

# Submit social housing lettings and sales data (CORE)

2024/25 Sales Official sensitive when completed (personal data)

You must submit this data online at

[submit-social-housing-data.levellingup.gov.uk](https://submit-social-housing-data.levellingup.gov.uk). It might be quicker to complete the form directly online.

Select only one answer, unless it says otherwise.

## Set up this sales log

**Q1 - Which organisation owned this property before the sale?**

**Q2 - Which organisation is reporting the sale?**

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

D	D	M	M	Y	Y	Y	Y
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**Q4 - What is the purchaser code?** Optional

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

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

1  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  Yes - a discounted ownership scheme

3  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  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  Shared ownership (new model lease)

Homes funded through Affordable Homes Programme 2021-26.

18  Social HomeBuy - shared ownership

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

16  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  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  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  Voluntary Right to Buy (VRTB)

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

9  Right to Buy (RTB)

A discounted sale to tenants in this council owned property.

29  Rent to Buy - full ownership

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

21  Social HomeBuy for outright purchase

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

22  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.

12  Other:

**Q9 - Is the buyer a company?**

1  Yes

2  No

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

1  Yes

2  No

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

1  Yes

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

1  Yes

2  No

3  Don't know

2  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  Yes  
1  No

**Q14 - Has the buyer seen or been given access to the MHCLG privacy notice?**

Make sure the buyer has seen or been given access to the Ministry of Housing, Communities and Local Government (MHCLG) privacy notice before completing this log. This is a legal requirement under data protection legislation.

- 1  Yes

**Property information****Q15 - 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.

**Q16 - If UPRN unknown, enter this property's address****Address line 1**

**Address line 2** Optional

**Town or City**

**County** Optional

**Postcode**

**Q17 - What is the property's local authority?**

**Q18 - How many bedrooms does the property have?**

For bedsits, enter '1'

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

- 1  Flat or maisonette  
2  Bedsit  
3  House  
4  Bungalow  
9  Other:

**Q20 - What type of building is the property?**

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

**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  Yes  
2  No  
3  Don't know

**Household characteristics**

Skip this section if the buyer is a company

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

- Yes

What is buyer 1's age?

 years

- No  
 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  Female  
M  Male  
X  Non-binary  
R  Buyer prefers not to say

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

- White  
 Mixed or Multiple ethnic groups  
 Asian or Asian British  
 Black, African, Caribbean or Black British  
 Arab or other ethnic group  
 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 Q24

