### Submit social housing lettings and sales data (CORE)

2024/25

**Lettings** Official sensitive when completed (personal data)



#### You must submit this data online at

<u>submit-social-housing-data.levellingup.gov.uk</u>. It might be quicker to complete the form directly online.

Select only one answer, unless it says otherwise.

Complete a log when a new tenancy agreement is signed for a property being used as social housing.

Do not complete a log for a general needs social or affordable rent letting shorter than 2 years.

Q1 - Which organisation owns this property?

Complete logs at the beginning of any introductory period or starter tenancy. You do not complete another log at the end of that period.

### Set up this lettings log

Q2 - Which organisation manages this letting?
Q3 - What is the needs type?  General needs housing includes both self-contained and shared housing without support or specific adaptations. Supported housing includes direct access hostels, group homes, residential care and nursing homes.
o General needs
2 o Supported housing
SUPPORTED HOUSING ONLY
Q4 - What scheme is this log for?
A supported housing scheme provides shared or self-contained housing for a particular client group, for example younger or vulnerable people.
Q5 - Which location is this letting for?
A location is a postcode where supported housing is provided under a scheme. A scheme can have multiple locations, and a location can have multiple units at the same postcode.
Postcode If location name unknown

# Q6 - Is this letting a renewal of social housing to the same tenant in the same property?

If the property was previously being used as temporary accommodation, then answer 'no'.

- 1 o Yes
- 2 0 **No**

### Q7 - What is the tenancy start date?

	N.A	1.7		
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#### Q8 - What is the rent type?

1 o Social Rent

Where target rents are determined through the national rent regime. Sometimes known as 'formula rent'.

2 • Affordable Rent

Where up to 80% of market rent can be charged. A new supply agreement is signed with Homes England or the GLA.

3 o London Affordable Rent

Specific type of affordable housing available in London by GLA.

4 o Rent to Buy

A discount of up to 20% of market rent for up to 5 years. The tenant is offered first chance to buy the property at full value.

5 O London Living Rent

Specific type of affordable housing available in London by GLA.

6 Other intermediate rent product:

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Q9 - What is the tenant code?	Optional

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Q10 - What is the property reference? Optional															
This	is	how	you	usual	ly re	fer	to	this	prope	rty	on	your	own	syste	ms.

# Q11 - Has the tenant seen or been given access to the DLUHC privacy notice?

Make sure the lead tenant has seen or been given access to the Department for Levelling Up, Housing and Communities (DLUHC) privacy notice before completing this log. This is a legal requirement under data protection legislation.

1 o Yes

### **Property information**

GENERAL NEEDS ONLY

### Q12 - If known, provide this property's UPRN

The Unique Property Reference Number (UPRN) is a unique number system created by Ordnance Survey and used by housing providers and various industries across the UK. An example UPRN is 10010457355.

The UPRN may not be the same as the property reference assigned by your organisation.  $\;$ 

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Q13 - If UPRN is not known, enter property's address
Address line 1
Address line 2 Optional
Town or City
County Optional
Postcode
Q14 - What is the property's local authority?

# Q15 - Is this the first time the property has been let as social housing? Skip if letting is a renewal

o Yes - This property was previously used for other purposes or is a new-build

# Q16 - What is the reason for the property being vacant?

- 16 o First let of conversion, rehabilitation or acquired property
- 17 o First let of leased property
- 15 o First let of new-build property

### o No - This is a re-let of existing social housing

# Q17 - What type was the property most recently let as?

This is the rent type of the previous tenancy in this property.

- o Social rent basis
- 2 o Affordable rent basis
- 5 o London Affordable Rent basis
- 6 Rent to Buy basis
- 7 o London Living Rent basis
- 8 O Another Intermediate Rent basis
- 3 o Don't know

# Q18 - What is the reason for the property being vacant?

14 o Renewal of fixed-term tenancy

To the same tenant in the same property, except if it was previously used as temporary accommodation.

- o Re-let to tenant who occupied same property as temporary accommodation
- 13 o Internal transfer, not renewals of a fixed term tenancy

Where a tenant moved from one social housing property to another property. Their landlord may be the same or new.

