

# 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](https://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

### Tenant has seen the privacy notice

Ensure the tenant has seen attached privacy notice before completing this log.

Yes  No

### Needs type

General needs  
 Supported housing

### Property renewal

Yes  No

### Tenancy start date

D	D	M	M	Y	Y	Y	Y
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### Rent type

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

### Tenant code Optional

### Property reference Optional

## SUPPORTED HOUSING ONLY

### Management code

### Scheme code

## Tenancy information

### Joint tenancy

Yes  No  Don't know

### Starter tenancy

This is also known as an 'introductory period'.

Yes  No

### Tenancy type

1  Assured Shorthold Tenancy (AST) – fixed term  
6  Secure – fixed term

#### Length of fixed-term tenancy, to the nearest year

Not including the starter or introductory period.

 years

2  Assured – lifetime  
7  Secure – lifetime  
5  Licence agreement

3  Other:

## SUPPORTED HOUSING ONLY

### Sheltered accommodation

Yes – extra care housing  
 Yes – specialist retirement housing  
 No  
 Don't know

## Property information

### GENERAL NEEDS ONLY

#### Postcode

#### Local authority If postcode unknown

#### Type of unit

2  Bedsit  
8  Bungalow  Shared bungalow  
1  Flat or maisonette  Shared flat or maisonette  
7  House  Shared house  
6  Other:

#### Type of building

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

#### Property built or adapted to wheelchair-user standards

Yes  No

#### Number of bedrooms

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

#### Void or renewal date

Enter the handover date if this is the first let of a new-build property.

D	D	M	M	Y	Y	Y	Y
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#### Major repairs carried out during void period

Yes, completed on 

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

 No

#### First time being let as social-housing

Yes

#### Vacancy reason

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

No

#### Most recent let type

2  Affordable rent basis  
3  Intermediate rent basis  
1  Social rent basis  
4  Don't know

#### Vacancy reason

13  Internal transfer  
Excluding renewals of a fixed-term tenancy.  
5  Previous tenant died with no succession  
9  Re-let to tenant who occupied same property as temporary accommodation  
14  Renewal of fixed-term tenancy  
19  Tenant involved in a succession downsize  
8  Tenant moved to private sector or other accommodation  
12  Tenant moved to other social housing provider  
18  Tenant moved to care home  
6  Tenant abandoned property  
10  Tenant was evicted due to rent arrears  
11  Tenant was evicted due to anti-social behaviour

#### Times property previously offered since becoming available

After any previous tenancy ended. Enter '0' if being offered for let for the first time.

## Household characteristics

### Number of people in household

### Lead tenant's age

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.

  years

### Lead tenant's gender identity

 Use code for other occupants in Box A

- F  Female M  Male  
 X  Non-binary R  Prefers not to say

### Lead tenant's ethnicity

 Box B

- 1  English, Welsh, Scottish, Northern Irish or British  
 18  Gypsy or Irish Traveller  
 2  Irish  
 3  Other White background  
 -----  
 4  White and Black Caribbean  
 5  White and Black African  
 6  White and Asian  
 7  Other Mixed background  
 -----  
 10  Bangladeshi  
 15  Chinese  
 8  Indian  
 9  Pakistani  
 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  
 -----  
 17  Prefers not to say

### Lead tenant's working situation

 Use code for other occupants in Box B

- 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  
 0  Other  
 10  Prefers not to say

### Lead tenant's nationality

- 18  UK 17  Ireland 19  EEA 13  Prefers not to say

12  Other:

### Other occupants

	Relationship to lead tenant				Age Years	Gender Box A	Working Box B
	Child	Partner	Other	Not given			
2	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
7	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

## Household needs

### 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. If there's no reserve, answer for the spouse or civil partner.

- 1  Yes – person is a current or former regular  
 4  Yes – person is a current or former reserve  
 5  Yes – person is a spouse or civil partner of a UK armed forces member and bereaved or separated within the last 2 years

### 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  
 Person prefers not to say

### If yes, was the person seriously injured or ill as result of serving

- Yes  No  Person prefers not to say

- 2  No  
 3  Person prefers not to say  
 6  Don't know

### Anybody in the household pregnant?

- Yes  No  Tenant prefers not to say

### Anybody in the household with 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  
 Don't know

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

- 1  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

- 2  No  
 3  Tenant prefers not to say

## Household situation

### Length of time in local authority area

- 1  Just moved to local authority area  
 2  Less than 1 year 7  1 year but under 2 years  
 8  2 years but under 3 years 9  3 years but under 4 years  
 10  4 years but under 5 years 5  5 years or more  
 6  Don't know

### Length of time on local authority waiting list

- 2  Less than 1 year 7  1 year but under 2 years  
 8  2 years but under 3 years 9  3 years but under 4 years  
 10  4 years but under 5 years 5  5 years or more  
 6  Don't know

