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

2024/25

Sales Official sensitive when completed (personal data)

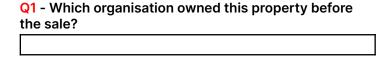
# Department for Levelling Up, Housing & Communities

#### 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.

#### Set up this sales log



Q2 - Which organisation is reporting the sale?

#### Q3 - What is the sale completion date?

D D	м м	YY	ΥΥ

#### Q4 - What is the purchaser code? Optional

This is how you usually refer to this buyer on your own systems

### Q5 - Was this purchase made through an ownership scheme?

#### 1 o Yes - a shared ownership scheme

When the purchaser buys an initial share of up to 75% of the property value and pays rent to the Private Registered Provider (PRP) on the remaining portion, or later staircasing transaction.

- 2 o Yes a discounted ownership scheme
- 3 O No this is an outright or other sale

SHARED OWNERSHIP ONLY

#### Q6 - What is the type of shared ownership sale?

#### Complete section A, skip sections B and C

#### 2 o Shared ownership (old model lease)

Cannot be used for homes funded through the Affordable Homes Programme 2021 to 2026. Use new model for these.

#### 30 o Shared ownership (new model lease)

Homes funded through Affordable Homes Programme 2021-26.

#### 18 o Social HomeBuy - shared ownership

Tenants of private registered providers (PRPs) purchase their home at a discount on shared ownership terms.

#### 16 o Home Ownership for people with Long-term Disabilities (HOLD)

#### 24 Older Persons Shared Ownership (OPSO)

For tenants aged 55 years and over.

#### 28 • Rent to Buy - Shared Ownership

A sale following a period of discounted rent.

#### 31 • Right to Shared Ownership (RtSO)

A sale of a share of a rented home to a tenant using this scheme.

32 O London Living Rent - Shared Ownership

DISCOUNTED OWNERSHIP ONLY

#### Q7 - What is the type of discounted ownership sale?

#### Complete section B, skip sections A and C

8 • Right to Acquire (RTA)

A discounted sale of a property built or purchased after 31 March 1997 to tenants of a private registered provider (PRP).

#### 14 o Preserved Right to Buy (PRTB)

A discounted sale of a property that used to be owned by a council to tenants of a private registered provider (PRP).

#### 27 O Voluntary Right to Buy (VRTB)

A discounted sale to tenants in this PRP owned property, as part of a pilot scheme.

#### 9 O Right to Buy (RTB)

A discounted sale to tenants in this council owned property.

#### 29 o Rent to Buy - full ownership

A sale on full ownership terms following a period of discounted rent.

#### 21 O Social HomeBuy for outright purchase

A discounted sale to tenants of a PRP on full ownership terms.

#### 22 o Any other equity loan scheme

Any scheme, not covered elsewhere, in which a loan is used to purchase equity.

**OUTRIGHT AND OTHER SALES ONLY** 

#### Q8 - What is the type of outright sale?

#### Complete section C, skip sections A and B

10 Outright sale

Full purchase of a property, usually with a mortgage or cash.

2 o Other:	
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#### Q9 - Is the buyer a company?

- 1 o Yes
- 2 **O No**

#### Q10 - Will any buyers live in the property?

- 1 o Yes
- 2 **O No**

#### Q11 - Is this a joint purchase?

1 o Yes

# Q12 - Are there more than 2 joint buyers of this property?

- 1 o Yes
- 2 o No
- 3 Don't know
- 2 **O No**

### Q13 - Did you interview the buyer to answer these questions?

You should still try to answer all questions even if the buyer wasn't interviewed in person

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

### Q14 - Has the buyer seen or been given access to the DLUHC privacy notice?

Make sure the buyer 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**

Q15 - How many bedrooms does the property have?					
					For bedsits, enter '1'
Q16 - What type of unit is the property?					
1 o Flat or maisonette					
2 o Bedsit					
3 o House					
4 o Bungalow					
9 Other:					
Q17 - What type of building is the property?					
1 o Purpose-built					
<ul> <li>Converted from previous residential or non-residential property</li> </ul>					
property					
Q18 - If known, enter 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.					
Q19 - If UPRN unknown, enter this property's address					
Address line 1					
Addition line 1					
Address line 2 Optional					
Town or City					
Town or one					
County Optional					
Postcode					

Q20 - What is the property's local authority?

