

# CHR

Common Housing Register

**For office use only:**

Application reference number:

Main applicant name:

Date received:

# Housing Application Form

“住房申请表格”

“Formularz wniosku mieszkaniowego”

"ہاؤسنگ کے لئے درخواست فارم"





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## What is the Common Housing Register (CHR)?

The North Lanarkshire Common Housing Register is a partnership between North Lanarkshire Council and partner Registered Social Landlords (Housing Associations and Co-operatives) who have social rented housing stock in the North Lanarkshire area.

The CHR lets you apply for social rented housing owned by any of the partner landlords by using just one application form. Information from your application form will go on a register, which each of the partner landlords can access. If they consider you for housing, they will award you a priority according to their own allocation policy. Offers of housing will depend on the level of priority you have and your needs and preferences about the area and the type of housing available to let.

You can get housing advice from any of the CHR landlords. This advice can include information on choosing an area, types of housing available, size of housing required and so on.

## Who can apply?

You can apply for housing in North Lanarkshire using this form if you are aged 16 or over. This includes people applying from inside and outside the North Lanarkshire area as well as current tenants who want to transfer to other accommodation or register for a mutual exchange (house swap). However, if you have come to Britain from abroad it is possible that the Council will not be able to consider you for housing.

## If you are homeless or think you may become homeless in the near future

Contact any of the council offices on the back page of this document. They will assess your housing situation and give you advice about your housing options.

<b>The Common Housing Register partner landlords</b>	
Cairn Housing Association	Clyde Valley Housing Association
Forgewood Housing Co-operative	Garrion People's Housing Co-operative
Lanarkshire Housing Association	North Lanarkshire Council
Sanctuary Scotland Housing Association	West of Scotland Housing Association
Wishaw and District Housing	

The contact details for all partner landlords including all of the North Lanarkshire Council offices can be found on the back page of this form.

The letting areas in North Lanarkshire where each of the partner landlord have social rented housing stock is located on pages 20-24 of this form.

## Data Protection Act 2018 - Protecting your Information

We will keep all the information you give us in this form and any other documents connected with this, on the CHR computer system. All of your chosen partner landlords will be able to use this information to assess your housing needs. We will use this information in line with the General Data Protections Regulations 2016/679 ("GDPR") and the Data Protection Act 2018.

We may contact other third parties to get further relevant information to help us process your application. This may include your current or previous landlords; medical and health professionals; the police; other services or agencies with relevant information.

The information you provide will be used to assess your application in accordance with the Allocation Policy of the partner landlords and match your requirements and preferences against any available properties.

The information will also be used for statistical and monitoring purposes.

We will not disclose your personal data beyond the partner landlords or third parties described above in connection with the purposes of your application except where required to do so by law or unless you have given your permission to do so.

## **North Lanarkshire Common Housing Register Privacy Statement**

The North Lanarkshire Common Housing Register is a partnership made up of the following social housing landlords: Cairn Housing Association; Clyde Valley Housing Association; Forgewood Housing Co-operative; Garrion Peoples Housing Co-operative; Lanarkshire Housing Association; North Lanarkshire Council; Sanctuary Scotland Housing Association; West of Scotland Housing Association and Wishaw and District Housing.

Each partner landlord is known as a “data controller” and is registered with the Information Commissioner. Each partner landlord processes personal information in line with the General Data Protection Regulation (GDPR) which came into force on 25th May 2018.

### **Privacy**

We are committed to protecting your privacy in line with the requirements of the GDPR. Any personal information provided to us will only be used to discharge our statutory functions under the Housing (Scotland) Act 1987 & Housing (Scotland) Act 2001 and other relevant legislation.

This document explains why we collect personal information, how we use it, who we may share it with and how we keep it secure.

### **How we collect information about you**

We collect information about you and your household when you submit an application form to the North Lanarkshire Common Housing Register. Additionally we will collect information when you contact us directly, when we meet with you to discuss your housing options, when you submit a change of circumstances form and at an annual review of your application if applicable.

We may also collect information from any agency which you make reference to in support of your application. This may include, but is not limited to the following:

- Your current landlord and /or your previous landlords up to a period of 5 years.
- Health and Support agencies which you have stated that you use e.g. North Lanarkshire Council’s Health and Social Care service, other Local Authority Social Work departments, Local Authority Homeless Services.
- Other agencies such as Armed Forces, Home Office, Police, Scottish Prison Service, NHS Scotland and GPs and other health professionals.

## **Why we need the information you are asked to provide on the application form**

We need the information on the application for the following purposes:

- To process and manage applications for social housing in the North Lanarkshire area.
- To decide if you are eligible for housing.
- To accurately assess your housing needs and allow the partner landlords to give you help and advice with your housing options.
- To reply to enquiries and contact you when required.
- To make offers of housing to suit your needs and aspirations.
- To sign up new tenants when offers of housing are accepted.
- To provide statistical information to inform the Local Housing Strategy and any other relevant strategies which inform planning for future housing needs.
- To provide statistical information to relevant benchmarking clubs.
- To meet our legal obligations in providing information, including statistical information, to the Scottish Housing Regulator (SHR) and the Scottish Government (SG).

