



Department for Levelling Up,  
Housing & Communities

# H-CLIC

The Homelessness Case Level Information Collection (H-CLIC)  
Specification

For monitoring the Homelessness Reduction Act 2017

Version 1.5.5

Issued: 3 April 2023

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## Introduction

This data specification contains the core questions to be used in the monitoring of statutory homelessness by local authorities in England following commencement of the Homelessness Reduction Act 2017 (HRA).

It includes the acceptable methods and media for sending the data, the overall format of the data file, and rules governing when to send data. Definitions and format validation checks on each variable are also provided.

This document is intended to be a working document and will be updated periodically. The revisions log below provides the record of the nature and timing of these updates.

## Revisions log

Date and version	Actions taken
25 <sup>th</sup> October 2017 Version 1.0	Finalised data specification.
26 <sup>th</sup> October 2017 Version 1.1	Finalised data specification with option 9, “not homeless” added to section 7.3
16 <sup>th</sup> November 2017 Version 1.2	Finalised data specification with field mandatory routing updated in section 1.20; ‘priority need’ removed from option 4 of section 7.3
13 <sup>th</sup> December 2017 Version 1.3	Finalised data specification with updates detailed in <a href="#">Annex 2: Updates to the H-CLIC data requirement version 1.3</a>
9 <sup>th</sup> January 2018 Version 1.4	Finalised data specification with updates detailed in <a href="#">Annex 3: Updates to the H-CLIC data requirement version 1.4</a>
9 <sup>th</sup> March 2018 Version 1.4.1	Finalised data specification with updates where guidance was inconsistent or unclear as detailed in <a href="#">Annex 3: Updates to the H-CLIC data requirement version 1.4</a>
8 <sup>th</sup> May 2018 Version 1.4.2	Finalised data specification with updates where guidance was inconsistent or unclear as detailed in <a href="#">Annex 3: Updates to the H-CLIC data requirement version 1.4</a>
August 2018 Version 1.4.3	Finalised data specification with updates where guidance was inconsistent or unclear as detailed in <a href="#">Annex 3: Updates to the H-CLIC data requirement version 1.4</a>
April 2018 Version 1.4.4	Addition of validation rules and updating legacy requirements for transfer of cases in temporary accommodation under a main homelessness duty. Some additional formatting updates for ease of reference only.
May 2020 Version 1.4.5	Change of AGE and AGE_END requirements for unborn children. Addition of new combined authority codes to the



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	local authority look up. And a change to the TA_DEC and TADUTY requirements to allow S189 temporary accommodation placements.
January 2021 Version 1.5	Finalised data specification with updates where guidance was inconsistent or unclear as detailed in <a href="#">Annex 4: Updates to the H-CLIC</a> data requirement version 1.5
March 2021 Version 1.5.1	Minor updated to the 1.5 version released after consultation as detailed in <a href="#">A4: Table of updates in V1.5.1</a>
April 2021 Version 1.5.2	Minor updates after go live date as detailed in <a href="#">A4: Table of updates in V1.5.2</a> . Structural changes to the Personal data specification to match the schema.
June 2021 Version 1.5.3	Minor updates at the end of the Jan-Mar collection as detailed in <a href="#">A5: Table of updates in V1.5.3</a>
April 2022 Version 1.5.4	Minor updates and introduction of the new Gender identity field as detailed in <a href="#">A6: Table of updates in V1.5.4</a>
April 2023 Version 1.5.5	Introduction of new Nationality options and other updates as detailed in <a href="#">A7: Table of updates in V1.5.5</a> . New, retired or amended and fields will also be flagged in the column "Changes" with a reference to the current version 1.5.5.

## File Format and Sample Data

Data should be sent in XML (Extensible Markup Language) format. An XSD (XML Schema Definition) file will be made available to outline the format of delivery. This will be consistent with the latest version of the requirement.

Local authorities without a compatible IT system and a low caseload will be able to submit information via an online form in DELTA manually on a case level basis.

## File Transmission

Local authorities should submit an XML file of their data to the Department for Communities and Local Government.

Data transmission will be via the Department for Communities and Local Government's DELTA system. Further information will be provided in time for local authorities to upload their data.

Local authorities without a compatible IT system and a low caseload will be able to submit information via an online form in DELTA manually on a case level basis.

Local authorities will also be able to submit data via API. Please reach out to your software supplier or to [hclic\\_api\\_pilot@levellingup.gov.uk](mailto:hclic_api_pilot@levellingup.gov.uk) for more details.

## The Data

The xml data specification can be split into sections indicated by the parent XML tag. The sections relate to different characteristics of each case and the potential stages a case may progress through from assessment to the final outcome of cases (described below).

Please note that various sections may not be required in each case. With few exceptions, all fields in a section should be complete if that section is relevant to a case.

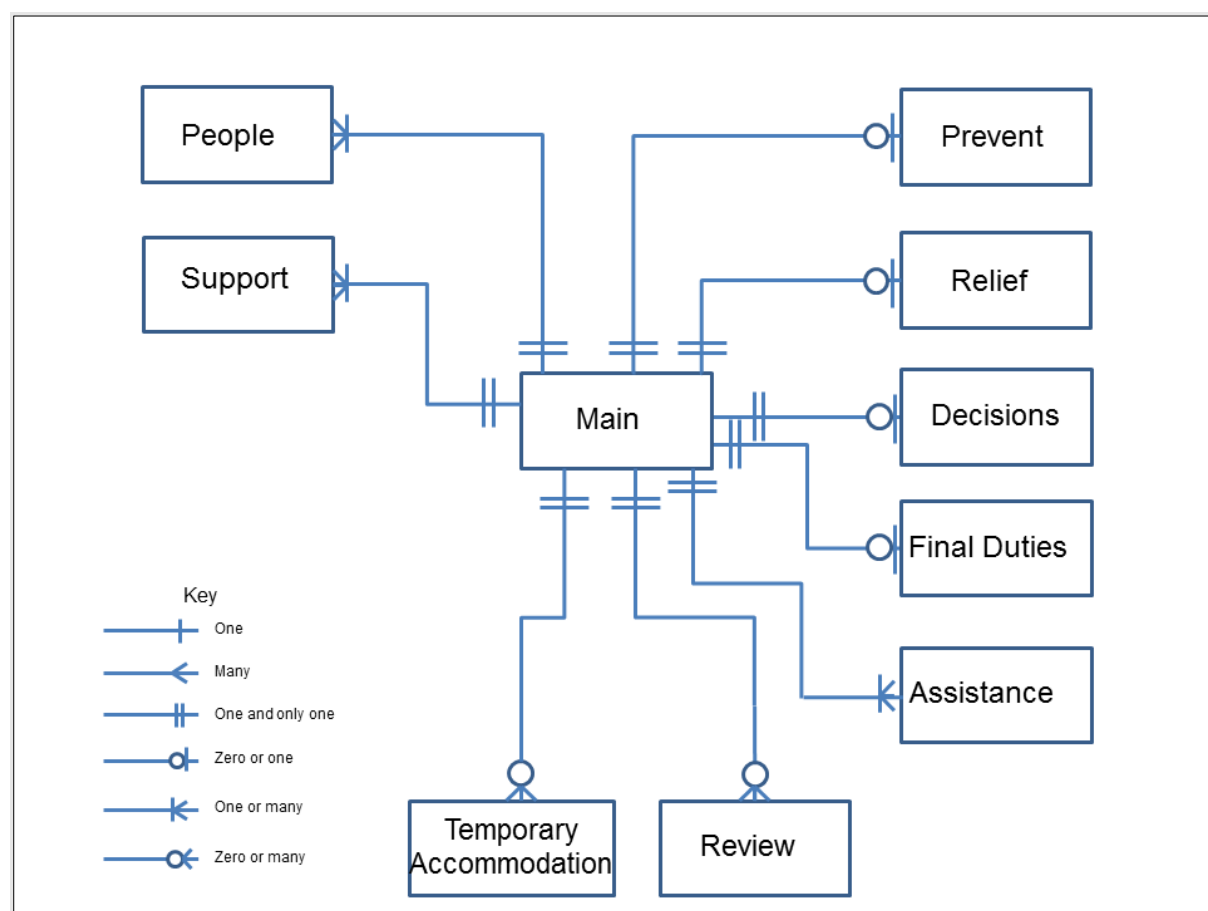
There are ten sections:

Section name	Single or multiple records per case	Description	Cases taken under the Homelessness Reduction Act
Main	Single entry	Information on the main applicant and details of the homelessness application for the household.	Mandatory
People	Single or multiple entry	The characteristics of each household member.	Mandatory
Support	Single or multiple entry field	Captures any support needs in the household.	Mandatory
Prevent	Single entry	Captures activity if the Prevention Duty is owed.	Conditional upon a prevention duty owed
Relief	Single entry	Captures activity if the Relief Duty is owed.	Conditional upon a relief duty owed

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Decision	Single entry	Captures activity if the case proceeds to an assessment for the s193(2) duty, the s193C(4) duty or the s195A(1) duty.	Conditional on an unsuccessful relief duty
Final Duties	Single entry	Captures activity if the case was assessed as owed the s193(2) duty, the s193C(4) duty or the s195A(1) duty.	Conditional on a decision that main duty is owed
Assistance	Single or multiple entry field	Captures assistance with support needs received by the household.	Conditional
Temporary Accommodation	Single or multiple entry section	Captures use of temporary accommodation	Completed as required
Review	Single or multiple entry section	Captures any reviews requested on the local authority's decisions relating to the case.	Completed as required

Figure 1: The relationship between the H-CLIC data sections



The diagram shows the relationship between the sections of the data. These relationships will be enforced upon receipt of data at DLUHC (Department for Levelling Up, Housing and Communities). The sections can be thought of as tables that will form a relational database upon receipt at DLUHC. There is also a flow diagram in the guidance document demonstrating possible routes through the H-CLIC and HRA process.

## Personal data

Personal data has been moved from the People Section into a separate section at the end of this requirement document. For data security, this personal data will be submitted via a separate XML upload to H-CLIC. DLUHC will request this either quarterly or as required.

More detailed information and support on Personal Data can be requested at [homelessnesspersonaldata@levellingup.gov.uk](mailto:homelessnesspersonaldata@levellingup.gov.uk).

## Field Validation

Data returned to DLUHC must conform to the standards set out in this document. This validation should therefore be enforced in systems used to record and store casework data. Data that does not meet these standards will be rejected by the Department.

## Section Validation

Table 1: Submission rules for the H-CLIC sections

Stage of case	Submission trigger	Minimum sections to be completed (all H-CLIC fields of a case should be provided)
Initial assessment	Initial assessment	Main, People, Support
Prevention Duty	Prevention Duty ends	Assistance, Main, People, Prevent, Support
Relief Duty	Relief Duty ends	Assistance, Main, People, Relief, Support
Decision	A decision on s193(2) or s193c(4) duty	Decision, Main, People, Support, Assistance
Final Duties	Final Duties end	Assistance, Final Duties, Main, People, Support
Temporary accommodation (TA)	A household is currently living in temporary accommodation – this includes those who	Main, People, Support, Temporary accommodation

	<p>entered TA / were first owed a duty but made own arrangements in the quarter.</p> <p>A household leaves temporary accommodation.</p>	
Review	Review completed	Main, People, Review, Support & if review was successful it is expected that the new activity and outcome is reported

At the end of each quarter any case that has been active during the latest quarter should be submitted to the Department. Activity triggers for submitting cases are provided in Table 1 above. H-CLIC validates the whole case on submission each quarter. Missing data from a case in a quarter may cause some case validations to fail. For this reason all data on a case should be extracted when any submission trigger is hit.

If multiple stages are completed then sections relevant across these activities should be submitted. For example, if prevention fails and relief is successful on a case then Assistance, Main, People, Prevention, Relief and Support sections should be submitted at the end of that quarter.

Submissions should only be made on cases if an activity trigger has been reached during the last quarter. When the new sections are provided there will be an opportunity to update information in the Main, People and Support sections to reflect any changes to household composition and needs. If data is submitted late, i.e. in a quarter later than the activity took place, DLUHC will report this as a previous quarter revision (where this was originally excluded).

Data that may be available on a case before an activity trigger can and should be submitted. These include prevention and relief start dates. However, the additional fields of these sections are not expected to be provided until the duty ends.

## Closed Cases

Where a case closes following a decision and the applicant household is not in temporary accommodation, no further data should be submitted. If the case has closed the review section could be submitted subsequently. If there is a review, the case could be reopened and redrafted, depending on the review decision.

## Legacy Cases

H-CLIC is designed to report on new cases that present to the Department once the Homelessness Reduction Act comes into force in April 2018. However, many

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authorities will have a number of legacy cases to manage under the old legislation for months or years preceding this date. Section 1.6 of the H-CLIC form that identifies cases that are being managed under the old legislation. Legacy options have different routing options which are outlined. They also have relaxed requirements, which are included in the H-CLIC summary specification. This means that H-CLIC works with legacy cases too.

Activity triggers for submitting legacy cases are provided in Table 2 below.

Table 2: Submission rules for legacy cases

Stage of case	Submission trigger	Sections to be completed
Prevention	A successful prevention	Main, People, Prevent
Decision	A decision on s193 duty	Decision, Main, People
Relief	A successful homelessness relief	Decision, Main, People, Relief
Final Duties	Final Duties end	Final Duties, Main, People
Temporary accommodation	A household moves into TA, where there is a commitment to start a homelessness application.	Main, People, Temporary accommodation

## Specification of the H-CLIC Variables and Validations

The rest of this specification describes each of the variables to be included, the possible responses to the questions to which they relate, the values associated with the responses, and any validation checks required.

The Data is split into a number of sections per case for ease of extraction by IT providers.

More detailed information can be found in the XSD file which can be requested from [homelessnessstats@communities.gov.uk](mailto:homelessnessstats@communities.gov.uk).

## 1. The MAIN Section

The information collected in this section relates to the main applicant and details of the homelessness application.

This section must be completed in full for every homelessness application where the applicant is eligible for assistance. Only items that are flagged as non-mandatory can be left blank and only when the qualification criteria have been met. Only one response can be returned for each field. This means that only one selection can be made.

Where onward routing is indicated this states which section should be completed after the main section. It does not mean that the remainder of the main section should be left blank. Routing criteria often exclude temporary accommodation and reviews as these may or may not be required.

The unique identifier for each case is defined in this section. This is the local authority code and case reference number.

For legacy cases, DLUHC accept that not all information can be provided for this section. Please provide as much information as possible for these cases. Information on the minimum requirements for legacy cases can be found in the H-CLIC guidance. Where information is provided on legacy cases these will be validated in the same way as HRA cases so in some cases it may make sense to exclude optional variables.

## 1.1 Local Authority Code and Case Reference Number

XML TAG: LA\_CRN

PARENT XML TAG: MAIN

This field has not been changed

### Description

The identifying code for the local authority (LA) prefixed to the Council's own Case Reference Number (CRN) for the case.

### Format

Alphanumeric, 22 characters (nine character local authority code, underscore, twelve character case reference number). If necessary, the case reference number is to be prefixed with zeroes to meet string length. If the case reference number has more than twelve characters, use the unique suffix.

The CRN must be unique within each local authority and is maintained throughout the lifetime of the case. Each Case Reference Number must contain at least one person.

An example LA\_CRN is:

E09000001\_000000012345

Where E09000001 is the LA CODE

12345 is the CRN

\_ is the join

For nine digit local authority codes use Office for National Statistics (ONS) LA codes. English Local Authorities only.

See Annex 5

### Field Mandatory

Yes.

Legacy – rules apply as above

### Validation

First nine characters must match an ONS local authority code, LAD16CD, followed by 12 characters of CRN. The ONS code and CRN are to be joined using an underscore (\_).

The ONS code should match the organisation ID.



## 1.2 Previous Case Reference Number

XML TAG: PCRN

PARENT XML TAG: MAIN

This field has not been changed

### Description

If this case is linked to a previous case within the Local Authority, the previous case reference number should be provided.

### Field Mandatory

No.

Legacy – rules apply as above

Recommended if the household has previously engaged with homelessness services. Can be blank.

### Validation

Alphanumeric, maximum 12 characters. If the previous case reference number has more than twelve characters, use the unique suffix.

### 1.3 Reasons for eligibility for assistance

XML TAG: ELIGIBLE

PARENT XML TAG: MAIN

The options in this field have been changed in a previous version of the data specification, see table for details.

#### Description

Whether main applicant is eligible for homelessness assistance and on what basis this eligibility was determined.

#### Format

Numeric.

#### Field Mandatory

Yes – If ASSESS\_DATE has been completed

Legacy – not required

#### Responses

Option Description	Number	Changes
Not eligible	0	
British or Irish citizen, habitually resident in UK, Ireland, Channel Islands, or Isle of Man, or deported from another country	1	
EEA citizen residing in the UK prior to 31 December 2020: worker	2	Reworded
EEA citizen residing in the UK prior to 31 December 2020: self-employed	3	Reworded
EEA citizen residing in the UK prior to 31 December 2020: settled status	4	Reworded
EEA citizen residing in the UK prior to 31 December 2020: other	5	Reworded
EEA citizen residing in the UK prior to 31 December 2020: A family member of one of the above groups	6	Reworded
Non-UK: Granted refugee status	7	Reworded
Non-UK: Exceptional Leave to Remain	8	Reworded
Non-UK: Indefinite Leave to Remain	9	Reworded
Non-UK: Limited Leave to Remain	10	Reworded
Non-UK: Other protection (e.g. humanitarian, discretionary, family members of NI and stateless persons under Immigration rules)	11	Reworded

#### Onward routing

If 1.3 ELIGIBLE=0, case closed (no requirement to continue with data collection) but a minimum of one person should be provided in the PEOPLE section. PREVENT, RELIEF, SUPPORT, DECISION, FINALDUTIES sections should not be provided as they do not apply.

If 1.3 ELIGIBLE=1–11, continue.

## 1.4 Number of children

XML TAG: CHILDREN

PARENT XML TAG: MAIN

The description for this field has been reworded in a previous version of the data specification.

### Description

Number of children under 19, including expected children, in the household at the time of application.

### Field Mandatory

Yes if 1.3 ELIGIBLE <>0 and ASSESS\_DATE has been completed

Can be blank if 1.3 ELIGIBLE = 0

Can be zero.

Legacy cases – rules apply as above

### Format

Numeric, up to two digits. Can be zero.

### Validation

Household must have less than 15 children.

Number of children cannot be less than the number recorded in 'people' section.

Can be more children to account for expected child, but no more than one unborn child per non male aged 10-60.

## 1.5 Date of assessment of circumstances and needs

XML TAG: ASSESS\_DATE

PARENT XML TAG: MAIN

This field has not been changed

### Description

Date of the assessment of the applicant's housing circumstances and needs. This date is intended to capture the date the decision on what duty (if any) was owed. If the application is reassessed following a review, enter the latest assessment date.

### Field Mandatory

Can be blank if 1.3 ELIGIBLE = 0

Yes – if ASSESS1 is complete (circular logic)

### Format

YYYY-MM-DD

This field is specified in the following form "YYYY-MM-DD" where:

- DD indicates the day
- MM indicates the month
- YYYY indicates the year

Note: All components are required!

E.g. Write 3 April 2018 as 2018-04-03

### Validation

Must be on or after the apply date.

Cannot be after the current date (date the case is reported to DLUHC)

## 1.6 Assessment of circumstances and needs

XML TAG: ASSESS1

PARENT XML TAG: MAIN

The options in this field have been changed in a previous version of the data specification, see table for details.

### Description

Assessment of the household's homelessness circumstances.

### Format

Numeric.

### Field Mandatory

Yes if 1.3 ELIGIBLE <>0 and ASSESS\_DATE has been completed

Can be blank if 1.3 ELIGIBLE = 0

Legacy cases – rules apply as above

### Responses

Option Description	Number	Changes
Threatened with homelessness – Prevention Duty owed	0	
Threatened with homelessness due to service of valid Section 21 Notice – Prevention Duty owed	1	
Already homeless – Relief Duty owed (include accepted local connection referrals)	2	
Not threatened with homelessness within 56 days	3	
Legacy case – (pre HRA also includes pre HRA reapplications)	4	Reworded
Legacy case – homelessness prevention activity undertaken	5	Retired
Local connection referral – Main duty accepted	6	
Withdrew application before assessment	7	New
Not eligible / no longer eligible	8	New
HRA case owed reapplication duty - prevention	9	New
HRA case owed reapplication duty - relief	10	New
Legacy case unintentionally homeless and priority need (main duty acceptance)	11	New

Onward routing (once the relevant main, people and support sections have been completed)

New Act cases

If 1.6 ASSESS1=0, 1, 9 complete PREVENT

If 1.6 ASSESS1=2, 10 complete RELIEF

If 1.6 ASSESS1=3,7,8 case closed

If 1.6 ASSESS1=6, complete FINAL\_DUTIES

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### Legacy cases

If 1.6 ASSESS1=4 complete DECISION

If 1.6 ASSESS1=11 complete FINAL DUTIES

### Validation

Cannot be a legacy case if the apply date is on or after 3rd April 2018

Cannot be a new Act case if the apply date is before the 3<sup>rd</sup> April 2018.

Can only be option 1 – S21 notice if the current accommodation is PRS: self-contained, PRS(Private rented sector): HMO (House in multiple occupation), Registered provider tenant or social rented supported housing or hostel.

## 1.7 Ethnic group of main applicant

XML TAG: ETHNIC

PARENT XML TAG: MAIN

The options in this field have not been changed.

### Description

Ethnic group of the main applicant.

### Format

Numeric.

### Field Mandatory

Yes if 1.3 ELIGIBLE <>0 and ASSESS\_DATE has been completed

Can be blank if 1.3 ELIGIBLE = 0

Legacy cases – not required

### Responses

The available options for this field are harmonised with the ONS guidelines on [England-specific ethnic group question used](#).

Option Description	Number
White: English/Welsh/Scottish/Northern Irish/British	0
White: Irish	1
White: Gypsy or Irish Traveller	2
Any other White background	3
Mixed/Multiple ethnic groups: White and Black Caribbean	4
Mixed/Multiple ethnic groups: White and Black African	5
Mixed/Multiple ethnic groups: White and Asian	6
Any other Mixed/Multiple ethnic background	7
Asian/Asian British: Indian	8
Asian/Asian British: Pakistani	9
Asian/Asian British: Bangladeshi	10
Asian/Asian British: Chinese	11
Any other Asian background	12
Black/ African/Caribbean/Black British: African	13
Black/ African/Caribbean/Black British: Caribbean	14
Any other Black/African/Caribbean background	15
Other ethnic group: Arab	16
Any other ethnic group	17
Don't know / refused	18

### Validation

Warnings will flag if the ethnicity appears inconsistent with nationality or eligibility.

Please check these situations are correct.

## 1.8 Sexual orientation of main applicant

XML TAG: SEXUALID

PARENT XML TAG: MAIN

The options in this field have been changed in a previous version of the data specification, see table for details.

### Description

Sexual orientation of the main applicant.

### Format

Numeric.

### Field Mandatory

Required

Legacy cases – not required

### Responses

Categories recommended by the Government Equalities Office.

