

Universal Credit – Annual Rent Increase 2021/2022



Useful Information for Highland Council Tenants

If you are in receipt of Universal Credit Housing Costs to help you pay your rent, it is **your responsibility** to notify the Department of Work & Pensions (DWP) of your annual rent increase.

This year, Highland Council rents are increasing on the 29th March 2021. You will probably receive a **‘To-do’** in your Universal Credit journal during April 2021 asking you if you have had an increase. Please follow the instructions below to report your rent increase.



Step 1

1. Date of change

Confirm your housing costs

Date of change

Did your housing costs change on 2021?

Check the letter from your landlord for the change.

Yes

No

Continue

Select **NO**, and follow the instructions to put in the **29th March 2021**

Select **‘YES’** and type in your new rent charge as detailed on your Rent Increase Letter

Step 2

Confirm your housing costs

Changes to your rent

You are currently charged £100.00 per week in rent.

Your landlord should have written recently with details of changes to rent or eligible service charges.

Are you still charged weekly for your rent?

Yes

No

How much is your new rent per week?

Do not include any service charges or rent arrears

£

Continue

Step 3

Confirm your housing costs

Changes to your service charges

You are currently charged £5.45 per week in eligible service charges.

Your landlord should have written recently with details of changes to rent or eligible service charges.

Are you still charged weekly for your service charges?

Yes

No

How much are your new eligible service charges per week?

Only include 'eligible' service charges. They will be listed separately on the letter from your landlord.

£

Continue

If you have **‘Service Charges’** included in your rent, these will be detailed on your Rent Increase Letter. If you are unsure which eligible service charges to put in your UC journal, please contact your Housing Officer on **01349 886602** for further advice.

Remember: All Highland Council Tenants have four ‘rent-free’ weeks per year. The ‘To-do’ will only ask you about changes to your rent and any service charges, it will not ask you about about rent-free weeks. You can check you have the correct number of rent-free weeks declared by looking at the housing costs that you have previously declared. **If you have any queries about your annual rent increase and your Universal Credit claim, please contact your Housing Officer on 01349 886602 for further advice.**