### 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.

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

#### Household characteristics

Skip this section if the buyer is a company

#### Q22 - Do you know buyer 1's age?

o Yes

wnat	IS K	ouyer 1's	age
		years	

- o No
- o Buyer prefers not to say

### Q23 - Which of these best describes buyer 1's gender identity?

Use these codes for other the occupants in Box A

- F o Female
- M o Male
- x Non-binary
- R O Buyer prefers not to say

#### Q24 - What is buyer 1's ethnic group?

- o 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 Buyer prefers not to say

### Q25 - Which of the following best describes buyer 1's ethnic background?

Select an option for the ethnic group you answered for Q23

#### White

- o English, Welsh, Scottish, Northern Irish or British
- 2 o Irish
- 18 O Gypsy or Irish Traveller

#### 20 o Roma

3 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**

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

#### 

#### Q26 - What is buyer 1's nationality?

If buyer 1 is a dual national of the United Kingdom and another country, enter 'United Kingdom'. If they are a dual national of two other countries, they should decide which country to enter.

826 O United Kingdom

000 o Tenant prefers not to say

To remain profess not to say							
004	0	Afghanistan	152	0	Chile		
800	0	Albania	156	0	China		
012	0	Algeria	170	0	Colombia		
020	0	Andorra	174	0	Comoros		
024	0	Angola	178	0	Congo		
028	0	Antigua and Barbuda	188	0	Costa Rica		
032	0	Argentina	384	0	Côte d'Ivoire		
051	0	Armenia	191	0	Croatia		
036	0	Australia	192	0	Cuba		
040	0	Austria	196	0	Cyprus		
031	0	Azerbaijan	203	0	Czechia		
044	0	Bahamas	180	0	Democratic Republic of the Congo		
048	0	Bahrain	208	0	Denmark		
050	0	Bangladesh	262	0	Djibouti		
052	0	Barbados	212	0	Dominica		
112	0	Belarus	214	0	Dominican Republic		
056	0	Belgium	218	0	Ecuador		
084	0	Belize	818	0	Egypt		
204	0	Benin	222	0	El Salvador		
064	0	Bhutan	226	0	<b>Equatorial Guinea</b>		
068	0	Bolivia	232	0	Eritrea		
070	0	Bosnia and Herzegovina	233	0	Estonia		
072	0	Botswana	748	0	Eswatini		
076	0	Brazil	231	0	Ethiopia		
096	0	Brunei	238	0	Falkland Islands		
100	0	Bulgaria	242	0	Fiji		
854	0	Burkina Faso	246	0	Finland		
108	0	Burundi	250	0	France		
132	0	Cabo Verde	266	0	Gabon		
116	0	Cambodia	270	0	Gambia		
120	0	Cameroon	268	0	Georgia		
124	0	Canada	276	0	Germany		
140	0	Central African Republic	288	0	Ghana		
148	0	Chad	292	0	Gibraltar		