Option Description	Number	Changes
Applicant prefers not to say	0	Reworded
Gay / Lesbian	1	
Heterosexual / Straight	2	
Other sexual orientation	3	Reworded
Bisexual	4	New

### Validation

None



## 1.9 Nationality of main applicant

XML TAG: NATIONALITY

PARENT XML TAG: MAIN

The options in this field have been changed (as version 1.5.5).

### Description

Nationality of the main applicant.

### Format

Numeric.

### Field Mandatory

Yes if 1.3 ELIGIBLE <>0 and ASSESS\_DATE has been completed

Can be blank if 1.3 ELIGIBLE = 0

Legacy cases – not required

### Responses

Option Description	Number	Changes
UK national habitually resident in UK	0	
UK national returning from residence overseas / in UK for first time	1	
Czech Republic	2	
Estonia	3	
Hungary	4	
Latvia	5	
Lithuania	6	
Poland	7	
Slovakia	8	
Slovenia	9	
Bulgaria	10	
Romania	11	
Croatia	12	
Ireland	13	
Other EEA country national	14	
Non-EEA country national	15	
Syria	16	New 1.5.5
Afghanistan	17	New 1.5.5
Hong Kong	18	New 1.5.5
Ukraine	19	New 1.5.5

### Validation

Checks against eligibility and ethnicity,

Warnings will flag on inconsistent responses. For example where nationality is not British but applicant is eligible because they are a British citizen. Please check these situations are correct.

## 1.10 Employment status of main applicant

XML TAG: EMPLOYMENT

PARENT XML TAG: MAIN

The options in this field have been changed in a previous version of the data specification, see table for details.

### Description

Employment status of the main applicant.

### Format

Numeric.

### Field Mandatory

Yes if 1.3 ELIGIBLE <>0 and ASSESS\_DATE has been completed

Can be blank if 1.3 ELIGIBLE = 0

Legacy cases – not required

### Responses

Option Description	Number	Changes
Don't know / Refused	0	
Working: 30 hours a week or more (contracted, regular or guaranteed)	1	Reworded
Working: less than 30 hours a week (contracted, regular or guaranteed)	2	Reworded
Training Scheme / apprenticeship	3	
Not working because of long term sickness or disability	4	
Registered unemployed	5	
Not registered unemployed but seeking work	6	
At home/not seeking work (including looking after the home or family)	7	
Retired (including retired early)	8	
Full-time student	9	
Other	10	
Registered employed but currently off work due to ill health / disability on reduced or SSP	11	New
Registered employed but currently off work on maternity/paternity / adoption leave on reduced or statutory pay (i.e. SMP)	12	New
Working: irregular hours with variable or irregular pay	13	New

### Validation

Will check against benefits and partner income and will flag a warning if no household income is reported.

## H-CLIC data specification

Will flag warnings when the applicant is older or younger than typically expected for these categories. These include working and over 70, on a training scheme and over 40, retired and under 45 or a student and over 45.

## 1.11 Benefits towards housing costs

XML TAG: BEN\_HOUSING

PARENT XML TAG: MAIN

The options in this field have not been changed.

### Description

Whether the applicant is claiming benefit towards their housing costs.

### Format

Numeric.

### Field Mandatory

Yes if 1.3 ELIGIBLE <>0 and ASSESS\_DATE has been completed

Can be blank if 1.3 ELIGIBLE = 0

Legacy cases – not required

### Responses

Option Description	Number
No benefits	0
Universal Credit	1
Housing Benefit	2
Don't know / refused	3

## 1.12 Benefits towards other living costs

XML TAG: BEN\_OTHER

PARENT XML TAG: MAIN

The options in this field have not been changed.

The Validations section has been amended (as version 1.5.5).

### Description

Whether the applicant is claiming benefit towards their other living costs, including claims that are still being assessed. If the applicant receives or has claimed more than one benefit, identify the one which contributes most to their income.

### Format

Numeric.

### Field Mandatory

Yes if 1.3 ELIGIBLE <>0 and ASSESS\_DATE has been completed

Can be blank if 1.3 ELIGIBLE = 0

Legacy cases – not required

### Responses

Option Description	Number
No benefits claims made / refused to answer	0
Universal Credit	1
Tax Credits (WTC, CTC)	2
Income Support / CA	3
Jobseeker's Allowance	4
Employment and Support Allowance	5
Disability Benefits (PIP, DLA, AA, IB, IIDB)	6
State Pension and/or Pensioner Credit (PC)	7
Bereavement Benefits (BP, WPA, BA, BSP)	8

### Validations

Must be a minimum of universal credit if universal credit is selected in housing benefits.

A warning will flag if no benefits is selected and no alternative source of income for the household has been identified.

## 1.13 Accommodation at time of application

XML TAG: CURRENTACCOM

PARENT XML TAG: MAIN

The options in this field have been changed (as version 1.5.5), see table for details.

### Description

Accommodation at time of application.

### Format

Numeric.

### Field Mandatory

Yes if 1.3 ELIGIBLE <>0

Can be blank if 1.3 ELIGIBLE = 0

Legacy cases – Not required

### Responses

Option Description	Number	Changes
Owner-occupier	0	
Shared ownership	1	
Private rented sector: self-contained	2	
Private rented sector: HMO	3	
Private rented sector: lodging (not with family or friends)	4	
Council tenant	5	
Registered Provider tenant	6	
Armed Forces accommodation	7	
Tied accommodation	8	
Departure from institution: Looked After Child Placement	9	
Living with family	10	
Living with friends	11	
Social rented supported housing or hostel	12	
Refuge	13	
Rough sleeping (in judgement of assessor)	14	
Homeless on departure from institution: Custody	15	
Homeless on departure from institution: Hospital (psychiatric)	16	
Homeless on departure from institution: Hospital (general)	17	
Temporary accommodation	18	
Student accommodation	19	
NASS accommodation	20	
No fixed abode	21	Retired
Caravan / houseboat	22	
Other	23	Retired
No fixed abode – Not rough sleeping on approach but has slept rough at least once in the last year	24	New
No fixed abode – Has not slept rough in the last year, but has previously slept rough	25	New
No fixed abode – Has never slept rough	26	New

Accommodation under a resettlement scheme/ sponsorship	27	New 1.5.5
--------------------------------------------------------	----	--------------

#### Onward routing

These have changed to account for new and amended options

If CURRENTACCOM=0-9 or if 27: skip to 1.15 REASONLOSS and continue with rest of the section

If CURRENTACCOM=10-26: complete 1.14 LASTACCOM and continue with rest of section

#### Validation

Age of applicant cannot be over 25 at time of application if currently in a children's placement

Prevention duty cannot be owed in ASSESS1 if the applicant is currently rough sleeping or no fixed abode.

Will flag a warning if an applicant under the age of 18 is in owner occupier or PRS: self-contained.

## 1.14 Accommodation when last settled

**XML TAG:** LASTACCOM

**PARENT XML TAG:** MAIN

The options in this field have been changed (as version 1.5.5), see table for details.

### Description

If current accommodation is not the main applicant's last settled home, describe accommodation when last settled.

### Format

Numeric.

### Field Mandatory

Yes if 1.3 ELIGIBLE <>0 and if 1.13 CURRENTACCOM=10, 11, 12, 13, 14, 15, 16, 17, 18, 19,20, 21, 22, 23, 24, 25, 26.

Can be blank if 1.3 ELIGIBLE = 0

Legacy cases – Not required

### Responses

Option Description	Number	Changes
Not known	0	
Owner-occupier	1	
Shared ownership	2	
Private rented sector	3	
Lodging (not with family or friends)	4	
Council tenant	5	
Registered Provider tenant	6	
Living with family or friends	7	
Departure from institution: Looked After Child Placement	8	
Social rented or supported housing	9	
Tied accommodation	10	
Armed Forces accommodation	11	
Other	12	
Student accommodation	13	New
Caravan/houseboat	14	New
Accommodation under a resettlement scheme/ sponsorship	15	New 1.5.5

### Validations

If current accommodation is a type of settled accommodation, then last accommodation should be left blank.



## 1.15 Main reason for loss of settled home

XML TAG: REASONLOSS

PARENT XML TAG: MAIN

The options in this field have been changed (as version 1.5.5), see table for details.

## Description

Main reason for loss of last settled home, or threat of loss of settled home.

## Format

Numeric.

## Field Mandatory

Yes if 1.3 ELIGIBLE <>0 and ASSESS\_DATE has been completed

Can be blank if 1.3 ELIGIBLE = 0

Legacy cases – Not required but provide if available

## Responses

Option Description	Number	Changes
Mortgage repossession or sale of owner occupier property	0	
End of private rented tenancy – assured shorthold tenancy	1	
End of private rented tenancy – not assured shorthold tenancy	2	
End of social rented tenancy	3	
Eviction from supported housing	4	
Family no longer willing or able to accommodate	5	
Friends no longer willing or able to accommodate	6	
Relationship with partner ended (non-violent breakdown)	7	
Domestic abuse	8	Retired
Racially motivated violence or harassment	9	
Non-racially motivated / other motivated violence or harassment	10	
Left institution with no accommodation available	11	Retired
Left HM Forces	12	
Required to leave accommodation provided by Home Office as asylum support	13	
Fire or flood / other emergency	14	
Other	15	Retired
Property disrepair	16	
Departure from institution: Custody	17	New
Departure from institution: Hospital (psychiatric)	18	New
Departure from institution: Hospital (general)	19	New
Domestic abuse – victim	20	New
Domestic abuse – alleged perpetrator excluded from property	21	New
Home no longer suitable due to disability / ill health	22	New
Not known due to last settled accommodation Not known	23	New
Loss of tied accommodation	24	New 1.5.5
Unsuccessful placement or exclusion from resettlement scheme/sponsorship	25	New 1.5.5

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Departure from institution: Looked After Child Placement	26	New 1.5.5
Voluntarily left accommodation to relocate	27	New 1.5.5

### Onward routing

These have changed to account for new and amended options

If 1.15 REASONLOSS=1: complete 1.16 REASONAST

If 1.15 REASONLOSS=3: complete 1.17 REASONSRS

If 1.15 REASONLOSS=4: complete 1.18 REASONSH

If 1.15 REASONLOSS=25: complete 1.25 REASONPLC

Else: skip to 1.19 REFERRAL

### Validation

Reason for loss must be consistent with current or last settled accommodation e.g. cannot be Mortgage repossession or sale of owner occupier property '0' if 1.13 and 1.14 are not Owner occupier '0' or Shared ownership '1'.

## 1.16 Reason for loss of Assured Shorthold Tenancy

XML TAG: REASONAST

PARENT XML TAG: MAIN

The options in this field have been changed in a previous version of the data specification, see table for details.

### Description

Main reason for loss of Assured Shorthold Tenancy

### Format

Numeric.

### Field Mandatory

Yes if 1.3 ELIGIBLE <>0 and if 1.15 REASONLOSS=1

Can be blank if 1.3 ELIGIBLE = 0

Blank if 1.15 REASONLOSS <>1

Legacy cases – Not required

### Responses

Option Description	Number	Changes
Rent arrears due to tenant difficulty budgeting or tenant making other payment(s) or due to shortfall between benefit and rent	0	Reworded
Rent arrears due to increase in rent	1	
Rent arrears due to reduction in employment income	2	
Rent arrears following changes in benefit entitlement	3	
Rent arrears due to change in personal circumstances	4	
Breach of tenancy, not related to rent arrears	5	
Landlord wishing to sell or re-let the property	6	Retired
Tenant complained to the council/agent/landlord about disrepair	7	
Tenant abandoned property	8	
Illegal eviction	9	
Other	10	
Landlord wishing to sell the property	11	New
Landlord wishing to re-let the property	12	New

### Validation

If REASONLOSS is not the end of private rented tenancy – assured shorthold tenancy '1', then this field should be left blank

## 1.17 Reason for loss of social rented tenancy

XML TAG: REASONSRS

PARENT XML TAG: MAIN

The options in this field have been changed in a previous version of the data specification, see table for details.

### Description

Main reason for loss of social rented tenancy

### Format

Numeric.

### Field Mandatory

Yes if 1.3 ELIGIBLE <>0 and if 1.15 REASONLOSS=3

Blank if 1.15 REASONLOSS<>3

Can be blank if 1.3 ELIGIBLE = 0

Legacy cases – Not required

### Responses

Option Description	Number	Changes
Rent arrears due to tenant difficulty budgeting or tenant making other payment(s) or due to shortfall between benefit and rent	0	Reworded
Rent arrears due to increase in rent	1	
Rent arrears due to reduction in employment income	2	
Rent arrears following changes in benefit entitlement	3	
Rent arrears due to change in personal circumstances	4	
Breach of tenancy, not related to rent arrears	5	
Tenant abandoned property	6	
Other	7	

### Validation

If REASONLOSS is not end of social rented tenancy '3', then this field should be left blank

## 1.18 Reason for loss of Supported Housing

XML TAG: REASONSH

PARENT XML TAG: MAIN

The options in this field have not been changed.

### Description

Main reason for loss of supported housing

### Format

Numeric.

### Field Mandatory

Yes if 1.3 ELIGIBLE <> 0 and if 1.15 REASONLOSS=4

Can be blank if 1.3 ELIGIBLE = 0

Blank if 1.15 REASONLOSS <>4

Legacy cases – Not required

### Responses

Option Description	Number
Rent arrears	0
Other breach of tenancy or licence, not related to rent	1
No longer eligible for supported housing	2
Other	3

### Validation

If REASONLOSS is not Eviction from Social Housing '4' then this field should be left blank

## 1.19 Referrals into the Authority

XML TAG: REFERRAL

PARENT XML TAG: MAIN

The options in this field have not been changed.

### Description

Whether applicant was referred to the local authority.

### Format

Numeric.

### Field Mandatory

Yes if 1.3 ELIGIBLE <>0 and ASSESS\_DATE has been completed

Can be blank if 1.3 ELIGIBLE = 0

Legacy cases – Not required

### Responses

Option Description	Number
No	0
Yes – by a public body under the Duty to Refer	1
Yes – by an agency that is not a public body subject to the Duty to Refer	2
Yes – by another local authority: Local Connection referral	3

### Onward routing

If 1.19 REFERRAL=1, 2: complete 1.20 REFERRAL\_AGENCY then skip to 1.22 and continue with the remainder of the section

If 1.19 REFERRAL=0: skip to 1.22 APPLY\_DATE and continue with remainder of section

If 1.19 REFERRAL=3: skip to 1.21 LCON\_REF and continue with remainder of section

### Validation

Checked against the referral agency to confirm whether the public body making a referral has a duty to refer.

## 1.20 Referral Agency

**XML TAG:** REFERRAL\_AGENCY

**PARENT XML TAG:** MAIN

The options in this field have been changed (as version 1.5.5), see table for details.

### Description

Which agency referred the applicant.

### Format

Numeric.

### Field Mandatory

Yes if 1.3 ELIGIBLE <>0 and if 1.19 REFERRAL=1, 2.

Blank if 1.19 REFERRAL=0, 3

Can be blank if 1.3 ELIGIBLE = 0

Legacy cases – Not required

### Responses

Option Description	Number	Duty to Refer	Changes
Adult Secure Estate (prison)	0	Yes	
Youth Secure Estate	1	Yes	
National Probation Service	2	Yes	
Community Rehabilitation Company	3	Yes	Retired (as v 1.5.5). Report under “National Probation Service”.
Police	4	No	
Hospital A&E or in-patient	5	Yes	
Mental Health Service – Acute in-patient	6	Yes	
Mental Health Service – Community based	7	No	This also covers option 8
CAMHS	8	No	Retired, select option 7
Sexual Health services	9	No	Retired, select option 44
Community health visitors	10	No	Retired, select option 44
Community midwives	11	No	Retired, select option 44
GPs	12	No	
Substance Misuse Treatment Service	13	No	Retired, select option 44
Adult Social Services	14	Yes	
Children’s Social care	15	Yes	
Children’s Early Help services / Children’s Centres	16	Yes	
Troubled Families / Families Intervention Programme	17	No	
Youth Services	18	No	Retired, select option 45
School	19	No	Retired, select option 45
Further Education College	20	No	Retired, select option 45

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University	21	No	Retired, select option 45
DWP – Jobcentre Plus	22	Yes	
Housing benefit /Welfare Assistance Service	23	No	Retired, select option 36
Citizens Advice Bureau / Debt Advice Agency	24	No	
Private Registered Provider (Housing Association)	25	No	
Local authority landlord	26	No	
Private landlord	27	No	
Supported housing provider	28	No	Retired, select option 46
Housing First provider	29	No	Retired, select option 46
Refuge provider	30	No	
NASS accommodation provider	31	No	
Armed Forces / Veteran Support Service	32	Yes/No	DTR from No to Yes/No
Environmental Health	33	No	Retired, select option 36
Community Safety	34	No	
Nil Recourse Team	35	Yes	DTR from No to Yes
Other local authority service	36	No	This also covers options 23 and 33
No Second Night Out Hub	37	No	Retired, select option 46
Street Services for rough sleepers	38	No	
Housing related (floating) support provider	39	No	Retired, select option 46
Other service provider (not housing specific)	40	No	Reworded
LGBT support agency	41	No	
Faith organisation	42	No	
Streetlink	43	No	New
Community Based Health Service – physical health and well being	44	No	New
School, Youth and Education Services	45	No	New
Supported housing, hub or Housing Related Support Provider	46	No	New

### Validation

Checks against 1.19 Referral; if No '0' then this field should be blank.

Will flag a warning if 1.19 is By a public body under the Duty to Refer '1' then agency recorded must be agency with a duty to refer.



## 1.21 Local Connection authority

XML TAG: LCON\_REF

PARENT XML TAG: MAIN

This field has not been changed

### Description

Which local authority made the Local Connection referral.

### Format

Alphanumeric, nine characters. Use ONS LA codes.

Includes England, Wales, Scotland and Northern Ireland Codes.

Wales and Scotland authorities can only be selected for final duty referrals.

Northern Ireland final duty referrals are by arrangement only.

See Annex 5 for list of local authorities and their codes

### Field Mandatory

Yes if 1.3 ELIGIBLE <>0 and if 1.19 REFERRAL=3

Can be blank if 1.3 ELIGIBLE = 0

Blank if 1.19 REFERRAL=0, 1, 2

Legacy cases – Not required

### Validation

Must be an ONS code

Cannot be the same Local Authority as listed in '1.1 LA\_CRN'

This must be an English Local Authority if in '1.6 ASSESS1' 'Already homeless – Relief Duty owed 2' has been selected.

This field should be left blank if '1.19 Referral' is not selected as 'Yes – by another local authority: Local Connection referral 3'

## 1.22 Date of homeless application

XML TAG: APPLY\_DATE

PARENT XML TAG: MAIN

The name and description for this field have been reworded in a previous version of the data specification.

### Description

The date of the first approach where a commitment to take an application was made. This can be but is not necessarily the date the application was completed.

### Field Mandatory

Yes

Legacy cases – rules apply as above.

### Format

YYYY-MM-DD

This field is specified in the following form "YYYY-MM-DD" where:

- DD indicates the day
- MM indicates the month
- YYYY indicates the year

Note: All components are required!

E.g. Write 3 April 2018 as 2018-04-03

### Validation

Legacy cases must be on or before the 2<sup>nd</sup> April 2018. New Act cases must be on or after the 3<sup>rd</sup> April 2018.

Legacy cases cannot be before 01/01/1985

At least one activity date other than this, '1.22 APPLY DATE', must be within the quarter. Or, the household must be either in temporary accommodation or have ongoing relief/prevention duty.

This cannot be after the quarter end date for the collection to which it is being uploaded.

## 1.23 Employment status of main applicant's spouse or partner

XML TAG: EMPL\_PARTNER

PARENT XML TAG: MAIN

The options in this field have been changed in a previous version of the data specification, see table for details.

### Description

The employment status of the main applicant's partner as recorded in the people table. Details of spouses / partners who are not part of the household homeless application should be excluded.

### Format

Numeric.

### Field Mandatory

Yes if 1.3 ELIGIBLE <>0. If the applicant does not have a partner, default to 11 – No partner.

Can be blank if 1.3 ELIGIBLE = 0

Legacy cases – Not required

### Responses

Option Description	Number	Changes
Don't know / Refused	0	
Working: 30 hours a week or more (contracted, regular or guaranteed)	1	Reworded
Working: less than 30 hours a week (contracted, regular or guaranteed)	2	Reworded
Training Scheme / apprenticeship	3	
Not working because of long term sickness or disability	4	
Registered unemployed	5	
Not registered unemployed but seeking work	6	
At home/not seeking work (including looking after the home or family)	7	
Retired (including retired early)	8	
Full-time student	9	
Other	10	
No partner	11	
Registered employed but currently off work due to ill health / disability on reduced or SSP	12	New
Registered employed but currently off work on maternity/paternity / adoption leave on reduced or statutory pay (i.e. SMP)	13	New
Working: irregular hours with variable or irregular pay	14	New

### Validation

## H-CLIC data specification

If no partner is reported in the PEOPLE section, then there cannot be a reported income source here.

If a partner is identified in PEOPLE section, 'No partner 11' cannot be selected.

Validations are run against the selection made here and against the age at the end of the reporting quarter (AGE\_END 2.8) and warning messages could be flagged. These are where the partner's employment status is listed as fulltime but they are over the age of 70, Partners employment status is retired but they are under 45. Partner is over 45 and a full-time student, partner is under 45 and on a training scheme / apprenticeship. Please check these situations are correct.

## 1.24 Gender Identity of main applicant

XML TAG: GENDER\_IDENTITY

PARENT XML TAG: MAIN

This is a new field introduced in a previous version of the data specification.

### Description

This is a question that should be asked directly of the main applicant. Is your gender the same as the sex you were registered at birth?

### Format

Numeric.

### Field Mandatory

Yes if ASSESS\_DATE has been completed and is on or after the 1<sup>st</sup> of April 2023  
Legacy cases – not required

### Responses

Option Description	Number	Changes
No	0	New
Yes	1	New
Prefer not to say	2	New

### Validation

None

## 1.25 Reason for loss of Resettlement Scheme or sponsorship placement

XML TAG: REASONPLC

PARENT XML TAG: MAIN

This is a new field (as version 1.5.5).

### Description

Main reason for loss of a placement or sponsorship that was provided through a resettlement scheme, such as the Ukraine and Afghan schemes

### Format

Numeric.

### Field Mandatory

Yes if 1.3 ELIGIBLE <>0 and if 1.15 REASONLOSS=25

Can be blank if 1.3 ELIGIBLE = 0

Blank if 1.15 REASONLOSS <>25

Legacy cases – Not required

### Responses

Option Description	Number	Changes
Ukraine Family scheme route: accommodation not available or not suitable on arrival	0	New 1.5.5
Ukraine Family scheme route: accommodation arrangements/relationships have broken down	1	New 1.5.5
Homes for Ukraine sponsorship route: accommodation not available or not suitable on arrival	2	New 1.5.5
Homes for Ukraine sponsorship route: accommodation arrangements/relationships have broken down	3	New 1.5.5
Homes for Ukraine sponsorship route: household has rejected sponsor's offer	4	New 1.5.5
Afghan Resettlement Scheme, homeless on ending of Home Office initial support	5	New 1.5.5
Afghan Resettlement Scheme: lost settled accommodation provided for resettlement	6	New 1.5.5
Other/not known	7	New 1.5.5

### Validation

If REASONLOSS is not the end of a resettlement scheme or sponsorship placement '25', then this field should be left blank.