- 12 o Tenant moved to other social housing provider
- 8 o Tenant moved to private sector or other accommodation
- 18 o Tenant moved to care home
- 20 Tenant moved to a long-stay hospital or similar institution
- 5 o Tenant died with no succession
- 19 o Tenant involved in a succession downsize

- 6 o Tenant abandoned property
- 10 o Tenant was evicted due to rent arrears
- 11 o Tenant was evicted due to anti-social behaviour (ASB)
- 21 o Tenant was evicted due to both rent arrears and anti-social behaviour (ASB)
- 22 Any other reason

#### GENERAL NEEDS ONLY

#### Q19 - What type of unit is the property?

- 2 o Bedsit
- 8 o Bungalow
- 10 o Shared bungalow
- 1 o Flat or maisonette
- 4 o Shared flat or maisonette
  - o House 9 o Shared house

o Other:	
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### Q20 - Which type of building is the property?

- 2 o Converted from previous residential/non-residential property
- 1 o Purpose built

# Q21 - Is the property built or adapted to wheelchair-user standards?

This is whether someone who uses a wheelchair is able to make full use of all the property's rooms and facilities, including use of both inside and outside space, and entering and exiting the property.

- 1 o Yes
- 2 0 **No**

### Q22 - How many bedrooms does the property have?

If shared accommodation, enter the number of bedrooms occupied by this household. A bedsit has 1 bedroom.

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### Q23 - What is the void date? Skip if the letting is a renewal

Date the property was (legally or contractually) available to let, or for:

- re-lets: the day after previous tenant's contract ended
- new builds: the day the landlord legally first owned the property ('completion date')
- new conversions or acquisitions: completion date, or the day after rehabilitation work ended
- new leases: the day the landlord got contractual property rights and could let it out to tenants.

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## Q24 - Were any major repairs carried out during the

void period? Skip if the letting is a renewal or new build

Major repairs are works that could not be reasonably carried out with a tenant living at the property. For example, structural repairs.

Yes, completed on: DDDMMYYYYY
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o No

### **Tenancy information**

### Q25 - Is this a joint tenancy?

Where two or more people are named on the tenancy agreement.

- 1 o Yes
- 2 0 No
- 3 o Don't know

#### Q26 - Is this a starter tenancy?

If the tenancy has an 'introductory period' answer 'yes'.

You should submit a CORE log at the beginning of the starter tenancy or introductory period, with the best information you have at the time. You do not need to submit a log when a tenant later rolls onto the main tenancy.

- 1 o Yes
- 2 0 No

#### Q27 - What is the type of tenancy?

This is for the main tenancy after any starter or introductory period.

4 o Assured Shorthold Tenancy (AST) - fixed term

Mostly provided by housing associations. Fixed term tenancies are intended to be for a set amount of time up to 20 years.

6 O Secure – fixed term

Mostly provided by local authorities. Fixed term tenancies are intended to be for a set amount of time up to 20 years.

- 2 o Assured lifetime
- 7 o Secure lifetime
- 8 o Periodic

These are rolling tenancies with no fixed end date. They may have an initial fixed term and then become rolling.

5 o Licence agreement

Mostly used for Supported Housing and work on a rolling basis.

3 o Other:

# Q28 - What is the length of the fixed term tenancy to the nearest year?

Do not include the starter or introductory period.

The minimum period is 2 years for social or affordable rent general needs logs. You do not need to submit CORE logs for these types of tenancies if they are shorter than 2 years.



#### SUPPORTED HOUSING ONLY

### Q29 - Is this letting in sheltered accommodation?

Extra care housing is for tenants with medium to high care and support needs, often with 24 hour access to support staff provided by an agency registered with the Care Quality Commission.

Sheltered housing and special retirement housing are for tenants with low-level care and support needs. This typically provides some limited support to enable independent living, such as alarm-based assistance or a scheme manager.

- 2 o Yes extra care housing
- o Yes specialist retirement housing
- 5 Yes sheltered housing for adults aged under 55 years
- 6 o Yes sheltered housing for adults aged 55 years who are not retired
- 3 o No
- 4 o Don't know

### **Household characteristics**

# Q30 - How many people live in the household at this letting?

You can provide details for a maximum of 8 people.



#### Q31 - What is the lead tenant's age?

This is the household member who does the most paid work. If several people do the same amount of paid work, it's the oldest household member.

# Q32 - Which of these best describes the lead tenant's gender identity?

This should be however they personally choose to identify from the options below. This may or may not be the same as their biological sex or the sex they were assigned at birth.

Use code for other occupants in Box A.