## **How your information is stored and how long it is kept**

The information you provide on your application form is transferred to an electronic software system managed by North Lanarkshire Council.

All computers are kept in a secure location and are password protected. Access to our electronic files kept on the shared network is controlled by user log in and passwords, making access to data only available to those who need to use it.

Our computer systems are located in each member's offices, but occasionally we may use computers offsite. However, they will at all times remain secure and under our control.

The hard copy of your application will be kept by the partner member who receives and processes your application. This will be kept until you are either re-housed, in which case your application will be sent to the partner member with whom you have been rehoused, or cancelled, in which case your application will be kept for a period of 1 year and then destroyed.

## **Who can access your information?**

Only relevant staff of the participating partner landlords that you have chosen to be housed with have access to your information.

Additionally a small number of staff from North Lanarkshire Council will be able to see information provided by you in order to:

- Produce reports required for the partners you have chosen for administrative purposes.
- Gather statistical information for planning for future housing needs.
- Undertake quality assurance audits, including ensuring that the information you have provided has been properly recorded.
- Use the personal information on this form to ensure that everyone is treated equally, whatever their ethnic background.
- Contact you as part of a statutory consultation process e.g. when a partner landlord is reviewing their allocation policy.
- Operate the Common Housing Register system on behalf of a partner landlord where they have asked us to do so.

## Who we may share it with

All personal data we process is only processed by our staff based in the UK.

Your information may be passed to:

- Health and Support agencies which you have stated that you use e.g. North Lanarkshire Council's Health and Social Care, other Local Authority Social Work departments, Local Authority Homeless Services.
- Other agencies such as Armed Forces, Home Office, Police, Scottish Prison Service, NHS Scotland and GPs and other health professionals.

Data may also be matched with data held on other computer systems for the prevention and detection of fraud and to assist applicants who may benefit from services provided by North Lanarkshire Council's Enterprise and Communities or Health and Social Care.

## Your rights

You have the right at any time to:

- Ask for a copy of the information about you held by us in our records.
- Require us to correct any inaccuracies in your information.
- Make a request to delete what personal data of yours that we hold.
- Ask us to restrict how we use your personal data.

### **If you would like to exercise any of your rights above please contact:**

Business Development and Support Manager  
Business Development and Support  
Enterprise and Communities  
3rd Floor Civic Centre  
Windmillhill Street  
Motherwell ML1 1AB  
Telephone: 01698 274139

You also have the right to complain to the Information Commissioner's Office in relation to our use of your information. The Information Commissioner's contact details are noted below:

The Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire SK9 5AF  
Telephone: 0303 123 1113 (local rate) or 01625 545745  
Website: <https://ico.org.uk/concerns>

# Application form

Information in this application form allows your chosen landlords to assess your housing needs accurately, so it is very important that you fill in all of the sections.

## Section 1 Are you eligible for housing?

If you have come to live in the UK from abroad, under the Housing (Scotland) Act 2001 and the Asylum and Immigration Act 1999 local authorities must find out if you qualify for public help, including housing.

**1a Are you and all members of your household British citizens?** Yes No

**1b If you have answered 'No', please tell us your and/or their nationality.**

**We may speak to the immigration authorities or associated organisations to check the information that you have given us and to get more relevant information.**

If you are not sure whether this applies to you, please contact North Lanarkshire Council or any of the partner landlords on the back page of this form.

## Home Ownership

The Housing (Scotland) Act 2014 removes the restriction on taking home ownership into account. Some landlords may take property ownership into account when assessing an application for housing. A property can be owned by the applicant or another member of their household who is currently living with them or someone who is intending to live with them. This is not restricted to property in Scotland or even the UK, but could be any property which is owned (or previously owned) by the applicant or a member of their household or proposed household and includes ownership of land (and anything built on that land) as well as the actual property itself. There are some circumstances where a landlord cannot take account of property ownership.

**1c Do you or anyone who will be housed by you currently own or have previously owned another property or land?** Yes No

If yes, is the current status of this sold or rented

Please give the address or locations of the property or land



## 1d Information about you

*(a joint applicant will become a joint tenant with the main applicant if a future tenancy is taken up as a result of this application)*

Title

Last name

First name(s)

Are you, or have you ever been known by any other name?

*(an example of this could be your maiden name, or if you have changed your name)*

Previously known as

Date of birth

National Insurance Number

e-mail address

Daytime telephone number

Mobile number

Current address and post code

What date did you start living at this address?

Please tell us who owns this property and provide their full contact details including post code and telephone number *(this could be a council, a private landlord or a housing association or the property could be owned by a relative such as your mum or dad).*

Preferred method of communication

What address would you like us to send any letters to *(if different from the main applicant's current address)?*

If you are currently under the age of 26 please tell us if you have ever been previously looked after and accommodated by North Lanarkshire Council.

