

You must submit this data online at

submit-social-housing-data.communities.gov.uk. 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. Do not include tenancies in care homes.

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

Note: Red font shows changes from the 2025/26 form.

Set up this lettings log

Q1 - Which organisation owns this property?

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 is housing with special design facilities or features targeted at a specific client group requiring support, for example housing designed for older people, sheltered accommodation, extra care housing. It can include direct access hostels, group homes and purpose built self-contained housing. We do not require CORE logs for residential care or nursing homes.

- General needs
- 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 area 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.

If location name or code unknown, provide postcode

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'.

- Yes
- No

Q7 - What is the tenancy start date?

D	D	M	M	Y	Y	Y	Y
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Q8 - What is the rent type?

- Social Rent

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

- Affordable Rent

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

- London Affordable Rent

Specific type of affordable housing available in London by GLA.

- 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.

- London Living Rent

Specific type of affordable housing available in London by GLA.

- Other intermediate rent product:

- Specified accommodation - exempt accommodation, managed properties, refuges and local authority hostels

Q9 - What is the tenant code? Optional

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

Q10 - What is the property reference? Optional

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

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

Make sure the lead tenant 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.

- Yes

Property information

Q12 - Is this the first time the property has been let as social housing? Skip if letting is a renewal

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

Q13 - What is the reason for the property being vacant?

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

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

Q14 - What type was the property most recently let as?

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

- 1 Social rent basis
- 2 Affordable rent basis
- 5 London Affordable Rent basis
- 6 Rent to Buy basis
- 7 London Living Rent basis
- 8 Another Intermediate Rent basis
- 9 Specified accommodation - exempt accommodation, managed properties, refuges and local authority hostels
- 3 Don't know

Q15 - What is the reason for the property being vacant?

- 14 Renewal of fixed-term tenancy

To the same tenant in the same property, except if it was previously used as temporary accommodation.
- 9 Re-let to tenant who occupied same property as temporary accommodation
- 13 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 Tenant moved to other social housing provider
- 8 Tenant moved to private sector or other accommodation
- 18 Tenant moved to care home
- 20 Tenant moved to a long-stay hospital or similar institution
- 5 Tenant died with no succession
- 19 Tenant involved in a succession downsize
- 6 Tenant abandoned property
- 10 Tenant was evicted due to rent arrears
- 11 Tenant was evicted due to anti-social behaviour (ASB)
- 21 Tenant was evicted due to both rent arrears and anti-social behaviour (ASB)
- 22 Any other reason

Q16 - If known, provide this property's UPRN

Address or UPRN now required for all new lettings.

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.

Q17 - If UPRN is not known, enter property's address

Address or UPRN now required for all new lettings.

Address line 1

Address line 2 Optional

Town or City

County Optional

Postcode

Q18 - What is the property's local authority?

GENERAL NEEDS ONLY

Q19 - What type of unit is the property?

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

Q20 - 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 Yes
- 2 No

Q21 - How many bedrooms does the property have?

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

Q22 - 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.

Q23 - Were any major repairs carried out during the void period? Skip if the letting is a renewal or new build

Major repairs are works which could not be reasonably carried out with a tenant in occupation, and which need to be carried out in a property while it is vacant. They involve remedial works that are necessary for the property to remain habitable and include structural repairs, site works and service installations.

- Yes, completed on:
- No

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 Tenant prefers not to say

Q35 - What is the lead tenant's nationality?

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

826 United Kingdom

Other:

000 Tenant prefers not to say

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.

Answer "Not seeking work" for people providing informal care for family or friends who are not in formal employment (but may receive carer's allowance).

Use these codes for the other occupants in Box C.

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

Q37-Q71 - Other occupants If known

Answer age as 1 for children aged under 1 year old.

Answer "Not seeking work" for people providing informal care for family or friends who are not in formal employment (but may receive carer's allowance).

Age Years	Partner of lead tenant?			Sex at birth Box A	Gender same as sex Box B	Work Box C
	Yes	No	Prefers not to say			
2	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
7	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Other occupants - If the gender any person identifies with is not the same as sex registered at birth, write gender identity (and person number) below

Household needs**Q72 - 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.

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

Q73 - If regular, is this person still serving?

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

Q74 - If regular or reserve, was this person seriously injured or ill as a result of serving?

1 Yes
 2 No
 3 Person prefers not to say

Q75 - Is anybody in the household pregnant?

1 Yes
 2 No
 3 Tenant prefers not to say

Q76 - Does anybody in the household have any disabled access needs?

Yes

Q77 - What access needs do they have?

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

Q78 - Do they have any other disabled access needs?

Yes
 No
 Don't know
 No
 Don't know

Q79 - Does anybody in the household have a physical or mental health condition (or other illness) expected to last 12 months or more?

1 Yes

Q80 - How is this person affected by their condition or illness?

Tick all that apply.

Dexterity

For example, lifting and carrying objects, or using a keyboard

Learning or understanding or concentrating

Hearing

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

2 No

3 Tenant prefers not to say

Household situation

Q81 - How long has the household continuously lived in the local authority area of the new letting?

1 Just moved to local authority area with this new let

2 Under 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

11 5 years but under 10 years

12 10 years or more

6 Don't know

Q82 - How long has the household been on the local authority housing register (or waiting list) for the area of the new letting?

Skip if letting is a renewal

13 Household not on housing register (waiting list) for area

2 Under 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

11 5 years but under 10 years

12 10 years or more

6 Don't know

Q83 - 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 **immediately before that period**.

