



Department for Levelling Up,  
Housing & Communities

## **CORE Sales questions for 2022/23**

The 2022/23 CORE sales collection will open on **1 April 2022**.

Ahead of this, we have published the new 2022/23 sales:

- questions
- bulk upload template
- bulk upload specification

You should use these for any new purchases completing on or after 1 April 2022.

We have not yet provided an updated paper sales log because we're designing a new version to make it simpler and more straightforward to use. We'll make this available before the 2022/23 collection opens.

### **What changes can you expect?**

You may have heard that we are making improvements to CORE, to make it easier and quicker for data providers to submit valid CORE data first time.

We've done lots of research and testing with users to make sure the questions and response options are:

- clear
- easy to understand
- accessible (for example, for people who have dyslexia or use screen readers)
- presented in a logical, themed way (including the paper sales log)

This document shows the new questions for 2022/23 alongside the 2021/22 questions so you can see the differences.

You can find this document and the bulk upload template and specification on the [Guides and Manuals](#) page of the CORE website.

## The 2022/23 Sales questions

Set up your sales log – for all sales, unless otherwise specified

What is the sale completion date?

[Day / Month / Year] e.g. 02 04 2022

What is the purchaser code?

[Enter code]

Was this purchase made through an ownership scheme?

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

What is the type of shared ownership sale?

(A shared ownership sale is when the purchaser buys up to 75% of the property value and pays rent to the Private Registered Provider (PRP) on the remaining portion.)

- 2 Shared Ownership
- 24 Older Persons Shared Ownership
- 18 Social Homebuy (shared ownership purchase)
- 16 Home Ownership for people with Long Term Disabilities (HOLD)
- 28 Rent to Buy – Shared Ownership
- 30 Shared Ownership – 2021 model lease
- 31 Right to Shared Ownership

What is the type of discounted ownership sale?

- 8 Right to Acquire (RTA)
- 14 Preserved Right to Buy (PRTB)
- 27 Voluntary Right to Buy (VRTB)
- 9 Right to Buy (RTB)
- 29 Rent to Buy – Full ownership
- 21 Social HomeBuy for outright purchase
- 22 Any other equity loan scheme

If outright sale, what is the type of outright sale?

- 10 Outright
- 12 Other sale

If 'other' outright sale, what type of outright sale was it?

[Enter text]

If outright sale, is the buyer a company?

- 1 Yes
- 2 No

If outright sale, will the buyers live in the property?

- 1 Yes
- 2 No

Is this a joint purchase?

- 1 Yes
- 2 No

Are there more than 2 joint buyers of this property?

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

Was the buyer interviewed for any of the answers you will provide on this log?

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

- 1 No
- 2 Yes

Property information – for all sales

How many bedrooms does the property have?

(For bedsits, enter 1.)

[Enter number]

What type of unit is the property?

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

Which type of building is the property?

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

What is the property's postcode?

[Enter postcode]

What is the local authority of the property?

[Enter local authority]

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

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

Household characteristics – for all sales, unless otherwise specified

For all buyers and people living in the property, what is the person's age?

[Enter age] R No

For all buyers and people living in the property, which of these best describes the person's gender identity?

- F Female
- M Male
- X Non-binary

R Buyer prefers not to say

What is buyer 1's ethnic group?

White

- 1 English, Scottish, Welsh, Northern Irish, British
- 2 Irish
- 18 Gypsy, Irish traveller
- 3 Other White

Mixed or Multiple ethnic groups

- 4 White & Black Caribbean
- 5 White & Black African
- 6 White & Asian
- 7 Other Mixed

Asian or Asian British

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

Black, African, Caribbean or Black British

- 12 Caribbean
- 13 African
- 14 Other Black

Other ethnic group

- 19 Arab
- 16 Other

17 Buyer prefers not to say

What is buyer 1's nationality?

- 18 United Kingdom
- 17 Republic of Ireland
- 19 European Economic Area (EEA) country, excluding Ireland
- 12 Any other country
- 13 Buyer prefers not to say

For all buyers and people living in the property, which of these best describes the person's working situation?

- 1 Full-time - 30 hours or more a week
- 2 Part-time - Less than 30 hours a week
- 3 In government training into work, such as New Deal
- 4 Jobseeker
- 5 Retired
- 6 Not seeking work
- 7 Full-time student
- 8 Unable to work because of long-term sickness or disability
- 9 Child under 16

- 0 Other
- 10 Buyer prefers not to say

Will buyer 1 live in the property?

- 1 Yes
- 2 No

What is buyer 2's relationship to buyer 1?

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

Will buyer 2 live in the property?

- 1 Yes
- 2 No

Besides the buyers, how many people live in the property?

[Enter number]

For all other people living in the household, what is the [person's] relationship to buyer 1?

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

#### Household situation – for all sales

What was buyer 1's previous tenure?

- 1 Local authority tenant
- 2 Private registered provider (PRP) or housing association tenant
- 3 Private tenant
- 5 Owner occupier
- 4 Tied home or renting with job
- 6 Living with family or friends
- 7 Temporary accommodation
- 9 Other

What is the postcode of buyer 1's last settled home?

[Enter postcode]

What is the local authority of buyer 1's last settled home?

