

## We're on the move...

From **15 May 2017** if you want to see Housing staff, we will be located on Level 1 at:

**Edward T Wheadon House**

**Le Truchot**

**St Peter Port**

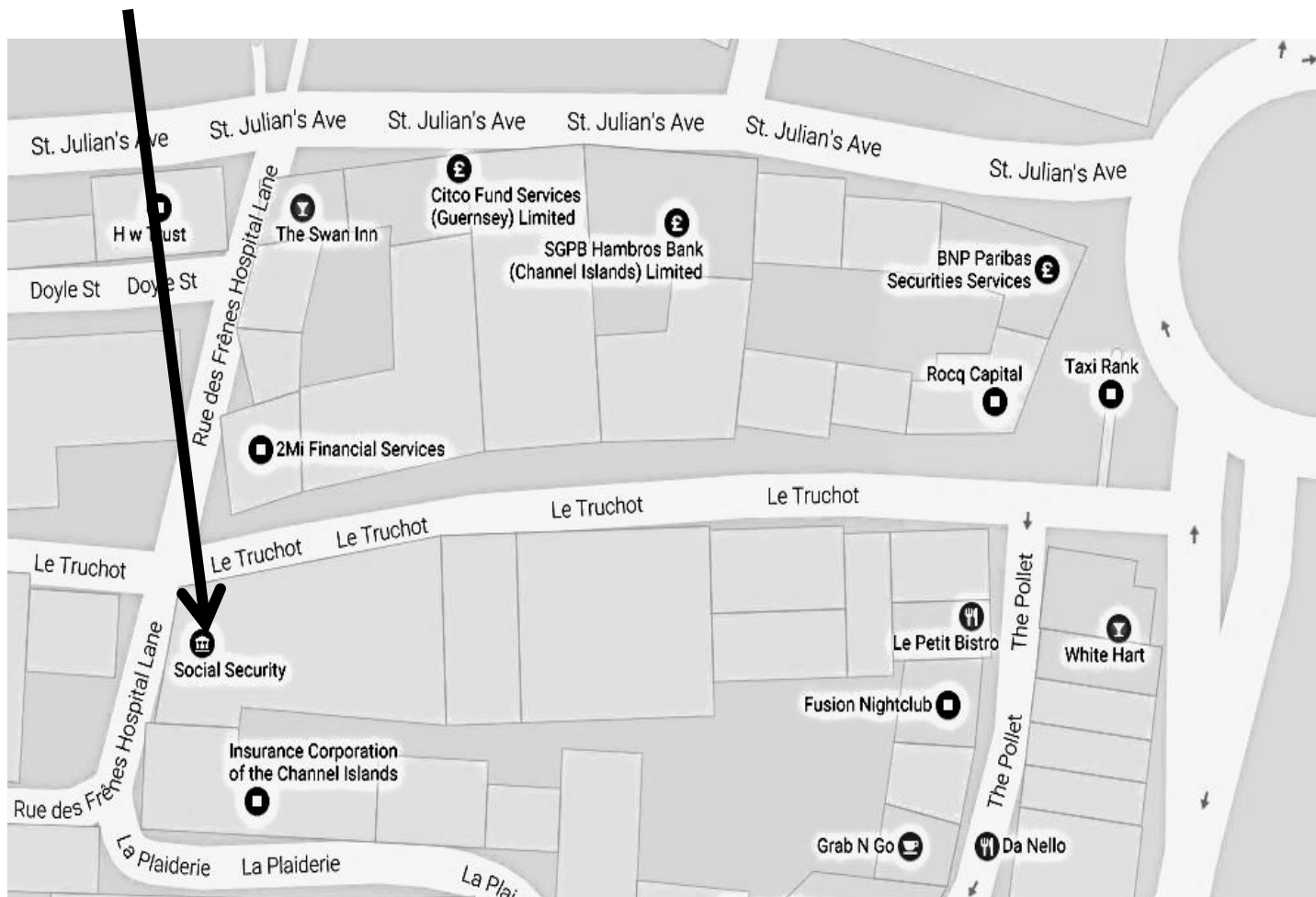
**GY1 3WH**

**Phone: 01481 732500**

This move doesn't change the way you pay your rent, so please keep paying in the same way. If you don't already pay your rent by direct debit then this is a great opportunity for you to change. It's easy, and means you don't have to come in to the office to pay. You can switch to paying by direct debit by visiting [www.gov.gg/tenancymanagement](http://www.gov.gg/tenancymanagement) and downloading the direct debit mandate form. You can also speak to Housing staff by phoning 717211, or in person on Level 3 at Sir Charles Frossard House until 12 May, or Level 1 at Edward T Wheadon House after that date, and we will be able to help you.

This map shows our new location at

**Edward T Wheadon House:**



## **Data Protection**

Now that we are moving to Wheadon House, we will be in the same building as Social Security, which means that you can tell us at the same time about any changes in circumstances which may affect your tenancy or any benefits you receive. You only need to tell us once and all your records will be updated.

To be able to do this, you will be asked to complete a short consent form, agreeing that the information can be shared with the relevant sections within Housing and Social Security.

We will protect your personal information at all times. It will only be available to authorised Housing and Social Security staff for the purpose of changes in circumstances which may affect your tenancy or benefits. Data sharing will only be undertaken where permitted under the laws which govern States Tenancies and the benefits administered by Social Security, and in accordance with the Data Protection (Bailiwick of Guernsey) Law, 2001. A copy of the Protocol is available on request.

## **Income Support (SWBIC) Update**

The rent rebate and supplementary benefit schemes will be combined into one system, but not just yet. The Committee *for* Employment & Social Security is intending the merger to take place from 1 July 2018. It is dependent on the States approving the necessary funds.