300	0	Greece	496	0	Mongolia
308	0	Grenada	499	0	Montenegro
320	0	Guatemala	504	0	Morocco
831	0	Guernsey	508	0	Mozambique
324	0	Guinea	104	0	Myanmar
624	0	Guinea-Bissau	516	0	Namibia
328	0	Guyana	520	0	Nauru
332	0	Haiti	524	0	Nepal
340	0	Honduras	528	0	Netherlands
344	0	Hong Kong	554	0	New Zealand
348	0	Hungary	558	0	Nicaragua
352	0	Iceland	562	0	Niger
356	0	India	566	0	Nigeria
360	0	Indonesia	807	0	North Macedonia
364	0	Iran	408	0	North Korea
368	0	Iraq	578	0	Norway
372	0	Ireland	512	0	Oman
833	0	Isle of Man	586	0	Pakistan
376	0	Israel	585	0	Palau
380	0		275	0	
388	0	Italy Jamaica	591	0	Palestine, State of Panama
392	0		598	0	
832	0	Japan	600	0	Papua New Guinea
400	0	Jersey	604	0	Paraguay
398	0	Jordan	608	0	Peru
404	0	Kazakhstan	616	0	Philippines
296	0	Kenya Kiribati	620	0	Poland
414	0	Kuwait	634	0	Portugal
417	0	Kyrgyzstan	642	0	Qatar Romania
418	0	Laos	643	0	Russia
428	0		646	0	
720		Latvia	040		Rwanda
422	0	Lebanon	659	0	Saint Kitts and Nevis
426	0	Lesotho	662	0	Saint Lucia
		20001110			
430	0	Liberia	670	0	Saint Vincent and the Grenadines
434	0	Libya	882	0	Samoa
438	0	Liechtenstein	674	0	San Marino
		Licontonican			
440	0	Lithuania	678	0	Sao Tome and Principe
442	0	Luxembourg	682	0	Saudi Arabia
450	0	Madagascar	686	0	Senegal
		_			
454	0	Malawi	688	0	Serbia
458 462	0	Malaysia		0	Seychelles
	0	Maldives	694	0	Sierra Leone
466	0	Mali	702	0	Singapore
470	0	Malta	703	0	Slovakia
584	0	Marshall Islands	705	0	Slovenia
478	0	Mauritania	090	0	Solomon Islands
480	0	Mauritius	706	0	Somalia
484	0	Mexico	090	0	Solomon Islands
583	0	Micronesia (Federated States)	706	0	Somalia
498	0	•	710	0	South Africa
492	0	Moldova	410	0	South Africa South Korea
774	•	Monaco	T 1 U	_	South Kolea

728	0	South Sudan	792	0	Turkey
724	0	Spain	795	0	Turkmenistan
144	0	Sri Lanka	798	0	Tuvalu
729	0	Sudan	800	0	Uganda
740	0	Suriname	804	0	Ukraine
752	0	Sweden	784	0	United Arab Emirates
756	0	Switzerland	840	0	United States of America
760	0	Syria	858	0	Uruguay
158	0	Taiwan	860	0	Uzbekistan
762	0	Tajikistan	548	0	Vanuatu
834	0	Tanzania	336	0	Vatican City
764	0	Thailand	862	0	Venezuela
626	0	Timor-Leste	704	0	Vietnam
768	0	Togo	887	0	Yemen
776	0	Tonga	894	0	Zambia
780	0	Trinidad and Tobago	716	0	Zimbabwe
788	0	Tunisia			

### Q27 - Which of these best describes buyer 1's working situation?

Use these codes for other the occupants in Box B

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

#### JOINT PURCHASE ONLY

#### Q28 - What is buyer 2's relationship to buyer 1?

- P o Parent
- c o Child
- x o Other
- R o Buyer prefers not to say

#### Q29 - Do you know buyer 2's age?

o Yes

What is buyer 2's age?

o No

o Buyer prefers not to say

# Q30 - Which of these best describes buyer 2's gender identity?

Use these codes for other the occupants in Box A

- F o Female
- x o Non-binary
- R O Buyer prefers not to say

#### Q31 - What is buyer 2's ethnic group?

- o 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 Buyer prefers not to say

# Q32 - Which of the following best describes buyer 2's ethnic background?

Select an option for the ethnic group you answered for Q29

#### White

- o English, Welsh, Scottish, Northern Irish or British
- 2 o Irish
- 18 O Gypsy or Irish Traveller

#### 20 o Roma

3 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
- 7 Other mixed background

#### Asian or Asian British

- 8 o Indian
- 9 o Pakistani
- 10 o Bangladeshi
- 15 o Chinese
- 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
- $_{
  m 17}\,$  o Buyer prefers not to say

#### Q33 - What is buyer 2's nationality?

If buyer 2 is a dual national of the United Kingdom and another country, enter United Kingdom. If they are a dual national of two other countries, they should decide which country to enter.

