

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.

The Common Housing Register partner landlords

| | |
|---|---------------------------------------|
| 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 Association | |

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 Association.

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

1e Information about you.

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.

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

Yes No

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 post code) |
|----------------------|------------|----------|--------------------|---|
| | | | | |
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1f 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. *(This means if you have ever been in foster care or in a kinship arrangement, or accommodated in a children home.)*

Yes No

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 post code) |
|----------------------|------------|----------|--------------------|---|
| | | | | |
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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? | |
|------|---------------|---------------------------|----------------------|------------------------------------|---------------------------------|----|
| | | | | | Yes | No |
| | | | | | | |
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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 1b, are there any more joint applicants you want to add to your application.

Yes No

If yes please provide their name (please also ensure this persons details have been included in question 2a or 2b):

2e Does anyone regularly stay with you overnight for whom you have parental responsibility, for example a child from a previous relationship, or do you have a carer who regularly stay overnight in your home?

Yes No

| 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 | | |
| | | | | | | | | | |
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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 which ever box best describes your current accommodation and tenure type

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

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

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

| | | | |
|---------------------------------------|--------------------------|--------------------------------|--------------------------|
| Detached | <input type="checkbox"/> | Semi detached | <input type="checkbox"/> |
| End terrace | <input type="checkbox"/> | Mid terrace | <input type="checkbox"/> |
| Detached bungalow | <input type="checkbox"/> | Semi detached bungalow | <input type="checkbox"/> |
| End terrace bungalow | <input type="checkbox"/> | Mid terrace bungalow | <input type="checkbox"/> |
| Multi storey tower | <input type="checkbox"/> | Upper four in a block flat | <input type="checkbox"/> |
| Lower four in a block flat | <input type="checkbox"/> | Tenement ground floor flat | <input type="checkbox"/> |
| Tenement upper floor flat | <input type="checkbox"/> | Upper flat in a block of flats | <input type="checkbox"/> |
| Ground floor flat in a block of flats | <input type="checkbox"/> | Upper maisonette | <input type="checkbox"/> |
| Ground floor maisonette | <input type="checkbox"/> | Caravan or mobile home | <input type="checkbox"/> |

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 rooms 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:

3l Are you currently homeless? Yes No

3m Are you likely to become homeless in the future? Yes No

3n Are you or a member of your family experiencing domestic abuse?
Yes No

3o Have you been asked to leave your accommodation? Yes No

If yes what date have you been told to leave by?

3p Have you been given written notice to leave? Yes No

If yes please provide a copy of the notice.

3q Has a court order for possession been granted? Yes No

If yes please provide a copy of the order.

3r If you are a tenant, do you have a written tenancy agreement? Yes No

3s Do you owe any rent to your landlord? Yes No

3t If you own your own home, do you have any arrears (missed payments) on your mortgage? Yes No

3u Do you have to sell your home? 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 fill in a Health and Housing Supports Needs form. 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 | <input type="checkbox"/> | Semi detached | <input type="checkbox"/> |
| End terrace | <input type="checkbox"/> | Mid terrace | <input type="checkbox"/> |
| Detached bungalow | <input type="checkbox"/> | Semi detached bungalow | <input type="checkbox"/> |
| End terrace bungalow | <input type="checkbox"/> | Mid terrace bungalow | <input type="checkbox"/> |

| | | | |
|---------------------------------------|--------------------------|--------------------------------|--------------------------|
| Multi storey tower | <input type="checkbox"/> | Upper four in a block flat | <input type="checkbox"/> |
| Lower four in a block flat | <input type="checkbox"/> | Tenement ground floor flat | <input type="checkbox"/> |
| Tenement upper floor flat | <input type="checkbox"/> | Upper flat in a block of flats | <input type="checkbox"/> |
| Ground floor flat in a block of flats | <input type="checkbox"/> | Upper maisonette | <input type="checkbox"/> |
| Ground floor maisonette | <input type="checkbox"/> | | |