## 2. The PEOPLE Section

The variables in this section are completed for each household member.

Only one response can be returned for each field per household member. At least one person must be the main applicant and the other household members should be reported in terms of their relationship to the main applicant.

As of v.1.4.5 unborn children can be reported with negative ages.

For legacy cases, DLUHC accept that not all information can be provided for this section. Please provide as much information as possible for these cases.

## 2.1 Local Authority Code and Case Reference Number

This was a duplicate reference, it is no longer required.



## 2.2 Person identifier

XML TAG: PERSON\_ID

PARENT XML TAG: PEOPLE

The description for this field has been expanded in a previous version of the data specification.

### Description

A unique identifier for the household member. This is to be provided to each household member in the application. A new identifier should be produced for each household member with each homelessness application. However, unique identifiers can be re used if a household member presents in a new homelessness case at a later date.

### Format

Alphanumeric, no special characters, must be 12 characters.

### Field Mandatory

Yes

Legacy cases – rules apply as above.

### Validation

Must be unique to each household member, can be repeated across applications where an individual is present in a new case.

Must be 12 characters long.

## 2.3 Sex

XML TAG: GENDER

PARENT XML TAG: PEOPLE

The name and description for this field have been reworded in a previous version of the data specification.

### Description

The sex registered at birth of the household member.

### Format

Numeric.

### Responses

Option Description	Number	Changes
Female	0	
Male	1	
Transgender	2	Retired
Prefer not to say	3	
Not known / Other	4	

### Field Mandatory

Yes

Legacy cases – rules apply as above

## 2.4 Age

XML TAG: AGE

PARENT XML TAG: PEOPLE

This field has not been changed

### Description

The age in years of the household member when the household homelessness application was made.

### Format

Numeric, up to three digits.

Recorded as true at date of the homelessness application APPLY\_DATE (see 1.23).

### Field Mandatory

Yes if JOIN\_D of the household member is the APPLY\_DATE, which means AGE is always mandatory for main applicants.

Legacy cases – rules apply as above

If person was not born on application date this value can be omitted, provided the JOIN\_D is after the APPLY\_D

### Validation

Cannot be under 16 if the main applicant

It is expected that children will be a minimum of 11 years different in age to the main applicant.

No person can be over 120 and any person over 100 will flag a warning for you to check.

Unborn children can be entered with a negative age from -29

## 2.5 Relationship

XML TAG: RELATIONSHIP  
PARENT XML TAG: PEOPLE

The options in this field have not been changed.

### Description

Relationship to the main applicant.

### Format

Numeric.

### Field Mandatory

Yes

Legacy cases – rules apply as above.

### Responses

Option Description	Number
Main Applicant	0
Spouse / partner	1
Parent / guardian	2
Daughter or son	3
Other relative	4
Carer	5
Lodger / tenant	6
Other	7

### Validation

One person, and only one person, must be the main applicant.

Warnings will flag for more than one spouse/partner

If under 16, a person can only have a status of; daughter or son, carer, other relative or other. They cannot be the main applicant.

A warning will flag if there is not a minimum of 11 years age gap between the main applicant and children or parents. The main applicant has to be 11 years older than the daughter or son and 11 years younger than the parent / guardian.

An age differences between the main applicant and their partner of more than 30 years will flag warnings Please check these situations are correct.

## 2.6 Date joined household homeless application

XML TAG: JOIN\_D

PARENT XML TAG: PEOPLE

This field has not been changed

### Description

The date the person joined the household homeless application.

### Format

YYYY-MM-DD

This field is specified in the following form “YYYY-MM-DD” where:

- DD indicates the day
- MM indicates the month
- YYYY indicates the year

Note: All components are required!

E.g. Write 3 April 2018 as 2018-04-03

### Field Mandatory

Yes Default to match 1.22 APPLY\_DATE if part of the household at the application date.

Legacy cases – rules apply as above.

### Validation

The main applicant’s join date must match the apply date, as the application cannot exist without them.

For anyone else the join date cannot be after the leave date, or current date.

No person can have a JOIN\_D before the APPLY\_DATE.

JOIN\_D is used to validate the AGES of people in the household so if JOIN\_D is inconsistent with the AGE and AGE\_END validations will flag.

## 2.7 Date left household homeless application

XML TAG: JOIN\_L

PARENT XML TAG: PEOPLE

This field has not been changed

### Description

The date the person left the household homeless application. This field is used to remove people from the number of people in temporary accommodation, for example.

### Format

YYYY-MM-DD

This field is specified in the following form “YYYY-MM-DD” where:

- DD indicates the day
- MM indicates the month
- YYYY indicates the year

Note: All components are required!

E.g. Write 3 April 2018 as 2018-04-03

### Field Mandatory

Blank if household member has not left the household.

Mandatory if household member has left the household.

Legacy cases – rules apply as above.

### Validation

The main applicant cannot have a leave date as the case should not exist without them.

Cannot be a future date.

Must be on or after the JOIN\_D.

## 2.8 Age at quarter end

XML TAG: AGE\_END

PARENT XML TAG: PEOPLE

This field has not been changed

### Description

The age in years of the household member at the quarter end for which data is submitted to DLUHC. Where quarter end is 31<sup>st</sup> March, 30<sup>th</sup> June, 30<sup>th</sup> September, or 31<sup>st</sup> December.

### Format

Numeric, up to three digits.

Recorded as true at date of the quarter end. For example, if data is being submitted for July – September 2018, the age at quarter end would be calculated as 30<sup>th</sup> September 2018 minus the household member's date of birth.

### Field Mandatory

Yes if household member has not left the household  
Legacy cases – rules apply as above

### Validation

Cannot be greater than AGE + number of years since apply date + 2

Cannot be less than AGE

Age must be –1 or greater

Cannot be over 120 and warnings will flag against anyone over 100.

### 3. The SUPPORT Section

The variables in this section are completed if there are any support needs or relevant life experiences for the main applicant and/or any household members, in the judgement of the local authority officer. These are support needs or relevant life experiences that the household require assistance with during the application.

If there are no support needs, the default option of 'No support needs' is to be selected.

Multiple support needs can be recorded from the dropdown options.

For legacy cases, this section does not need to be completed and should be returned blank.



### 3.1 Local authority code and Case Reference Number

This was a duplicate reference, it is no longer required.

## 3.2 Support Needs of Main Applicant and Household members

**XML TAG:** SPTNEED

**PARENT XML TAG:** SUPPORT

The description and format for this field have been reworded in a previous version of the data specification.

The options in this field have been changed (as version 1.5.5), see table for details.

### Description

All of the support needs or relevant life experiences identified within the household.

### Format

Numeric.

Default option is 0='No support needs'.

Select all support needs or relevant life experiences that apply from the list below. These are support needs or characteristics of the household. Include any support need that is applicable to the household irrespective of whether more assistance for that support need or life experience is required. Further information will be available in the guidance notes.

### Field Mandatory

Yes if 1.3 ELIGIBLE<>0.

Legacy cases – Not required

### Responses

Option Description	Number	Changes
No support needs	0	
Legacy cases: support needs not known	1	
Young person aged 16-17 years	2	
Young person aged 18-25 years requiring support to manage independently	3	
Young parent requiring support to manage independently	4	
Care leaver aged 18-20 years	5	
Care leaver aged 21+ years	6	Retired as v.1.5.5
Physical ill health and disability	7	
History of mental health problems	8	
Learning disability	9	
At risk of/has experienced sexual abuse/exploitation	10	
At risk of/has experienced domestic abuse	11	
At risk of/has experienced abuse (non-domestic abuse)	12	
Drug dependency needs	13	
Alcohol dependency needs	14	
Offending history	15	
History of repeat homelessness	16	
History of rough sleeping	17	
Former asylum seeker	18	

## H-CLIC data specification

Old age	19	
Served in HM Forces	20	
Access to education, employment or training	21	
Victim of modern slavery	22	New
Difficulties budgeting	23	New
Care leaver 21-24	24	New as v. 1.5.5
Care leaver 25+	25	New as v. 1.5.5

### Validation

Cannot select no support needs and another support need.

Support needs will be checked against attributes of the people section. Where ages are specified at least one household member has to meet that criteria between the application date and the end of the reporting quarter. A household which does not have a anyone aged 25 and under with at least one dependent cannot select 'young parent requiring support'.

Cannot be 'legacy cases: support needs not known 1' if it is not a legacy case.

## 4. The PREVENT Section

This section is completed if the local authority accepts a Prevention Duty for the household. It should be completed where the household was recorded as owed a Prevention Duty in the MAIN section. This information will be submitted to DLUHC once the Prevention Duty has ended. If no Prevention Duty is owed, the fields in this section can be returned as blank.

Prevention duty information (or activity information for legacy cases) should be submitted to DLUHC once prevention has ended. This information should be submitted to DLUHC alongside a People, Main, Support and Assistance sections in the reporting window following the quarter when prevention ended.

Only one Prevention Duty should be submitted per case. If many prevention methods are used only the main activity that resulted in or contributed most to the prevention outcome should be reported. If a successful review has been carried out then the new prevention activity and outcome following this should be reported.

#### 4.1 Local authority code and Case Reference Number

This was a duplicate reference, it is no longer required.

## 4.2 Date Prevention Duty started

XML TAG: P\_START\_DATE

PARENT XML TAG: PREVENT

This field was changed, in a previous version of the data specification, to account for new and retired options

### Description

Date Prevention Duty commenced.

### Format

YYYY-MM-DD

This field is specified in the following form “YYYY-MM-DD” where:

- DD indicates the day
- MM indicates the month
- YYYY indicates the year

Note: All components are required!

E.g. Write 3 April 2018 as 2018-04-03

### Field Mandatory

New Act cases

Expect completion if 1.6 ASSESS1=0, 1, 9.

Blank if 1.6 ASSESS1=2, 3, 7, 8, 10.

Submitted when 4.5 PD\_END\_DATE completed.

Legacy cases

Not required

### Validation

New Act cases must be within a day of the ASSESS\_DATE (for a prevention duty assessment) unless a successful review was undertaken, when the prevention duty can start later. The assessment date should be the date what duty was owed is decided and therefore these two dates should match.

Cannot be a future date.

Submitted only when prevention duty owed, and the prevention duty ends (PD\_END\_DATE is complete)

### 4.3 Prevention Activity

**XML TAG:** PR\_ACTIVITY

**PARENT XML TAG:** PREVENT

The options in this field have been changed (as version 1.5.5), see table for details.

#### Description

The main prevention activity that was undertaken by the local authority as part of the Prevention Duty. The main prevention activity that was successful in preventing homelessness. In cases where the Prevention Duty was not successful the main activity should be recorded. Or if no listed activity is suitable, please use new option 15 "Prevention activity undertaken but not successful".

#### Format

Numeric.

#### Field Mandatory

New Act cases

Expect completion if 1.6 ASSESS1=0, 1, 9 and PD\_END\_DATE has a value

Blank if 1.6 ASSESS1=2, 3, 7, 8, 10.

Submitted when 4.5 PD\_END\_DATE completed.

Legacy cases

Not required

#### Responses

Option Description	Number	Changes
No activity – advice and information provided	0	
Accommodation secured by local authority or organisation delivering housing options service	1	
Helped to secure accommodation found by applicant, with financial payment	2	
Helped to secure accommodation found by applicant, without financial payment	3	
Supported housing provided	5	
Negotiation/mediation work to secure return to family or friend	6	
Negotiation/mediation/advocacy work to prevent eviction/repossession	7	
Financial payments to reduce rent service charge or mortgage arrears	8	
Discretionary Housing Payment to reduce shortfall	9	
Financial payments used for other purposes (not arrears or to secure new accommodation)	10	
Housing related support to sustain accommodation	11	
Debt advice	12	
Resolved benefit problems	13	
Sanctuary or other security measures to home	14	
Prevention activity undertaken but not successful	15	New

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Helped to secure suitable sponsorship or hosting placement in a private home	16	New 1.5.5
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### Validation

Submitted only when the prevention duty ends (PD\_END\_DATE is complete)

If no activity selected an information message will flag because even if an activity is unsuccessful this activity should be reported.



## 4.4 Engaged with support needs

XML TAG: SUPPORT\_PR

PARENT XML TAG: PREVENT

This field was retired in a previous version of the data specification. The field is now optional and no longer required and can be excluded from future cases/extracts.

The options in this field have not been changed.

### Description

Whether the household were engaged with help for their support needs before the Prevention Duty ended.

### Format

Numeric.

### Field Optional

New Act cases

Not required

Legacy cases

Not required

### Responses

Option Description	Number
No	0
Yes	1
No support needs	2

### Validation

Based on feedback from authorities this has been relaxed and is no longer enforced.

## 4.5 Date Prevention Duty ended

XML TAG: PD\_END\_DATE

PARENT XML TAG: PREVENT

This field was changed, in a previous version of the data specification, to account for new and retired options

### Description

Date Prevention Duty ended.

### Format

YYYY-MM-DD

This field is specified in the following form “YYYY-MM-DD” where:

- DD indicates the day
- MM indicates the month
- YYYY indicates the year

Note: All components are required!

E.g. Write 3 April 2018 as 03-04-2018

### Field Mandatory

New Act cases

When Prevention Duty has ended, expect completion if 1.6 ASSESS1=0, 1, 9.

Blank if 1.6 ASSESS1=2, 3, 7, 8, 10.

Legacy cases

Not required

### Validation

Must be on or after the prevention duty start date. Cannot be a future date.

Should be blank if no prevention duty is owed.

## 4.6 Reason Prevention Duty ended

**XML TAG:** PREV\_END\_REASON

**PARENT XML TAG:** PREVENT

The options in this field have been changed in a previous version of the data specification, see table for details.

### Description

The reason the Prevention Duty was ended.

### Format

Numeric.

### Field Mandatory

New Act cases

Expect completion if 1.6 ASSESS1=0, 1, 9 and PD\_END\_DATE has a value

Blank if 1.6 ASSESS1=2, 3, 7, 8, 10.

Submitted when 4.5 PD\_END\_DATE completed.

Legacy cases

Not required

### Responses

Option Description	Number	Changes
No longer eligible	0	
Secured existing accommodation for 6 months	1	
Secured existing accommodation for 12 or more months	2	
Secured alternative accommodation for 6 months	3	
Secured alternative accommodation for 12 or more months	4	
Homeless	5	
56 days or more expired and no further action	6	
Intentionally homeless from accommodation provided	7	
Refused suitable accommodation	8	
Refused to cooperate	9	
Withdrew application / applicant deceased	10	Retired
Contact lost	11	
Withdrew application	12	New
Applicant deceased	13	New

### Onward routing

If 4.6 PREV\_END\_REASON=10,11,12,13: case closed no further information required

If 4.6 PREV\_END\_REASON=0-4, 6: complete 4.8 to 4.9 then case will be closed

If 4.6 PREV\_END\_REASON=5, 7: complete 4.8 to 4.9 then RELIEF

If 4.6 PREV\_END\_REASON=8, 9: complete 4.8 to 4.9 then RELIEF if applicable, otherwise case closed

Legacy cases

## H-CLIC data specification

The case closes following prevention activity, case closed

### Validation

Submitted only if prevention duty was owed and when the prevention duty ends (PD\_END\_DATE is complete)

## 4.7 Temporary accommodation provided or duty owed

XML TAG: TA\_PREV

PARENT XML TAG: PREVENT

This field was retired in a previous version of the data specification. The field is now optional and no longer required and can be excluded from future cases/extracts.

The options in this field have not been changed.

### Description

Whether a temporary accommodation duty was owed or temporary accommodation was provided following the end of prevention duty.

### Format

Numeric.

### Field Optional

New Act cases

Can be completed if 1.6 ASSESS1=0, 1, 9 and 4.6 PREV\_END\_REASON is not 10, 11, 12 or 13

Blank if 1.6 ASSESS1=2, 3, 7, 8, 10.

Submitted when 4.5 PD\_END\_DATE completed.

Legacy cases

Not required

### Responses

Option Description	Number
No duty owed and no accommodation provided	0
Yes – temporary accommodation provided	1
Temporary accommodation duty owed but no accommodation provided	2

### Onward routing

This will be enforced if TA\_PREV is still provided

If 4.7 TA\_PREV=0, complete 4.8 ACCOM\_PR & 4.9 DEST\_PR

If 4.7 TA\_PREV=1, complete TEMPORARY ACCOMMODATION, skip 4.8 & 4.9

If 4.7 TA\_PREV=2, complete 4.8 & 4.9 then complete TEMPORARY ACCOMMODATION

### Validation

This will be enforced if TA\_PREV is still provided

Cannot select temporary accommodation duty owed if prevention duty ended with securing accommodation for 6 -12 months.

Submitted only when the prevention duty ends (PD\_END\_DATE is complete)

## 4.8 Accommodation Outcome

XML TAG: ACCOM\_PR

PARENT XML TAG: PREVENT

The options in this field have been changed (as version 1.5.5), see table for details.

### Description

The applicant's accommodation when Prevention Duty ended.

### Format

Numeric.

### Field Mandatory

New Act cases

Expect completion if 4.7 TA\_PREV=0, 2 or Blank

Blank if 4.7 TA\_PREV=1 or 4.6 PREV\_END\_REASON is 10 or 11, 12 or 13

Submitted when 4.5 PD\_END\_DATE completed.

Legacy cases

Not required

### Responses

Option Description	Number	Changes
Not known	0	
Private rented sector: self-contained	1	
Private rented sector: HMO	2	
Private rented sector: lodging (not with family or friends)	3	
Council tenancy	4	
Registered Provider tenancy	5	
Owner-occupier	6	
Staying with family	7	
Staying with friends	8	
No fixed abode: rough sleeping	9	
No fixed abode: not rough sleeping	10	
Social rented supported housing or hostel	11	
Refuge	12	
Custody	13	
Other	14	
Shared ownership	15	New
Tied accommodation	16	New
Hospital (psychiatric)	17	New
Hospital (general)	18	New
Temporary accommodation own arrangement	19	New
Caravan / houseboat	20	New
Temporary accommodation provided by local authority	21	New
Accommodation under a resettlement scheme/ sponsorship	22	New 1.5.5

### Validation

These have changed to account for new and retired options and field.

This will be enforced if TA\_PREV is still provided.

Should be blank if Temporary Accommodation duty is owed and accommodation has been provided at the end of prevention.

If prevention duty ended successfully, then refuge, custody, not known, no fixed abode cannot be provided.

Where existing accommodation has been secured for 6-12 months (PREV\_END\_REASON) this field should match current accommodation (CURRENT\_ACCOM) and cannot be custody or no fixed abode.

Submitted only when the prevention duty ends (PD\_END\_DATE is complete)

If prevention ended in Homeless (4.6), and duty owed but no temporary accommodation provided (4.7 if still provided) then accommodation outcome (4.8) cannot be a different type of "settled accommodation" to current accommodation (1.13). Care leavers that remain in a "Departure from institution: Looked After Child Placement" should be reported in "Social rented supported housing or hostel".

## 4.9 Local authority location of accommodation outcome

XML TAG: DEST\_PR

PARENT XML TAG: PREVENT

This field has changed to account for new options (as version 1.5.5).

### Description

In what local authority district (named) is the accommodation outcome described in 4.8 ACCOM\_PR. This is completed if a secure accommodation was reported in 4.8 ACCOM\_PR.

### Format

Alphanumeric, nine characters.

Use ONS LA codes.

Includes England, Wales, Scotland and Northern Ireland Codes.

See Annex 5 for ONS LA codes

### Field Mandatory

New Act cases

These have changed to account for new options.

Expect completion if 4.8 ACCOM\_PR=1-6, 15, 16, 19, 21 or 22.

Can be completed if 4.8 ACCOM\_PR=7-14, 17, 18 or 20 . If location is unknown for these options, field can be left blank.

Blank if 4.8 ACCOM\_PR=0 or 4.6 PREV\_END\_REASON is 10 or 11, 12 or 13.

Submitted when 4.5 PD\_END\_DATE completed.

Legacy cases

Not required

### Validation

Must be an ONS code.

Should be blank unless there was an accommodation out at the end of prevention, excluding temporary accommodation.

If accommodation is within the local authority district then select own local authority district.



## 5. The RELIEF Section

This section is completed if the local authority accepts a Relief Duty for the household. It should be completed where the household was recorded as owed a Relief Duty in the MAIN section or as proceeding to a Relief Duty in the PREVENT section, after a Prevention Duty failed. This information will be submitted to DLUHC once the Relief Duty has ended.

Relief duty (or activity information for legacy cases) should be submitted to DLUHC once relief has ended. This information should be submitted to DLUHC alongside a People, Main, Support and Assistance sections, as a minimum, in the reporting window following the quarter when relief ended.

Only one Relief Duty per case should be submitted. If many relief methods are used, only the main activity that resulted in or contributed most to the relief outcome should be reported. If a successful review has been carried out then the new relief activity and outcome following this should be reported.

For legacy cases, this section can be completed if the local authority offered relief activity to the applicant household following the decision stage.

## 5.1 Local authority code and Case Reference Number

This was a duplicate reference, it is no longer required.

## 5.2 Date Relief Duty started

XML TAG: R\_START\_DATE

PARENT XML TAG: RELIEF

This field was changed, in a previous version of the data specification, to account for new and retired options

### Description

Date relief activity commenced.

### Field Mandatory

New Act cases

Expect completion if 1.6 ASSESS1=2, 10 or if 4.6 PREV\_END\_REASON=5, 7

Can be completed if 4.6 PREV\_END\_REASON= 8, 9

Blank if 4.6 PREV\_END\_REASON=0-4, 6, 10, 11, 12, 13.

Submitted when 5.5 R\_END\_DATE completed.

Legacy cases

Not required

### Format

YYYY-MM-DD

This field is specified in the following form “YYYY-MM-DD” where:

- DD indicates the day
- MM indicates the month
- YYYY indicates the year

Note: All components are required!

E.g. Write 3 April 2018 as 2018-04-03

### Validation

Must match ASSESS\_DATE or PD\_END\_DATE (or plus one day) when a relief duty is now owed.

Will check ASSESS1 and PREV\_END\_REASON to see if a prevention duty is owed on the case. An error will flag if this is completed when a relief duty was not indicated to have been owed.

Can be submitted if a relief duty is owed but not complete.

Cannot be a future date

### 5.3 Relief Activity

XML TAG: REL\_ACTIVITY

PARENT XML TAG: RELIEF

The options in this field have been changed (as version 1.5.5), see table for details.

#### Description

The relief activity that was successful in relieving homelessness. In cases where the Relief Duty was not successful the main activity should be recorded. Or if no listed activity is suitable, please use new option 9 “Activities were attempted to secure accommodation but these were unsuccessful”.