Yes

No

*(This means if you have ever been in foster care or in a kinship arrangement, or accommodated in a children's home.)*

Main applicant: Please tell us all the addresses you have lived at for the last five years.

Address and postcode	Start date	End date	Reason for leaving	Who was the landlord/who owned the property (please give name, address and postcode)

## 1e Information about any joint applicant

*(a joint applicant will become a joint tenant with the main applicant if a future tenancy is taken up as a result of this application)*

Title

Last name

First name(s)

Are you, or have you ever been known by any other name?

*(an example of this could be your maiden name, or if you have changed your name)*

Previously known as

Date of birth

National Insurance Number

e-mail address

Daytime telephone number

Mobile number

Current address and post code

What date did you start living at this address?

Please tell us who owns this property and provide their full contact details including post code and telephone number *(this could be a council, a private landlord or a housing association or the property could be owned by a relative such as your mum or dad).*

Preferred method of communication

If you are currently under the age of 26 please tell us if you have ever been previously looked after and accommodated by North Lanarkshire Council. Yes      No

*(This means if you have ever been in foster care or in a kinship arrangement, or accommodated in a children home.)*

Joint applicant: Please tell us all the addresses you have lived at for the last five years.

Address and postcode	Start date	End date	Reason for leaving	Who was the landlord/who owned the property (please give name, address and postcode)
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## Section 2 Details about your household

### 2a Starting with yourself please give details of everyone living at your current address.

Name	Date of birth	National Insurance number	Sex (male or female)	Relationship to the main applicant	Will this person move with you?
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### 2b Please give details of everyone who is not living with you, but who want to be housed with you

Name	Date of birth	National Insurance number	Sex (male or female)	Relationship to the main applicant	This persons current address	Reason why this person is not living with you now
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### 2c Are any household members at your current address or who will move with you, part of a couple?

Yes No

Please tell us who these household members are:

**2d As well as the joint applicant you have told us about in question 1 b, are there any more joint applicants you want to add to your application.**

Yes

No

**2e Does anyone regularly stay with you overnight for whom you have parental responsibility?**

Yes

No

*For example a child from a previous relationship, or do you have a carer who regularly stay overnight in your home?*

Name	Date of birth	National Insurance number	Sex (male or female)	Relationship to you	Current address	If this person is a child do you have access arrangements	If this person is your carer please tick	How often will this person stay with you overnight
						YES NO		

Please give us details of the current access arrangement for your child/children, and/or details about your care arrangements:

**2f Are you or anyone who will be housed with you pregnant?**

Yes

No

Name of person who is pregnant

Date child is due

Please provide proof of pregnancy, such as a letter from their hospital or GP

## Section 3 Current Accommodation

This section allows us to collect information on your current housing situation and to help us to find out what type of tenancy you have with your current landlord. It also helps us assess whether your current housing situation is secure so that we may offer you advice or assistance should you be homeless now or in the future.

### 3a Please tick whichever box best describes your current accommodation and tenure type

A tenant of North Lanarkshire Council	A tenant of another council
A tenant of a Housing Association or co-operative within North Lanarkshire	A tenant of a Housing Association or co-operative outside North Lanarkshire
A tenant of a house that you live in because of your job	A shared owner of a house with a housing association or co-operative
An owner occupier	Staying with parents
Staying with other relatives or friends	Living with partner who you want to leave
Lodger	Staying in a caravan or mobile home
Staying in homeless accommodation	Staying in a hostel
Staying in supported accommodation	Staying in bed and breakfast
Living rough (roofless, in car etc)	Being looked after and accommodated by a local authority (including foster care, kinship arrangements, residential home etc)
Tenant of a private landlord	In hospital
In prison	In HM Forces accommodation
In residential care	

If none of the above apply, please give details here:

### 3b What kind of property do you currently live in? (please tick) ✓

Detached	Semi detached
End terrace	Mid terrace
Detached bungalow	Semi detached bungalow
End terrace bungalow	Mid terrace bungalow
Detached	Semi detached
End terrace	Mid terrace
Detached bungalow	Semi detached bungalow
End terrace bungalow	Mid terrace bungalow
Multi storey tower	Upper four in a block flat

If none of the above apply, please give details here:

**3c If you stay in an upper flat or maisonette, please tell us what floor level you live on.**

**3d We need to know how many room there are in your current home, please tell us below.**

Number of rooms      Tick if you share with another household

Living room
Double bedrooms
Single bedrooms
Kitchen
Toilet or bathroom

Is your home a bedsit or studio? Yes      No

**3e Do you and your partner have a bedroom to yourself?** Yes      No  
*(for example, you do not share the bedroom with anyone other than your partner).*

**3f Does anyone in your household sleep in the living room?** Yes      No

**3g How many bedrooms in your home are not used for sleeping in?**

**3h Do you have access to the following facilities in your home?**

Cold water supply	Yes	No	Hot water supply	Yes	No
Inside toilet	Yes	No	Bath or shower room	Yes	No
Sink	Yes	No	Kitchen or kitchen area	Yes	No
Cooking facilities	Yes	No	Mains electricity	Yes	No
Is there a window in each bedroom?	Yes	No			

**3i Does your home have any of the following problems?**

Please tick all that apply ✓ and provide the appropriate evidence. Please note that further assessment may be required.

