing Benefit (Not in receipt of UC)
- ☐ Not in receipt of UC or HB
- ☐ UC – with housing element (and not in receipt of Housing Benefit)
- ☐ UC – without housing element (not in receipt of HB and tenants not eligible for housing support, e.g. residential care home)
- ☐ UC – without housing element (and in receipt of HB)
- ☐ Don't know

Q7 How much of the resident's income comes from universal credit, state pensions or benefits (excluding child & housing benefit, council tax support or tax credit)?

- ☐ All ☐ Some ☐ None ☐ Don't know

Q8 Resident's net weekly income (after tax deductions)

For those receiving Universal Credit, enter net weekly income from employment, pensions and Universal Credit. Exclude child benefit and council tax support.

For those not receiving Universal Credit, enter net weekly income from employment, pensions and other benefits. Exclude housing benefit, child benefit and council tax support.

☐ Refused

☐ Round to the nearest pound £50

Q10 Does anyone in the household require:

- ☐ Fully wheelchair accessible housing
- ☐ Wheelchair access to essential rooms
- ☐ Level access housing
- ☐ Other disability requirements
- ☐ No disability requirements
- ☐ Don't know

Q11 The housing situation immediately before this letting:

- ☐ Fixed term Local Authority General Needs tenancy
- ☐ Lifetime Local Authority General Needs tenancy
- ☐ Fixed term PRP General Needs tenancy
- ☐ Lifetime PRP General Needs tenancy
- ☐ Owner occupation (private)
- ☐ Owner occupation (low cost home ownership)
- ☐ Private sector tenancy
- ☐ Tied housing or rented with job
- ☐ Supported housing
- ☐ Sheltered housing
- ☐ Residential care home
- ☐ Living with friends or family
- ☐ Women's Refuge
- ☐ Hospital
- ☐ Prison / Approved Probation Hostel
- ☐ Direct access hostel
- ☐ Bed & Breakfast
- ☐ Mobile home / caravan
- ☐ Any other temporary accommodation
- ☐ Home Office Asylum Support
- ☐ Children's home / foster care
- ☐ Rough sleeping
- ☐ Other

Post code	
Local Authority	

Q13 Immediately prior to this letting, was this household ...?

- ☐ Not homeless
- ☐ Assessed as threatened with homelessness within 56 days by a LA and owed prevention duty
- ☐ Assessed as homeless by LA and owed relief
- ☐ Assessed as unintentionally homeless and having priority need by LA and owed a homeless main duty
- ☐ Other homelessness i.e. not found statutorily homelessness by a housing authority but considered to be homeless by the letting landlord

Q14 Was the household given Reasonable Preference (i.e. priority) for housing by the Local Authority?

☐ Yes ☐ No ☐ Don't know

If yes, which of the following reasons for Reasonable Preference apply?

- ☐ Homeless or about to lose their home (within 28 days)
- ☐ Living in insanitary, overcrowded or unsatisfactory housing
- ☐ A need to move on medical and welfare grounds (including a disability)
- ☐ A need to move to avoid hardship to themselves or others
- ☐ Don't know

Q15 Source of referral:

- ☐ Internal transfer
- ☐ Tenant applied direct (no referral or nomination)
- ☐ PRP lettings only – nominated by a local housing authority
- ☐ PRP supported lettings only – referred by local authority housing department
- ☐ Relocated through recognised national, regional or sub-regional housing mobility scheme
- ☐ Other social landlord
- ☐ Social services
- ☐ Police, probation, prison
- ☐ Youth offending team
- ☐ Community mental health team
- ☐ Health service
- ☐ Voluntary agency
- ☐ Other

Q18 Rent & Charges

Core rent	
Service charge eligible for HB	
Personal service charge	
TOTAL	