

# Barnet Homeseekers

## Joining the homeseekers' register

The HOMESEEKERS REGISTER is a register of people who would like to be considered for a council home. Unfortunately the demand for housing is significantly higher than the number of properties available. This means that the Council is only able to house those who are considered to be in the greatest need to move. The Council uses a pointing system to establish who is considered to be in the greatest need by comparing your current home with what you need and awarding points for various reasons. These could be for lacking or sharing facilities or a severe medical problem affected by your current accommodation. We will tell you if your points are likely to be high enough to enable you to bid successfully in our home connections scheme or whether you should consider other options.

You can also apply for other HOMESEEKERS OPTIONS such as shared ownership, private renting or moving out of London.

**Please note: this is not a waiting list. If you want a home you must bid for one.**

### Who can join the register?

You can join the HOMESEEKERS REGISTER if you are 16 years old or over. You cannot join if you are subject to immigration control or if you have come from another country and are excluded by other rules.

**PLEASE NOTE:** You must answer all the questions. If not, we will send the form back to you for details.

### Warning

Filling in this form means that you are asking for help from Barnet Council. If you knowingly:

- give false or incorrect information OR
- fail to give us relevant information,

we may take action against you.

This might include:

- cancelling your registration
- refusing to provide services
- prosecuting you for fraud.

If you are a housing association tenant, you may use this form to apply for a TRANSFER.

### When you have completed the form

Please send it to us and we will write to tell you how many points you have. We will also tell you how many bedrooms you need. If we help you to find somewhere to live, this is the size of home you can apply for. Please see our leaflet YOUR HOUSING POINTS for details of how we work this out.

We will also tell you about some of our other schemes for finding a home. Call us on 020 8359 4797 if you need help.

From time to time we will write to you asking if you want to remain on the register or if your circumstances have changed. You must reply if you want to stay on the register.

We may also send you information from the council or from other organisations about your housing options.

**If you are homeless, or threatened with homelessness, please complete this form AND a separate 'homeless assessment' form.**

The information you give us will be kept confidential according to our rules.

Our mission is to help you to find the best housing options for you. We will try to do so with courtesy and politeness. If we do something wrong we will try to put it right. You have the right to complain or to appeal against our decisions.

Our staff are entitled to do their jobs without fear of abuse or attack. If you or a member of your household threatens, abuses or attacks any member of our staff we will refuse to provide services, ask the police to remove you from our office and may prosecute you.

# Before you start

- If you need help with this form, contact:  
Barnet Homeseekers. See below for details.  
OR  
Citizens Advice Bureau. Tel: 0870 128 80 80.  
OR  
Barnet Housing Aid Centre, 36B Woodhouse Road, North Finchley, N12 0RG.  
Tel: 020 8446 2504.
- If you have children and need extra help:  
Barnet Social Services (Children and Families). Tel: 020 8359 2000.
- You can also get help and advice on housing from:  
Shelter Helpline. Tel: 0808 800 4444

## You can contact us at:

- Barnet Homeseekers,  
Barnet House, 1255 High Road, Whetstone, London N20 0EJ.  
We provide Barnet Council's housing services for homeseekers, asylum seekers and people threatened with homelessness.  
Open Monday / Tuesday / Thursday / Friday from 9am to 4pm.  
We are also open on Wednesday from 1.15pm to 4pm for enquiries about temporary accommodation only.
- Telephone enquiries 020 8359 4797  
Telephone service open Monday to Friday 9am to 5:15pm (Friday to 5pm only).  
except Wednesday – open from 1:15pm to 5.15pm only.  
For emergency enquiries outside these times please call 020 8359 2000.
- Email: [homeseekers@barnet.gov.uk](mailto:homeseekers@barnet.gov.uk)

**Please see our leaflet 'Your housing options' for details of the services we offer.**

## Completing the form

Please answer all questions on this form. Do not send any documents or proofs. However, we may ask you later for proof such as passports, certificates, statements and so on before you can obtain a home through any of our schemes.

When completed, please send the form to

Barnet Homeseekers, Barnet House, 1255 High Road, Whetstone, London N20 0EJ.

We will try to reply within 14 days. When we do, please make a note of your User ID number and PIN. You may also wish to note how many points you have.



