

If you have been awarded Housing or Council Tax benefit please read this document carefully

You must tell the Council and/or Pension Service immediately in writing of any changes that may affect your Pension Credit, Council Tax or Housing Benefit.

If you do not tell us about a change and we give you too much benefit as a result, you will have to repay it.

PLEASE REFER TO THE ENCLOSED CHANGE IN CIRCUMSTANCES FORM FOR EXAMPLES OF CHANGES YOU MUST TELL US ABOUT

EXPLANATION OF BENEFIT TERMS

Non-dependants - Council Tax Benefit

The highest benefit we can give is 100% of the Council Tax. However, we usually have to make deductions from benefit if non-dependants live in the household. A non-dependant is a person who normally lives with the claimant, other than a partner or a dependant child. The rate of non-dependant deductions are:

Aged 18 or over and working where:

1. Gross weekly income is £382.00 or more per week
2. Gross weekly income is £306.00 - £381.99
3. Gross weekly income is £178.00 - £305.99
4. Gross weekly income is less than £178.00
5. Others aged 18 or over
6. In receipt of Pension Credit and in remunerative work
7. In receipt of Pension Credit and not in remunerative work, or in receipt of IS/JSA (IB)

Deductions

£6.95
£5.80
£4.60
£2.30
£2.30
£0.00
£0.00

No deduction for non-dependants if:

1. The claimant and/or partner are registered blind
2. The claimant and/or partner receive Attendance Allowance or the care component of disability living allowance
3. The non-dependant receives Income Support, Job Seekers Allowance or Pension Credits
4. The circumstances of the non-dependant are such that they would be a person entitled to be disregarded for Council Tax purposes. The disregard reasons are included on the Council Tax General Information sheet sent with your Council Tax bill.

Second Adult Rebate (Alternative Maximum Council Tax Benefit)

We can award benefit based on the financial circumstances of other adults living in the household. There are four rates:

1. Where a dwelling is occupied by a student(s) and one or more people is in receipt of IS, Pension Credit, JSA(IB) or ESA (IR) **100%**
2. Where the other adults receive Income Support or Job Seekers Allowance (IB) or Pension Credit **25%**
3. Where the gross income of all other adults is less than £175.00 per week **15%**
4. Where the gross income of all other adults is between £175.01 and £227.99 per week **7.5%**

If you would be entitled to either main Council Tax Benefit due to your circumstances, or Second Adult Rebate due to the circumstances of the other adults, we have awarded you the higher of the two amounts of benefit.

Council Tax Excess Benefit is any amount of benefit which is paid out in excess of the amount to which a claimant and / or partner is entitled. All excess benefits are recoverable except where they are due to an "official error" and the claimant or person acting for them could not have been reasonably expected to realise excess benefit had been paid at the time. The information we have used in calculating your benefit is shown on your notification letter. If you feel any of this information is incorrect please write to the Council stating what is wrong. If your benefit award has been withdrawn or reduced it will show as excess benefit in the revised Council Tax bill sent to you as a result of the change in benefit award.

Non Dependants: Housing Benefit

We usually have to make deductions from benefit if non-dependants live in the household. A non-dependant is a person who normally lives with the claimant other than a partner or dependant child. From April 2007 the deductions are as follows:

- Non-dependant receiving Pension Credit
Non-dependant not in receipt of main phase ESA (IR)
Non-dependant in receipt of main phase ESA (IR)
Aged 25 and over and on Income Support or Job Seekers Allowance (IB)
Aged 18 and over and not in remunerative work
Aged 18 and over in remunerative work and whose gross weekly income is:

Deductions
£0.00
£0.00
£7.40
£7.40
£7.40

less than £116.00	£7.40	£116.00 - £171.99	£17.00
£172.00 - £222.99	£23.35	£223.00 - £295.99	£38.20
£296.00 - £368.99	£43.50	£369.00 or more	£47.75