#### Format

Numeric.

#### Field Mandatory

New Act cases

Expect completion if 1.6 ASSESS1=2, 10 or if 4.6 PREV\_END\_REASON=5, 7 and R\_END\_DATE has been completed

Can be completed if 4.6 PREV\_END\_REASON= 8, 9

Blank if 4.6 PREV\_END\_REASON=0-4, 6, 10, 11, 12, 13.

Submitted when 5.5 R\_END\_DATE completed.

Legacy cases

Not required

#### Responses

Option Description	Number	Changes
No activity	0	
Accommodation secured by local authority or organisation delivering housing options service	1	
Helped to secure accommodation found by applicant, with financial payment	2	
Helped to secure accommodation found by applicant, without financial payment	3	
Supported housing provided	4	
Negotiation/mediation work to secure return to family or friend	5	
Negotiation/mediation/ enforcement action to secure re-entry with landlord	6	
Sanctuary or other security measures to enable return home	7	
Other activity through which accommodation secured	8	
Activities were attempted to secure accommodation but these were unsuccessful	9	New
Helped to secure suitable sponsorship or hosting placement in a private home	10	New 1.5.5

#### Validation

Only provide if a relief duty is owed on the case and the duty has ended

## H-CLIC data specification

If no activity selected a warning message will flag because even if an activity is unsuccessful this activity should be reported.

## 5.4 Engaged with support needs

XML TAG: SUPPORT\_REL

PARENT XML TAG: RELIEF

This field was retired in a previous version of the data specification. The field is now optional and no longer required and can be excluded from future cases/extracts.

The options in this field have not been changed.

### Description

Whether the household were engaged with help for their support needs before the Relief Duty ended.

### Format

Numeric.

### Field Optional

New Act cases

Not required

Legacy cases

Not required

### Responses

Option Description	Number
No	0
Yes	1
No support needs	2

### Validation

Based on feedback from authorities this has been relaxed and is no longer enforced.

## 5.5 Date Relief Duty ended

XML TAG: R\_END\_DATE

PARENT XML TAG: RELIEF

This field was changed, in a previous version of the data specification, to account for new and retired options

### Description

Date relief activity ended.

### Format

YYYY-MM-DD

This field is specified in the following form “YYYY-MM-DD” where:

- DD indicates the day
- MM indicates the month
- YYYY indicates the year

Note: All components are required!

E.g. Write 3 April 2018 as 03-04-2018

### Field Mandatory

New Act cases

When Relief Duty has ended, expect completion if 1.6 ASSESS1=2, 10 or if 4.6 PREV\_END\_REASON=5, 7

Can be completed if 4.6 PREV\_END\_REASON= 8, 9

Blank if 4.6 PREV\_END\_REASON=0-4, 6, 10, 11, 12, 13.

Legacy cases

Not required

### Validation

Must be on or after relief duty start date. Cannot be a future date.

Only provide if a relief duty is owed on the case and the duty has ended

## 5.6 Reason Relief Duty ended

**XML TAG:** REL\_END\_REASON

**PARENT XML TAG:** RELIEF

The options in this field have been changed in a previous version of the data specification, see table for details.

### Description

The reason the Relief Duty was ended.

### Format

Numeric.

### Field Mandatory

New Act cases

Expect completion if 1.6 ASSESS1=2, 10 or if 4.6 PREV\_END\_REASON=5, 7 and R\_END\_DATE has been completed

Can be completed if 4.6 PREV\_END\_REASON= 8, 9

Blank if 4.6 PREV\_END\_REASON=0-4, 6, 10, 11, 12, 13.

Submitted when 5.5 R\_END\_DATE completed.

Legacy cases

Not required

### Responses

Option Description	Number	Changes
No longer eligible	0	
Secured accommodation for 6 months	1	
Secured accommodation for 12 months	2	
56 days elapsed	3	
Refused final accommodation or final part six offer	4	
Notice served due to refusal to cooperate	5	
Withdrew application / applicant deceased	6	Retired
Intentionally homeless from accommodation provided	7	
Local connection referral accepted by other LA	8	
Contact lost	9	
Withdrew application	10	New
Applicant deceased	11	New
Applicant has refused a suitable offer, which was not a final offer	12	New

### Onward routing

If 5.6 REL\_END\_REASON=6, 9, 10, 11: case closed

If 5.6 REL\_END\_REASON=0, 1, 2, 4 complete 5.8 to 5.9 then case closed

If 5.6 REL\_END\_REASON=8: complete 5.8 to 5.10 as applicable, case closed

If 5.6 REL\_END\_REASON=3, 5, 7, 12: complete 5.8 to 5.9 as applicable and move to DECISION section



## H-CLIC data specification

### Legacy cases

The case closes following relief activity, case closed.

### Validation

Cannot be 56 days elapsed if relief end date is not on or after day 56.

Cannot be secured accommodation for 6-12 months if the accommodation outcome at the end of relief (ACCOM\_R) is not a type of settled accommodation.

Only provide if a relief duty is owed on the case and the duty has ended

## 5.7 Temporary accommodation provided or duty owed

XML TAG: TA\_REL

PARENT XML TAG: RELIEF

This field was retired in a previous version of the data specification. The field is now optional and no longer required and can be excluded from future cases/extracts.

The options in this field have not been changed.

### Description

Whether a temporary accommodation duty was owed or temporary accommodation was provided at any point during relief or following the relief duty end date.

### Format

Numeric.

### Field Optional

New Act cases

Can be completed if 1.6 ASSESS1=2, 10 or if 4.6 PREV\_END\_REASON=5, 7, 8, 9

Blank if 4.6 PREV\_END\_REASON=0-4, 6, 10, 11, 12, 13.

Submitted when 5.5 R\_END\_DATE completed.

Legacy cases

Not required

### Responses

Option Description	Number
No duty owed and no accommodation provided	0
Yes – temporary accommodation provided	1
Temporary accommodation duty owed but no accommodation provided	2

### Onward routing

This will be enforced if TA\_REL is provided

If 5.7 TA\_REL=0, complete 5.8 ACCOM\_R & 5.9 DEST\_REL

If 5.7 TA\_REL=1 and REL\_END\_REASON=0, 1, 2, 4, 5, 7, 8, complete 5.8 & 5.9 and TEMPORARY ACCOMMODATION

If 5.7 TA\_REL=2, complete 5.8 ACCOM\_R & 5.9 DEST\_REL, then complete TEMPORARY ACCOMMODATION

### Validation

This will be enforced if TA\_REL is provided

Only provide if a relief duty is owed on the case and the duty has ended

## 5.8 Accommodation outcome

XML TAG: ACCOM\_R

PARENT XML TAG: RELIEF

The options in this field have been changed (as version 1.5.5), see table for details.

### Description

The applicant's accommodation when Relief Duty ended.

### Format

Numeric.

### Field Mandatory

New Act cases

Expect completion if 5.7 TA\_REL=0, 2 or Blank Or if TA\_REL=1 and REL\_END\_REASON= 0, 1, 2, 4, 5, 7, 8 or 12.

Submitted when 5.5 R\_END\_DATE completed.

Legacy cases

Not required

### Responses

Option Description	Number	Changes
Not known	0	
Private rented sector: self-contained	1	
Private rented sector: HMO	2	
Private rented sector: lodging (not with family or friends)	3	
Council tenancy	4	
Registered Provider tenancy	5	
Owner-occupier	6	
Staying with family	7	
Staying with friends	8	
No fixed abode: rough sleeping	9	
No fixed abode: not rough sleeping	10	
Social rented supported housing or hostel	11	
Refuge	12	
Custody	13	
Other	14	
Shared ownership	15	New
Tied accommodation	16	New
Hospital (psychiatric)	17	New
Hospital (general)	18	New
Temporary accommodation own arrangement	19	New
Caravan / houseboat	20	New
Temporary accommodation provided by local authority	21	New
Accommodation under a resettlement scheme/ sponsorship	22	New 1.5.5

## H-CLIC data specification

### Validation

Cannot be refuge, custody, no fixed abode or not known if the reason the relief duty ended was accommodation secured for 6-12 months.

Only provide if a relief duty is owed on the case and the duty has ended

## 5.9 Local authority location of accommodation outcome

XML TAG: DEST\_REL

PARENT XML TAG: RELIEF

This field has changed to account for new options (as version 1.5.5).

### Description

In what local authority district (named) is the accommodation outcome described in 5.8 ACCOM\_R.

### Format

Alphanumeric, nine characters.

Use ONS LA codes.

Includes England, Wales, Scotland and Northern Ireland Codes.

See Annex 5 for ONS LA codes

### Field Mandatory

New Act cases

These have changed to account for new options.

Expect completion if 5.8 ACCOM\_R=1-6, 15, 16, 19, 21 or 22.

Can be completed if 5.8 ACCOM\_R=7-14, 17, 18 or 20 . If location is unknown for these options, field can be left blank.

Blank if ACCOM\_R=0.

Submitted when 5.5 R\_END\_DATE completed.

If accommodation is within the local authority district then select own local authority district.

Legacy cases

Not required

### Validation

When provided must be an ONS code.

Only provide if a relief duty is owed on the case and the duty has ended

## 5.10 Local Connection Destination Authority

XML TAG: LCON\_REL

PARENT XML TAG: RELIEF

This field has not been changed

### Description

Where applicant has been referred to another local authority, record here the name of the authority.

### Format

Alphanumeric, nine characters.

Use ONS LA codes.

Includes England, Wales, Scotland and Northern Ireland Codes.

See Annex 5 for ONS LA codes

### Field Mandatory

Expect completion if 5.6 REL\_END\_REASON=8.Submitted when 5.5 R\_END\_DATE completed.

Legacy

Not required

### Validation

The nine character LA code must match an ONS local authority code, LAD16CD.

This cannot be local authority's own LA code.

If REL\_END\_REASON is not 'Local connection referral accepted by other LA' then this field should be left blank

Only provide if a relief duty is owed on the case and the duty has ended

## 6. The ASSISTANCE Section

The questions in this section are completed if the household was recorded as having any support needs in the SUPPORT Section. If no support needs are identified in the support section then no engagement with support needs would be expected. If the local authority has not arranged the services for the client but these were arranged through other parties the assistance provided should still be reported here as the requirement for the person to engage with assistance with their support needs has been met.

For legacy cases, this section does not need to be completed and should be returned blank.

Multiple forms of assistance can be recorded from the dropdown menu. This section should only be completed if a minimum of PREVENT or RELIEF have been completed.

Assistance with support needs applies to all members of the household.

## 6.1 Local authority code and Case Reference Number

This was a duplicate reference, it is no longer required.



## 6.2 Assistance with support needs

**XML TAG:** SUPP\_ASSIST

**PARENT XML TAG:** ASSISTANCE

The options in this field have been changed in a previous version of the data specification, see table for details.

### Description

Any assistance with support needs that the household was referred to and engaged with. This relates to the engagement with support needs that was achieved during the time the household was worked with at the local authority. Select all that apply from the responses list below.

### Format

Numeric.

### Field Mandatory

Yes – Once either PREVENTION or RELIEF are completed.

Legacy cases

Not required

### Responses

Option Description	Number	Changes
No support offered	0	
Engaged with support for mental health needs	1	
Engaged with support for physical health needs	2	
Engaged with support for drug dependency needs	3	
Engaged with support for alcohol dependency needs	4	
Engaged with support for domestic abuse needs	5	
Engaged with support with learning disability needs	6	
Engaged with support with other needs	7	
Engaged with housing related support / support with independent living skills	8	
Engaged with debt advice service	9	
Provided with local authority social care	10	
Training in life skills, tenancy skills or other	11	
Access to education, training or employment	12	
Engaged with support for non-domestic abuse including sexual abuse/exploitation needs	13	New
Engaged with support for old age	14	New
Referred to National referral mechanism (modern slavery)	15	New
No additional support needed	16	New
No additional support available in timescale	17	New
Additional support declined/not engaged	18	New

### Validation

This will be enforced if SUPPORT\_PR and SUPPORT\_REL are still provided

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Default option is 'No support offered'.

Where still provided, if 4.4 SUPPORT\_PR=1 (YES) or 5.4 SUPPORT\_REL=1 (YES), 'No support offered' is not a valid response.

No support offered cannot be selected in combination with any other option. The selections here will not be checked against the support needs but consistency is desirable.

If this is a legacy case this should be left blank.

## 7. The DECISION Section

For applications made on or after 3<sup>rd</sup> April 2018:

This section is always completed for a case where the relief stage has ended without homelessness having successfully been relieved, and an assessment is required to determine which final duty, if any, is owed.

It can also be completed where a decision as to what final duty will be owed is made within the relief stage, whether or not that decision has any impact prior to the conclusion of the relief stage.

For legacy cases:

This section is to be completed if homelessness has not been prevented and the local authority makes a decision as to whether or not the main duty (s193) is owed.

## 7.1 Main duty decision date

XML TAG: DECDATE

PARENT XML TAG: DECISION

This field has changed, in a previous version of the data specification, to account for new and retired options

### Description

The date that a decision on what final duty (if any) will be owed is issued. This may differ from the date that the decision takes effect which is recorded in section 7.2.

This date field will be used to enable local authorities to report decisions once a relief duty has commenced, where required.

### Format

YYYY-MM-DD

This field is specified in the following form “YYYY-MM-DD” where:

- DD indicates the day
- MM indicates the month
- YYYY indicates the year

Note: All components are required!

E.g. Write 3 April 2018 as 2018-04-03

### Field Mandatory

New Act cases

Expect completion if 5.6 REL\_END\_REASON=3, 5, 7 or 12.

Not required if 5.6 REL\_END\_REASON=0, 1, 2, 4, 6, 8, 9,10, 11 or is blank

Can be completed if 1.6 ASSESS1 = 2, 10

Can be completed if 4.6 PREV\_END\_REASON=5, 7, 8, 9

Legacy cases

Not required

### Validation

Cannot be a future date

## 7.2 Date main duty decision takes effect

XML TAG: ASSDATE

PARENT XML TAG: DECISION

This field has changed, in a previous version of the data specification, to account for new and retired options

### Description

The date when the main duty decision resolves the final duties owed to an applicant. This may be later than the date of issue in the case that a decision was issued prior to the conclusion of the relief stage. This date may not be prior to the conclusion of the relief duty.

If a decision is issued following the conclusion of the relief stage this date will be equal to the date in section 7.1.

### Format

YYYY-MM-DD

This field is specified in the following form “YYYY-MM-DD” where:

- DD indicates the day
- MM indicates the month
- YYYY indicates the year

Note: All components are required!

E.g. Write 3 April 2018 as 2018-04-03

### Field Mandatory

New Act cases

Expect completion if 5.6 REL\_END\_REASON=3, 5, 7 or 12.

Can be submitted only when 5.6 REL\_END\_REASON is completed

Not required if 5.6 REL\_END\_REASON=0, 1, 2, 4, 6, 8, 9, 10, 11 or

REL\_END\_REASON is blank and 1.6 ASSESS1<>4.

Legacy cases

Expect completion if 1.6 ASSESS1=4.

### Validation

Must be on or after DECDATE and after the relief duty start date.

Is not expected until the relief duty has ended unsuccessfully as this field says when the main duty decision takes effect rather than was made.

Must be blank if decision is not yet expected on the case from either

REL\_END\_REASON or ASSESS1

Cannot be a future date

## 7.3 Outcome of decision

**XML TAG:** ASSESS2

**PARENT XML TAG:** DECISION

The options in this field have been changed (as version 1.5.5), see table for details.

### Description

The outcome of the decision issued on what duty (if any) is owed when relief stage ends (the main duty).

### Format

Numeric.

### Field Mandatory

New Act cases

Expect completion if 5.6 REL\_END\_REASON=3 , 5, 7 or 12 and DECDATE is populated.

Not required if 5.6 REL\_END\_REASON=0, 1, 2, 4, 6, 8, 9, 10, 11 or is blank.

Submitted when 7.1 DECDATE and / or 7.2 ASSDATE completed.

Legacy cases

Expect completion if 1.6 ASSESS1=4.

Submitted when 7.1 DECDATE and / or 7.2 ASSDATE completed.

### Responses

Option Description	Number	Changes
Not eligible for assistance	0	
Homeless + priority need + unintentionally homeless – s193(2) duty	1	
Homeless + priority need + unintentionally homeless + no local connection – referred to another Local Authority	2	
Homeless + priority need + unintentionally homeless – refused to cooperate (s193C(4) duty owed)	3	
Homeless + unintentionally homeless – owed a 2 year reapplication duty s195A(1)	4	
Homeless + priority need + intentionally homeless	5	
Homeless + no priority need	6	
Withdrew prior to assessment	7	
Lost contact prior to assessment	8	
Not homeless	9	
Applicant deceased	10	New 1.5.5

### Onward routing

New Act cases

These have changed to account for new options and amended validations.

If 7.3 ASSESS2=0, 9: complete 7.6-7.7 then case closed

If 7.3 ASSESS2 = 5, 6 skip to 7.5-7.7 then case closed (you should not close the case if the Relief duty has not ended)

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If 7.3 ASSESS2=1, 3, 4: skip to 7.5 – 7.7 then complete FINALDUTIES

If 7.3 ASSESS2=2: skip to 7.5-7.8 and case closed

If 7.3 ASSESS2=7, 8, 10: case closed

Legacy cases – cannot be option 3

These have changed to account for a retired field.

If 7.3 ASSESS2=5, 6: complete 7.5 PNEED, remainder of decision section can be left blank

If 7.3 ASSESS2=0, 2, 7, 8, 9, 10: case closed (no further information required)

If 7.3 ASSESS2=1, 4: skip to 7.5 only then complete FINALDUTIES

### Validation

Legacy cannot be s193C(4) duty owed

Is not expected until the relief duty has ended unsuccessfully or is a legacy case in ASSESS1.

A negative Main Duty decision , where 7.3 ASSESS2 = “Homeless + priority need + intentionally homeless” or “Homeless + no priority need”, can be reported while Relief duty is still open.

## 7.4 Relief offered to legacy cases

XML TAG: LEG\_REL

PARENT XML TAG: DECISION

This field was retired in a previous version of the data specification. The field is now optional and no longer required and can be excluded from future cases/extracts.



## 7.5 Priority need decision

**XML TAG:** PNEED

**PARENT XML TAG:** DECISION

This field has changed to account for new options (as version 1.5.5).

### Description

Decision on what priority need, if any, the applicant has. Where the applicant has priority need for several reasons, identify the one which is most relevant.

### Format

Numeric

### Field Mandatory

New Act cases

These have changed to account for new options.

Expect completion if 7.3 ASSESS2=1, 2, 3, 5, 6.

Can be completed if ASSESS2= 4

Not required if 7.3 ASSESS2=0, 7, 8, 9 and 10

Submitted when 7.1 DECDATE and / or 7.2 ASSDATE completed.

Legacy cases

Expect completion if 7.3 ASSESS2=1, 2, 4, 5, 6.

Blank if 7.3 ASSESS2=0, 7, 8, 9 and 10.

Submitted when 7.2 ASSDATE completed.

### Responses

Option Description	Number	Changes
No priority need	0	
Priority need: homeless because of fire, flood or other emergency	1	
Priority need: household includes dependent children	2	
Priority need: applicant is / household includes a pregnant woman	3	
Priority need: applicant aged 16 or 17 years	4	
Priority need: applicant is care leaver and aged 18 to 20 years	5	
Priority need: vulnerable as result of old age	6	
Priority need: vulnerable as result of physical disability / ill health	7	
Priority need: vulnerable as result of mental health problems	8	
Priority need: vulnerable as a care leaver 21+	9	
Priority need: vulnerable as served in HM Forces	10	
Priority need: vulnerable as been in custody or on remand	11	
Priority need: homeless due to having fled domestic abuse	12	Reworded

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Priority need: vulnerable as fled home because of violence / threat of violence (not domestic abuse)	13	
Priority need: vulnerable as result of learning difficulty	14	
Priority need: vulnerable for other special reason	15	
Priority need: drug dependency	16	
Priority need: alcohol dependency	17	
Priority need: former asylum seeker	18	
Priority need not assessed as reapplication duty owed	19	New

### Validation

Cannot be no priority need if a priority need assessment is indicated in ASSESS2, outcome of decision.

If ASSESS2 is no priority need then no priority need should be selected.

These fields are checked against information in the PEOPLE and SUPPORT sections, and will flag if inconsistencies are identified. These include absence of children, absence of people of the appropriate age to be considered priority need and inconsistency with support needs.

## 7.6 Temporary accommodation provided or duty owed

XML TAG: TA\_DEC

PARENT XML TAG: DECISION

The options in this field have not been changed.

This field has changed to account for new options (as version 1.5.5).

### Description

Whether a temporary accommodation duty was owed or temporary accommodation was provided following the decision on whether a main duty is owed.

### Format

Numeric.

### Field Mandatory

New Act cases

These have changed to account for new options.

Expect completion if 5.6 REL\_END\_REASON=3, 5, 7 or 12.

Can be completed if 1.6 ASSESS1 = 2, 10

Can be completed if 4.6 PREV\_END\_REASON=5, 7, 8, 9

Blank if 5.6 REL\_END\_REASON=0, 1, 2, 4, 6, 8, 9, 10 and 11.

Blank if 5.6 REL\_END\_REASON=3, 5, 7 and 7.3 ASSESS2=7, 8 and 10.

Submitted when 7.1 DECDATE and / or 7.2 ASSDATE completed.

Legacy cases

Not required – please ensure temporary accommodation is filled in if applicable

### Responses

Option Description	Number
No duty owed and no accommodation provided	0
Yes – temporary accommodation provided	1
Temporary accommodation duty owed but no temporary accommodation provided	2
No duty owed but temporary accommodation provided under S189 power	3

### Onward routing

If 7.6 TA\_DEC=0, complete 7.7 ACCOM\_D

If 7.6 TA\_DEC =1, skip remainder of this section and complete TEMPORARY ACCOMMODATION

If 7.6 TA\_DEC=2, complete 7.7 ACCOM\_D then complete TEMPORARY ACCOMMODATION

### Validation

Checks against priority need assessment and if priority needs are indicated then a duty owed assessment should be made.

Is not expected until the relief duty has ended unsuccessfully

## 7.7 Accommodation outcome

**XML TAG:** ACCOM\_D

**PARENT XML TAG:** DECISION

The options in this field have been changed in a previous version of the data specification, see table for details.

### Description

The applicant's accommodation following the decision on whether a duty is owed.

### Format

Numeric.

### Field Mandatory

New Act cases

Expect completion if 7.6 TA\_DEC=0 or 2 and 7.2 ASSDATE is complete

Blank if 7.6 TA\_DEC=1 or 7.2 ASSDATE is blank.

Submitted when 7.2 ASSDATE completed.