### Reason for leaving last settled home

- 40  End of assured shorthold tenancy (no fault)
- 41  End of assured shorthold tenancy (eviction or tenant at fault)
- 42  End of fixed term tenancy (no fault)
- 43  End of fixed term tenancy (eviction or tenant at fault)

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- 1  Decanted from another property owned by this landlord
- 46  Discharged from long-stay hospital or similar institution
- 45  Discharged from prison
- 4  Loss of tied accommodation

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- 9  Asked to leave by family or friends
- 44  Death of household member in last settled accommodation
- 8  Relationship breakdown (non-violent) with partner

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- 2  Left home country as a refugee
- 16  To move nearer to family, friends or school
- 17  To move nearer to work

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- 7  Domestic abuse
- 31  Hate crime
- 10  Racial harassment
- 11  Other problems with neighbours

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- 35  Couldn't afford fees attached to renewing the tenancy
- 37  Couldn't afford rent or mortgage (welfare reforms)
- 38  Couldn't afford rent or mortgage (employment)
- 39  Couldn't afford rent or mortgage (other)
- 36  Couldn't afford the increase in rent
- 34  Repossession

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- 12  Property unsuitable because of overcrowding
- 13  Property unsuitable because of ill health or disability
- 14  Property unsuitable because of poor condition
- 18  To move to accommodation with support
- 19  To move to independent accommodation
- 30  Under occupation (no incentive)
- 29  Under occupation (offered incentive to downsize)

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- 28  Tenant prefers not to say
- 47  Don't know
- 20  Other:

### Where was the household immediately before this letting?

- 30  Fixed-term local authority general needs tenancy
- 32  Fixed-term PRP general needs tenancy
- 31  Lifetime local authority general needs tenancy
- 33  Lifetime PRP general needs tenancy

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- 35  Extra care housing
- 34  Specialist retirement housing
- 6  Other supported housing

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- 28  Living with friends or family
- 27  Owner occupation (low-cost home ownership)
- 26  Owner occupation (private)
- 3  Private sector tenancy

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- 14  Bed and breakfast
- 7  Direct access hostel
- 10  Hospital
- 29  Prison or approved probation hostel
- 18  Other temporary accommodation

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- 13  Children's home or foster care
- 24  Home Office asylum support
- 23  Mobile home or caravan
- 21  Refuge
- 9  Residential care home
- 19  Rough sleeping
- 4  Tied housing or rented with job
- 25  Other accommodation

### Household homeless immediately before letting

- 11  Yes – assessed by a local authority as homeless
- 1  No

### Postcode of last settled home

or

### Local authority If postcode unknown

### Household given reasonable preference

Households may be given 'reasonable preference' for social housing, also known as 'priority need', by the local authority.

- Yes  No  Don't know

#### If yes, reason for reasonable preference

Tick all that apply

- 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
- Don't know

### Allocation

Tick all that apply

- Choice-based lettings (CBL)
- Common Allocation Policy (CAP)
- Common housing register (CHR)

### Source of referral

- 1  Internal transfer
- 2  Tenant applied directly
- 3  PRP lettings only – Nominated by a local housing authority
- 4  PRP supported lettings only – Referred by local authority
- 8  Re-located through official housing mobility scheme
- 10  Other social landlord

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- 17  Children's social care
- 9  Community learning disability team
- 14  Community mental health team
- 15  Health service
- 12  Police/probation/prison
- 7  Voluntary agency
- 13  Youth offending team
- 16  Other

## Income, benefits and outgoings

### Total household income

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

£   /week  /month  /year

- Tenant prefers not to say  Don't know

### Housing-related benefits received

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

### Income from Universal Credit, state pension or benefits

- 1  All  Some  None  Don't know

### Frequency of household rent or charges

- Weekly for  weeks  Does not pay rent or charges
- Every 2 weeks  Every 4 weeks  Every calendar month

### Basic rent

Amount paid before any charges

£

### Personal service charge

For example, for heating or hot water

£

### Service charge

For example, for cleaning.

£

### Support charge

Charges made to fund support services

£

### SUPPORTED HOUSING ONLY

### Care home charge, if applicable

£

### Estimated outstanding amount for basic rent and charges

- Yes, amount: £   No  Don't know



# 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 [www.gov.uk/government/collections/rents-lettings-and-tenancies](http://www.gov.uk/government/collections/rents-lettings-and-tenancies) to access the annual publications on lettings. Or visit [gov.uk/government/collections/social-housing-sales-including-right-to-buy-and-transfers](http://gov.uk/government/collections/social-housing-sales-including-right-to-buy-and-transfers) to view the publications on sales.

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: [dataprotection@communities.gsi.gov.uk](mailto:dataprotection@communities.gsi.gov.uk)

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