Problem:

Dampness or water leaks Yes      No

Structural problems Yes      No

Has a closing order been served on the property? Yes      No  
*(this means a local authority has said that nobody can live in the house)*

Has the property been declared below the 'tolerable standard'? Yes      No  
*(Below the tolerable standard means that the property has been inspected by a local authority Environmental Services and does not meet the standards in the Housing (Scotland) Act 1987 and as amended by Housing (Scotland) Act 2006)*

Does the property need major repairs? Yes      No

Does the property have dangerous wiring and electrical fixtures? Yes      No

If you have ticked yes to any of the above please give more details here:

**3j Please tell us in your own words why you want to be rehoused.**

Please give us as much detail as possible as this will help us to assess your housing needs and award all the points you may be entitled to:

**3k If you or a member of your household need to move to give support to someone, please give us details below.**

Name of household member who will be providing the support:

Name of the person receiving the support - address of this person and details of the type of support that will be provided:

<b>3l Are you currently homeless?</b>	Yes	No
<b>3m Are you likely to become homeless in the future?</b>	Yes	No
<b>3n Are you or a member of your family experiencing domestic abuse?</b>	Yes	No
<b>3o Have you been asked to leave your accommodation?</b>	Yes	No
If yes what date have you been told to leave by?		
<b>3p Have you been given written notice to leave?</b>	Yes	No
If yes please provide a copy of the notice.		
<b>3q Has a court order for possession been granted?</b>	Yes	No
If yes please provide a copy of the order.		
<b>3r If you are a tenant, do you have a written tenancy agreement?</b>	Yes	No
<b>3s Do you owe any rent to your landlord?</b>	Yes	No
<b>3t If you own your own home, do you have any arrears (missed payments) on your mortgage?</b>	Yes	No
<b>3u Do you have to sell your home?</b>	Yes	No
If you have answered yes please explain why?		

## Section 4 What type of housing would you prefer or need

The following information lets us know the type of housing you would like to be considered for.

If you need specialist housing, you will need to be assessed for your health and housing support needs. There are examples of specialist housing in question 4d.

### 4a Which type of housing would you prefer to live in?

*(Please be aware that some house types may not be available in the areas you want to live in. You can get more information on types of housing in each letting area from any of our partner landlords).*

Please tick all that apply. The more types of housing you consider, the more chance there is that we will be able to help you.

Detached	Semi detached
End terrace	Mid terrace
Detached bungalow	Semi detached bungalow
End terrace bungalow	Mid terrace bungalow
Multi storey tower	Upper four in a block flat



- Lower four in a block flat
- Tenement upper floor flat
- Ground floor flat in a block of flats
- Ground floor maisonette

- Tenement ground floor flat
- Upper flat in a block of flats
- Upper maisonette

**4b Would you consider any floor level?** Yes No

**4c If you have said no, what is the highest level you would accept?**

With lift

Without lift

**4d Do you want to be considered for any specialist type housing, such as housing for older people or housing adapted or designed for people with disabilities or support needs?** Yes No

Please note that the council’s revised allocation policy for older peoples housing will mean that applicants will be matched to the appropriate older peoples’ housing option(s) which will best meet their needs.

Please tick the types of specialist housing you want to be considered for.

Older peoples housing *(provided by North Lanarkshire Council)* Yes No

Older peoples housing includes:

**Sheltered plus housing** – housing designated for older people, generally aged 60 and over, that provides enhanced housing support services and an emergency response service. It provides one level accessible accommodation and access to common facilities in which a range of social opportunities take place. It is suitable for older people who require some support to live independently.

**Retirement housing** – housing designated for older people that provides an enhanced housing management service and an emergency response service. It generally consists of terraced bungalows and some four in a block common entrance properties, and has access to common facilities where a range of social opportunities can take place.

**Amenity housing** – housing designated for older people. It consists of flatted or terraced type accommodation. There is no on site housing support or enhanced housing management services provided.

**Other specialist type of housing:**

Wheelchair standard housing Yes No

Amenity housing Yes No  
*(Housing suitable for older people or people with disabilities or support needs)*

Very Sheltered Yes No

Sheltered Housing Yes No

(Some RSLs landlords provide Sheltered or Very Sheltered accommodation, in addition the council can nominate people from their waiting list to some of these landlords)

**4e If you have answered yes to any of the above, please give us more details**

**4f What size of house do you need?**

You will normally receive a house where the size meets the needs of your family, and will be based on the allocation policy house size eligibility rules of the partner landlord making the offer of housing.

Studio / bedsit	One bedroom	Two bedroom
Three bedroom	Four bedroom	Five bedrooms
Six Bedrooms	Seven Bedrooms	More than this

If you need a larger property please tell us why.