Legacy cases

Not Required

### Responses

Option Description	Number	Changes
Not known	0	
Private rented sector: self-contained	1	
Private rented sector: HMO	2	
Private rented sector: lodging (not with family or friends)	3	
Council tenancy	4	
Registered Provider tenancy	5	
Owner-occupier	6	
Staying with family	7	
Staying with friends	8	
No fixed abode: rough sleeping	9	
No fixed abode: not rough sleeping	10	
Social rented supported housing or hostel	11	
Refuge	12	
Custody	13	
Other	14	
Shared ownership	15	New
Tied accommodation	16	New
Hospital (psychiatric)	17	New
Hospital (general)	18	New
Temporary accommodation own arrangement (where a TA duty owed)	19	New
Caravan / houseboat	20	New

### Validation

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Is not expected until the relief duty has ended unsuccessfully and the ASSDATE field is completed.

## 7.8 Local Connection Destination Authority

XML TAG: LCON\_DEST

PARENT XML TAG: DECISION

This field has not been changed

### Description

Where applicant has been referred to another local authority, record here the name of the authority.

### Format

Alphanumeric, nine characters.

Use ONS LA codes.

Includes England, Wales, Scotland and Northern Ireland Codes.

See Annex 5 for ONS LA codes

### Field Mandatory

Expect completion if 7.3 ASSESS2=2.Submitted when 7.2 ASSDATE completed.

Legacy cases

Not required

### Validation

Must be an ONS code

The nine character LA code must match an ONS local authority code.

Cannot be local authority's own code and should be left blank.

Is not expected until the relief duty has ended unsuccessfully.

## 7.9 Local authority location of accommodation outcome

XML TAG: DEST\_DEC

PARENT XML TAG: DECISION

This field was changed, in a previous version of the data specification, to account for new options

### Description

In what local authority district (named).is the accommodation outcome described in 7.7 ACCOM\_D. This is completed if a secure accommodation was reported in 7.7 ACCOM\_D.

### Format

Alphanumeric, nine characters.

Use ONS LA codes.

Includes England, Wales, Scotland and Northern Ireland Codes.

See Annex 5 for local authority ONS codes

### Field Mandatory

New Act cases

Expect completion if 7.7 ACCOM\_D=1-6, 11, 15, 16 or 19.

Can be completed if 7.7 ACCOM\_D=7-10, 12, 13, 14, 17, 18 or 20. If location is unknown for these options, field can be left blank.

Blank if 7.7 ACCOM\_D=0.

Legacy cases

Not required

### Validation

Must be ONS code.

If accommodation is within the local authority district then select own local authority district.

Is not expected until an accommodation outcome has been recorded.

## 8. FINAL DUTIES Section

For (new) applications made after 1<sup>st</sup> April 2018: This section is only completed if prevention and/or relief were not successful and the case was assessed as owed the s.193(2) duty, the s.193C(4) duty or the s195A(1) duty. It should be completed where the household was found to be unintentionally homeless and owed one of the homelessness duties in the DECISION section.

If the case was not assessed as owed a final homelessness duty, the fields in this section can be returned as blank. Only one response can be returned for each field.

For legacy cases this section is to be completed if the case was assessed as owed the main duty (s193 or s195A(1)).



## 8.1 Local authority code and Case Reference Number

This was a duplicate reference, it is no longer required.

## 8.2 Section 193(2), section 193C(4) or section 195A(1) duty end date

XML TAG: DATEOUTC

PARENT XML TAG: FINALDUTIES

This field has changed to account for new options (as version 1.5.5).

### Description

The date that the section 193(2), section 193C(4) or section 195A(1) duty ended.

### Format

YYYY-MM-DD

This field is specified in the following form “YYYY-MM-DD” where:

- DD indicates the day
- MM indicates the month
- YYYY indicates the year

Note: All components are required!

E.g. Write 3 April 2018 as 2018-04-03

### Field Mandatory

These have changed to account for new options.

New Act cases

Expect completion if 7.3 ASSESS2=1, 3, 4 and 7.2 ASSDATE is complete

Blank if 7.3 ASSESS2=0, 2, 5, 6, 7, 8, 9 and 10

Legacy cases

Expect completion if 7.3 ASSESS2=1, 4

Blank if 7.3 ASSESS2=0, 2, 5, 6, 7, 8, 9 and 10 (legacy cases cannot =3 for 7.3)

### Validation

For new Act cases must be on or after relief duty end date and on or after the decision date.

This date cannot be a future date (beyond the date the record was submitted to DLUHC).

If final duties are not owed on this case, as indicated in the DECISION section, this field should be left blank.

### 8.3 Reason the section 193(2) Duty, the section 193C(4) Duty or the section 195A(1) Duty ended

XML TAG: ACTEND

PARENT XML TAG: FINALDUTIES

The options in this field have been changed (as version 1.5.5), see table for details.

#### Description

The reason that the section 193(2) duty, the section 193C(4) or the section 195A(1) duty ended.

#### Format

Numeric.

#### Field Mandatory

New Act cases

These have changed to account for new options.

Expect completion if 7.3 ASSESS2=1, 3, 4 and 7.2 ASSDATE is complete

Blank if 7.3 ASSESS2=0, 2, 5, 6, 7, 8, 9 and 10

Submitted when 8.2 DATEOUTC completed.

Legacy cases

Expect completion if 7.3 ASSESS2=1, 4

Blank if 7.3 ASSESS2=0, 2, 5, 6, 7, 8, 9 and 10 (legacy cases cannot =3 for 7.3)

Submitted when 8.2 DATEOUTC completed.

#### Responses

Option Description	Number	Changes
Ceased to be eligible	0	
Accepted a Housing Act 1996 Pt6 social housing offer	1	
Refused suitable Housing Act 1996 Pt6 social housing offer	2	
Accepted a Private Rented Sector offer	3	
Refused suitable Private Rented Sector offer	4	
Refused suitable temporary accommodation offer	5	
Became homeless intentionally from temporary accommodation	6	
Ceased to occupy temporary accommodation	7	
Applicant withdrew or lost contact	8	
Applicant deceased	9	New 1.5.5

#### Validation

If final duties are not owed on this case, as indicated by ASSDATE and ASSESS2, this field should be left blank.

## 8.4 Accommodation outcome

XML TAG: ACCOM\_FD

PARENT XML TAG: FINALDUTIES

The options in this field have been changed in a previous version of the data specification, see table for details.

### Description

The applicant's accommodation when section 193(2), section 193C(4) or the section 195A(1) duty ended.

### Format

Numeric.

### Field Mandatory

These have changed to account for new options.

New Act cases

Expect completion if 7.3 ASSESS2=1, 3, 4 and 7.2 ASSDATE is complete

Blank if 7.3 ASSESS2=0, 2, 5, 6, 7, 8, 9 and 10 or 7.2 ASSDATE is blank

Submitted when 8.2 DATEOUTC completed.

Legacy cases

Not required

### Responses

Option Description	Number	Changes
Not known	0	
Private rented sector: self-contained	1	
Private rented sector: HMO	2	
Private rented sector: lodging (not with family or friends)	3	
Council tenancy	4	
Registered Provider tenancy	5	
Owner-occupier	6	
Staying with family	7	
Staying with friends	8	
No fixed abode: rough sleeping	9	
No fixed abode: not rough sleeping	10	
Social rented supported housing or hostel	11	
Refuge	12	
Custody	13	
Other	14	
Shared ownership	15	New
Tied accommodation	16	New
Hospital (psychiatric)	17	New
Hospital (general)	18	New
Temporary accommodation own arrangement	19	New
Caravan / houseboat	20	New

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### Validation

Accommodation outcome must match with ACTEND, reason final duties ended.  
If final duties are not owed on this case, as indicated by ASSDATE and ASSESS2, this field should be left blank.

## 8.5 Local authority location of accommodation outcome

XML TAG: DEST\_DUTY

PARENT XML TAG: FINALDUTIES

This field was changed, in a previous version of the data specification, to account for new options.

### Description

In what local authority district (named).is the accommodation outcome described in 8.4 ACCOM\_FD. This is completed if a secure accommodation was reported in 8.4 ACCOM\_FD.

### Format

Alphanumeric, nine characters.

Use ONS LA codes.

Includes England, Wales, Scotland and Northern Ireland Codes.

See Annex 5 for ONS LA codes

### Field Mandatory

New Act cases

Expect completion if 8.4 ACCOM\_FD=1-6, 11, 15, 16 or 19.

Can be completed if 8.4 ACCOM\_FD=7-10, 12, 13, 14, 17, 18 or 20. If location is unknown for these options, field can be left blank.

Blank if 8.4 ACCOM\_FD=0.

Submitted when 8.2 DATEOUTC completed.

Legacy cases

Not required

### Validation

Must be an ONS code

If final duties are not owed on this case, as indicated by ASSDATE and ASSESS2, this field should be left blank.

If accommodation is within the local authority district then select own local authority district.

## 9. The TEMPORARY ACCOMMODATION Section

This section is completed where the applicant is owed a temporary accommodation duty or the local authority uses its powers to provide temporary accommodation. This includes households owed a temporary accommodation but who remain in their property or who have made their own arrangements for temporary accommodation.

Temporary accommodation, unlike other sections, should be submitted once a household is moved into temporary accommodation and resubmitted every quarter until the household exits temporary accommodation. This means that unlike other sections if a field is mandatory in the temporary accommodation table DLUHC will expect to receive some placement information for the case until an exit is reported.

Temporary accommodation information can also be submitted outside of routing rules because a household may be moved to temporary accommodation without an activity trigger being reported. The only exception to this is when a prevention duty is started and has not been reported as failed. In this instance temporary accommodation should not have been provided.

Each time a household moves temporary accommodation placements and the reportable characteristics change this should be recorded as a new placement. For example if a household moves rooms in a hotel this should not be reported. However, if a household moves hotel placements to another borough this should be reported. Moves that involve change of TA type or number of habitable rooms should also be reported.

If a household moves placements and these dates overlap this will be accepted. If a household is split across temporary accommodation types, these separate instances should be reported. Please close previous placements before creating a new placement where you can, otherwise we will count this as the household being split across placements.

For legacy cases this section is to be completed if the applicant household is already in or moves into a temporary accommodation placement, is owed a main duty but remains in their accommodation, or is making their own arrangements for temporary accommodation.

## 9.1 Local authority code and Case Reference Number

This was a duplicate reference, it is no longer required.



## 9.2 Date entered temporary accommodation

XML TAG: TA\_DATE

PARENT XML TAG: TA

This field was changed, in a previous version of the data specification, to account for retired fields.

### Description

Date that the household entered local authority temporary accommodation.

### Format

YYYY-MM-DD

This field is specified in the following form “YYYY-MM-DD” where:

- DD indicates the day
- MM indicates the month
- YYYY indicates the year

Note: All components are required!

E.g. Write 3 April 2018 as 2018-04-03

### Field Mandatory

Expect completion if 4.7 TA\_PREV=1 or 2 (if still provided), if 5.7 TA\_REL=1 or 2 (if still provided), if 7.6 TA\_DEC=1 or if TA\_DEC=2.

Submitted when 9.3 ENTRY\_DATE or 9.9 TA\_EXIT\_DATE completed.

Legacy cases

Rules apply as above.

All cases

Can be completed even if none of the routing rules above have been met. Except where a successful prevention has been reported as temporary accommodation would not have been used.

### Validation

Must match the first temporary accommodation placement start date.

Must be on or after the APPLY\_DATE

### 9.3 Date of entry into temporary accommodation placement

XML TAG: ENTRY\_DATE

PARENT XML TAG: TA

This field was changed, in a previous version of the data specification, to account for retired fields.

#### Description

Date of temporary accommodation placement entry.

#### Format

YYYY-MM-DD

This field is specified in the following form “YYYY-MM-DD” where:

- DD indicates the day
- MM indicates the month
- YYYY indicates the year

Note: All components are required!

E.g. Write 3 April 2018 as 03-04-2018

#### Field Mandatory

Expect completion if 4.7 TA\_PREV=1 or 2 (if still provided), if 5.7 TA\_REL=1 or 2 (if still provided), if 7.6 TA\_DEC=1 or if 7.6 TA\_DEC=2

Legacy cases

Rules apply as above.

All cases

Can be completed even if none of the routing rules above have been met. Except where a successful prevention has been reported as temporary accommodation would not have been used.

#### Validation

Cannot be before APPLY\_DATE (small tolerance for Bank Holiday weekend).

Cannot overlap a prevention duty (must be before or after these dates) with a limited tolerance of up to 10 days.

Should be after prevention duty end date, unless between assessment date and apply date.

Must not be before the TA\_DATE.

Must not be after the EXIT\_DATE and not a future date after the date of submission to DLUHC.

Cannot be after current date (date case is submitted to the Department).

## 9.4 Date of exit from temporary accommodation placement

XML TAG: EXIT\_DATE

PARENT XML TAG: TA

This field was changed, in a previous version of the data specification, to account for retired fields.

### Description

Date of temporary accommodation placement exit.

### Format

YYYY-MM-DD

This field is specified in the following form “YYYY-MM-DD” where:

- DD indicates the day
- MM indicates the month
- YYYY indicates the year

Note: All components are required!

E.g. Write 3 April 2018 as 03-04-2018

### Field Mandatory

Blank if applicant has not left temporary accommodation placement.

Submitted when 9.3 ENTRY\_DATE or 9.9 TA\_EXIT\_DATE completed.

Legacy cases

Rules apply as above.

All cases

Can be completed even if none of the routing rules above have been met. Except where a successful prevention has been reported as temporary accommodation would not have been used.

### Validation

Must be after ENTRY\_DATE, cannot be after TA\_EXIT\_DATE.

Cannot be a future date.

Cannot be after the end of the reporting quarter.

## 9.5 Type of temporary accommodation

XML TAG: TATYPE

PARENT XML TAG: TA

This field was changed, in a previous version of the data specification to account for retired fields.

### Description

The type of temporary accommodation provided by the local authority in the placement.

### Format

Numeric.

### Field Mandatory

Expect completion if 4.7 TA\_PREV=1 (if still provided) or if 5.7 TA\_REL=1 (if still provided) or if 7.6 TA\_DEC=1

Expect completion if 4.7 TA\_PREV=2 (if still provided) or if 5.7 TA\_REL=2 (if still provided) or if 7.6 TA\_DEC=2.

Submitted when 9.3 ENTRY\_DATE or 9.9 TA\_EXIT\_DATE completed.

Legacy cases

rules apply as above.

All cases

Can be completed even if none of the routing rules above have been met. Except where a successful prevention has been reported as temporary accommodation would not have been used.

### Responses

Option Description	Number
Temporarily remains in property	0
Made own arrangements for temporary accommodation	1
Privately managed Bed & Breakfast hotels (privately managed, meal/s provided, shared facilities)	2
Other nightly paid, privately managed accommodation, shared facilities	3
Other nightly paid, privately managed accommodation, self-contained	4
Hostels (including reception centres and emergency units)	5
Refuges	6
Private sector accommodation leased by your authority or leased or managed by a registered provider	7
Directly with a private sector landlord	8
Accommodation within your own stock	9
Accommodation within registered provider stock	10
Any other type of temporary accommodation	11

## 9.6 Number of bedrooms within the temporary accommodation placement

XML TAG: TASIZE

PARENT XML TAG: TA

This field has not been changed

### Description

Number of bedrooms, which the household has sole use of within the temporary accommodation placement. If the household is living in a hotel the number of rooms occupied by the household should be provided. Please do not state the number of rooms in the hotel. Bedroom = living or sleeping area that is separate from any area containing cooking, washing or toilet facilities.

### Format

Numeric. Range from 0+. 0 refers to self-contained with no separate rooms for living and sleeping.

### Field Mandatory

New Act cases

Expect completion if 9.5=2, 3, 4, 5, 6, 7, 8, 9, 10, 11

Submitted when 9.3 ENTRY\_DATE or 9.9 TA\_EXIT\_DATE completed.

All cases – can be completed even if none of the routing rules above have been met.

Except where a successful prevention has been reported as temporary accommodation would not have been used.

Legacy cases

Not required

All cases

Can be completed even if none of the routing rules above have been met.

Except where a successful prevention has been reported as temporary accommodation would not have been used.

### Validation

Cannot have more than 10 bedrooms. Values over 20 will produce XDMP errors for incorrect data types.

## 9.7 Duties under which temporary accommodation is provided

XML TAG: TADUTY

PARENT XML TAG: TA

This field was changed, in a previous version of the data specification, to account for retired fields.

### Description

The duty under which temporary accommodation is provided.

### Format

Numeric.

### Field Mandatory

Expect completion if 4.7 TA\_PREV=1 (if still provided) or if 5.7 TA\_REL=1 (if still provided) or if 7.6 TA\_DEC=1

Not required if 4.7 TA\_PREV=2 (if still provided) or Blank, if 5.7 TA\_REL=2 (if still provided) or Blank, or if 7.6 TA\_DEC=2.

Submitted when 9.3 ENTRY\_DATE or 9.9 TA\_EXIT\_DATE completed.

Legacy cases

Not required

All cases

Can be completed even if none of the routing rules above have been met.

Except where a successful prevention has been reported as temporary accommodation would not have been used.

### Responses

Option Description	Number
Interim: pending enquiries plus intentional homeless, review appeal, awaiting appeal	0
Section 193(2)	1
Section 193C(4)	2
Rough sleeper accommodated under HA96 S189 power where no S188 interim duty owed	3

### Validation

Cannot be interim duties unless; assessment date (1.5) has not taken place, no prevention duty is owed, or prevention duty was unsuccessful

Duty cannot be owed for "Section 193(2) if that was not the Outcome of Decision or owed a reapplication duty (7.3)

Duty cannot be owed for "Section 193C(4) if that was not the Outcome of Decision (7.3) or if a legacy cases (1.6)

## 9.8 Is temporary accommodation in other local authority district

XML TAG: TA\_OTHER

PARENT XML TAG: TA

This field was changed, in a previous version of the data specification, to account for retired fields.

### Description

In what local authority district is the temporary accommodation (named).

### Format

Alphanumeric, nine characters.

Use ONS LA codes.

Include England, Wales, Scotland and Northern Ireland Codes.

See Annex 5 for ONS LA codes

### Field Mandatory

New Act cases

Expect completion if 4.7 TA\_PREV=1 (if still provided) or if 5.7 TA\_REL=1 (if still provided) or if 7.6 TA\_DEC=1

Not required if 4.7 TA\_PREV=2 (if still provided) or Blank, if 5.7 TA\_REL=2 (if still provided) or Blank, or if 7.6 TA\_DEC=2.

Submitted when 9.3 ENTRY\_DATE or 9.9 TA\_EXIT\_DATE completed.

Legacy cases – can be blank if out of district location is unknown. However, blanks will be assumed to be out of district as a default.

All cases

Can be completed even if none of the routing rules above have been met.

Except where a successful prevention has been reported as temporary accommodation would not have been used.

### Validation

Must be on ONS code.

If placement is within the local authority district then select own local authority district.

## 9.9 Date of exit from temporary accommodation

XML TAG: TA\_EXIT\_DATE

PARENT XML TAG: TA

This field was changed, in a previous version of the data specification, to account for retired fields.

### Description

Date of temporary accommodation exit

### Format

YYYY-MM-DD

This field is specified in the following form “ YYYY-MM-DD” where:

- DD indicates the day
- MM indicates the month
- YYYY indicates the year

Note: All components are required!

E.g. Write 3 April 2018 as 2018-04-03

### Field Mandatory

When household leaves temporary accommodation, expect completion.

Legacy cases

Rules apply as above.

All cases

Can be completed even if none of the routing rules above have been met. Except where a successful prevention has been reported as temporary accommodation would not have been used.

### Onward routing

Legacy cases – if applicant has left temporary accommodation, complete FINAL DUTIES.

### Validation

Cannot be before EXIT\_DATE and must be blank if EXIT\_DATE is blank for any TA placement reported.

Must be completed if all temporary accommodation placements have an EXIT\_DATE.

Must be the same date as the last placement exit date.

Cannot be after the end of the reporting quarter.



## 10. The REVIEW Section

This section is to be completed for all reviews requested on decisions made by the local authority. If a review has been completed then options should be submitted for all fields in this section. Completion of this section does not depend on other sections.

Reviews can be submitted on open and closed cases as reviews may result in a case being reopened. A successful review is likely to result in another section of the case being revised. For example a review of a prevention duty may result in a new prevention duty / activity being offered.

If no review was requested, the fields in this section must be returned as blank. Many records are permitted but only one record should be submitted per review.

Legacy cases do not require any review information so this section should be left blank.

## 10.1 Local authority code and Case Reference Number

This was a duplicate reference, it is no longer required.

## 10.2 Date review requested

XML TAG: REV\_DATE\_R

PARENT XML TAG: REVIEW

This field has not been changed

### Description

Date the review was requested.

### Format

YYYY-MM-DD

This field is specified in the following form “YYYY-MM-DD” where:

- DD indicates the day
- MM indicates the month
- YYYY indicates the year

Note: All components are required!

E.g. Write 3 April 2018 as 2018-04-03

### Field Mandatory

Submitted when 10.3 REV\_DATE\_C completed.

Legacy cases

not required if whole section is omitted

### Validation

Must be after apply date.

## 10.3 Date review completed

XML TAG: REV\_DATE\_C

PARENT XML TAG: REVIEW

This field has not been changed

### Description

Date the review was completed.

### Format

YYYY-MM-DD

This field is specified in the following form “ YYYY-MM-DD” where:

- DD indicates the day
- MM indicates the month
- YYYY indicates the year

Note: All components are required!

E.g. Write 3 April 2018 as 2018-04-03

### Field Mandatory

No, not expected in all cases. Mandatory where a review (REV\_DATE\_R) has taken place.

Legacy cases

not required if whole section is omitted

### Validation

Must be on or after the date the review was requested.

If a review has not been requested, then must be blank

## 10.4 Review requested

XML TAG: REV\_REQ

PARENT XML TAG: REVIEW

The options in this field have not been changed.

### Description

If review was requested and completed, which decision it related to.

### Format

Numeric.

### Responses

Option Description	Number
Eligibility for assistance	0
Duties owed homeless or threatened with homelessness	1
Reasonable steps taken to help prevent and/or relieve homelessness	2
Ending of the prevention and/or Relief Duty	3
Notices served on refusal to cooperate	4
Local connection referrals	5
Whether applicant in priority need and not intentionally homeless (main duty)	6
Decision to end the main duty	7
Suitability of accommodation offered at Prevention or Relief stage (not final)	8
Suitability of Final PRS or Final Part 6 Offer at Relief stage	9
Suitability of accommodation offered as S193 Temporary Accommodation or S193C(4)	10
Suitability of accommodation offered to end S193 duty	11

### Field Mandatory

Submitted when 10.3 REV\_DATE\_C completed.

Legacy cases

not required if whole section is omitted

### Validation

If a review has not been requested, then must be blank

## 10.5 Decision subject to County Court Appeal

XML TAG: COURT

PARENT XML TAG: REVIEW

The options in this field have not been changed.

### Description

Whether any review decisions subject to County Court Appeal.

### Format

Numeric.

### Responses

Option Description	Number
No	0
Yes	1

### Field Mandatory

Submitted when 10.3 REV\_DATE\_C completed.

Legacy cases

not required if whole section is omitted

### Validation

If a review has not been requested, then must be blank

## 10.6 Review outcome

XML TAG: REV\_OC

PARENT XML TAG: REVIEW

The options in this field have not been changed.