[Enter local authority]

What organisations were the buyers registered with? Select all that apply

- Their private registered provider (PRP) - housing association
- Other private registered provider (PRP) - housing association
- Local authority
- Help to Buy agent
- None of these organisations

#### Household needs – for all sales

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
- 7 No
- 3 Buyer prefers not to say
- 8 Don't know

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

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

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

Does anyone in the household use a wheelchair?

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

#### Income, benefits and savings – for all sales

(You should include any income from:

- employment
- pensions
- investments
- Universal Credit

Don't include:

- National Insurance (NI) contributions and tax
- housing benefit
- child benefit
- council tax support)

Do you know buyer 1's annual income?

- 1 Yes
- 2 No

Enter buyer 1's gross annual income  
[Enter £ value]

Was buyer 1's income used for a mortgage application?  
1 Yes  
2 No

Do you know buyer 2's annual income?  
1 Yes  
2 No

Enter buyer 2's gross annual income  
[Enter £ value]

Was buyer 2's income used for a mortgage application?  
1 Yes  
2 No

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 housing benefit or Universal Credit housing element  
4 Don't know

Do you know how much the buyers had in savings before they paid any deposit for the property?  
1 Yes  
2 No

Enter their total savings to the nearest £10  
[Enter £ value]

Have any of the buyers previously owned a property?  
1 Yes  
2 No  
3 Don't know

### Shared ownership sales

Complete only one of these sections:

- Shared ownership
- Discounted ownership
- Outright sale

How long have the buyers been living in the property before the purchase?  
(You should round this up to the nearest year. If the buyers haven't been living in the property, enter '0'.)

[Enter number of years]

Is this a staircasing transaction?

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

If staircasing, what percentage of the property has been bought in this staircasing transaction?

[Enter % value]

If staircasing, what percentage of the property does the buyer now own in total?

[Enter % value]

Is this a resale?

- 1 Yes
- 2 No

What is the exchange of contracts date?

[Day / Month / Year] e.g. 02 04 2022

What is the practical completion or handover date?

[Day / Month / Year] e.g. 02 04 2022

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 Yes
- 2 No
- 3 Don't know

If the buyer's previous tenure was PRP (HA) or LA tenant, how many bedrooms did the buyer's previous property have?

(For bedsits, enter 1)

[Enter number]

If the buyer's previous tenure was PRP (HA) or LA tenant, what was the type of the buyer's previous property?

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

If the buyer's previous tenure was PRP (HA) or LA tenant, What was the rent type of the buyer's previous property?

- 1 Social Rent
- 2 Affordable Rent
- 3 London Affordable Rent
- 9 Other
- 10 Don't know

What was the full purchase price?

[Enter £ value]

What was the initial percentage equity stake purchased?  
[Enter % value]

Was a mortgage used for the purchase of this property?  
1 Yes  
2 No

What is the mortgage amount?  
[Enter amount]

What is the name of the mortgage lender?  
[Enter name]

What is the length of the mortgage?  
[Enter number of years]

Does this include any extra borrowing?  
1 Yes  
2 No  
3 Don't know

How much was the cash deposit paid on the property?  
[Enter amount]

How much cash discount was given through Social HomeBuy?  
[Enter amount]

What is the basic monthly rent?  
[Enter amount]

What are the total monthly leasehold charges for the property?  
(For example, service and management charges.)  
[Enter amount]

### Discounted ownership scheme

Complete only one of these sections:

- Shared ownership
- Discounted ownership
- Outright sale

How long have the buyers been living in the property before the purchase?  
(You should round this up to the nearest year. If the buyers haven't been living in the property, enter '0'.)

[Enter number of years]

What was the full purchase price?  
[Enter amount]

What was the amount of any loan, grant, discount or subsidy given?  
(For all schemes except Right to Buy (RTB), Preserved Right to Buy (PRTB) , Voluntary Right to Buy (VRTB) and Rent to Buy.

[Enter amount]

What was the percentage discount?  
(For Right to Buy (RTB), Preserved Right to Buy (PRTB) and Voluntary Right to Buy (VRTB). If discount capped, enter capped %.

[Enter % value]

Was a mortgage used for the purchase of this property?

1 Yes

2 No

What is the mortgage amount?

[Enter amount]

What is the name of the mortgage lender?

[Enter name]

What is the length of the mortgage?

[Enter number of years]

Does this include any extra borrowing?

1 Yes

2 No

3 Don't know

How much was the cash deposit paid on the property?

[Enter amount]

What are the total monthly leasehold charges for the property?  
(For example, service and management charges.)

[Enter amount]

### Outright sale

Complete only one of these sections:

- Shared ownership
- Discounted ownership
- Outright sale

What is the full purchase price?

[Enter amount]

Was a mortgage used for the purchase of this property?

1 Yes

2 No

What is the mortgage amount?

[Enter amount]

What is the name of the mortgage lender?  
[Enter name]

What is the length of the mortgage?  
[Enter number of years]

Does this include any extra borrowing?  
1 Yes  
2 No  
3 Don't know

How much was the cash deposit paid on the property?  
[Enter amount]

What are the total monthly leasehold charges for the property?  
(For example, service and management charges.)  
[Enter amount]