# 1. About you

What is your preferred language?

Do you require information in any of these?

- Large print
- Braille
- British Sign Language
- Audio tape
- Other. Please state:

Do you require any of these services?

- Translation of letters, forms, leaflets
- Interpreters for interviews
- Typetalk (Minicom) for people who are deaf or hard of hearing
- Induction loop for people who are deaf or hard of hearing
- Interviews with a member of your own sex?
- Home interviews (people with severe mobility problems)

# 2. Your ethnic origin

This information will remain confidential and will only be used to help us improve our services.

What is your country of origin?

Please indicate your ethnic origin.

<p>Asian or Asian British or Asian European</p> <ul style="list-style-type: none"> <li><input type="radio"/> Asian British</li> <li><input type="radio"/> Bangladeshi</li> <li><input type="radio"/> Chinese</li> <li><input type="radio"/> Indian</li> <li><input type="radio"/> Pakistani</li> <li><input type="radio"/> Sri Lankan</li> <li><input type="radio"/> Other Asian. Please state:</li> </ul> <input type="text"/>	<p>Mixed</p> <ul style="list-style-type: none"> <li><input type="radio"/> White and Asian</li> <li><input type="radio"/> White and Black African</li> <li><input type="radio"/> White and Black Caribbean</li> <li><input type="radio"/> Other mixed background. Please specify:</li> </ul> <input type="text"/>
<p>Black or Black British or Black European</p> <ul style="list-style-type: none"> <li><input type="radio"/> Black British</li> <li><input type="radio"/> Caribbean</li> <li><input type="radio"/> Somali</li> <li><input type="radio"/> Other Black or African. Please state:</li> </ul> <input type="text"/>	<p>White or White British or White European</p> <ul style="list-style-type: none"> <li><input type="radio"/> British</li> <li><input type="radio"/> Greek or Greek Cypriot</li> <li><input type="radio"/> Irish</li> <li><input type="radio"/> Turkish or Turkish Cypriot</li> <li><input type="radio"/> East European / Russian (for example, Polish, Romanian, Albanian)</li> <li><input type="radio"/> Other European</li> <li><input type="radio"/> Other White. Please state:</li> </ul> <input type="text"/>
<p>Central Asian ('Middle Eastern')</p> <ul style="list-style-type: none"> <li><input type="radio"/> Afghan</li> <li><input type="radio"/> Iranian</li> <li><input type="radio"/> Other central Asian. Please state:</li> </ul> <input type="text"/>	<p>Other ethnic groups</p> <ul style="list-style-type: none"> <li><input type="radio"/> If your ethnic group is not listed, please state:</li> </ul> <input type="text"/>

Please tick if your household is made up of people of different ethnic origins

Prefer not to answer this question

Please indicate your faith.

- Agnostic
- Atheist
- Baha'i
- Buddhist
- Christian
- Hindu
- Humanist
- Jain
- Jewish
- Muslim
- Sikh
- No Religion
- Other Faith Please specify

### 3. Disability

The Disability Discrimination Act 1995 defines a disability as, 'A physical or mental impairment that has a substantial and long-term adverse effect on his or her ability to carry out normal day-to-day activities'. In this definition, long term is taken to mean more than 12 months and would cover long term illness such as cancer and HIV or mental health problems.

Do you consider that you have a disability under the Disability Discrimination Act definition? Yes  No

If you have answered 'Yes', please select the definition/s from the list below that best describes your disability/disabilities:

- Hearing (such as: deaf, partially deaf or hard of hearing)
- Vision (such as blind or fractional/partial sight. Does not include people whose visual problems can be corrected by glasses/contact lenses)
- Speech (such as impairments that can cause communication problems)
- Mobility (such as wheelchair user, artificial lower limb(s), walking aids, rheumatism or arthritis)
- Physical co-ordination (such as manual dexterity, muscular control, cerebral palsy)
- Reduced physical capacity (such as inability to lift, carry or otherwise move everyday objects, debilitating pain and lack of strength, breath, energy or stamina, asthma, angina or diabetes)
- Severe disfigurement
- Learning difficulties (such as dyslexia)
- Mental illness (substantial and lasting more than a year, such as severe depression or psychoses)
- Other disability Please specify

### 4. Coming from abroad

If you are subject to immigration control you may not be able to go on the register.