### Description

This has been reworded.

Was the applicant's review upheld.

### Format

Numeric.

### Responses

Option Description	Number
No	0
Yes	1

### Field Mandatory

Submitted when 10.3 REV\_DATE\_C completed.

Legacy cases

not required if whole section is omitted

### Validation

If a review has not been requested, then must be blank

## Annex 1: Personal Data

Personal data will be provided separately to H-CLIC via a separate XML upload. This is to ensure the separation and security of identifiable personal data. DLUHC will either request this information at the quarter end or as otherwise required.

This personal information is required for monitoring the Act. For legacy cases, DLUHC do not require personal information as consent will not have been provided.



## A1.1 Local Authority Code and Case Reference Number

XML TAG: LA\_CRN

PARENT XML TAG: MAIN

PARENT XML TAG changed to accurately reflect the data collection.  
This allows for many people to be submitted against a single case.

### Description

The local authority code prefixed to the council's own Case Reference Number.

### Format

Alphanumeric, 22 characters.

### Field Mandatory

Yes

Legacy cases must be omitted.

### Validation

Only one LA\_CRN per case'

## A1.2 Person identifier

XML TAG: PERSON\_ID

PARENT XML TAG: PERSONAL

### Description

A unique identifier for each household member.

### Format

Alphanumeric, 12 characters.

### Field Mandatory

Yes

Legacy cases must be omitted.

### Validation

Must match that provided in section 2.2 in the case level data.

Minimum one person.

Up to a maximum of the number of PEOPLE in the case level data.

### A1.3 Date of Birth

XML TAG: DOB

PARENT XML TAG: PERSONAL

#### Description

Date of birth of the household member.

#### Format

YYYY-MM-DD

This field is specified in the following form “YYYY-MM-DD” where:

- DD indicates the day
- MM indicates the month
- YYYY indicates the year

Note: All components are required!

E.g. Write 3 April 2018 as 2018-04-03

#### Field Mandatory

Yes

Legacy cases must be omitted.

#### Validation

Date of birth must be on or after 01/01/1900

## A1.4 Forename

XML TAG: FORENAME

PARENT XML TAG: PERSONAL

### Description

The forename of the household member.

### Format

Alpha, 200 characters maximum

### Field Mandatory

Yes

Legacy cases must be omitted.

### Validation

Cannot exceed 200 characters

## A1.5 Surname

XML TAG: SURNAME

PARENT XML TAG: PERSONAL

### Description

The surname of the household member.

### Format

Alpha, 200 characters maximum

### Field Mandatory

Yes

Legacy cases must be omitted.

### Validation

Cannot exceed 200 characters

## A1.6 National Insurance Number

XML TAG: NINO

PARENT XML TAG: PERSONAL

### Description

The National Insurance Number for the household member (aged 16 and over).

### Format

Alphanumeric, either NK (Not Known) or 9 characters coded in the form XY123456Z.  
All letters should be in UPPER case.

### Field Mandatory

No

Legacy cases must be omitted.

### Validation

Must be aged 16 years or over.

The REGEX which this field is validated against is:

NK|([ABCEGHJKLMNPRSTWXYZ][ABCEGHJKLMNPRSTWXYZ][0-9]{6}[A-D ])

Should be 9 characters long or NK for not known

## A1.7 Property name or number of current or last settled accommodation

XML TAG: PROPERTYNUMLAST

PARENT XML TAG: PERSONAL

### Description

Property name or number of current address, or last settled address if already homeless.

### Format

Alphanumeric, 40 characters maximum.

### Field Mandatory

Yes

Legacy cases must be omitted.

### Validation

Cannot exceed 40 characters

## A1.8 Postcode of current or last settled accommodation

XML TAG: POSTCODELAST

PARENT XML TAG: PERSONAL

### Description

Postcode of the current address, or last settled address if already homeless.

### Format

Alphanumeric, eight characters maximum.

### Responses

A valid postcode matching the following regular expression.

(GIR 0AA)|((((([A-Z][0-9][0-9] ?)|((([A-Z][A-HJ-Y][0-9][0-9] ?)|((([A-Z][0-9][A-Z])|([A-Z][A-HJ-Y][0-9] ?[A-Z]))) [0-9][A-Z]{2})

Missing postcodes should be coded as: SW1P 4DF.

### Field Mandatory

Yes

Legacy cases must be omitted.

### Validation

Must be a valid postcode.



## Annex 2: Updates to the H-CLIC data requirement version 1.3

Updates issued: 13<sup>th</sup> December 2017

### Changes to the H-CLIC data requirement

The H-CLIC data requirement was finalised and published on the 25<sup>th</sup> October. Since this date, some minor changes have been made to the document. Any further changes will be kept to a minimum. When issues are raised by IT suppliers or local authorities that impact on data quality we will review the requirement and when necessary, publish a revised version online. We will notify local authorities and IT suppliers via email when revisions have been made. The online published requirement will always be the most up-to-date at any time and this will be version controlled. This will mean that local authorities can submit data that conforms to earlier versions of the final schema even though the most recent would be preferred.

### H-CLIC requirement version 1.3

There are three types of change that have been made to H-CLIC version 1.3, following feedback from IT suppliers and local authorities. These are:

1. The addition or removal of fields. These are considered medium-high impact and are outlined in Table 1.
2. Changes to routing or the description of fields that may impact routing. These are considered medium-low impact and are outlined in Table 2.
3. Guidance on completing fields, which has been updated for cross-document consistency. The guidance for sections 1.4, 1.14, 1.15, 1.19, 1.20, 5.7, 9.2, 9.4, 9.5, 9.6, 9.7, 9.8 has been updated.

A2 Table 1: Medium to high impact changes to H-CLIC version 1.3

Section	Requirement location	Change made	Reason for change
2, 3, 4, 5, 6, 7, 8, 9, 10	LA_CRN Sections 2.1, 3.1, 4.1, 5.1, 6.1, 7.1, 8.1, 9.1, 10.1.	LA_CRN duplicate removed from all sections except the Main section.	The LA_CRN unique case identifier is needed only once per case in the Main section. This is to indicate that the XML upload should be structured by case rather than by section.
1	1.22 Date referral received	Field removed.	Field removed, as original XML tag was not unique and matched 1.5 ASSESS_DATE.
1	1.22 Date homeless application made	New field added.	To capture the initial date that the household made a homelessness application.
1	1.23 Employment status of main applicant's partner	New field added.	To capture economic activity in the total household. A default option of 'No partner' is available.
2	2.8 Age at quarter end	New field added.	To keep the age of household members up-to-date. This is particularly important for temporary accommodation placements to calculate the number of children and vulnerable young people in a household.
4, 5, 7, 8	4.9, 5.9, 7.9, 8.5 Local authority location of accommodation outcome	New fields added.	To record where households' accommodation is located at the end of the Prevention Duty, Relief Duty, Decision stage and Final Duties stage.  Accommodation location does not need to be reported for unknown accommodation outcomes or those that are non-secure (e.g. rough sleeping).
1	1.15 Main reason for loss of settled home	Category added.	'Property disrepair' added as a response option, to capture when an applicant cannot remain in their accommodation for this reason.

A2 Table 2: Medium to Low impact changes to H-CLIC version 1.3

Section	Requirement location	Change made	Description of update
1, 4	1.6 Assessment of circumstances and needs	Routing & routing guidance	Option 3 'Not threatened with homelessness within 56 days' – now routes to case closed.  Routing from 1.6 ASSESS1 updated through the Prevent section.

	4 Prevent – all fields		
1	1.20 Referral agency	Dropdown list added	A provisional longlist of agencies is now included. This may be reduced, but we will maintain the numbering for retained items.
2	2.4 Age	Description update	The description updated to refer to the household member's age when the homelessness application was made, not the assessment of circumstances and needs.
2	2.6 Date joined homelessness application	Default option	Default date changed to 1.22 Date homeless application made, from 1.6 Date of assessment of circumstances and needs.
5	5.6 Reason relief duty ended	Routing	Households found to be intentionally homeless (option 7) will proceed to the Decision section.

## Annex 3: Updates to the H-CLIC data requirement version 1.4

Updates issued: 9<sup>th</sup> January 2018

### H-CLIC requirement version 1.4

There are three types of change that have been made to H-CLIC version 1.4. These are:

1. The addition of fields and additional categories added as response options. These are considered medium-high impact and are outlined in Table 1.
2. Amended categories in response options. These are considered medium-low impact and are outlined in Table 2.
3. Routing descriptions, field descriptions, and field mandatory descriptions contain more detail to help clarify what information is required.  
Routing descriptions have been updated in sections 1.3, 1.6, 1.13, 1.19, 4.6, 4.7, 5.6, 5.7, 7.3, 7.4, 7.6.  
Field descriptions have been updated in sections 1.4, 1.23, 3.2, 4.3, 7, 7.2.  
Field mandatory descriptions have been updated in sections 4.7, 4.8, 4.9, 7.3, 7.5, 7.6, 7.7, 8.2, 8.3, 8.4.

A3 Table 1: Medium to high impact changes to H-CLIC version 1.4

Section	Requirement location	Change made	Reason for change
5	5.10 Local Connection Destination Authority	New field added.	Local connection referrals can be made at the relief or main duty stages. The option to report local connection referrals at the relief stage was previously not available.
7	7.1 Main Duty decision date	New field added.	The addition of a main duty decision date has been included so that a decision can be made on a household case during the relief stage. In all earlier versions this would not have been allowed.

1	1.6 Assessment of circumstances and needs	Category added.	<p>‘Local connection referral – Main duty accepted’ added to capture applications where a decision on the case has been reached by the referring authority. Onward routing directly to the FINALDUTIES section has been included.</p> <p>Relief duty referrals are not affected and can be reported using 1.19 and 1.6 via option 2 – ‘already homeless – Relief Duty owed.’</p>
4	4.7 Temporary accommodation provided or duty owed	Category added.	<p>‘Temporary accommodation duty owed but no accommodation provided’ added.</p> <p>This is so cases where individuals are homeless at home can be identified separately from those who are living in local authority provided temporary accommodation.</p> <p>NOTE: A temporary accommodation duty assessment can only be made on completion of an unsuccessful prevention duty.</p>
5	5.7 Temporary accommodation provided or duty owed	Category added.	<p>‘Temporary accommodation duty owed but no accommodation provided’ added.</p> <p>This is so cases where individuals are homeless at home can be identified separately from those who are living in local authority provided temporary accommodation.</p>
7	7.6 Temporary accommodation provided or duty owed	Category added.	<p>‘Temporary accommodation duty owed but no accommodation provided’ added. This is so cases where individuals are homeless at home can be identified separately from those who are living in local authority provided temporary accommodation</p>

A3 Table 2: Medium to Low impact changes to H-CLIC version 1.4

Section	Requirement location	Change made	Description of update
1	1.6	Category amended	<p>Already homeless – Relief Duty owed amended to ‘Already homeless – Relief Duty owed (include accepted local connection referrals)’</p> <p>To make it clear that local connection referrals that are accepted at the relief stage can be logged and routed using this selection.</p>
1	1.13 Accommodation at time of application	Category amended.	<p>‘Caravan / Houseboat / Tent’ amended to ‘Caravan / Houseboat’. This is because tent is never considered settled accommodation.</p>
4	4.7 Temporary	Categories amended.	<p>‘No’ amended to ‘No duty owed and no accommodation provided’.</p>

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	accommodation provided or duty owed		<p>'Yes' amended to 'Yes – temporary accommodation provided'.</p> <p>To be consistent with the descriptions now provided in 5.7 and 7.6.</p>
5	5.7 Temporary accommodation provided or duty owed	Categories amended.	<p>'No' amended to 'No duty owed and no accommodation provided'.</p> <p>'Yes' amended to 'Yes – temporary accommodation provided'.</p> <p>To distinguish between those who are provided with temporary accommodation, those who are homeless at home and those who are not considered to be either.</p>
7	7.2 Date main duty decision takes effect	Field renamed.	This has been updated to the date the decision takes effect as this may be after the date the decision was issued, which is now captured in 7.1.
7	7.6 Temporary accommodation provided or duty owed	Categories amended.	<p>'No' amended to 'No temporary accommodation provided'.</p> <p>'Yes' amended to 'Yes – temporary accommodation provided'.</p> <p>To distinguish between those who are provided with temporary accommodation, those who are homeless at home and those who are not considered to be either.</p>

### A3: Table of updates in V1.4.1

Section	Requirement location	Change made	Description of update
Through out		Date Formats	Date formats changed throughout schema from DD-MM-YYYY to YYYY-MM-DD
Through out		Local authority look up lists	Look up lists re added to the schema and link removed. This has been replaced with guidance and an up to date look up list of local authorities in annex 5.
7		Temporary accommodation	To update the temporary accommodation section so that when option 2 is selected in 4.7 TA_PREV, 5.7 TA_REL or 7.6 TA_DEC a temporary accommodation section should be provided but 9.6 TASIZE, 9.7 TADUTY and 9.8 TA_OTHER fields are not required

### A3a: Table of updates in V1.4.2

Section	Requirement location	Change made	Description of update
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Annex 1: Personal		Personal data submission information.	Amended guidance on when to provide personal data to be consistent with privacy notices.
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### A3b: Table of updates in V1.4.3

Updates reflect relaxation to the eligible and legacy case submissions. Clarification on what data should be submitted in each activity section and when. We have amended the guidance for people, which is mandatory in any case submission even those that are ineligible. This is to ensure ineligible cases are genuine cases and not submitted in error. Other minor amendments have been made to text where additional clarification was requested from software suppliers or local authorities during the April to June 2018 submission window.

Section	Requirement location	Change made	Description of update
1	Throughout MAIN	Relaxing the mandatory rules particularly for legacy cases	Majority of controls are now mandatory when ELIGIBLE does not equal 0 AND ASSESS_DATE has a value. Some are no longer mandatory for legacy cases.
1	1.22	Clarification on mandatory conditions	Removed incorrect line that this control could be blank if ELIGIBLE (1.3) was "0" (not eligible) – this control is always mandatory
2	Throughout PEOPLE	Changes to mandatory rules	Removed can be blank if ELIGIBLE=0 (not eligible)
2	2.2	Included required number of characters	Added this control must be 12 characters and now matches the schema
2	2.8	Changes to mandatory rule	Clarifies not mandatory if household member has left the household
4	4.3	Changes to mandatory rule	Added that PD_END_DATE needs to be completed also for it to be mandatory
4	4.4	Changes to mandatory rule	Added that PD_END_DATE needs to be completed also for it to be mandatory
4	4.6	Changes to mandatory rule	Added that PD_END_DATE needs to be completed also for it to be mandatory
5	5.3	Changes to mandatory rule	Added that PD_END_DATE needs to be completed also for it to be mandatory
5	5.4	Changes to mandatory rule	Added that PD_END_DATE needs to be completed also for it to be mandatory
5	5.6	Changes to mandatory rule	Added that PD_END_DATE needs to be completed also for it to be mandatory
5	5.8	Changes to mandatory rule	Added if TA_REL=1 and REL_END_REASON=0,1, 2, 4, 5, 7, or 8 then mandatory
5	5.10	Clarified legacy mandatory rules	Added legacy cases can be blank
6	6.2	Clarified mandatory rules	Stated mandatory once PREVENTION or RELIEF are completed

7	7.1	Relaxed mandatory rules	No longer mandatory but can and should be completed after the same conditions are met
7	7.2	Relaxed mandatory rules	No longer mandatory but can and should be completed after the same conditions are met
7	7.3	Changes to mandatory rule	Added that DECDATE needs to be completed also for it to be mandatory
7	7.4	Changes to mandatory rule	Added that DECDATE needs to be completed also for it to be mandatory
7	7.5	Changes to mandatory rule	Added that DECDATE needs to be completed also for it to be mandatory
7	7.6	Changes to mandatory rule	Added that DECDATE needs to be completed also for it to be mandatory
7	7.7	Changes to mandatory rule	Added that ASSDATE needs to be completed also for it to be mandatory
7	7.8	Clarified legacy mandatory rules	Clarified legacy cases can be blank
8	8.2-8.4	Clarified legacy mandatory rules	Clarified why 7.3=3 was missing – legacy cases cannot =3 in 7.3

### A3c: Table of updates in V1.4.4

The following changes are intended to help ease the burden on legacy case transfer by reducing which fields are considered mandatory. Validations have also been added for further clarity.

Section	Requirement location	Change made	Description of update
All	All – where applicable	Added in description of validations	A description of the validations for each field that has validations.
1	1.1	Legacy mandatory rule	This is mandatory for legacy cases
1	1.2	Legacy mandatory rule	This is not mandatory for legacy cases
1	1.5	Legacy mandatory rule	This is mandatory is ASSESS1 is complete
1	1.8	Legacy mandatory rule	This is not mandatory for legacy cases or new act cases
1	1.9	Legacy mandatory rule	This is not mandatory for legacy cases
1	1.10	Legacy mandatory rule	This is not mandatory for legacy cases
1	1.11	Legacy mandatory rule	This is not mandatory for legacy cases
1	1.12	Legacy mandatory rule	This is not mandatory for legacy cases
	1.13	Legacy mandatory rule	This is not mandatory for legacy cases
2	2.5	Legacy mandatory rule	This is mandatory for legacy cases

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2	2.6	Legacy mandatory rule	This is mandatory for legacy cases
	2.7	Legacy mandatory rule	This is mandatory if the household member has left the house
3	3.2	Legacy mandatory rule	This is not mandatory for legacy cases
4	4.2	Legacy mandatory rule	This is not mandatory for legacy cases, we recommend legacy prevention not under a main duty are excluded
4	4.3	Legacy mandatory rule	This is not mandatory for legacy cases, we recommend legacy prevention not under a main duty are excluded
4	4.4	Legacy mandatory rule	This is not mandatory for legacy cases, we recommend legacy prevention not under a main duty are excluded
4	4.4	Relaxed	This field can be blank in all cases
4	4.5	Legacy mandatory rule	This is not mandatory for legacy cases, we recommend legacy prevention not under a main duty are excluded
4	4.6	Legacy mandatory rule	This is not mandatory for legacy cases, we recommend legacy prevention not under a main duty are excluded
4	4.7	Legacy mandatory rule	This is not mandatory for legacy cases, we recommend legacy prevention not under a main duty are excluded
4	4.8	Legacy mandatory rule	This is not mandatory for legacy cases, we recommend legacy prevention not under a main duty are excluded
5	5.2	Legacy mandatory rule	This is not mandatory for legacy cases, we recommend legacy relief not under a main duty are excluded
5	5.3	Legacy mandatory rule	This is not mandatory for legacy cases, we recommend legacy relief not under a main duty are excluded
5	5.4	Legacy mandatory rule	This is not mandatory for legacy cases, we recommend legacy relief not under a main duty are excluded
5	5.4	Relaxed	This field can be blank in all cases
5	5.5	Legacy mandatory rule	This is not mandatory for legacy cases, we recommend legacy relief not under a main duty are excluded
5	5.5	Legacy mandatory rule	This is not mandatory for legacy cases, we recommend legacy relief not under a main duty are excluded
5	5.7	Legacy mandatory rule	This is not mandatory for legacy cases, we recommend legacy relief not under a main duty are excluded



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5	5.7	Legacy mandatory rule	This is not mandatory for legacy cases, we recommend legacy prevention not under a main duty are excluded
5	5.8	Legacy mandatory rule	This is not mandatory for legacy cases, we recommend legacy relief not under a main duty are excluded
5	5.9	Legacy mandatory rule	This is not mandatory for legacy cases, we recommend legacy relief not under a main duty are excluded
5	5.10	Legacy mandatory rule	This is not mandatory for legacy cases, we recommend legacy relief not under a main duty are excluded
6	6.2	Legacy mandatory rule	This is not mandatory for legacy cases
7	7.4	Legacy mandatory rule	It's recommend this is not complete and the relief section is excluded. If the relief section id provided, then this be provided.
7	7.5	Legacy mandatory rule	This is mandatory for legacy cases
	7.6	Legacy mandatory rule	This is not mandatory for legacy cases. Temporary accommodation must be linked if applicable.
7	7.7	Legacy mandatory rule	This is not mandatory for legacy cases
7	7.8	Legacy mandatory rule	This is not mandatory for legacy cases
7	7.9	Legacy mandatory rule	This is not mandatory for legacy cases
8	8.4	Legacy mandatory rule	This is not mandatory for legacy cases
10	10.2	Legacy mandatory rule	This is not mandatory for legacy cases if the whole section is omitted.
10	10.3	Legacy mandatory rule	This is not mandatory for legacy cases if the whole section is omitted.
10	10.4	Legacy mandatory rule	This is not mandatory for legacy cases if the whole section is omitted.
10	10.5	Legacy mandatory rule	This is not mandatory for legacy cases if the whole section is omitted
10	10.6	Legacy mandatory rule	This is not mandatory for legacy cases if the whole section is omitted

### A3d: Table of updates in V1.4.5

Updates reflect changes to the AGE and AGE\_END fields to allow negatives for unborn children.

Section	Requirement location	Change made	Description of update
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1	APPLY_DATE	Allow apply date to be submitted from 01/01/1985	Some local authorities have suggested our application start date of 1995 is not early enough for some households.
2	AGE	Allow negative ages for unborn children	Age used to have to be omitted for children not born on the application date. The workaround of omitting the AGE field and setting the JOIN_D after the APPLY_DATE as the date of birth or close to this was difficult to apply. This data type can now be an integer rather than an unsignedbyte. PEOPLE with AGES of less than -1 will be excluded from the children count for temporary accommodation but those with ages of -1 will be used to check against the CHILDREN field. If unborn children are not reported CHILDREN can still be greater than PEOPLE with AGES of less than 18
2	AGE_END	Allow -1 for unborn children	Unborn children can be provided as -1.
9	TADUTY	An extra option – 3 to help report rough sleepers separately from S188 or interim duties	3- Rough sleeper accommodated under HA96 S189 power where no S188 interim duty owed
9	TA_DEC	An extra option – 3 to help report rough sleepers separately from S188 or interim duties	3- No duty owed but temporary accommodation provided under S189 power
Annex 5		Addition of newly merged local authorities ONS LA Code and Local Authority name. Old codes remain where these are still part of cases open before the date of the merge.	E06000058 (Bournemouth, Christchurch and Poole) E06000059 (Dorset) E06000060 (Buckinghamshire UA) E07000244 (East Suffolk) E07000245 (West Suffolk) E07000246 (Somerset West and Taunton)

## Annex 4: Updates to the H-CLIC data requirement version 1.5

These updates reflect changes in legislation for Eligibility and take into account feedback received from Local Authorities on fields such as Employment. Amendments to field options are summarised in the table below.