Use the country list and codes from Q26:

# Q34 - Which of these best describes buyer 2's working situation?

Use these codes for other the occupants in Box B

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

#### Q35 - Will buyer 2 live in the property?

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

### Q36 - Besides the buyer(s), how many other people live or will live in the property?

You can provide details for a maximum of 4 other people if there are 2 buyers, or 5 other people if there is only 1 buyer



# Q37-Q56 - Others living in the property (other occupants, not buyers)

Skip person 2 if there is a second buyer

	Relati	onship to	buyer	1?	Age	Gender	Working
	Child	Partner	Other	Prefers not to say	Years	Вох А	Вох В
2	0	0	0	0			
3	0	0	0	0	5 6 9 0 0 0 0 0 0 0 0		
4	0	0	0	0			
5	0	0	0	0	0 0 0 0 0 0 0 0 0		
6	0	0	0	0			

#### Household situation

#### Q57 - What was buyer 1's previous tenure?

- 1 o Local authority tenant
- 2 o Private registered provider or housing association tenant
- 3 o Private tenant
- 5 Owner occupier
- 4 o Tied home or renting with job
- 6 O Lived with family or friends
- 7 o Temporary accommodation
- 9 o Other
- R O Don't know

### Q58 - Do you know the postcode of buyer 1's last settled accommodation?

This is also known as the household's 'last settled home'

1 o Yes, enter postcode:	
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2 o Don't know

### Q59 - What is the local authority of buyer 1's last settled accommodation? If known

### Q60 - What organisations were the buyers registered with?

Tick all that apply

- $\hfill\Box$  Their private registered provider (PRP) housing association
- ☐ Other private registered provider (PRP) housing association
- ☐ Local authority
- ☐ Help to Buy agent

#### JOINT PURCHASE ONLY

# Q61 - At the time of purchase, was buyer 2 living at the same address as buyer 1?

- 1 o Yes
- 2 o No

#### Q62 - What was buyer 2's previous tenure?

- 1 o Local authority tenant
- 2 o Private registered provider / housing association tenant
- 3 o Private tenant
- 5 Owner occupier
- 4 o Tied home or renting with job
- 6 O Lived with family or friends
- 7 o Temporary accommodation
- 9 Other
- R O Don't know
- 3 Don't know

#### Other household information

# Q63 - Have any of the buyers ever served as a regular in the UK armed forces?

A regular is somebody who has served in the Royal Navy, the Royal Marines, the Royal Air Force or army full time and does not include reserve forces

1 o Yes

### Q64 - Is the buyer still serving in the UK armed forces?

- 4 o Yes
- 5 No they left up to and including 2 years ago
- 6 No they left more than 2 years ago
- 7 o No
- 3 O Buyer prefers not to say
- 8 O Don't know

# Q65 - Are any of the buyers a spouse or civil partner of a UK armed forces regular who died in service within the last 2 years?

- 4 o Yes
- 5 0 No
- 6 OBuyer prefers not to say
- 7 o Don't know

# Q66 - Does anyone in the household consider themselves to have a disability?

This includes any long-term health condition that has an impact on the person's day-to-day life

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

#### Q67 - Does anyone in the household use a wheelchair?

This can be inside or outside the home

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

#### Income, benefits and outgoings

#### Q68 - Do you know buyer 1's annual income?

Provide the gross annual income (i.e. salary before tax) plus the annual amount of benefits, Universal Credit or pensions, and income from investments

0	Yes,	enter	amount:
---	------	-------	---------

	£				,		
--	---	--	--	--	---	--	--

#### o Don't know

### Q69 - Was buyer 1's income used for a mortgage application? (if applicable)

- 1 o Yes
- 2 0 No

JOINT PURCHASE ONLY

### Q70 - Do you know buyer 2's annual income? (if applicable)

Provide the gross annual income (i.e. salary before tax) plus the annual amount of benefits, Universal Credit or pensions, and income from investments