Have you or any member of your household lived outside the UK during the last five years? Yes  No

Are you or any member of your family an asylum-seeker or are you about to make an application for asylum? Yes  No

If YES, please state their name

If YES, has the Home Office made a decision on your application? Yes  No

If YES, what is the decision?

## 4. Coming from abroad (cont/d.)

Have you or any member of your household been allowed into the UK provided that you do not claim public funds?

Yes  No

If YES, please state their name

Are you or any member of your family allowed to claim Housing Benefit or any other welfare benefits?

Yes  No

Have you come from any of the 'A8' countries which joined the EU on 1 May 2004 - Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Slovakia, Slovenia?

Yes  No

## 5. Reasons for moving home

Please describe briefly why you need to move home. Tick any that apply.

- |  |  |
|--|--|
| <input type="radio"/> Homeless or may be homeless soon | <input type="radio"/> Bad housing conditions   |
| <input type="radio"/> Overcrowded                      | <input type="radio"/> Unsuitable environment   |
| <input type="radio"/> Medical reasons                  | <input type="radio"/> Too expensive  |
| <input type="radio"/> Suffering harassment or violence | <input type="radio"/> To be closer to friends / relations / schools / work / hospital etc. |
| <input type="radio"/> Home too large                   | <input type="radio"/> Other, or additional details:  |
| <input type="radio"/> I want my own home               |  |

## 6. Homeseekers Options

Going on our register means that you can apply for other HOMESEEKERS OPTIONS such as shared ownership, private renting or moving out of London. Please tick any that interest you. For more details of these and other schemes, call us on 020 8359 4797. Please note that other rules may apply.

### Renting

- Home Connections  
(bidding to rent a council property)
- New Start (moving out of London)
- Private Sector Tenancy Scheme  
(for people accepted as homeless only)

### Part buy / part rent

- Shared ownership

### Older people or people with disabilities

- Sheltered housing
- Help to stay in your present home
- Seaside and country homes

### Keyworkers

We have some special schemes for 'keyworkers' - people working in some public services. These can help with buying, renting or shared ownership. Please tick if you are interested.

- Key worker schemes. If ticked, are you:
  - a teacher in a Barnet-controlled school
  - a health worker for the NHS in Barnet
  - a Barnet Council planning officer
  - a Barnet Council social worker
  - a Barnet Council occupational therapist
  - a police or prison officer
  - in another public sector job

# 7. About your home

When did you move in? (date)

Please describe what type of building your home is. Tick any that apply.

- House                       Bungalow                       Room or bedsit  
 Flat                               Maisonette                       Sheltered housing  
 Hotel or hostel               Refuge                               Other. Please state:

What floor is your home on?  Is there a lift? Yes  No

Please describe how you pay for your home. Tick any that apply.

Home owner?

- Buying your home with a mortgage       Owning your home outright       Shared ownership

Renting?

- Rented from a council       Housing association       Private landlord.

If yes, please give their name, address and phone number:

<table style="width: 100%; border: none;"> <tr> <td style="width: 60%; border: none; text-align: center;">Post code</td> <td style="width: 40%; border: none; text-align: center;">Phone</td> </tr> </table>	Post code	Phone
Post code	Phone	

Are you a joint tenant with another person? Yes  No

If yes, what is their name?

Temporary accommodation?

Are you in temporary or emergency accommodation arranged by a council? Yes  No

If yes, which council?

If yes, what sort of accommodation is this?

- Bed & breakfast                       Hostel  
 Other temporary accommodation. Please state:

None of the above?

Please tick which of these apply.

- Sharing someone else's home                       Living with family or friends  
 Lodger                               Squatting                               Provided with your job  
 Student accommodation                               Other. Please state:

# 8. About you and your household . . .

Say YES in the 'health problems' box if your health is affected by your living conditions. We will send you an extra form. First, more about you ...

Surname	First name	Title (example Mr, Mrs, Ms)	Date of birth	Male or female?	Health problems? Yes or no?	Are they living with you now?