Updates issued: 01<sup>st</sup> April 2021

### H-CLIC requirement version 1.5

The types of change that have been made to H-CLIC version 1.5 are:

1. The removal of existing fields, this applies to 4.4, 4.7, 5.4, 5.7 and 7.4.
2. Changes to field options. These can be in the form of rewording, retiring or merging existing options and the additions of new options.  
 Reworded options apply to the fields: 1.3, 1.6, 1.8, 1.10, 1.16, 1.17, 1.20, 1.23 and 7.5.  
 Retired/Merged options apply to the fields: 1.6, 1.13, 1.15, 1.16, 1.20, 4.6 and 5.6.  
 New options have been added to the fields: 1.6, 1.8, 1.10, 1.13, 1.14, 1.15, 1.16, 1.20, 1.23, 3.2, 4.3, 4.6, 4.8, 5.3, 5.6, 5.8, 6.20, 7.5, 7.7 and 8.4.
3. Field section have been adapted and contain more detail to clarify the changes involved in this new H-CLIC Data Specifications version.  
 Field Name/Description/Format have been updated for the fields: 1.22, 3.2, 7.4 and 10.6.  
 Mandatory descriptions have been updated for the fields: 1.8, 1.14, 4.2, 4.3, 4.4, 4.5, 4.6, 4.7, 4.8, 4.9, 5.2, 5.3, 5.4, 5.5, 5.6, 5.7, 5.8, 5.9, 7.1, 7.2, 7.3, 7.5, 7.6, 7.9, 8.5, 9.2, 9.3, 9.4, 9.5, 9.7, 9.8 and 9.9.  
 Routing descriptions have been updated for the fields: 1.6, 1.13, 4.6, 4.7, 5.6, 5.7 and 7.3.  
 Validation descriptions have been updated for the fields: 4.7, 4.8, 5.7, 6.2 and 9.3.

### A4: Table of updates in V1.5

Section	Requirement location	Change made	Description of update
1	ELIGIBLE (1.3)	Rewording of existing options	The existing options have been adapted to consider the new Eligibility criteria following Brexit.
1	ASSESS1 (1.6)	New options added, reworded and removed	New options 7 to 11 have been added and the legacy option number 5 has been retired. Onward routing updated accordingly.
1	SEXUALID (1.8)	New and reworded options, now required	This field has been made mandatory for new cases. A new option 4 has been

			added, existing options 0 and 3 have been reworded.
1	EMPLOYMENT (1.10)	New options added and reworded	Options 11 to 13 have been added to give a better reflection of the employment situation for the household and as a feedback received from Local Authorities. The text "(contracted, regular or guaranteed)" has been added to the reworded options 1 and 2.
1	CURRENTACCOM (1.13)	Changes to No fixed abode, new and retired options	The existing option 21 has been retired and the new options 24 to 26 will allow to have a better understanding of this scenario. Option 23 has been retired. Onward routing updated accordingly.
1	LASTACCOM (1.14)	New options, change in Field Mandatory	Student accommodation (13) and Caravan/houseboat (14) have been added on as available options as these are being covered in other accommodation fields. Field Mandatory has been updated to account for changes in options for 1.13 CURRENTACCOM.
1	REASONLOSS (1.15)	New and retired options	The existing options for Domestic Abuse (9) and Left institution (11) have been retired and new fields have been added to have a better insight into these situations. For Domestic Abuse the split between victim (20) and alleged perpetrator (21) has been requested by Local Authorities. Option 15 has been retired and a new option 22 has been added as a result of feedback previously received.
1	REASONAST (1.16)	New, reworded and retired options.	The existing option 6 has been split into 11 and 12 to have a better insight if a property is going to be sold or re-let. Option 0 has been reworded to account for shortfall.
1	REASONSR (1.17)	Option reworded	Option 0 has been reworded to account for shortfall.
1	REFERRAL_AGENCY (1.20)	Options retired, reworded, merged and new added.	The existing options have been rearranged and merged to show which referral agency has a Duty to refer and some of those who have no legal duty have been combined into broader categories.
1	APPLY_DATE (1.22)	Field renamed and description updated.	The name of the field has been changed from "Date homeless application made" to "Date of homeless application".

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			The description has been adapted to highlight how this is the date where a commitment was made.
1	EMPL_PARTNER (1.23)	New options added and reworded	Options 12 to 14 have been added to give a better reflection of the employment situation for the household and as a feedback received from Local Authorities. The text "(contracted, regular or guaranteed)" has been added to the reworded options 1 and 2.
3	SPTNEED (3.2)	New options and description	The description and the options in this field have been changed. This field now accounts not only for support needs but also relevant life experiences. The description has been changed from "rather than" to "or characteristics of the household." Addition of the new sentence "Include any support need that is applicable to the household irrespective of whether more assistance for that support need or life experience is required". New options 22 and 23 have been added.
4	P_START_DATE (4.2)	Change in Field Mandatory	Field Mandatory has been updated to account for changes in options for 1.6 ASSESS1.
4	PR_ACTIVITY (4.3)	New option, change in Field Mandatory	The new option 15 has been added to allow the recording of prevention activities undertaken but not successfully. Field Mandatory has been updated to account for changes in options for 1.6 ASSESS1.
4	SUPPORT_PR (4.4)	Retired field, change in Field Mandatory	This field has been retired, it is no longer required. "Field Mandatory" is now "Field Optional".
4	PD_END_DATE (4.5)	Change in Field Mandatory	Field Mandatory has been updated to account for changes in options for 1.6 ASSESS1.
4	PREV_END_REASON (4.6)	Option split, change in Field Mandatory and Routing	The existing option 10 has been split into 12 and 13 to have a better insight into withdrew applications and contact lost cases. Field Mandatory has been updated to account for changes in options for 1.6 ASSESS1.

			Onward routing updated accordingly and to account for the retirement of the field 4.7 TA_PREV.
4	TA_PREV (4.7)	Retired field, change in Field Mandatory, Routing and Validation	This field has been retired, it is no longer required. “Field Mandatory” is now “Field Optional” and it has been updated to account for changes in options for 1.6 ASSESS1 and 4.6 PREV_END_REASON. New sentence in Routing and Validation “This will be enforced if TA_PREV is still provided”.
4	ACCOM_PR (4.8)	New options, change in Field Mandatory and Validations	The options 15 to 21 have been added to account for these being cover in other accommodation fields and to account for retiring the field TA_PREV. Field Mandatory has been updated to account for Blank in 4.7 TA_PREV and for changes in options for 4.6 PREV_END_REASON. New sentence under Validation for 4.7 “This will be enforced if TA_PREV is still provided”
4	DEST_PR (4.9)	Change in Field Mandatory	Field Mandatory has been updated to account for changes in options for 4.8 ACCOM_PR and 4.6 PREV_END_REASON.
5	R_START_DATE (5.2)	Change in Field Mandatory	Field Mandatory has been updated to account for changes in options for 1.6 ASSESS1 and 4.6 PREV_END_REASON.
5	REL_ACTIVITY (5.3)	New option, change in Field Mandatory	Option 9 has been added to allow the recording of relief activities undertaken but not successfully. Field Mandatory has been updated to account for changes in options for 1.6 ASSESS1 and 4.6 PREV_END_REASON.
5	SUPPORT_REL (5.4)	Retired field, change in Field Mandatory	This field has been retired, it is no longer required. “Field Mandatory” is now “Field Optional”.
5	R_END_DATE (5.5)	Change in Field Mandatory	Field Mandatory has been updated to account for changes in options for 1.6 ASSESS1 and 4.6 PREV_END_REASON.
5	REL_END_REASON (5.6)	Option split, change in Field Mandatory and Routing	The existing option 6 has been split into 10 and 11 to have a better insight into

			<p>withdrew applications and contact lost cases.</p> <p>Field Mandatory has been updated to account for changes in options for 1.6 ASSESS1 and 4.6 PREV_END_REASON. Onward routing updated accordingly and to account for the retirement of the field 5.7 TA_REL.</p>
5	TA_REL (5.7)	Retired field, change in Field Mandatory, Routing and Validation	<p>This field has been retired, it is no longer required.</p> <p>“Field Mandatory” is now “Field Optional” and it has been updated to account for changes in options for 1.6 ASSESS1 and 4.6 PREV_END_REASON.</p> <p>New sentence in Routing and Validation “This will be enforced if TA_REL is provided”.</p>
5	ACCOM_R (5.8)	New options, change in Field Mandatory	<p>The option 15 to 21 have been added to account for these being cover in other accommodation fields and to account for retiring the field TA_REL.</p> <p>Field Mandatory has been updated to account for Blank in 5.7 TA_REL.</p>
5	DEST_REL (5.9)	Change in Field Mandatory	Field Mandatory has been updated to account for changes in options for 5.8 ACCOM_R.
6	SUPP_ASSIST (6.2)	New options, change in Validation	<p>The options 13 to 18 have been added to account for additional support need included in the SUPPORT section and for scenarios where support was not needed or available.</p> <p>We are relaxing the rule on consistency between the value selected for 3.2 and 6.2. Validation will be enforced if SUPPORT_PR and SUPPORT_REL are still provided.</p>
7	DECDATE (7.1)	Change in Field Mandatory	Field Mandatory has been updated to account for changes in options for 1.6 ASSESS1 and 5.6 REL_END_REASON.
7	ASSDATE (7.2)	Change in Field Mandatory	Field Mandatory has been updated to account for changes in options for 1.6 ASSESS1 and 5.6 REL_END_REASON.
7	ASSESS2 (7.3)	Change in Field Mandatory and Routing	Field Mandatory has been updated to account for changes in options for 5.6 REL_END_REASON. References removed for “Can be completed” based

			on values for 1.6 ASSESS1 and 4.6 PREV_END_REASON. Routing for legacy cases: removed reference to the retired field 7.4 LEG_REL.
7	LEG_REL (7.4)	Retired field	This field has been retired, it is no longer required.
7	PNEED (7.5)	New and reworded option, change in Field Mandatory	Option 12 has been reworded to reflect the changes in legislation for Domestic Abuse. Option 19 has been added to account for reapplication duty owed. Field Mandatory: if 7.3 ASSESS2=4 from “Expect completion” to “Can be completed”. References removed for “Can be completed” based on values for 1.6 ASSESS1 and 4.6 PREV_END_REASON.
7	TA_DEC (7.6)	Change in Field Mandatory	Field Mandatory has been updated to account for changes in options for 1.6 ASSESS1 and 5.6 REL_END_REASON.
7	ACCOM_D (7.7)	New options	The option 15 to 20 have been added to account for these being cover in other accommodation fields.
7	DEST_DEC (7.9)	Change in Field Mandatory	Field Mandatory has been updated to account for changes in options for 7.7 ACCOM_D.
8	ACCOM_FD (8.4)	New options	The options 15 to 20 have been added to account for these being cover in other accommodation fields.
8	DEST_DUTY (8.5)	Change in Field Mandatory	Field Mandatory has been updated to account for changes in options for 8.4 ACCOM_FD.
9	TA_DATE (9.2)	Change in Field Mandatory	Field Mandatory has been updated to account for the retirement of fields 4.7 TA_PREV and if 5.7 TA_REL by adding “(if still provided)”.
9	ENTRY_DATE (9.3)	Change in Field Mandatory .More clarity in Validation.	Field Mandatory has been updated to account for the retirement of fields 4.7 TA_PREV and if 5.7 TA_REL by adding “(if still provided)”. Validation: “Cannot be before APPLY_DATE (small tolerance for Bank Holiday weekend).” has been added to help Local Authorities in providing the correct value.
9	EXIT_DATE (9.4)	Change in Field Mandatory	Field Mandatory: references to “Expect competition” for 4.7 TA_PREV, 5.7 TA_REL and 7.6 TA_DEC have ben removed.



9	TATYPE (9.5)	Change in Field Mandatory	Field Mandatory has been updated to account for the retirement of fields 4.7 TA_PREV and if 5.7 TA_REL by adding “(if still provided)”.
9	TASIZE (9.6)		New sentence added under Validation for more specific insight “Values over 20 will produce XDMP errors for incorrect data types.”.
9	TADUTY (9.7)	Change in Field Mandatory	Field Mandatory has been updated to account for the retirement of fields 4.7 TA_PREV and if 5.7 TA_REL by adding “(if still provided)”.
9	TA_OTHER (9.8)	Change in Field Mandatory	Field Mandatory has been updated to account for the retirement of fields 4.7 TA_PREV and if 5.7 TA_REL by adding “(if still provided)”.
9	TA_EXIT_DATA (9.9)	Change in Field Mandatory	Field Mandatory: references to “Expect competition” for 4.7 TA_PREV, 5.7 TA_REL and 7.6 TA_DEC have been removed.
10	REV_OC (10.6)	Rewording in the description	Description from “Whether the applicant’s review was successful” to “Was the applicant’s review was upheld”.
Annex 5		Addition of newly merged local authorities ONS LA Code and Local Authority name. Old codes remain where these are still part of cases open before the date of the merge	Codes for the new unitaries of West Northamptonshire and North Northamptonshire are to be confirmed and will be updated when available.

## A4: Table of updates in V1.5.1

Section	Requirement location	Change made	Description of update
1	REFERRAL_AGENCY (1.20)	Duty to Refer	Agencies under option 32 have been update to “Yes/No” as they cover services with and without a DTR. Option 35 has been changed to “Yes” as DTR.
3	SUPPORT section	Rewording	The description of this section has been updated to be consistent with the new approach for 3.2 SPTNEED.

4	DEST_PR (4.9)	Change in Field Mandatory	Field Mandatory has been updated to clarify when this field should be completed for 4.8 ACCOM_PR options.
5	REL_END_REASON (5.6)	New option, change in Routing	Option 12 has been added for where a household refuses an accommodation offer that is not the final accommodation offer. Onward routing updated accordingly
5	ACCOM_R (5.8)	Change in Field Mandatory	Field Mandatory has been updated to account for changes in options for 5.6 REL_END_REASON.
5	DEST_REL (5.9)	Change in Field Mandatory	Field Mandatory has been updated to clarify when this field should be completed for 5.8 ACCOM_R options.
7	DECDATE (7.1)	Change in Field Mandatory	Field Mandatory has been updated to account for new option 12 under 5.6 REL_END_REASON.
7	ASSDATE (7.2)	Change in Field Mandatory	Field Mandatory has been updated to account for new option 12 under 5.6 REL_END_REASON.
7	ASSESS2 (7.3)	Change in Field Mandatory	Field Mandatory has been updated to account for new option 12 under 5.6 REL_END_REASON.
7	TA_DEC (7.6)	Change in Field Mandatory	Field Mandatory has been updated to account for new option 12 under 5.6 REL_END_REASON.
7	DEST_DEC (7.9)	Change in Field Mandatory	Field Mandatory has been updated to clarify when this field should be completed for 7.7 ACCOM_D options. Option 11 for ACCOM_D was not required in previous specifications, this will be enforced in the future.
8	DEST_DUTY (8.5)	Change in Field Mandatory	Field Mandatory has been updated to clarify when this field should be completed for 8.4 ACCOM_FD options.
Annex 5		Addition of newly merged local authorities ONS LA Code and Local Authority name. Old codes remain where these are still part of cases open before the date of the merge	E06000061 (North Northamptonshire) E06000062 (West Northamptonshire)

## A4: Table of updates in V1.5.2

Section	Requirement location	Change made	Description of update
1	CHILDREN (1.4)	Description	The description for this field has been reworded from “under 18” to “under 19”.
2	PERSON_ID (2.2)	Description	New sentence added for clarity “However, unique identifiers can be re used if a household member presents in a new homelessness case at a later date.”.
Annex 1	LA_CRN (A1.1)	PARENT XML TAG, Mandatory and Validation.	PARENT XML TAG was changed from ‘PERSONAL’ to ‘MAIN’. This change is to accurately reflect the data collection form XML. Minor wording changes to Mandatory and Validation to help improve understanding.
Annex 1	PERSON_ID (A1.2)	Mandatory and Validation.	Minor wording changes to Mandatory and Validation to help improve understanding.
Annex 1	DOB (A1.3)	Mandatory	Minor wording changes to Mandatory to help improve understanding.
Annex 1	FORENAME (A1.4)	Mandatory	Minor wording changes to Mandatory to help improve understanding.
Annex 1	SURNAME (A1.5)	Mandatory	Minor wording changes to Mandatory to help improve understanding.
Annex 1	NINO (A1.6)	Mandatory	Minor wording changes to Mandatory to help improve understanding.
Annex 1	PROPERTYN UMLAST (A1.7)	Mandatory	Minor wording changes to Mandatory to help improve understanding.
Annex 1	POSTCODELAST (A1.8)	Mandatory	Minor wording changes to Mandatory to help improve understanding.

## A5: Table of updates in V1.5.3

Section	Requirement location	Change made	Description of update
4	ACCOM_PR (4.8)	Validation	A new sentence has been added "Care leavers that remain in a " Looked after children placement " should be reported in " Social rented supported housing or hostel "."
5	R_START_DATE (5.2)	Mandatory	The mandatory requirements have been amended if 4.6 PREV_END_REASON = 8 or 9, from "Expect completion" to "Can be completed".
5	REL_ACTIVITY (5.3)	Mandatory	The mandatory requirements have been amended if 4.6 PREV_END_REASON = 8 or 9, from "Expect completion" to "Can be completed".
5	R_END_DATE (5.5)	Mandatory	The mandatory requirements have been amended if 4.6 PREV_END_REASON = 8 or 9, from "Expect completion" to "Can be completed".
5	REL_END_REASON (5.6)	Mandatory and Validation.	<p>The mandatory requirements have been amended if 4.6 PREV_END_REASON = 8 or 9, from "Expect completion" to "Can be completed".</p> <p>Validation reworded for clarity as "Cannot be 56 days elapsed if relief end date is not on or after day 56." to allow the relief start date to be counted as part of the 56 days.</p>

## A6: Table of updates in V1.5.4

Section	Requirement location	Change made	Description of update
1	Main reason for loss of settled home (1.15)  XML tag: REASONLOSS	New option	The option “Not known due to last settled accommodation Not known” has been added under Main reason for loss of settled home (REASONLOSS 1.15) to account for cases where the Accommodation when last settled (1.14 LASTACCOM) is “Not known”
1	Gender identity of main applicant (1.24)  XML tag: GENDER_IDENTITY	New field	The field “Gender identity of main applicant” has been introduced to correctly record the Gender identity separately from the Sex registered at birth.
2	Sex (2.3)  XML tag: GENDER	Field renamed, option retired	<p>The field has been renamed from “Gender” to “Sex”, to record the sex registered at birth of the household member. The XML tag has been kept as GENDER to reduce disruptions.</p> <p>The option “Transgender” has been retired as option under “Sex” and the new “Gender identity of main applicant” field added instead.</p>

## A7: Table of updates in V1.5.5

Section	Requirement location	Change made	Description of update
1	Nationality of main applicant (1.9 NATIONALITY)	New options	<ul style="list-style-type: none"> <li>• Syria</li> <li>• Afghanistan</li> <li>• Hong Kong</li> <li>• Ukraine</li> </ul>
1	Benefits towards other living costs (1.12 BEN_OTHER)	Validation reworded	Wording changed from “An information note ” to “A warning will flag if no benefits is selected” to be consistent with other resources.
1	Accommodation at time of application (1.13 CURRENTACCOM)	New and reworded options, change in Onward routing	<ul style="list-style-type: none"> <li>• New option “Accommodation under a Resettlement scheme/ sponsorship”.</li> <li>• Option “Looked after children placement” reworded to “Departure from institution: Looked After Child Placement” for consistency across fields.</li> </ul> <p>The Onward routing section has been amended to account for new and amended options.</p>
1	Accommodation when last settled (1.14 LASTACCOM)	New and reworded options	<ul style="list-style-type: none"> <li>• New option “Accommodation under a Resettlement scheme/ sponsorship”.</li> <li>• Option “Looked after children placement” reworded to “Departure from institution: Looked After Child Placement” for consistency across fields.</li> </ul>
1	Main reason for loss of settled home (1.15 REASONLOSS)	New and reworded options, change in Onward routing	<p>New options:</p> <ul style="list-style-type: none"> <li>• “Loss of tied accommodation”: added to account for cases where the Accommodation when last settled (1.14 LASTACCOM) is “Tied accommodation”</li> <li>• “Unsuccessful placement or exclusion from resettlement scheme/sponsorship”</li> <li>• “Departure from institution: Looked After Child Placement”</li> <li>• “Voluntarily left accommodation to relocate”</li> </ul> <p>The option “Mortgage repossession” has been reworded to “Mortgage repossession or sale of owner occupier property”.</p> <p>The Onward routing section has been amended to account for new and amended options.</p>
1	Referral Agency (1.20 REFERRAL_AGENCY)	Retired option	The option “Community Rehabilitation Company” (option 3) has been retired for new cases (assessed on/after the 1 April 2023). Report these cases under the option “National Probation Service” (option 2).