F o Female M o Male

x o Non-binary R o Tenant prefers not to say

### Q33 - What is the lead tenant's ethnic group?

- White
- o Mixed or Multiple ethnic groups
- o Asian or Asian British
- o Black, African, Caribbean or Black British
- o Arab or other ethnic group
- o Tenant prefers not to say

# Q34 - Which of these best describes the lead tenant's ethnic background?

Select an option for the ethnic group you selected in Q33

#### White

- o English, Welsh, Scottish, Northern Irish or British
- 2 o Irish
- 18 o Gypsy or Irish Traveller
- 20 o Roma
- 3 o Other White background

### Mixed or Multiple ethnic groups

- 4 o White and Black Caribbean
- 5 O White and Black African
- 6 o White and Asian
- Other mixed background

#### **Asian or Asian British**

- 10 o Bangladeshi
- 15 o Chinese
- 8 o Indian
- 9 o Pakistani
- 11 O Other Asian or Asian British background

#### Black, African, Caribbean or Black British

- 13 O African
- 12 o Caribbean
- 14 O Other Black or Black British background

### Arab or other ethnic group

- 19 o Arab
- 16 Other ethnic group
- 17 o Tenant prefers not to say

#### Official sensitive when completed (personal data) Q35 - What is the lead tenant's nationality? Israel Palau If the lead tenant is a dual national of the United Kingdom and another Italy Palestine, State of country, enter 'United Kingdom'. If they are a dual national of two Jamaica Panama other countries, the tenant should decide which country to enter. Papua New Guinea Japan 826 O United Kingdom Jersey Paraguay 000 o Tenant prefers not to say Jordan Peru Kazakhstan **Philippines** Kenya Poland Cyprus Afghanistan Kiribati Portugal Albania Czechia Kuwait Qatar Democratic Republic Kyrgyzstan Romania Algeria of the Congo Laos Russia Andorra Denmark Latvia Rwanda Angola Djibouti Lebanon Saint Kitts and Nevis Antigua and Lesotho Saint Lucia Dominica Barbuda Saint Vincent and the Liberia Argentina Dominican Republic Grenadines Armenia Ecuador Libya Samoa Australia Egypt Liechtenstein San Marino Austria El Salvador Sao Tome and Lithuania Azerbaijan **Equatorial Guinea** Principe Bahamas Eritrea Luxembourg Saudi Arabia Bahrain Estonia Madagascar Senegal Bangladesh Eswatini Malawi Serbia Barbados Ethiopia Malaysia Seychelles Belarus Falkland Islands Maldives Sierra Leone Fiji Belgium Mali Singapore Belize Finland Malta Slovakia Benin France Marshall Islands Slovenia Bhutan Gabon Mauritania Solomon Islands Bolivia Gambia Mauritius Somalia Bosnia and Mexico South Africa Georgia Herzegovina Micronesia South Korea Botswana Germany (Federated States) Brazil Ghana Moldova South Sudan Gibraltar Brunei Monaco Spain Bulgaria Greece Sri Lanka Mongolia Burkina Faso Grenada Montenegro Sudan Burundi Guatemala Morocco Suriname Cabo Verde Guernsev Mozambique Sweden Cambodia Guinea Myanmar Switzerland Cameroon Guinea-Bissau Namibia Syria Canada Guyana Nauru Taiwan Nepal **Tajikistan** Central African Haiti Republic Netherlands Tanzania Honduras Chad New Zealand Thailand Chile Hong Kong Nicaragua Timor-Leste China Hungary Niger Togo Colombia Iceland Nigeria Tonga Comoros India Trinidad and North Macedonia Tobago Indonesia Congo North Korea Tunisia Costa Rica Iran Côte d'Ivoire Iraq Norway Turkey

Oman

Pakistan

Turkmenistan

Tuvalu

Croatia

Cuba

Ireland

Isle of Man

800	0	Uganda	336	0	Vatican City
804	0	Ukraine	862	0	Venezuela
784	0	United Arab Emirates	704	0	Vietnam
840	0	United States of America	887	0	Yemen
858	0	Uruguay	894	0	Zambia
860	0	Uzbekistan	716	0	Zimbabwe
548	0	Vanuatu			

# Q36 - Which of these best describes the lead tenant's working situation?

This is the household member who does the most paid work. If several people do the same amount of paid work, it's the oldest household member.

Use these codes for the other occupants in Box B.