#### o Don't know

# Q71 - Was buyer 2's income used for a mortgage application? (if applicable)

- 1 o Yes
- 2 o No

# Q72 - Were the buyers receiving any of these housing-related benefits immediately before buying this property?

- 2 O Housing benefit
- 3 o Universal Credit housing element
- 1 o Neither
- 4 o Don't know

# Q73 - Do you know how much the buyer had in savings before they paid any deposit for the property?

Enter their total savings to the nearest £10

o Yes, enter amount: £ ,

o Don't know

### Q74 - Have any of the buyers previously owned a property?

1 o Yes

# Q75 - Was the previous property under shared ownership?

For any buyer

- 1 o Yes
- 2 o No
- 3 o Don't know
- 2 **O NO**
- 3 O Don't know

### A Sale information (shared ownership)

Only complete this section if you answered 'Yes – a shared ownership scheme' for Q6

# Q76 - Did the buyer(s) live in the property before purchasing it?

o Yes

#### How long did they live there?

You should round up to the nearest year

years

o No

#### Q77 - Is this a staircasing transaction?

A staircasing transaction is when the household purchases more shares in their property, increasing the proportion they own and decreasing the proportion the housing association owns. Once the household purchases 100% of the shares, they own the property.

1 o Yes

# Q78 - What percentage of the property has been bought in this staircasing transaction?



# Q79 - What percentage of the property do the buyers now own in total?



# Q80 - Was this transaction part of a back-to-back staircasing transaction to facilitate sale of the home on the open market?

- 1 o Yes
- 2 **o No** 
  - Don't know
- 2 **O No**
- 3 O Don't know

3

#### Q81 - Is this a resale?

If the social landlord has previously sold the property to another buyer and is now reselling the property, tick 'yes'. If this is the first time the property has been sold, tick 'no'.

- 1 o Yes
- 2 0 No

#### Q82 - What is the exchange of contracts date?

This is the date on which the sale becomes legally binding with an exchange of signed contracts between the vendor and the buyer. Where properties are sold 'off plan' (such as while the property is still being built), the exchange of contracts date may happen before the practical completion or handover date.

D D	ММ	ΥΥ	ΥΥ
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### Q83 - What is the practical completion or handover date?

This is the date on which the building contractor hands over responsibility for the completed property to the private registered provider (PRP).

	:	
D D	M M	YYYY

# Q84 - Was the household rehoused under a 'local authority nominations agreement'?

A local authority nominations agreement is a written agreement between a local authority and private registered provider (PRP) that some or all of its sales vacancies are offered to local authorities for rehousing.

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

# Q85 - Was the buyer a private registered provider, housing association or local authority tenant immediately before this sale?

1 o Yes

# Q86 - How many bedrooms did the buyer's previous property have?

For bedsits, enter '1'

#### Q87 - What was the previous property type?

- 1 o Flat or maisonette
- 2 o Bedsit
- ₃ ∘ House
- 4 o Bungalow
- Other

#### Q88 - What was the buyer's previous tenure?

- 1 o Social Rent
- 2 o Affordable Rent
- 3 o London Affordable Rent
- 9 Other
- 10 O Don't know
- 2 o No

#### Q89 - What is the full purchase price?

Enter the full purchase price of the property **before** any discounts are applied. This is the full purchase price paid for 100% equity (this is equal to the value of the share owned by the PRP plus the value bought by the purchaser).

	-	-		

### Q90 - What was the initial percentage equity stake purchased?

Enter the amount of initial equity held by the purchaser (for example, 25% or 50%)

	%
	/0

### Q91 - Was a mortgage used for the purchase of this property?

'Don't know' can only be selected if Q78 is answered '100%'.