50 End of social or private sector tenancy - no fault

51 End of social or private sector tenancy - evicted due to anti-social behaviour (ASB)

52 End of social or private sector tenancy - evicted due to rent arrears

53 End of social or private sector tenancy - evicted for any other reason

Permanently decanted from another property owned by this landlord

2 Left home country as a refugee

45 Discharged from prison

46 Discharged from long-stay hospital or similar institution

4 Loss of tied accommodation

55 Leaving foster care or children's home

Asked to leave by family or friends

8 Relationship breakdown (non-violent) with partner

44 Death of household member in last settled home

16 To move nearer to family, friends or school

17 To move nearer to work

48 Domestic abuse - previous joint tenancy with partner

49 Domestic abuse - other

56 Non-domestic violence (e.g. gang violence)

57 Cuckooing (property being used by others for illegal activity)

10 Racial harassment

31 Hate crime

11 Other problems with neighbours

34 Repossession

54 Could no longer afford rent or mortgage

12 Property unsuitable - overcrowding

13 Property unsuitable - ill health or disability

14 Property unsuitable - poor condition

29 Under occupation - offered incentive to downsize

30 Under occupation - no incentive

18 To move to accommodation with support

19 To move to independent accommodation

28 Don't know

47 Tenant prefers not to say

20 Other:

Q84 - 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.

30 Fixed-term local authority general needs tenancy

32 Fixed-term private registered provider (PRP) general needs tenancy

31 Lifetime local authority general needs tenancy

33 Lifetime private registered provider (PRP) general needs tenancy

40 Other general needs

35 Extra care housing

- 38 Older people's housing for tenants with low support needs
- 6 Other supported housing
- 27 Owner occupation (low-cost home ownership)
- 26 Owner occupation (private)
- 3 Private sector tenancy
- 28 Living with friends or family (long-term)
- 39 Sofa surfing (moving regularly between family and friends, no permanent bed)
- 14 Bed and breakfast
- 7 Direct access hostel
- 10 Hospital
- 29 Prison or approved probation hostel
- 18 Any other temporary accommodation
- 13 Children's home or foster care
- 24 Home Office asylum support
- 37 Host family or similar refugee accommodation
- 23 Mobile home or caravan
- 21 Refuge
- 9 Residential care home
- 19 Rough sleeping
- 4 Tied housing or rented with job
- 25 Any other accommodation

Q85 - Did the household experience homelessness immediately before this letting?

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

Q86 - 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.

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Q87 - 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.

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Q88 - 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 Yes

Q89 - 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 No

3 Don't know

Q90 - 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

LOCAL AUTHORITY PROPERTIES ONLY

Q91 - What was the source of referral for this letting?

Skip if letting is a renewal, option is shown for completeness

- Renewal to the same tenant in the same property
- Internal transfer from another property owned by the same local authority - for existing social tenants only
- From a housing register (waiting list)
- Tenant applied directly (not via a nomination or housing register)

PRP PROPERTIES ONLY

Q92 - What was the source of referral for this letting?

Skip if letting is a renewal, option is shown for completeness

- Renewal to the same tenant in the same property
- From a local authority housing register (waiting list) or a register with local authority involvement
 - Nominated by a local authority to a PRP
 - Referred to LA by health service
 - Referred to LA by community learning disability team
 - Referred to LA by community mental health team
 - Referred to LA by adult social services
 - Referred to LA by children's social care
 - Referred to LA by police, probation, prison or youth offending team following a custodial sentence
 - Referred to LA by police, probation, prison or youth offending team without a custodial sentence
 - Referred to LA by voluntary agency
 - Other referral
 - Don't know
 - Supported housing only - referred by a local authority to a PRP
 - Internal transfer from another property owned by the same PRP landlord - existing social tenants only
 - Other
- From a housing register (waiting list) with no local authority involvement
 - Internal transfer from another property owned by the same PRP landlord - existing social tenants only
 - A different PRP landlord - existing social tenants only
 - Directly referred by a third party
 - Health service
 - Community learning disability team

- Community mental health team
- Adult social services
- Children's social care
- Police, probation, prison or youth offending team **following** a custodial sentence
- Police, probation, prison or youth offending team **without** a custodial sentence
- Voluntary agency
- Other third party
- Don't know
- Other
- Tenant applied directly (not via a nomination or waiting list)

Income, benefits and outgoings

Q93 - Do you know the household's combined total income after tax?

1 Yes

Q94 - How often does the household receive income?

1 Weekly

2 Monthly

3 Annually

Q95 - 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

£ ,

2 No

3 Tenant prefers not to say

Q96 - Is the tenant likely to be receiving any of these housing-related benefits?

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

1 Housing benefit

6 Universal Credit housing element

9 Neither

3 Don't know

10 Tenant prefers not to say

Q97 - How much of the household's income is from Universal Credit, state pensions or benefits?

1 All

2 Some

3 None

4 Don't know

SUPPORTED HOUSING ONLY

Q98 - 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 Yes

1 No

Q99 - How often does the household pay rent and other charges?

2 Every 2 weeks

3 Every 4 weeks

4 Every calendar month

9 Weekly for 46 weeks

8 Weekly for 47 weeks

7 Weekly for 48 weeks

6 Weekly for 49 weeks

5 Weekly for 50 weeks

11 Weekly for 51 weeks

1 Weekly for 52 weeks

10 Weekly for 53 weeks

Household rent and charges

Skip if there are no charges (if Q90 answered 'No')

Q100 - 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.

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Q101 - What is the service charge?

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

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Q102 - What is the personal service charge?

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

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Q103 - What is the support charge?

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

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Q104 - After the household has received any housing-related benefits, will they still need to pay for rent and charges?

1 Yes

Q105 - Can you estimate the outstanding amount?

Approximate figure only

Yes, enter amount: ,

No

2 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 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 MHCLG 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 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
- For annual sales data, visit: 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

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