**4g Is there any type of heating you do not want to be considered for?**

Yes                      No                      Please say which and tell us why.

**4h Do you have pets?**

Yes                      No

If you have answered 'Yes' please give details

Please note that tenants of multi-storey tower block or other flats which have shared access may not keep any pets without the landlord's written permission. North Lanarkshire Council will not give permission for dogs or cats to be kept as pets in multi-storey towers.

**4i Would you prefer to have a garden?**

Yes                      No                      Don't mind

## Section 5 Landlords and Letting Areas

**5a Please tick which of the Common Housing Register Partner Landlords you WANT to be considered by? You may tick as many as you wish.**

Cairn Housing Association	Clyde Valley Housing Association
Forgewood Housing Co-operative	Garrion People's Housing Co-operative
Lanarkshire Housing Association	North Lanarkshire Council
Sanctuary Scotland Housing Association	West of Scotland Housing Association
Wishaw and District Housing	

N.B. Please note that you will only be matched for accommodation that your chosen landlords have in your areas of choice see pages 20-24.

### 5b Other Social Housing providers within North Lanarkshire

As well as the main partner landlords who operate the Common Housing Register (as above in question 5a), there are a number of other housing associations who have housing stock in the North Lanarkshire area. North Lanarkshire Council has arrangements in place which enable them to nominate an applicant from their waiting list to some of the vacancies these landlords may have. If you would like to be considered for this please let us know below.

Abronhill Housing Association	Bield Housing Association
Caledonia Housing Association	Cube Housing Association
Hanover (Scotland) Housing Association	Horizon Housing Association
Key Housing	Bield Housing Association
Loretto Housing Association	Link Housing Association
Trust Housing Association	

**5c Are there any areas or streets in the letting areas you have chosen that you do not want to be considered for?**

















Area or streets	Reason why I do not want to be considered
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**You can only be housed if your chosen landlords have properties in the area you want to live in, and your needs meet the rules of their allocation policy. You can check that your chosen landlord has properties in those areas by looking at the following tables. You can choose as many letting areas as you want, but you must put a number '1' at your first choice and then tick the others you want to be considered for.**

**5d Please put a number '1' against your first-choice area, then mark all other areas you want to be considered for with an X.**

**Cumbernauld**

If desired, please mark with a 1 or an X




















- Abronhill  
- Balloch / Eastfield  
- Carbrain East   
- Carbrain West    
- Carbrain South  
- Castlecary  
- Condorrat 

If desired, please mark with a 1 or an X

- Cumbernauld Village  
- Greenfaulds  
- Kildrum   
- Seafar / Ravenswood   
- Westfield 

**Airdrie**

If desired, please mark with a 1 or an X

- Bore Road 
- Burnfoot  
- Cairnhill   
- Calderbank 
- Caldercruix 
- Chapelhall 
- Chapelside etc  
- Clarkston etc  
- Coatdyke 
- Craigneuk - Airdrie 
- Flowerhill 
- Gartlea   

If desired, please mark with a 1 or an X

- Gartness 
- Glenmavis 
- Greengairs 
- Holehills  
- New Petersburn  
- Northburn / Airdriehill 
- Petersburn  
- Plains 
- Rochsoles   
- Salsburgh  
- Thrashbush  
- Whinhall etc  



North Lanarkshire Council



Clyde Valley Housing Association



West of Scotland Housing Association



Garrion Housing Co-operative



Lanarkshire Housing Association Ltd



Wishaw and District Housing



Forgewood Housing Co-operative Ltd



Santuary Scotland Housing Association





























Cairn Housing Association






















If you need further help with this please contact any of the partner landlords.

## Bellshill

If desired, please mark with a 1 or an X


Carfin Street Area	  
Clay Road / Carnbroe	
Clyde / Douglas Drive Area	 
Coronation Road Area	 
Crofthead	 
Dean Street	 
Freestate	
Glebe Street	 
Hattonrigg	 
Holytown Electric Scheme	  
Holytown Main Street	
Jewel Scheme	 
Liberty Road Area	  

If desired, please mark with a 1 or an X

New Stevenston Electric Scheme	
Noble Road Area	 
Old Calder Road area	
Old North Road	 
Orbiston Drive Area	
O'Wood	 
Quarry Street Bellshill	
Stewart Street Area	  
Sunnyside	
Thankerton	 
Thorndean	
West End Scheme	
Wrangholm	  

## Viewpark

If desired, please mark with a 1 or an X

Birkenshaw	   
Burnhead	 
Fallside	 
Glenburn / Limetree	

If desired, please mark with a 1 or an X

Laburnum Road	 
Redwood Crescent Area	 
Tannochside	
Viewpark Electric Scheme	



North Lanarkshire Council



Clyde Valley Housing Association



West of Scotland Housing Association



Garrion Housing Co-operative



Lanarkshire Housing Association Ltd



Wishaw and District Housing



Forgewood Housing Co-operative Ltd



Sanctuary Scotland Housing Association















Cairn Housing Association









If you need further help with this please contact any of the partner landlords.