**White**

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

**Mixed or Multiple ethnic groups**

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

**Asian or Asian British**

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

**Black, African, Caribbean or Black British**

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

**Arab or other ethnic group**

- 19  Arab  
 16  Any other ethnic group  
 17  Buyer prefers not to say

**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  United Kingdom  
 000  Tenant prefers not to say
- |                           |                          |                           |                                  |                           |                               |                           |                                  |
|---------------------------|--------------------------|---------------------------|----------------------------------|---------------------------|-------------------------------|---------------------------|----------------------------------|
| 004 <input type="radio"/> | Afghanistan              | 152 <input type="radio"/> | Chile                            | 300 <input type="radio"/> | Greece                        | 496 <input type="radio"/> | Mongolia                         |
| 008 <input type="radio"/> | Albania                  | 156 <input type="radio"/> | China                            | 308 <input type="radio"/> | Grenada                       | 499 <input type="radio"/> | Montenegro                       |
| 012 <input type="radio"/> | Algeria                  | 170 <input type="radio"/> | Colombia                         | 320 <input type="radio"/> | Guatemala                     | 504 <input type="radio"/> | Morocco                          |
| 020 <input type="radio"/> | Andorra                  | 174 <input type="radio"/> | Comoros                          | 831 <input type="radio"/> | Guernsey                      | 508 <input type="radio"/> | Mozambique                       |
| 024 <input type="radio"/> | Angola                   | 178 <input type="radio"/> | Congo                            | 324 <input type="radio"/> | Guinea                        | 104 <input type="radio"/> | Myanmar                          |
| 028 <input type="radio"/> | Antigua and Barbuda      | 188 <input type="radio"/> | Costa Rica                       | 624 <input type="radio"/> | Guinea-Bissau                 | 516 <input type="radio"/> | Namibia                          |
| 032 <input type="radio"/> | Argentina                | 384 <input type="radio"/> | Côte d'Ivoire                    | 328 <input type="radio"/> | Guyana                        | 520 <input type="radio"/> | Nauru                            |
| 051 <input type="radio"/> | Armenia                  | 191 <input type="radio"/> | Croatia                          | 332 <input type="radio"/> | Haiti                         | 524 <input type="radio"/> | Nepal                            |
| 036 <input type="radio"/> | Australia                | 192 <input type="radio"/> | Cuba                             | 340 <input type="radio"/> | Honduras                      | 528 <input type="radio"/> | Netherlands                      |
| 040 <input type="radio"/> | Austria                  | 196 <input type="radio"/> | Cyprus                           | 344 <input type="radio"/> | Hong Kong                     | 554 <input type="radio"/> | New Zealand                      |
| 031 <input type="radio"/> | Azerbaijan               | 203 <input type="radio"/> | Czechia                          | 348 <input type="radio"/> | Hungary                       | 558 <input type="radio"/> | Nicaragua                        |
| 044 <input type="radio"/> | Bahamas                  | 180 <input type="radio"/> | Democratic Republic of the Congo | 352 <input type="radio"/> | Iceland                       | 562 <input type="radio"/> | Niger                            |
| 048 <input type="radio"/> | Bahrain                  | 208 <input type="radio"/> | Denmark                          | 356 <input type="radio"/> | India                         | 566 <input type="radio"/> | Nigeria                          |
| 050 <input type="radio"/> | Bangladesh               | 262 <input type="radio"/> | Djibouti                         | 360 <input type="radio"/> | Indonesia                     | 807 <input type="radio"/> | North Macedonia                  |
| 052 <input type="radio"/> | Barbados                 | 212 <input type="radio"/> | Dominica                         | 364 <input type="radio"/> | Iran                          | 408 <input type="radio"/> | North Korea                      |
| 112 <input type="radio"/> | Belarus                  | 214 <input type="radio"/> | Dominican Republic               | 368 <input type="radio"/> | Iraq                          | 578 <input type="radio"/> | Norway                           |
| 056 <input type="radio"/> | Belgium                  | 218 <input type="radio"/> | Ecuador                          | 372 <input type="radio"/> | Ireland                       | 512 <input type="radio"/> | Oman                             |
| 084 <input type="radio"/> | Belize                   | 818 <input type="radio"/> | Egypt                            | 833 <input type="radio"/> | Isle of Man                   | 586 <input type="radio"/> | Pakistan                         |
| 204 <input type="radio"/> | Benin                    | 222 <input type="radio"/> | El Salvador                      | 376 <input type="radio"/> | Israel                        | 585 <input type="radio"/> | Palau                            |
| 064 <input type="radio"/> | Bhutan                   | 226 <input type="radio"/> | Equatorial Guinea                | 380 <input type="radio"/> | Italy                         | 275 <input type="radio"/> | Palestine, State of              |
| 068 <input type="radio"/> | Bolivia                  | 232 <input type="radio"/> | Eritrea                          | 388 <input type="radio"/> | Jamaica                       | 591 <input type="radio"/> | Panama                           |
| 070 <input type="radio"/> | Bosnia and Herzegovina   | 233 <input type="radio"/> | Estonia                          | 392 <input type="radio"/> | Japan                         | 598 <input type="radio"/> | Papua New Guinea                 |
| 072 <input type="radio"/> | Botswana                 | 748 <input type="radio"/> | Eswatini                         | 832 <input type="radio"/> | Jersey                        | 600 <input type="radio"/> | Paraguay                         |