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 | <input type="checkbox"/> | One bedroom | <input type="checkbox"/> | Two bedroom | <input type="checkbox"/> |
| Three bedroom | <input type="checkbox"/> | Four bedroom | <input type="checkbox"/> | Five bedrooms | <input type="checkbox"/> |
| Six bedrooms | <input type="checkbox"/> | Seven bedrooms | <input type="checkbox"/> | More than this | <input type="checkbox"/> |

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 | <input type="checkbox"/> | Clyde Valley Housing Association | <input type="checkbox"/> |
| Forgewood Housing Co-operative | <input type="checkbox"/> | Garrion People's Housing Co-operative | <input type="checkbox"/> |
| Lanarkshire Housing Association | <input type="checkbox"/> | North Lanarkshire Council | <input type="checkbox"/> |
| Sanctuary Scotland Housing Association | <input type="checkbox"/> | West of Scotland Housing Association | <input type="checkbox"/> |
| Wishaw and District Housing Association | <input type="checkbox"/> | | |

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 | <input type="checkbox"/> | Bield Housing Association | <input type="checkbox"/> |
| Caledonia Housing Association | <input type="checkbox"/> | Cube Housing Association | <input type="checkbox"/> |
| Hanover (Scotland) Housing Association | <input type="checkbox"/> | Horizon Housing Association | <input type="checkbox"/> |
| Key Housing | <input type="checkbox"/> | Link Housing Association | <input type="checkbox"/> |
| Loretto Housing Association | <input type="checkbox"/> | Blackwood Homes and Care | <input type="checkbox"/> |
| Trust Housing Association | <input type="checkbox"/> | | |

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

| Areas or streets | Reason why I do not want to be considered |
|------------------|---|
| | |
| | |
| | |
| | |
| | |

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.

5c Please put a number '1' against your first-choice area, then tick all other areas you want to be considered for.

Cumbernauld

Please tick

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

Please tick

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

Airdrie

Please tick

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

Please tick

- 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 & District Housing Association



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

Please tick

- 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   

Please tick




- 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

Please tick

- Birkenshaw    
- Burnhead  
- Fallside  
- Glenburn / Limetree 

Please tick

- 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 & District Housing Association



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

Please tick























- Auchinloch  
- Cardowan / Steps   
- Chryston  
- Crowwood 
- Gartcosh  
- Gartferry 
- Millerston 

Please tick























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

Motherwell

Please tick

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

Please tick

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



North Lanarkshire Council



Clyde Valley Housing Association



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Lanarkshire Housing Association Ltd



Wishaw & District Housing Association



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.

Wishaw

Please tick

- 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 

Please tick


- 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  

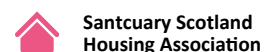
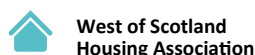
Kilsyth

Please tick

- Balmalloch 
- Banton  
- Barwood 
- Croy 
- Fisher / Manse Road Area  

Please tick

- Kilsyth Central   
- Kirklands Crescent 
- Queenzieburn   
- Rennie Road / Northfield   



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

Coatbridge

Please tick

Bargeddie



Barrowfield / Whifflet



Carnbroe Coatbridge



Cliftonhill / Cliftonville / Sunnyside



Glenboig



Greenhill



Kirkshaws



Kirkwood



Please tick

Langloan/ Dundyvan/Allan St Development



Old Monkland



Shawhead etc



Sikeside / Greenend



Summerlee / Gartsherrie



Townhead / Espieside



Shotts

Please tick

Allanton School Scheme



Allanton Village



Burnside



Eastfield



Garden City



Harthill School Scheme



Harthill Village



Hunter Street



Please tick

Northfield



Parkside Road



Quarry Street Shotts



Springhill Road



St Catherine's



Stane



Torbothie



Tulloch Road



Vennacher Street



North Lanarkshire Council



Clyde Valley Housing Association



West of Scotland Housing Association



Garrion Housing Co-operative



Lanarkshire Housing Association Ltd



Wishaw & District Housing Association



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.

5e Are you interested in a mutual exchange?

Yes No

Further details on our mutual exchange process can be found on the councils website www.northlan.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) free text box required here

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.

Yes No

| 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? |
|----------------|-------------------------------------|---|---|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

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 274670

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 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
Municipal Building
Klildonan Street
Coatbridge ML5 3BT
Phone: 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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