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1	Gender Identity of main applicant (1.24 GENDER_IDENTITY)		Field Mandatory has been updated to account for this field being required for cases assessed on or after 1 April 2023.
1	Reason for loss of Resettlement Scheme or sponsorship placement (1.25 REASONPLC)	New field and options	New required field for cases where REASONLOSS is selected as the new option "Unsuccessful placement or exclusion from resettlement scheme/sponsorship".
3	Support Needs of Main Applicant and Household members (3.2 SPTNEED)	New and retired options	The option "Care leaver aged 21+ years" has been retired for new cases (assessed on/after the 1 April 2023) and split in two new options: <ul style="list-style-type: none"> <li>• "Care leaver 21-24"</li> <li>• "Care leaver 25+"</li> </ul>
4	Prevention Activity (4.3 PR_ACTIVITY)	New option	New option "Helped to secure suitable sponsorship or hosting placement in a private home".
4	Accommodation Outcome (4.8 ACCOM_PR)	New option	New option "Accommodation under a resettlement scheme/ sponsorship"
4	Local authority location of accommodation outcome (4.9 DEST_PR )	Change in Field mandatory	Field Mandatory has been updated to account for changes in options for 4.8 ACCOM_PR.
5	Relief Activity (5.3 REL_ACTIVITY)	New option	New option "Helped to secure suitable sponsorship or hosting placement in a private home".
5	Accommodation Outcome (5.8 ACCOM_R)	New option	New option "Accommodation under a resettlement scheme/ sponsorship"
5	Local authority location of accommodation outcome (5.9 DEST_REL)	Change in Field mandatory	Field Mandatory has been updated to account for changes in options for 5.8 ACCOM_R.
7	Outcome of decision (7.3 ASSESS2)	New option, Validations and Onward routing	<p>New option "Applicant deceased" introduced for consistency across fields.</p> <p>Onward routing and Validations sections have been reworded to account for new options, and to clarify that a negative Main Duty decision ( 7.3 ASSESS2 = 5, 6) can be reported while Relief duty is still open.</p> <p>Relief duty can remain open when reporting a</p>

			value for “Main duty decision date” (7.1 DECDATE) and “Outcome of decision “ (7.3 ASSESS2). Relief duty must have ended before reporting a value for “Date main duty decision takes effect” (7.2 ASSDATE).
7	Priority need decision (7.5 PNEED )	Change in Field mandatory	Field Mandatory has been updated to account for changes in options for 7.3 ASSESS2.
7	Temporary accommodation provided or duty owed (7.6 TA_DEC)	Change in Field mandatory	Field Mandatory has been updated to account for changes in options for 7.3 ASSESS2.
8	Section 193(2), section 193C(4) or section 195A(1) duty end date (8.2 DATEOUTC)	Change in Field mandatory	Field Mandatory has been updated to account for changes in options for 7.3 ASSESS2.
8	Reason the section 193(2) Duty, the section 193C(4) Duty or the section 195A(1) Duty ended (8.3 ACTEND)	New option and change in Field mandatory	New option “Applicant deceased” introduced for consistency across fields.  Field Mandatory has been updated to account for changes in options for 7.3 ASSESS2.
8	Accommodation outcome (8.4 ACCOM_FD)	Change in Field mandatory	Field Mandatory has been updated to account for changes in options for 7.3 ASSESS2.
Annex 5		New merged Local authorities, LA name updated	<p>“Local Authority” values have been updated to be consistent with the naming convention used in DELTA.</p> <p>The Local Authority name “Shepway” has been updated to “Folkestone and Hythe”. A new column “Status” has been added to highlight retired and merged LAs.</p> <p>Several new authorities will come into operation in April 2023:</p> <ul style="list-style-type: none"> <li>• Cumberland Council (E06000063): created from Allerdale Borough Council (E07000026), Carlisle City Council (E07000028) and Copeland Borough Council (E07000029).</li> <li>• Westmorland and Furness Council (E06000064): created from Barrow-in-Furness Borough Council (E07000027), Eden District</li> </ul>



			<p>Council (E07000030) and South Lakeland District Council (E07000031).</p> <ul style="list-style-type: none"> <li>• North Yorkshire Council (UA) (E06000065): created from Craven District Council (E07000163), Hambleton District Council (E07000164), Harrogate Borough Council (E07000165), Richmondshire District Council (E07000166), Ryedale District Council (E07000167), Scarborough Borough Council (E07000168) and Selby District Council (E07000169).</li> <li>• Somerset Council (UA) (E06000066): created from Mendip District Council (E07000187), Sedgemoor District Council (E07000188), South Somerset District Council (E07000189) and Somerset West and Taunton Council (E07000246).</li> </ul>
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## Annex 5: List of local authority codes and names

ONS LA Code	Local Authority	Country	Status
X00000000	Not applicable	Non-UK	
E06000001	Hartlepool Borough Council	England	
E06000002	Middlesbrough Council	England	
E06000003	Redcar and Cleveland Borough Council	England	
E06000004	Stockton-on-Tees Borough Council	England	
E06000005	Darlington Borough Council	England	
E06000006	Halton Borough Council	England	
E06000007	Warrington Borough Council	England	
E06000008	Blackburn with Darwen Borough Council	England	
E06000009	Blackpool Borough Council	England	
E06000010	Hull City Council	England	
E06000011	East Riding of Yorkshire Council	England	
E06000012	North East Lincolnshire Council	England	
E06000013	North Lincolnshire Council	England	
E06000014	City of York Council	England	
E06000015	Derby City Council	England	
E06000016	Leicester City Council	England	
E06000017	Rutland County Council	England	
E06000018	Nottingham City Council	England	
E06000019	Herefordshire Council	England	
E06000020	Telford and Wrekin Council	England	
E06000021	Stoke-on-Trent City Council	England	
E06000022	Bath and North East Somerset Council	England	
E06000023	Bristol City Council	England	
E06000024	North Somerset Council	England	
E06000025	South Gloucestershire Council	England	
E06000026	Plymouth City Council	England	
E06000027	Torbay Council	England	
E06000028	Bournemouth Borough Council	England	Abolished as of 31 March 2019
E06000029	Borough of Poole	England	Abolished as of 31 March 2019
E06000030	Swindon Borough Council	England	
E06000031	Peterborough City Council	England	
E06000032	Luton Borough Council	England	
E06000033	Southend-on-Sea City Council	England	
E06000034	Thurrock Council	England	

## H-CLIC data specification

E06000035	Medway Council	England	
E06000036	Bracknell Forest Council	England	
E06000037	West Berkshire Council	England	
E06000038	Reading Borough Council	England	
E06000039	Slough Borough Council	England	
E06000040	Windsor and Maidenhead Royal Borough Council	England	
E06000041	Wokingham Borough Council	England	
E06000042	Milton Keynes Council	England	
E06000043	Brighton and Hove City Council	England	
E06000044	Portsmouth City Council	England	
E06000045	Southampton City Council	England	
E06000046	Isle of Wight Council	England	
E06000047	Durham County UA	England	
E06000049	Cheshire East UA	England	
E06000050	Cheshire West and Chester UA	England	
E06000051	Shropshire County UA	England	
E06000052	Cornwall County UA	England	
E06000053	Isles of Scilly Council	England	
E06000054	Wiltshire County UA	England	
E06000055	Bedford UA	England	
E06000056	Central Bedfordshire UA	England	
E06000057	Northumberland County UA	England	
E06000058	Bournemouth, Christchurch and Poole (UA)	England	
E06000059	Dorset Council (UA)	England	
E06000060	Buckinghamshire UA	England	
E06000061	North Northamptonshire	England	Created as of 1 April 2021
E06000062	West Northamptonshire	England	Created as of 1 April 2021
E06000063	Cumberland Council	England	Come into operation on the 1 April 2023
E06000064	Westmorland and Furness Council	England	Come into operation on the 1 April 2023
E06000065	North Yorkshire Council (UA)	England	Come into operation on the 1 April 2023
E06000066	Somerset Council (UA)	England	Come into operation on the 1 April 2023
E07000004	Aylesbury Vale District Council	England	Abolished as of 31 March 2020
E07000005	Chiltern District Council	England	Abolished as of 31 March 2020

## H-CLIC data specification

E07000006	South Bucks District Council	England	Abolished as of 31 March 2020
E07000007	Wycombe District Council	England	Abolished as of 31 March 2020
E07000008	Cambridge City Council	England	
E07000009	East Cambridgeshire District Council	England	
E07000010	Fenland District Council	England	
E07000011	Huntingdonshire District Council	England	
E07000012	South Cambridgeshire District Council	England	
E07000026	Allerdale Borough Council	England	Abolished as of 31 March 2023
E07000027	Barrow-in-Furness Borough Council	England	Abolished as of 31 March 2023
E07000028	Carlisle City Council	England	Abolished as of 31 March 2023
E07000029	Copeland Borough Council	England	Abolished as of 31 March 2023
E07000030	Eden District Council	England	Abolished as of 31 March 2023
E07000031	South Lakeland District Council	England	Abolished as of 31 March 2023
E07000032	Amber Valley Borough Council	England	
E07000033	Bolsover District Council	England	
E07000034	Chesterfield Borough Council	England	
E07000035	Derbyshire Dales District Council	England	
E07000036	Erewash Borough Council	England	
E07000037	High Peak Borough Council	England	
E07000038	North East Derbyshire District Council	England	
E07000039	South Derbyshire District Council	England	
E07000040	East Devon District Council	England	
E07000041	Exeter City Council	England	
E07000042	Mid Devon District Council	England	
E07000043	North Devon District Council	England	
E07000044	South Hams District Council	England	
E07000045	Teignbridge District Council	England	
E07000046	Torridge District Council	England	
E07000047	West Devon Borough Council	England	
E07000048	Christchurch Borough Council	England	Abolished as of 31 March 2019
E07000049	East Dorset District Council	England	Abolished as of 31 March 2019
E07000050	North Dorset District Council	England	Abolished as of 31 March 2019

## H-CLIC data specification

E07000051	Purbeck District Council	England	Abolished as of 31 March 2019
E07000052	West Dorset District Council	England	Abolished as of 31 March 2019
E07000053	Weymouth and Portland Borough Council	England	Abolished as of 31 March 2019
E07000061	Eastbourne Borough Council	England	
E07000062	Hastings Borough Council	England	
E07000063	Lewes District Council	England	
E07000064	Rother District Council	England	
E07000065	Wealden District Council	England	
E07000066	Basildon Borough Council	England	
E07000067	Braintree District Council	England	
E07000068	Brentwood Borough Council	England	
E07000069	Castle Point Borough Council	England	
E07000070	Chelmsford City Council	England	
E07000071	Colchester Borough Council	England	
E07000072	Epping Forest District Council	England	
E07000073	Harlow District Council	England	
E07000074	Maldon District Council	England	
E07000075	Rochford District Council	England	
E07000076	Tendring District Council	England	
E07000077	Uttlesford District Council	England	
E07000078	Cheltenham Borough Council	England	
E07000079	Cotswold District Council	England	
E07000080	Forest of Dean District Council	England	
E07000081	Gloucester City Council	England	
E07000082	Stroud District Council	England	
E07000083	Tewkesbury Borough Council	England	
E07000084	Basingstoke and Deane Borough Council	England	
E07000085	East Hampshire District Council	England	
E07000086	Eastleigh Borough Council	England	
E07000087	Fareham Borough Council	England	
E07000088	Gosport Borough Council	England	
E07000089	Hart District Council	England	
E07000090	Havant Borough Council	England	
E07000091	New Forest District Council	England	
E07000092	Rushmoor Borough Council	England	
E07000093	Test Valley Borough Council	England	
E07000094	Winchester City Council	England	
E07000095	Broxbourne Borough Council	England	
E07000096	Dacorum Borough Council	England	
E07000098	Hertsmere Borough Council	England	
E07000099	North Hertfordshire District Council	England	

## H-CLIC data specification

E07000102	Three Rivers District Council	England	
E07000103	Watford Borough Council	England	
E07000105	Ashford Borough Council	England	
E07000106	Canterbury City Council	England	
E07000107	Dartford Borough Council	England	
E07000108	Dover District Council	England	
E07000109	Gravesham Borough Council	England	
E07000110	Maidstone Borough Council	England	
E07000111	Sevenoaks District Council	England	
E07000112	Folkestone and Hythe District Council	England	
E07000113	Swale Borough Council	England	
E07000114	Thanet District Council	England	
E07000115	Tonbridge and Malling Borough Council	England	
E07000116	Tunbridge Wells Borough Council	England	
E07000117	Burnley Borough Council	England	
E07000118	Chorley Borough Council	England	
E07000119	Fylde Borough Council	England	
E07000120	Hyndburn Borough Council	England	
E07000121	Lancaster City Council	England	
E07000122	Pendle Borough Council	England	
E07000123	Preston City Council	England	
E07000124	Ribble Valley Borough Council	England	
E07000125	Rossendale Borough Council	England	
E07000126	South Ribble Borough Council	England	
E07000127	West Lancashire Borough Council	England	
E07000128	Wyre Borough Council	England	
E07000129	Blaby District Council	England	
E07000130	Charnwood Borough Council	England	
E07000131	Harborough District Council	England	
E07000132	Hinckley and Bosworth Borough Council	England	
E07000133	Melton Borough Council	England	
E07000134	North West Leicestershire District Council	England	
E07000135	Oadby and Wigston Borough Council	England	
E07000136	Boston Borough Council	England	
E07000137	East Lindsey District Council	England	
E07000138	Lincoln City Council	England	
E07000139	North Kesteven District Council	England	
E07000140	South Holland District Council	England	
E07000141	South Kesteven District Council	England	
E07000142	West Lindsey District Council	England	

## H-CLIC data specification

E07000143	Breckland District Council	England	
E07000144	Broadland District Council	England	
E07000145	Great Yarmouth Borough Council	England	
E07000146	King's Lynn and West Norfolk Borough Council	England	
E07000147	North Norfolk District Council	England	
E07000148	Norwich City Council	England	
E07000149	South Norfolk Council	England	
E07000150	Corby Borough Council	England	Abolished as of 31 March 2021
E07000151	Daventry District Council	England	Abolished as of 31 March 2021
E07000152	East Northamptonshire Council	England	Abolished as of 31 March 2021
E07000153	Kettering Borough Council	England	Abolished as of 31 March 2021
E07000154	Northampton Borough Council	England	Abolished as of 31 March 2021
E07000155	South Northamptonshire Council	England	Abolished as of 31 March 2021
E07000156	Wellingborough Borough Council	England	Abolished as of 31 March 2021
E07000163	Craven District Council	England	Abolished as of 31 March 2023
E07000164	Hambleton District Council	England	Abolished as of 31 March 2023
E07000165	Harrogate Borough Council	England	Abolished as of 31 March 2023
E07000166	Richmondshire District Council	England	Abolished as of 31 March 2023
E07000167	Ryedale District Council	England	Abolished as of 31 March 2023
E07000168	Scarborough Borough Council	England	Abolished as of 31 March 2023
E07000169	Selby District Council	England	Abolished as of 31 March 2023
E07000170	Ashfield District Council	England	
E07000171	Bassetlaw District Council	England	
E07000172	Broxtowe Borough Council	England	
E07000173	Gedling Borough Council	England	
E07000174	Mansfield District Council	England	
E07000175	Newark and Sherwood District Council	England	
E07000176	Rushcliffe Borough Council	England	
E07000177	Cherwell District Council	England	
E07000178	Oxford City Council	England	
E07000179	South Oxfordshire District Council	England	

## H-CLIC data specification

E07000180	Vale of White Horse District Council	England	
E07000181	West Oxfordshire District Council	England	
E07000187	Mendip District Council	England	Abolished as of 31 March 2023
E07000188	Sedgemoor District Council	England	Abolished as of 31 March 2023
E07000189	South Somerset District Council	England	Abolished as of 31 March 2023
E07000190	Taunton Deane Borough Council	England	Abolished as of 31 March 2019
E07000191	West Somerset District Council	England	Abolished as of 31 March 2019
E07000192	Cannock Chase District Council	England	
E07000193	East Staffordshire Borough Council	England	
E07000194	Lichfield District Council	England	
E07000195	Newcastle-under-Lyme Borough Council	England	
E07000196	South Staffordshire Council	England	
E07000197	Stafford Borough Council	England	
E07000198	Staffordshire Moorlands District Council	England	
E07000199	Tamworth Borough Council	England	
E07000200	Babergh District Council	England	
E07000201	Forest Heath District Council	England	Abolished as of 31 March 2019
E07000202	Ipswich Borough Council	England	
E07000203	Mid Suffolk District Council	England	
E07000204	St Edmundsbury Borough Council	England	Abolished as of 31 March 2019
E07000205	Suffolk Coastal District Council	England	Abolished as of 31 March 2019
E07000206	Waveney District Council	England	Abolished as of 31 March 2019
E07000207	Elmbridge Borough Council	England	
E07000208	Epsom and Ewell Borough Council	England	
E07000209	Guildford Borough Council	England	
E07000210	Mole Valley District Council	England	
E07000211	Reigate and Banstead Borough Council	England	
E07000212	Runnymede Borough Council	England	
E07000213	Spelthorne Borough Council	England	
E07000214	Surrey Heath Borough Council	England	
E07000215	Tandridge District Council	England	
E07000216	Waverley Borough Council	England	
E07000217	Woking Borough Council	England	



## H-CLIC data specification

E07000218	North Warwickshire Borough Council	England	
E07000219	Nuneaton and Bedworth Borough Council	England	
E07000220	Rugby Borough Council	England	
E07000221	Stratford-on-Avon District Council	England	
E07000222	Warwick District Council	England	
E07000223	Adur District Council	England	
E07000224	Arun District Council	England	
E07000225	Chichester District Council	England	
E07000226	Crawley Borough Council	England	
E07000227	Horsham District Council	England	
E07000228	Mid Sussex District Council	England	
E07000229	Worthing Borough Council	England	
E07000234	Bromsgrove District Council	England	
E07000235	Malvern Hills District Council	England	
E07000236	Redditch Borough Council	England	
E07000237	Worcester City Council	England	
E07000238	Wychavon District Council	England	
E07000239	Wyre Forest District Council	England	
E07000240	St Albans City and District Council	England	
E07000241	Welwyn Hatfield Borough Council	England	
E07000242	East Hertfordshire District Council	England	
E07000243	Stevenage Borough Council	England	
E07000244	East Suffolk Council	England	
E07000245	West Suffolk Council	England	
E07000246	Somerset West and Taunton Council	England	Abolished as of 31 March 2023
E08000001	Bolton Metropolitan Borough Council	England	
E08000002	Bury Metropolitan Borough Council	England	
E08000003	Manchester City Council	England	
E08000004	Oldham Metropolitan Borough Council	England	
E08000005	Rochdale Metropolitan Borough Council	England	
E08000006	Salford City Council	England	
E08000007	Stockport Metropolitan Borough Council	England	
E08000008	Tameside Metropolitan Borough Council	England	
E08000009	Trafford Metropolitan Borough Council	England	
E08000010	Wigan Metropolitan Borough Council	England	

## H-CLIC data specification

E08000011	Knowsley Metropolitan Borough Council	England	
E08000012	Liverpool City Council	England	
E08000013	St Helens Council	England	
E08000014	Sefton Metropolitan Borough Council	England	
E08000015	Wirral Borough Council	England	
E08000016	Barnsley Metropolitan Borough Council	England	
E08000017	Doncaster Metropolitan Borough Council	England	
E08000018	Rotherham Metropolitan Borough Council	England	
E08000019	Sheffield City Council	England	
E08000021	Newcastle City Council	England	
E08000022	North Tyneside Council	England	
E08000023	South Tyneside Council	England	
E08000024	Sunderland City Council	England	
E08000025	Birmingham City Council	England	
E08000026	Coventry City Council	England	
E08000027	Dudley Metropolitan Borough Council	England	
E08000028	Sandwell Metropolitan Borough Council	England	
E08000029	Solihull Metropolitan Borough Council	England	
E08000030	Walsall Metropolitan Borough Council	England	
E08000031	Wolverhampton City Council	England	
E08000032	City of Bradford Metropolitan District Council	England	
E08000033	Calderdale Metropolitan Borough Council	England	
E08000034	Kirklees Council	England	
E08000035	Leeds City Council	England	
E08000036	Wakefield Metropolitan District Council	England	
E08000037	Gateshead Metropolitan Borough Council	England	
E09000001	City of London	England	
E09000002	Barking and Dagenham London Borough	England	
E09000003	Barnet London Borough	England	
E09000004	Bexley London Borough	England	
E09000005	Brent London Borough	England	
E09000006	Bromley London Borough	England	
E09000007	Camden London Borough	England	

## H-CLIC data specification

E09000008	Croydon London Borough	England	
E09000009	Ealing London Borough	England	
E09000010	Enfield London Borough	England	
E09000011	Greenwich London Borough	England	
E09000012	Hackney London Borough	England	
E09000013	Hammersmith and Fulham London Borough	England	
E09000014	Haringey London Borough	England	
E09000015	Harrow London Borough	England	
E09000016	Havering London Borough	England	
E09000017	Hillingdon London Borough	England	
E09000018	Hounslow London Borough	England	
E09000019	Islington London Borough	England	
E09000020	Kensington and Chelsea Royal Borough	England	
E09000021	Kingston upon Thames Royal Borough	England	
E09000022	Lambeth London Borough	England	
E09000023	Lewisham London Borough	England	
E09000024	Merton London Borough	England	
E09000025	Newham London Borough	England	
E09000026	Redbridge London Borough	England	
E09000027	London Borough of Richmond upon Thames	England	
E09000028	Southwark London Borough	England	
E09000029	Sutton London Borough	England	
E09000030	Tower Hamlets London Borough	England	
E09000031	Waltham Forest London Borough	England	
E09000032	Wandsworth London Borough	England	
E09000033	Westminster City Council	England	
N09000001	Antrim and Newtownabbey Borough Council	Northern Ireland	
N09000002	Armagh City, Banbridge and Craigavon Borough Council	Northern Ireland	
N09000003	Belfast City Council	Northern Ireland	
N09000004	Causeway Coast and Glens Borough Council	Northern Ireland	
N09000005	Derry City and Strabane District Council	Northern Ireland	
N09000006	Fermanagh and Omagh District Council	Northern Ireland	
N09000007	Lisburn and Castlereagh City Council	Northern Ireland	
N09000008	Mid and East Antrim Borough Council	Northern Ireland	

## H-CLIC data specification

N09000009	Mid Ulster District Council	Northern Ireland	
N09000010	Newry, Mourne and Down District Council	Northern Ireland	
N09000011	Ards and North Down Borough Council	Northern Ireland	
S12000005	Clackmannanshire Council	Scotland	
S12000006	Dumfries and Galloway Council	Scotland	
S12000008	East Ayrshire Council	Scotland	
S12000010	East Lothian Council	Scotland	
S12000011	East Renfrewshire Council	Scotland	
S12000013	Comhairle nan Eilean Siar	Scotland	
S12000014	Falkirk Council	Scotland	
S12000047	Fife Council	Scotland	Updated from S12000015
S12000017	Highland Council	Scotland	
S12000018	Inverclyde Council	Scotland	
S12000019	Midlothian Council	Scotland	
S12000020	Moray Council	Scotland	
S12000021	North Ayrshire Council	Scotland	
S12000023	Orkney Islands Council	Scotland	
S12000048	Perth and Kinross Council	Scotland	Updated from S12000024
S12000026	Scottish Borders Council	Scotland	
S12000027	Shetland Islands Council	Scotland	
S12000028	South Ayrshire Council	Scotland	
S12000029	South Lanarkshire Council	Scotland	
S12000030	Stirling Council	Scotland	
S12000033	Aberdeen City Council	Scotland	
S12000034	Aberdeenshire Council	Scotland	
S12000035	Argyll and Bute Council	Scotland	
S12000036	City of Edinburgh Council	Scotland	
S12000038	Renfrewshire Council	Scotland	
S12000039	West Dunbartonshire Council	Scotland	
S12000040	West Lothian Council	Scotland	
S12000041	Angus Council	Scotland	
S12000042	Dundee City Council	Scotland	
S12000044	North Lanarkshire	Scotland	Abolished as of 31 March 2019
S12000045	East Dunbartonshire Council	Scotland	
S12000046	Glasgow	Scotland	Abolished as of 31 March 2019
S12000049	Glasgow City Council	Scotland	
S12000050	North Lanarkshire Council	Scotland	
W06000001	Isle of Anglesey County Council	Wales	
W06000002	Gwynedd Council	Wales	

## H-CLIC data specification

W06000003	Conwy County Borough Council	Wales	
W06000004	Denbighshire County Council	Wales	
W06000005	Flintshire County Council	Wales	
W06000006	Wrexham County Borough Council	Wales	
W06000008	Ceredigion County Council	Wales	
W06000009	Pembrokeshire County Council	Wales	
W06000010	Carmarthenshire County Council	Wales	
W06000011	Swansea Council	Wales	
W06000012	Neath Port Talbot County Borough	Wales	
W06000013	Bridgend County Borough Council	Wales	
W06000014	Vale of Glamorgan Council	Wales	
W06000015	Cardiff Council	Wales	
W06000016	Rhondda Cynon Taf County Borough Council	Wales	
W06000018	Caerphilly County Borough Council	Wales	
W06000019	Blaenau Gwent County Borough Council	Wales	
W06000020	Torfaen County Borough	Wales	
W06000021	Monmouthshire County Council	Wales	
W06000022	Newport City Council	Wales	
W06000023	Powys County Council	Wales	
W06000024	Merthyr Tydfil County Borough Council	Wales	