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

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#### Q37-Q64 - Other occupants If known

A child is anyone eligible for child benefit: under age 16 or under 20 if still in full-time education. Answer 1 for children aged under 1 year old.

'hild I				Age		Work
illiu i	Partner	Other F	Prefers not to say	Years	Box A	Box B
0	0	0	0			
0	0	0	0			
0	0	0	0			
0	0	0	0	0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0		
0	0	0	0			
0	0	0	0	0 0 0 0 0 0		
0	0	0	0			
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#### Household needs

# Q65 - Does anybody in the household have links to the UK armed forces?

This excludes national service.

If several household members have these links, answer for regular first. If no regular, answer for reserve. If no reserve, answer for spouses or civil partners.

- o Yes person is a current or former regular
- 4 o Yes person is a current or former reserve
- o Yes person is a spouse or civil partner of a UK armed forces member and bereaved or separated within the last 2 years
- 2 0 No
- 3 o Person prefers not to say
- 6 O Don't know

#### Q66 - If regular, is this person still serving?

- 6 o Yes
- 4 o No person left up to and including 5 years ago
- 5 o No person left more than 5 years ago
- 3 o Person prefers not to say

# Q67 - If regular or reserve, was this person seriously injured or ill as a result of serving?

- 1 o Yes
- 2 **O NO**
- 3 o Person prefers not to say

#### Q68 - Is anybody in the household pregnant?

- 1 o Yes
- 2 **O NO**
- 3 o Tenant prefers not to say

# Q69 - Does anybody in the household have any disabled access needs?

o Yes

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### Q70 - What access needs do they have?

- o Fully wheelchair-accessible housing
- o Level access housing
- o Wheelchair access to essential rooms

# Q71 - Do they have any other disabled access needs?

- o Yes
- o No
- o Don't know
- o No
- o Don't know

# Q72 - Does anybody in the household have a physical or mental health condition (or other illness) expected to last 12 months or more?

073 - How is this person affected by their

1 o Yes

	condition or illness?
	Tick all that apply.
	☐ <b>Dexterity</b> For example, lifting and carrying objects, or using a keyboard
	☐ Learning or understanding or concentrating
	☐ <b>Hearing</b> For example, deafness or partial hearing
	☐ Memory
	☐ Mental health
	For example, depression or anxiety
	☐ Mobility  For example, walking short distances or climbing stairs
	☐ Socially or behaviourally  For example, anything associated with autism spectrum disorder (ASD), including Asperger's or attention deficit hyperactivity disorder (ADHD)
	☐ Stamina or breathing or fatigue
	☐ Vision
	For example, blindness or partial sight
	□ Other
	☐ Tenant prefers not to say
c	o No

#### Household situation

3 o Tenant prefers not to say

# Q74 - How long has the household continuously lived in the local authority area of the new letting?

- o Just moved to local authority area with this new let
- 2 o Under 1 year
- 7 o 1 year but under 2 years
- 8 o 2 years but under 3 years
- 9 o 3 years but under 4 years
- 10 o 4 years but under 5 years
- 11 o 5 years but under 10 years
- 12 o 10 years or more
- 6 O Don't know

# Q75 - How long has the household been on the local authority waiting list for the area of the new letting?

Skip if letting is a renewal

- 2 o Under 1 year
- o 1 year but under 2 years
- 8 o 2 years but under 3 years
- 9 o 3 years but under 4 years
- 10 o 4 years but under 5 years
- 11 o 5 years but under 10 years
- 12 o 10 years or more
- 6 Don't know

# Q76- What is the tenant's main reason for the household leaving their last settled home?

First option block only if letting is a renewal

The tenant's 'last settled home' is their last long-standing home. For tenants who had temporary accommodation, sleeping rough or otherwise homeless, their last settled home is where they were living previously.

- 50 End of social housing tenancy no fault
- 51 End of social housing tenancy evicted due to anti-social behaviour (ASB)
- 52 End of social housing tenancy evicted due to rent arrears