## Moodiesburn

If desired, please mark with a 1 or an X























Auchinloch	 
Cardowan / Steps	  
Chryston	 
Crowwood	
Gartcosh	 
Gartferry	
Millerston	

If desired, please mark with a 1 or an X





















Mollinsburn	
Moodiesburn Electric Scheme	
Moodiesburn Main Scheme	  
Mount Ellen	
Muirhead	
Old Moodiesburn	

## Motherwell

If desired, please mark with a 1 or an X

Brandon	  
Caldergrove	
Carfin	  
Coursington	 
Daisypark	
Flemington	    
Highfield	 
Hillhead	
Jerviston	
Ladywell	 
Laughlan Drive Area	

If desired, please mark with a 1 or an X

Muirhouse	  
New Forgewood	  
North Lodge	 
North Motherwell	  
Old Forgewood	
Parkneuk	 
Ravensraig North	 
Tillanburn	 
Woodilee	 
Yett	 



North Lanarkshire Council



Clyde Valley Housing Association



West of Scotland Housing Association



Garrion Housing Co-operative



Lanarkshire Housing Association Ltd



Wishaw and District Housing



Forgewood Housing Co-operative Ltd



Santcuary Scotland Housing Association


























Cairn Housing Association


























If you need further help with this please contact any of the partner landlords.

## Wishaw

If desired, please mark with a 1 or an X






Alcath	 
Alexander Street	
Bellside	
Bonkle	
Braedale	
Branchalmuir	
Cambusnethan	 
Central Wishaw	 
Craigneuk	 
Dimsdale	
East Coltness	 
Eastwood	
Fraser Street	
Gowkthrapple	 
Greenhead	
Lithgow Drive / Chapel Street	
Manse Road Timber Houses	

If desired, please mark with a 1 or an X





Netherton	  
Newton / Park Drive	
Northwood Drive	
Omoa Road	 
Overtown	  
Parkside	
Pather	 
Princess Square	
Shand Street	 
Stewart Crescent	
Tinto	
Waterloo	
West Coltness	 
West Crindledyke	
Whitestripe	
Wishawhill	 

## Kilsyth

If desired, please mark with a 1 or an X

Balmalloch	
Banton	 
Barwood	
Croy	
Fisher / Manse Road Area	 

If desired, please mark with a 1 or an X

Kilsyth Central	  
Kirklands Crescent	
Queenzieburn	  
Rennie Road / Northfield	  



North Lanarkshire Council



Clyde Valley Housing Association



West of Scotland Housing Association



Garrion Housing Co-operative



Lanarkshire Housing Association Ltd



Wishaw and District Housing



Forgewood Housing Co-operative Ltd



Sanctuary Scotland Housing Association



Cairn Housing Association











If you need further help with this please contact any of the partner landlords.

## Coatbridge

If desired, please mark with a 1 or an X

Bargeddie	
Barrowfield / Whifflet	 
Carnbroe Coatbridge	
Cliftonhill / Cliftonville / Sunnyside	 
Glenboig	 
Greenhill	
Kirkshaws	 
Kirkwood	

If desired, please mark with a 1 or an X














Langloan/ Dundyvan/Allan St Development	
Old Monkland	  
Shawhead etc	
Sikeside / Greenend	
Summerlee / Gartsherrie	
Townhead / Espieside	  

## Shotts

If desired, please mark with a 1 or an X

Allanton School Scheme	
Allanton Village	
Burnside	  
Eastfield	
Garden City	 
Harthill School Scheme	 
Harthill Village	
Hunter Street	

If desired, please mark with a 1 or an X

Northfield	
Parkside Road	
Quarry Street Shotts	 
Springhill Road	 
St Catherine's	
Stane	 
Torbothie	 
Tulloch Road	
Vennacher Street	



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Cairn Housing Association

If you need further help with this please contact any of the partner landlords.



**5e Are you interested in a mutual exchange?** Yes No

If you have answered Yes to question 5e please choose if you want to be contacted direct from other interested tenants , or if you would rather only be contacted by CHR Partner Landlords.

Please add my name, address, contact telephone numbers(s), email address and a note of any areas I do not wish to be considered for to the mutual exchange list which is viewable by all CHR Partners and members of the public

Yes No

Please add me to the mutual exchange list, however i only wish to be contacted by a member of staff from a CHR Partner Landlord

Yes No

Further details on our mutual exchange process can be found on the councils website [www.northlanarkshire.gov.uk](http://www.northlanarkshire.gov.uk)

**5f Are you interested in shared ownership with a housing association?**

Yes No

**Section 6 Harassment or disturbance**

If you suffer from harassment or disturbance where you are currently living, please fill in section 6 to tell us about it.

If you want to discuss these issues in more details, please contact your landlord.