. . . and your partner or spouse

--	--	--	--	--	--	--

## Other people in your household

Only include people who you would want to move with. Do not include lodgers or sub-tenants.

Adults over 16

Surname	First name	Relationship to you	Date of birth	Male or female?	Health problems? Yes or no?	Are they living with you now?

Children under 16 years old

Surname	First name	Relationship to you	Date of birth	Male or female?	Health problems? Yes or no?	Are they living with you now?

Is anyone expecting a baby? Yes  No

If yes, what is the name of the mother?  When is the baby due?

## 9. Previous homes (You MUST complete this section in full.)

Please list ALL the previous addresses where you have lived in the last five years. We may ask for proofs but please do not send these yet.

Most recent first		Please state full address	Owned? Rented?	Landlord's name and address	Reason for leaving
From	To				

## 10. Your living space (You MUST complete this section in full.)

How many rooms do you use as bedrooms?

Include living rooms if someone sleeps there regularly. Please list them below.

Do you share with anyone not listed in this application? Yes  No

If YES, are they related to you? Yes  No

Please say who sleeps in which room. Give each room a number and list who sleeps there.

Room number	Is it a bedroom or living room?	Is it a double or single sized room?	Write the names of the people who use this room. Please list everyone.

## Facilities

Please tick if you have these facilities.

Facility	Tick if you have this facility	Tick if shared with relatives NOT on your application	Tick if shared with people who are NOT relatives
Living room	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Kitchen	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bathroom	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Toilet	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Running hot and cold water	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

## Defects

Does your home have any major defects, such as dampness? Yes  No

If yes, please describe:

## 11. Income and savings

Are you or your partner working? Yes  No  If yes, is it:

Full time  Part time  Self-employed  Other

We need to know the total income and savings for all members of your household. This is a guide only. Proof may be needed if you take up one of our housing options. Please do not send documents yet.

What is your TOTAL take-home income from all sources and by all members of your household? Please choose weekly or monthly.

Weekly OR  Monthly  
 Less than £100  Less than £435  
 £100 - £500  £435 - £2175  
 Over £500 per week  Over £2175 per month

Please tick if anyone is receiving these benefits:

Income Support  Housing Benefit  State (Old Age) Pension  Child Benefit

Other. Please state:

Please tick an estimated total of all household savings including savings accounts, TESSAs, ISAs, shares, bonds, premium bonds etc.

Less than £3,000  £3,000 - £16,000  Over £16,000

## 12. Land or property

Does anyone in your household own a home or land or property somewhere else?

Yes  No

If yes, where is it?

District

Country

Please give a short description:

# 13. Your signature

Thank you for completing this form. Please sign below. All adult members of your household over age 16 should also sign.

PLEASE NOTE: By signing this form you are agreeing:

- That all information is correct as far as you know AND if you give false or incomplete information your registration may be cancelled and you may be prosecuted.
- That you give the council permission to share the information that you have given on this form. This may include credit agencies, the police, government agencies, other councils, medical services etc. Sharing information will be done according to data protection laws. Please see our leaflet for full details.

Are you or anyone listed on this form related to a local councillor or council employee? Yes  No   
 Do you or anyone listed on this form work for the council? Yes  No

Signature	<input type="text"/>	Date	<input type="text"/>	For our use only - witness and verification <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Signature	<input type="text"/>	Date	<input type="text"/>	
Signature	<input type="text"/>	Date	<input type="text"/>	
Signature	<input type="text"/>	Date	<input type="text"/>	
Signature	<input type="text"/>	Date	<input type="text"/>	

### Warning

It is a criminal offence under the Housing Act 1996 to knowingly or recklessly give false information or withhold information that is relevant to this application. It is also an offence to fail to inform us of any changes to your circumstances which might affect your right to housing. If you are found guilty of such an offence under the Act, you may be fined up to £5000.

- Please check that you have answered all the questions.  
 PLEASE NOTE: If you do not complete all the questions we will send the form back to you for details.
- If you are applying because you are homeless or may be homeless soon, please complete a separate 'homeless assessment'.

## Thank you for answering our questions.

**Do not send any documents or proofs.** However, we may ask you later for proof such as passports, certificates, statements and so on before you can obtain a home through any of our schemes. When completed, please send the form to

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