### 53 ○ End of fixed term tenancy - evicted for any other reason

- o Permanently decanted from another property owned by this landlord
- 2 o Left home country as a refugee
- 45 o Discharged from prison
- 46 O Discharged from long-stay hospital or similar institution
- 4 o Loss of tied accommodation
- 9 O Asked to leave by family or friends
- Relationship breakdown (non-violent) with partner
- 44 o Death of household member in last settled home
- 16 O To move nearer to family, friends or school
- 17 o To move nearer to work
- 48 O Domestic abuse previous joint tenancy with partner
- 49 O Domestic abuse other
- 10 o Racial harassment
- 31 o Hate crime
- 11 Other problems with neighbours
- 34 o Repossession
- 54 O Could no longer afford rent or mortgage
- 12 o Property unsuitable overcrowding
- 13 o Property unsuitable ill health or disability
- 14 o Property unsuitable poor condition
- 29 O Under occupation offered incentive to downsize
- 30 O Under occupation no incentive
- 18 To move to accommodation with support
- 19 o To move to independent accommodation
- 28 O Don't know
- 47 o Tenant prefers not to say
- 20 o Other:

### Q77 - Where was the household immediately before

this letting? First two option blocks only if letting is a renewal

This is where the household was the night before they moved into this new let.

- $_{\rm 30}\,$   $\circ$  Fixed-term local authority general needs tenancy
- 32 Fixed-term private registered provider (PRP) general needs tenancy
- 31 o Lifetime local authority general needs tenancy
- 33 o Lifetime private registered provider (PRP) general needs tenancy
- 35 o Extra care housing
- 34 o Specialist retirement housing
- 36 O Sheltered housing for adults under 55 years
- 6 Other supported housing
- 28 O Living with friends or family
- 27 Owner occupation (low-cost home ownership)
- 26 Owner occupation (private)
- 3 o Private sector tenancy
- 14 o Bed and breakfast
- 7 o Direct access hostel
- 10 o Hospital

- 29 Prison or approved probation hostel
- 18 Any other temporary accommodation
- 13 o Children's home or foster care
- 24 O Home Office asylum support
- 37 O Host family or similar refugee accommodation
- 23 O Mobile home or caravan
- 21 o Refuge
- 9 O Residential care home
- 19 o Rough sleeping
- 4 o Tied housing or rented with job
- 25 O Any other accommodation

# Q78 - Did the household experience homelessness immediately before this letting?

- 11 o Yes assessed by a local authority as homeless
- 1 0 **No**

# Q79 - What is the postcode of the household's last settled home (if known)? Skip if letting is a renewal

This is the tenant's last long-standing home. It is where the tenant was living before any period in temporary accommodation, sleeping rough or otherwise homeless.

# Q80 - What is the local authority of the household's last settled home (if postcode unknown)? Skip if letting is a renewal

This is the tenant's last long-standing home. It is where the tenant was living before any period in temporary accommodation, sleeping rough or otherwise homeless.

# Q81 - Was the household given 'reasonable preference' by the local authority?

Households may be given 'reasonable preference' for social housing under one or more specific category by the local authority. This is also known as 'priority need'.

1 o Yes

# Q82 - Why was the household given 'reasonable preference'?

Tick all that apply

- ☐ Homeless or about to lose their home (within 56 days)
- ☐ Housing was insanitary, overcrowded or unsatisfactory
- ☐ Medical and welfare reasons (including disability)
- ☐ To avoid hardship to themselves or others
- Don't know
- 2 o No
- 3 Don't know

### Q83 - How was this letting allocated?

Tick all that apply

#### □ Choice-based lettings (CBL)

Where available vacant properties are advertised and applicants are able to bid for specific properties.

#### ☐ Common Allocation Policy (CAP)

Where a common system agreed between a group of housing providers is used to determine applicants' priority for housing.

#### ☐ Common housing register (CHR)

Where a single waiting list is used by a group of housing providers to receive and process housing applications. Providers may use different approaches to determine priority.

#### ☐ Accessible housing register

Where the 'access category' or another descriptor of whether an available vacant property meets a range of access needs is displayed to applicants during the allocations process.

□ None of these allocation systems

### Q84 - What was the source of referral for this letting?

Skip if letting is a renewal

- 1 o Internal transfer
- 2 Tenant applied directly (no referral or nomination)
- o Private registered provider (PRP) lettings only
   nominated by a local housing authority
- 4 o Private registered provider (PRP) supported lettings only

   referred by local authority
- 8 o Re-located through official housing mobility scheme
- 10 Other social landlord
- 9 O Community learning disability team
- 14 o Community mental health team
- 15 o Health service
- 18 o Police, probation or prison or youth offending team tenant had custodial sentence
- 19 o Police, probation or prison or youth offending team no custodial sentence
- 7 o Voluntary agency
- 17 o Children's social care
- 16 Other

### Income, benefits and outgoings

# Q85 - Do you know the household's combined total income after tax?

1 o Yes

# Q86 - How often does the household receive income?

- 1 Weekly
- 2 O Monthly
- ₃ Annually

## Q87 - How much income does the household have in total?

Income after tax from employment, pensions or Universal Credit. Exclude NI contributions and tax, housing benefit, child benefit or council tax support

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- 2 0 No
- 3 o Tenant prefers not to say

# Q88 - Is the tenant likely to be receiving any of these housing-related benefits?

This is about when the tenant is in their new let. If they are unsure and their financial and working situation has not changed significantly, answer based on the housing-related benefits they currently receive.