**6a Are any members of your household experiencing disturbance or harassment?**

Yes No

**6b If you have answered 'Yes' please tick any of the following that apply.**

Problems with neighbours      Racial harassment      Serious antisocial behaviour  
Please explain in more detail

**6c Have you reported any of the incidents?** Yes No

**6d If you have answered yes,who have you reported the incidents to?**

The Police      The councils' antisocial response service  
Your landlord or housing office      Other (please say)

**6e Has anyone ever taken action against you or anyone on your application for antisocial behaviour?** Yes No

**6f If you have answered 'Yes' was this court action?**

**6g Please give the full name of the person or people the action was taken against.**

**6h Or, was the action less formal (such as a warning)** Yes No

**6i Please tell us what action was taken.**

**6j Please give the full name of the person or people the action was taken against.**

**6k Have you or anyone on your application received an antisocial behaviour order (ASBO)?** Yes No

**6l If you have answered 'Yes', please give their full name.**

**6m Are you, or anyone seeking to be housed with you, required to register with the police under the Sexual Offences Act 2003?**

Yes No

## Section 7 Your relationships to staff, councillors and committees

If you are related to any member of staff, an elected member of the council or a committee member of any of the partner landlords, it is important that you let us know so that we can keep to the relevant conditions of the Housing (Scotland) Act 2001.

This will not affect your right to be considered for housing.

### 7a Are you, or anyone you want to be rehoused with, closely related to any councillor or member of the management committee (who manage registered social landlords), or to any employee of the partner landlords of the North Lanarkshire Common Housing Register?

Close relatives mean husband, wife, partner, father, mother, grandfather, grandmother, sister, brother, son, daughter, (including step-relatives, in-laws and partners relatives), aunt, uncle, niece, nephew or cousin.

This information will not affect your application in any way, but we need it to keep to the conditions of the Housing (Scotland) Act 2001, and to ensure our services are transparent.

Name of person	Relationship (for example, husband)	Name of the committee member, councillor or employee the person is related to	Name of the organisation they work for? example, husband)
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### 7b Do you or anyone you want to be rehoused with work for any of the following?

The council's housing service	Yes	No
A housing association or co-operative	Yes	No

Name of person	Name of organisation they work for
----------------	------------------------------------

## Declaration

Please read through the following statements and sign at the bottom to show that you understand and agree with them.

### I agree:

- I have read and understand the section on the Data Protection Act 2018 and the Common Housing Register Privacy Statement.
- That you may process my/our personal data as in the aforementioned statement, including contacting my/our current/previous landlords, my/our doctor, hospital consultant, health visitor, social worker, police, probation officer or any other relevant person if more information is needed in connection with my/our housing application.
- That the Council can share my/our personal data with other social housing providers if I/we are nominated for housing through the Council's Nomination Agreements.
- That I/we will inform the North Lanarkshire CHR of any change in circumstances.
- That all information given by me/us to the North Lanarkshire CHR is true and accurate. If I/we supply any false information or do not tell you about any relevant information, you may suspend my application.
- That if I/we are given a tenancy because I/we have supplied false information or I/we have held back any information that the landlord will take action to end the tenancy.
- If I/we accept a property offered through the North Lanarkshire CHR including mutual exchange, and nomination to other social housing providers that my/our application will be cancelled and that I/we will have to submit a fresh application if I/we wish to move again.

Signing this declaration will allow us to process your application. (If you require further information to help you with this please contact any of the partner landlords whose details are on the back page of the form).

**Applicant Signature:**

**Date:**

**Joint Applicant Signature:**

**Date:**

## Application filled in on behalf of the person applying

If this form has been filled in by someone other than the person applying, please tell us your name and address and why you are filling in this for the applicant.

If you are completing this application on behalf of someone for whom you have been granted Power of Attorney or Guardianship, copies of the relevant documentation should be submitted along with the application.

Name

Address

Postcode

Contact number

Signature

Date

Why are you filling this form in for the applicant?

## North Lanarkshire Common Housing Register - Confidential Survey

The common housing register partnership aims to encourage equal opportunities and diversity, responding to your different needs, whatever your sex, disability, age, nationality, marital status, ethnic background, religious beliefs, sexuality or gender re-assignment (becoming legally recognised as the opposite sex to that shown on your birth certificate).

You do not have to fill in the following information. This information will not affect your housing application.

Please choose **one** section from A to E then tick **one** box which best describes your ethnic group or background.

### Main applicant

#### A White

Scottish                      British  
 English                      Irish  
 Welsh                      Gypsy/Traveller  
 Northern Irish              Polish  
 Any other white ethnic group, please write in.

#### B Mixed or multiple ethnic groups

Any mixed or multiple ethnic groups, please write in.

#### C Asian, Asian Scottish or Asian British

Pakistani, Pakistani Scottish or Pakistani British  
 Indian, Indian Scottish or Indian British  
 Bangladeshi, Bangladeshi Scottish  
 or Bangladeshi British  
 Chinese, Chinese Scottish or Chinese British  
 Other, please write in.

#### D African, Caribbean or Black

African, African Scottish or African British  
 Caribbean, Caribbean Scottish or Caribbean British  
 Black, Black Scottish or Black British  
 Other, please write in.

