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## Authority for Brent Council to Provide Housing Benefit Information to Private Landlord

From November 2016, changes will be made to the level of the Overall Benefit Cap. Where this applies, a Housing Benefit claimant will have a reduction in the amount of Housing Benefit that they get and as a result, may experience difficulties in meeting their rent payments.

Housing Benefit claims are confidential and Brent Council can only discuss the claim with the person making it ('the Housing Benefit claimant'), unless he/she has given written permission to discuss it with someone else for example, their landlord.

To help Housing Benefit claimants and private landlords jointly manage the effects of the benefit cap changes and arrange any appropriate advice and support, Brent Council will accept this consent form as a permission to provide the information described below to a private landlord. This consent form, to be effective, must be completed and signed by both the Housing Benefit claimant and their landlord. Both, the private landlord and Housing Benefit claimant, by signing this form indicate their acceptance of the conditions set out in this form.

The signing of this form does not affect a Housing Benefit claimant's access to the established standard support and advice from Brent Council.

### Housing Benefit Data to be provided to landlord under the terms of this Consent Form:

Name and address of Housing Benefit claimant ("the Tenant");

Claim reference number;

Amount of existing Housing Benefit entitlement;

Amount of reduction in Housing Benefit as a consequence of the Benefit Cap.

### Conditions of Consent:

1. This consent form shall be applicable solely for the purposes of the Overall Benefit Cap where the Housing Benefit claimant is to be subject to a reduction in their Housing Benefit as a consequence and shall cease to have effect if the Benefit Cap no longer applies to the Housing Benefit claimant.
2. The Housing Benefit claimant may request the cancellation of the consent given under this form at any time by giving written notice to Brent Council.
3. The landlord agrees to use the information provided under this consent form solely for the purposes of assisting the Housing Benefit claimant with the provision of support and advice to deal with the impact of the benefit cap.

**Name and Address of Landlord:**

**Signature of Landlord:**

**Date:**

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**Name and Address of Housing Benefit claimant:**

**Housing Benefit Claim Reference Number:**

**Please confirm that you have read the details below by ticking (✓) each of the boxes concerned.**

- I confirm that I have read the above information, or it has been read to me.
- I confirm that I have had the opportunity to ask questions about it and any questions that I have asked have been answered to my satisfaction.
- I consent voluntarily to having my information shared with landlord.
- I understand that I will be given a copy of the fully completed consent form.

**Signature of Housing Benefit claimant:**

**Date:**