1 o Yes

#### Q92 - What is the mortgage amount?

Enter the amount of mortgage agreed with the mortgage lender. Exclude any deposits or cash payments.

#### Q93 - What is the name of the mortgage lender?

#### Q94 - What is the length of the mortgage?

You should round up to the nearest year. Value should not exceed 60 years.



#### Q95 - Does this include any extra borrowing?

- 1 o Yes
- 2 o No
- 3 Don't know
- 2 **o No**
- 3 O Don't know

# Q96 - How much was the cash deposit paid on the property?

Enter the total cash sum paid by the buyer towards the property that was not funded by the mortgage

## Q97 - How much cash discount was given through Social HomeBuy? (if applicable)

Enter the total cash discount given on the property being purchased through the Social HomeBuy scheme

#### Q98 - What is the basic monthly rent?

Before any charges

		:		
_				
	 		•	

### Q99 - Does the property have any monthly leasehold charges?

For example, service and management charges

|--|

o No

### **B** Sale information (discounted ownership)

Only complete this section if you answered 'Yes – a discounted ownership scheme' for Q6

# Q100 - Did the buyer(s) live in the property before purchasing it?

o Yes

# How long did they live there? You should round up to the nearest year years

o No

#### Q101 - What is the full purchase price?

For all schemes, including Right to Acquire (RTA), Right to Buy (RTB), Voluntary Right to Buy (VRTB) or Preserved Right to Buy (PRTB) sales, enter the full price of the property without any discount.



# Q102 - What was the amount of any loan, grant, discount, or subsidy given? (if applicable)

For all schemes except Right to Buy (RTB), Preserved Right to Buy (PRTB), Voluntary Right to Buy (VRTB) and Rent to Buy



# Q103 - What was the percentage discount? (if applicable)

For Right to Buy (RTB), Preserved Right to Buy (PRTB) and Voluntary Right to Buy (VRTB). For capped discount, enter capped %. If property is sold to an existing tenant under RTB, PRTB or VRTB, enter % discount from full market value.



#### Q104 - Was a mortgage used to buy this property?

1 o Yes

#### Q105 - What is the mortgage amount?

Enter the amount of mortgage agreed with the mortgage lender. Exclude any deposits or cash payments.

#### Q106 - What is the name of the mortgage lender?

#### Q107 - What is the length of the mortgage?



#### Q108 - Does this include any extra borrowing?

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

2 o No

### Q109 - How much was the cash deposit paid on the property?

Enter the total cash sum paid by the purchaser towards the property that was not funded by the mortgage. This excludes any grant or loan.

### Q110 - Does the property have any monthly leasehold charges?

For example, service and management charges

o Yes, enter amount:	£	,			

o No

### C Sale information (outright and other sales)

Only complete this section if you answered 'No – this is an outright or other sale' for Q6

#### Q111 - What is the full purchase price?

£				
£		1		

#### Q112 - Was a mortgage used to buy this property?

1 o Yes

#### Q113 - What is the mortgage amount?

Enter the amount of mortgage agreed with the mortgage lender. Exclude any deposits or cash payments.

#### Q114 - What is the length of the mortgage?

0 0 0 0 0 0 0 0	years
	•

#### Q115 - Does this include any extra borrowing?

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

# Q116 - How much was the cash deposit paid on the property?

Enter the total cash sum paid by the purchaser towards the property that was not funded by the mortgage. This excludes any grant or loan.

41					
41					
41	1 :		:	:	1
41		: :	: .	: .	

# Q117 - Does the property have any monthly leasehold charges?

For example, service and management charges

Yes, enter amount:	£	ı	0 0 0 0 0 0 0 0	•	* * * * * * * * * * * * * * * * * * *

o No

#### 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. It's shared with the Greater London Authority and the Regulator of Social Housing. Data providers can also access data for their organisations via CORE. 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: <u>gov.uk/government/collections/soci</u> <u>al-housing-sales-including-right-to-buy-and-transfers</u>

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): <a href="ico.org.uk/concern">ico.org.uk/concern</a>