| 076 <input type="radio"/> | Brazil                   | 231 <input type="radio"/> | Ethiopia                         | 400 <input type="radio"/> | Jordan                        | 604 <input type="radio"/> | Peru                             |
| 096 <input type="radio"/> | Brunei                   | 238 <input type="radio"/> | Falkland Islands                 | 398 <input type="radio"/> | Kazakhstan                    | 608 <input type="radio"/> | Philippines                      |
| 100 <input type="radio"/> | Bulgaria                 | 242 <input type="radio"/> | Fiji                             | 404 <input type="radio"/> | Kenya                         | 616 <input type="radio"/> | Poland                           |
| 854 <input type="radio"/> | Burkina Faso             | 246 <input type="radio"/> | Finland                          | 296 <input type="radio"/> | Kiribati                      | 620 <input type="radio"/> | Portugal                         |
| 108 <input type="radio"/> | Burundi                  | 250 <input type="radio"/> | France                           | 414 <input type="radio"/> | Kuwait                        | 634 <input type="radio"/> | Qatar                            |
| 132 <input type="radio"/> | Cabo Verde               | 266 <input type="radio"/> | Gabon                            | 417 <input type="radio"/> | Kyrgyzstan                    | 642 <input type="radio"/> | Romania                          |
| 116 <input type="radio"/> | Cambodia                 | 270 <input type="radio"/> | Gambia                           | 418 <input type="radio"/> | Laos                          | 643 <input type="radio"/> | Russia                           |
| 120 <input type="radio"/> | Cameroon                 | 268 <input type="radio"/> | Georgia                          | 428 <input type="radio"/> | Latvia                        | 646 <input type="radio"/> | Rwanda                           |
| 124 <input type="radio"/> | Canada                   | 276 <input type="radio"/> | Germany                          | 422 <input type="radio"/> | Lebanon                       | 659 <input type="radio"/> | Saint Kitts and Nevis            |
| 140 <input type="radio"/> | Central African Republic | 288 <input type="radio"/> | Ghana                            | 426 <input type="radio"/> | Lesotho                       | 662 <input type="radio"/> | Saint Lucia                      |
| 148 <input type="radio"/> | Chad                     | 292 <input type="radio"/> | Gibraltar                        | 430 <input type="radio"/> | Liberia                       | 670 <input type="radio"/> | Saint Vincent and the Grenadines |
|                           |                          |                           |                                  | 434 <input type="radio"/> | Libya                         | 882 <input type="radio"/> | Samoa                            |
|                           |                          |                           |                                  | 438 <input type="radio"/> | Liechtenstein                 | 674 <input type="radio"/> | San Marino                       |
|                           |                          |                           |                                  | 440 <input type="radio"/> | Lithuania                     | 678 <input type="radio"/> | Sao Tome and Principe            |
|                           |                          |                           |                                  | 442 <input type="radio"/> | Luxembourg                    | 682 <input type="radio"/> | Saudi Arabia                     |
|                           |                          |                           |                                  | 450 <input type="radio"/> | Madagascar                    | 686 <input type="radio"/> | Senegal                          |
|                           |                          |                           |                                  | 454 <input type="radio"/> | Malawi                        | 688 <input type="radio"/> | Serbia                           |
|                           |                          |                           |                                  | 458 <input type="radio"/> | Malaysia                      | 690 <input type="radio"/> | Seychelles                       |
|                           |                          |                           |                                  | 462 <input type="radio"/> | Maldives                      | 694 <input type="radio"/> | Sierra Leone                     |
|                           |                          |                           |                                  | 466 <input type="radio"/> | Mali                          | 702 <input type="radio"/> | Singapore                        |
|                           |                          |                           |                                  | 470 <input type="radio"/> | Malta                         | 703 <input type="radio"/> | Slovakia                         |
|                           |                          |                           |                                  | 584 <input type="radio"/> | Marshall Islands              | 705 <input type="radio"/> | Slovenia                         |
|                           |                          |                           |                                  | 478 <input type="radio"/> | Mauritania                    | 090 <input type="radio"/> | Solomon Islands                  |
|                           |                          |                           |                                  | 480 <input type="radio"/> | Mauritius                     | 706 <input type="radio"/> | Somalia                          |
|                           |                          |                           |                                  | 484 <input type="radio"/> | Mexico                        | 090 <input type="radio"/> | Solomon Islands                  |
|                           |                          |                           |                                  | 583 <input type="radio"/> | Micronesia (Federated States) | 706 <input type="radio"/> | Somalia                          |
|                           |                          |                           |                                  | 498 <input type="radio"/> | Moldova                       | 710 <input type="radio"/> | South Africa                     |
|                           |                          |                           |                                  | 492 <input type="radio"/> | Monaco                        | 410 <input type="radio"/> | South Korea                      |