#### E Other ethnic group

Arab  
 Other, please write in.

#### Disability

Do you consider yourself to have a disability?

Yes                      No

### Joint applicant

#### A White

Scottish                      British  
 English                      Irish  
 Welsh                      Gypsy/Traveller  
 Northern Irish              Polish  
 Any other white ethnic group, please write in.

#### B Mixed or multiple ethnic groups

Any mixed or multiple ethnic groups, please write in.

#### C Asian, Asian Scottish or Asian British

Pakistani, Pakistani Scottish or Pakistani British  
 Indian, Indian Scottish or Indian British  
 Bangladeshi, Bangladeshi Scottish  
 or Bangladeshi British  
 Chinese, Chinese Scottish or Chinese British  
 Other, please write in.

#### D African, Caribbean or Black

African, African Scottish or African British  
 Caribbean, Caribbean Scottish or Caribbean British  
 Black, Black Scottish or Black British  
 Other, please write in.

#### E Other ethnic group

Arab  
 Other, please write in.

#### Disability

Do you consider yourself to have a disability?

Yes                      No

## CHR Partner Landlord Contact Information

### **Cairn Housing Association**

5 Linnet Way  
Strathclyde Business Park  
Bellshill ML4 3RA  
**Phone: 0800 990 3405**

### **Clyde Valley Housing Association**

50 Scott Street  
Motherwell ML1 1PN  
**Phone: 01698 268855**

### **Forgewood Housing Co-operative**

Forgewood Community Centre  
49 Dinmont Crescent  
Motherwell ML1 3TT  
**Phone: 01698 263311**

### **Garrion People's Housing Co-operative**

Centre Point  
70 Smith Avenue  
Gowkthrapple  
Wishaw ML2 0LD  
**Phone: 01698 687222**

### **Lanarkshire Housing Association**

191 Brandon Street  
Motherwell ML1 1RS  
**Phone: 01698 269119**

### **Sanctuary Scotland Housing Association**

Fleming House 8th Floor  
2 Tryst Road  
Cumbernauld G67 1JW  
**Phone: 0800 131 3348**

### **West of Scotland Housing Association**

Camlachie House  
40 Barrowfield Drive  
Camlachie  
Glasgow G40 3QH  
**Phone: 0141 550 5600**

### **Wishaw and District Housing**

Part of Trust Housing Association  
55 Kirk Road  
Wishaw ML2 7BL  
**Phone: 01698 377200**

### **North Lanarkshire Council**

Airdrie Housing Office  
1st Floor Coats House  
40 Gartlea Road  
Airdrie ML6 9JA  
**Phone: 01236 758035**

### **North Lanarkshire Council**

26 Motherwell Road  
Bellshill ML4 1RE  
**Phone: 01698 332340**

### **North Lanarkshire Council**

Coatbridge Housing Office,  
Buchanan Centre,  
126 Main Street,  
Coatbridge ML5 3BJ  
**Tel 01236 812561**

### **North Lanarkshire Council**

Cumbernauld First Stop Shop  
Ground Floor, Fleming House  
2 Tryst Road  
Cumbernauld G67 1JW  
**Phone: 01236 856254**

### **North Lanarkshire Council**

9 Parkfoot Street  
Kilsyth G65 9AA  
**Phone: 01236 828120**

### **North Lanarkshire Council**

17 Blackwoods Crescent  
Moodiesburn G69 0EZ  
**Phone: 01236 638888**

### **North Lanarkshire Council**

Motherwell First Stop Shop  
Dalziel Building  
7 Scott Street  
Motherwell ML1 1SX  
**Phone: 01698 274135**

### **North Lanarkshire Council**

162 Station Road  
Shotts ML7 4AW  
**Phone: 01501 824747**

### **North Lanarkshire Council**

Wishaw First Stop Shop  
Houldsworth Centre  
Kenilworth Avenue  
Wishaw ML2 7LP  
**Phone: 01698 302920**



North Lanarkshire Council and registered social landlords working in partnership to provide:

- a simple process for applying for housing;
- one application form to fill in for all partner landlords;
- good quality housing options information and advice.

“这申请表格可向你以另一种语言解释或以大型印刷或其他形式提供。请与我们联系以讨论您的需求。”

“Niniejszy wniosek mogą Państwo uzyskać w innym języku, dużym drukiem lub w innym formacie – proszę się z nami skontaktować w celu omówienia Państwa potrzeb”

”آپ کے لئے آپ کی اپنی زبان میں اس درخواست فارم کی وضاحت کی جاسکتی ہے۔ اس کے علاوہ یہ فارم بڑے حروف کی لکھائی یا کسی اور شکل (فارمیٹ) میں بھی مہیا کیا جاسکتا ہے، برائے مہربانی ہمیں اپنی ضروریات سے آگاہ کریں“

This application form can be explained to you in another language, or supplied in large print or other format, please contact us to discuss your needs.



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