



EDUCATION

A STATES OF GUERNSEY GOVERNMENT DEPARTMENT

MATTERS RELATING TO LIVING AND WORKING IN GUERNSEY

HOUSING LICENCES:

Everyone who lives and works in Guernsey must have a valid **Right to Work document**, which is issued by the Housing Department.

For non-local people, the Right to Work is in the form of a **Housing Licence**.

A Five-year Housing Licence will allow:

- Partners and dependants to move to the island with the holder.
- Partners can work freely, as long as they are accommodated in the licence holders' accommodation. A Right to Work document will be issued for the partner, based on the licence holder.

A Housing Licence will only remain valid for the length of time specified on the licence.

A Housing Licence will allow the holder to rent or buy property on the Local Market.

A Housing Licence is not required if renting / buying property on the Open Market.

All properties on the Local Market have a 'Tax on Real Property' (TRP). The only time a TRP does not apply to a licence holder is if the property is considered by the Housing Department to be a one bed-roomed property.

The TRP is based on salary. The Housing Department is responsible for determining what an individual's TRP will be. Please contact the Housing Department on tel: 717000.

When the Careers Advisor finds a property they wish to rent / buy, assuming it meets the TRP given, they are then required to complete an application form, giving details of the property. The Housing Licence can then be issued and sent to the employee.

A Careers Advisor who is appointed to the Established Staff of the Education Department (either on a permanent or contract basis) and is required to transfer his or her residence from the UK to Guernsey, will have certain relocation expenses met by the Education Department, subject to certain conditions, as set out in the Relocation Directive.

Fares

The Education Department will pay the single fare of the officer and, where applicable, a partner and dependent children, from the United Kingdom to Guernsey. Any such travel, including a house hunting visit (described below), should be by the most efficient and economic means.

House-Hunting Visit

The Education Department will be prepared to pay the return fares and two nights' reasonable accommodation to enable a Careers Advisor and, where applicable, a partner to make a house hunting visit to Guernsey following acceptance of an offer of appointment but before the Advisor takes up post. A hire car is provided for the duration of the visit.

In the event that the licence holder wishes to bring dependants on the house-hunting visit, the Department will make all of the arrangements, but the licence holder will be responsible for paying the costs incurred for the dependants. An invoice will be sent from the Finance Department detailing the amount to be paid.

The licence holder is encouraged to make prior contact with the Estate Agents to find out / keep up to date with the local property market. This is so that during the short time they are in the island, the time can be spent viewing properties with the agent.

Removal Expenses

The Education Department will be prepared to pay the cost of the removal of a Career Advisor's household furniture and effects (including a motor vehicle) from the UK to Guernsey, subject to certain provisions:

Storage of Furniture

The Education Department will be prepared to pay part of the costs of storing all or part of a Careers Advisor's household furniture in Guernsey while the Career Advisor is temporarily occupying furnished or unfurnished temporary accommodation for up to one year subject to certain provisions.

Rent Allowance

The Education Department will be prepared to meet part of the cost of a temporary or permanent rented dwelling by the payment of a rent allowance for a period of up to two years from the date of taking up the appointment, or until the Careers Advisor purchases a dwelling property in Guernsey, whichever is the sooner. Income Tax and Social Insurance contributions will be deducted from Rent Allowance.

The Education Department regrets that it is unable to provide “upfront” assistance with regard to Rent Allowance i.e. Deposits or advance payments.

Income Tax and Social Insurance contributions will be deducted from rent allowance.

Housing Benefit

The Education Department will be prepared to pay a housing benefit (payable at the time of the purchase of a dwelling property in Guernsey provided that this occurs within a period of two years of the Careers Advisor's taking up the appointment) to a Careers Advisor who has had to sell a dwelling property in the UK as a result of moving to Guernsey to take up an appointment subject to certain provisions.

Relocation Assistance for Short Term Licence Holders

Assistance will be provided for Careers Advisors on short-term licences (usually 3,5 or 7 years), and who have reached the last 6 months of their service. This assistance will be discretionary and may not be available to a Careers Advisor whose conduct or performance has not been satisfactory is subject to certain conditions.

PENSION:

The Public Servants' Scheme accepts transfers from the UK Public Servants Scheme. For most time this takes place on a 1:1 basis, but there may be slight reduction if you are eligible for a Guaranteed Minimum pension in the UK, (i.e. if you have pensionable service in the UK between 1st April 1978 and 1st April 1997).

The Public Servants' Scheme also accepts transfers from other occupational pension schemes.

The referral to 'slight reduction' is subjective to different individuals. Therefore, as you are aware, it is important that any specific enquiries and questions should be referred to either Sarah Tullier or Colin Creed on 717000. With regard to the transfer of a pension from the UK, the Pensions Officers will suggest that all new entrants should make enquiries with the UK Pension scheme as to the current value of their pension.

Pension Contributions:

In the case of the Careers Advisor membership is optional as this is a five year contract post.

Income Tax:

Pension contributions of up to 15% of income are tax deductible.

The standard rate is 20p in the £. Guernsey has higher earned income allowances, and there is full tax relief on the interest that you pay on a mortgage.

HEALTH SERVICE IN GUERNSEY

Guernsey does not have a National Health Service, nor is it Private. Guernsey operates a Health Benefit Scheme, which means that consultations by a GP are paid for by the patient.

Anyone who has an appointment with a Specialist does not have to pay for the consultation or any treatments the Specialist may order, as this is covered by the Health Benefit Scheme through a referral from your GP.

Booklets are available from the Health Benefit Section – Social Security Department (SSD)
Various Health Insurance Schemes are available, and information can be given to anyone wishing to take on some form of cover.

AMBULANCE SERVICE:

The Ambulance Service in Guernsey is operated by St. John Ambulance. The cost of an ambulance call out is £172.00.

The Ambulance Service operates an insurance scheme.

Costs are: £21.00 single person
 £41.50 for a family

£16.50 for a senior citizen

Information can be obtained from all States Departments by accessing the local government website: www.gov.gg

TRAVEL:

There are excellent links with many regional airports as well as fast ferry links to both the UK and France and as part of the Channel Islands.

Further details will be available at the interview stage.