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

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

Use these codes for other the occupants in Box B

- 1  Full-time (30 hours +)  
 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 due to long-term sickness or disability  
 9  Child under 16  
 0  Other  
 10  Buyer prefers not to say

**Q28 - Will buyer 1 live in the property?**

- 1  Yes  
 2  No

JOINT PURCHASE ONLY

**Q29 - What is buyer 2's relationship to buyer 1?**

- P  Partner  
 C  Child  
 X  Other  
 R  Buyer prefers not to say

**Q30 - Do you know buyer 2's age?**

- Yes

What is buyer 2's age?

years

- No  
 Buyer prefers not to say

**Q31 - Which of these best describes buyer 2's gender identity?**

Use these codes for other the occupants in Box A

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

**Q32 - What is buyer 2's ethnic group?**

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

**Q33 - Which of the following best describes buyer 2's ethnic background?**

Select an option for the ethnic group you answered for Q32

**White**

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

**Mixed or Multiple ethnic groups**

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

**Asian or Asian British**

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

**Black, African, Caribbean or Black British**

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

**Arab or other Ethnic group**

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

**Q34 - 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:

**Q35 - Which of these best describes buyer 2's working situation?**

Use these codes for other the occupants in Box B

- 1  Full-time (30 hours +)
- 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 due to long-term sickness or disability
- 9  Child under 16
- 0  Other
- 10  Prefers not to say

**Q36 - Will buyer 2 live in the property?**

- 1  Yes
- 2  No

**Q37 - 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

**Q38-Q57 - Others living in the property (other occupants, not buyers)**

Skip person 2 if there is a second buyer

	Relationship to buyer 1?				Age Years	Gender Box A	Working Box B
	Child	Partner	Other	Prefers not to say			
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"/>

**Household situation**

**Q58 - What was buyer 1's previous tenure?**

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

**Q59 - Do you know the postcode of buyer 1's last settled accommodation?**

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

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

**Q60 - What is the local authority of buyer 1's last settled accommodation? If known**

**Q61 - What organisations were the buyers registered with?**

Tick all that apply

- Their private registered provider (PRP) - housing association
- Other private registered provider (PRP) - housing association
- Local authority
- Help to Buy agent

**JOINT PURCHASE ONLY**

**Q62 - At the time of purchase, was buyer 2 living at the same address as buyer 1?**

- 1  Yes
- 2  No

**Q63 - What was buyer 2's previous tenure?**

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

- 3  Don't know

**Other household information**

**Q64 - 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  Yes

**Q65 - Is the buyer still serving in the UK armed forces?**

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

**Q66 - 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  Yes
- 5  No
- 6  Buyer prefers not to say
- 7  Don't know

**Q67 - 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  Yes
- 2  No
- 3  Don't know

**Q68 - Does anyone in the household use a wheelchair?**

This can be inside or outside the home

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

**Income, benefits and outgoings****Q69 - 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

- Yes, enter amount: £
- Don't know

**Q70 - Was buyer 1's income used for a mortgage application? (if applicable)**

- 1  Yes
- 2  No

**JOINT PURCHASE ONLY****Q71 - 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

- Yes, enter amount: £
- Don't know

**Q72 - Was buyer 2's income used for a mortgage application? (if applicable)**

- 1  Yes
- 2  No

**Q73 - Were the buyers receiving any of these housing-related benefits immediately before buying this property?**

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

**Q74 - 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

- Yes, enter amount: £
- Don't know

**Q75 - Have any of the buyers previously owned a property?**

- 1  Yes

**Q76 - Was the previous property under shared ownership?**

For any buyer

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

**A Sale information (shared ownership)**

Only complete this section if you answered 'Yes – a shared ownership scheme' for Q5

**Q77 - Did the buyer(s) live in the property before purchasing it?**

- Yes

**How long did they live there?**

You should round up to the nearest year

years

- No

**Q78 - 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  Yes

**Q79 - What percentage of the property has been bought in this staircasing transaction?**

%

**Q80 - What percentage of the property do the buyers now own in total?**

%

**Q81 - Was this transaction part of a back-to-back staircasing transaction to facilitate sale of the home on the open market?**

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





**B Sale information (discounted ownership)**

Only complete this section if you answered 'Yes – a discounted ownership scheme' for Q5

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

Yes

**How long did they live there?**

You should round up to the nearest year

years

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  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?**

years

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

- 1  Yes  
2  No  
3  Don't know

2  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

Yes, enter amount: £

No

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

Only complete this section if you answered 'No – this is an outright or other sale' for Q5

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

£

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

1  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?**

years

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

- 1  Yes  
2  No  
3  Don't know

2  No

3  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.

£

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

For example, service and management charges

Yes, enter amount: £

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 Ministry of Housing, Communities and Local Government (MHCLG) 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 MHCLG. 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 MHCLG'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

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

- For annual lettings data, visit: [www.gov.uk/government/collections/rents-lettings-and-tenancies](http://www.gov.uk/government/collections/rents-lettings-and-tenancies)
- For annual sales data, 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)

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

## Complaints

If you're unhappy with any privacy notice aspect, or how we process your information, contact the Department Data Protection Officer: [dataprotection@communities.gov.uk](mailto:dataprotection@communities.gov.uk)

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