- o Housing benefit
- 6 O Universal Credit housing element
- 9 o Neither
- 3 O Don't know
- 10 o Tenant prefers not to say

# Q89 - How much of the household's income is from Universal Credit, state pensions or benefits?

- 1 o All
- 2 o Some
- 3 o None
- 4 o Don't know

#### SUPPORTED HOUSING ONLY

# Q90 - Does the household pay rent or other charges for the accommodation?

If rent is charged on the property then answer Yes, even if tenants do not pay it themselves.

- 0 o Yes
- 1 0 No

# Q91 - How often does the household pay rent and other charges?

- 2 o Every 2 weeks
- з о Every 4 weeks
- 4 o Every calendar month
- 9 Weekly for 46 weeks
- 8 Weekly for 47 weeks
- 8 0 Weekly IOI 47 weeks
- 7 Weekly for 48 weeks
- o Weekly for 49 weeks
- 5 o Weekly for 50 weeks
- o Weekly for 52 weeks
- 10 Weekly for 53 weeks

#### SUPPORTED HOUSING ONLY

### Q92 - Is this accommodation a care home?

o Yes

### Q93 - How much does the household pay?

Answer amount paid for frequency selected in Q91



o No

### Household rent and charges

Skip if property is a care home

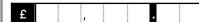
#### Q94 - What is the basic rent?

This is the amount paid before any charges are added for services (for example, hot water or cleaning). Households may receive housing benefit or Universal Credit towards basic rent.



### Q95 - What is the service charge?

For example, cleaning. Households may get housing benefit or Universal Credit towards the service charge.



#### Q96 - What is the personal service charge?

For example, heating or hot water. These are not eligible for housing benefit or Universal Credit.



### Q97 - What is the support charge?

Any charges made to fund support services included in the tenancy agreement



# Q98 - After the household has received any housing-related benefits, will they still need to pay for rent and charges?

1 o Yes

Q99 - Can you estimate the outstandi	ng amount?
Approximate figure only	

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o Yes, enter amount:	
o No	



- 2 **o No**
- 3 Don't know

### Privacy notice - new social housing tenants and buyers



### How do we use your information?

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

### How do we get this information?

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 residents, tenancy or sale, and the dwelling itself. Some of this data is personal and sensitive, so DLUHC is responsible for ensuring it's processed in line with data protection legislation.

# Why do we share this information?

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

#### How does this affect you?

Information sharing will not affect your benefits, services or any treatments you receive. It's anonymous and handled in accordance with the law. We collect and share your information to help us better understand the social housing market and inform social housing policy.

#### To find out more...

Social housing lettings and sales data is collected on DLUHC's behalf. Data providers do not require the tenant or buyer's consent to provide this information, but tenants and buyers have the right to know how and for what purpose data is being collected, held and used.

Data processing must have a lawful basis. In this case it's necessary for a task carried out in the public interest meeting a function of the Crown, a Minister of the Crown, or government department.

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

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

Collected data 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're aware some collected data is particularly sensitive. For example:

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

DLUHC publishes data annually, in aggregate form, as part of a report and complementary tables.

- For annual lettings data, visit: <u>www.gov.uk/government/collections</u> /rents-lettings-and-tenancies
- For annual sales data, visit: gov.uk/government/collections/soci al-housing-sales-including-right-to-buy-and-transfers

Detail-level data is anonymised and protected, minimising identification risk. It's held with the UK Data Archive.

### **Complaints**

If you're unhappy with any privacy notice aspect, or how we process your information, contact the Department Data Protection Officer: <a href="mailto:dataprotection@levellingup.gov.uk">dataprotection@levellingup.gov.uk</a>

You also have the right to complain to the Information Commissioner's Office (ICO): ico.org.uk/concern