



Helpline Telephone Number:

Direct Telephone Enquiries:

APPLICATION FOR A COUNCIL TAX DISCOUNT CARE WORKERS/CARERS

Name and Address of Taxpayer:

Property Reference:

Council Tax
Account Number:
(Please quote this number if you need to write or telephone)

Date of issue:

This form should be filled in by the person who is responsible for paying the Council Tax bill, unless they cannot do so. If you need help or advice please contact a member of my staff at the above address.

What are Discounts?

The Council Tax assumes that two adults live in your home.

If only one adult lives in a property a discount of 25% (one quarter) will be given.

In some cases, even if there are two or more people aged 18 or over living in a property, a discount of up to 50% (one half) **may still be given**. This is because certain people are not counted when deciding how many adults live in the property.

If two adults live in a property and one is not counted a 25% discount will be given.
If all the adults are not counted a discount of 50% will be given.

When someone is not counted this means that they are 'disregarded' for Council Tax discount purposes.

Care Workers / Carers

A person who is employed to care for an elderly or disabled person or a person who lives with and cares for an elderly or disabled person may be disregarded for Council Tax discount purposes.

The conditions for being disregarded are:

Conditions (A) CARE WORKERS

- 1) The carer must work for:
 - a) a council, or
 - b) a charity, or
 - c) the person being cared for.(They must have been introduced to this person by a charity.)

The carer must:

- 2) live in premises provided by their employer in order to provide better care, and
- 3) work for at least **24 hours a week**, and
- 4) not be paid more than **£44 a week (gross)**.

(Continued on next page)

OR Conditions (B) CARERS

- 1) The carer must care for a person who is in receipt of one or more of the following:
- a) Attendance Allowance.
 - b) the higher or middle rate of a care component of a Disability Living Allowance.
 - c) the highest rate of Disablement Pension.
 - d) an increase in a Constant Attendance Allowance.
 - e) either rate of the daily living component of Personal Independence Payment.

The carer must:

- 2) provide care for at least 35 hours per week on average, and
- 3) live in the same property as the person they care for, and
- 4) not be a relative of the person they care for.

Please note: a person is considered to be a relative of the person being cared for if:

- a) they are the **spouse** of the person being cared for. This includes unmarried couples living together in a civil partnership or
- b) they are the parent of the person being cared for and he/she is under the age of 18

When will I not be charged Council Tax?

The person receiving care

If someone is living with you because they need to be cared for and they have left a property that they own or rent unoccupied, Council Tax will not be charged at that property from the date they moved. The address that they own or rent must have been their main home prior to moving. The care provided must be needed because of old age, disablement, illness, past or present alcohol or drug dependence or a past or present impairment of intelligence or social functions.

The person providing care

If you have moved into this property in order to provide care for someone and you have left a property unoccupied which you own or rent then Council Tax will not be charged at that property from the date that you moved. Your own property must have been your main home prior to moving and the care required should be for the same reasons as in the above example. You may also not have to pay Council Tax if you are providing care for someone but live somewhere else in order that you can provide such care. For further information please contact Council Tax on 01302 734454.

In both of the above examples eligibility will be assessed from the information provided on this form and where applicable Council Tax will be reduced to zero automatically. Both of these conditions will end at such time that care is no longer required or the property is reoccupied.

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(a) How many people aged 18 or over live in the property?
(Please include anyone who may be temporarily absent, e.g. on holiday, in hospital, or who works away from home)

(b) List below anyone in the household who is aged 17, together with their date of birth

Name Date of Birth

(c) Please give the full name of the careworker / carer (please fill out a separate application if there is more than one)

Title Forename(s) Surname

(d) On what date did this person move into this address?

2 Care Workers - only complete this section if Conditions (A) apply

a) Who is the carer employed by?

Name
Address

b) If the care worker does not work for a charity or council, please supply the name and address of the charity who introduced him/her to the person they work for.

Name
Address

c) Does the care worker live with the person being cared for in order to carry out their work?

Yes No (Please tick which applies)

d) If no, is the property provided by the carer's employer for the better performance of their work?

Yes No (Please tick which applies)

e) Does the carer own or rent another home? (Please tick) Yes No

If yes, does anyone live in the property? (Please tick) Yes No

Please give the address of the property below

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f) Was this property the carer's main home prior to moving? Yes No

g) How many hours a week does the carer work?

	hours
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h) How much a week does the care worker earn from their employment?

Gross amount per week £

**Please provide details of all income the carer receives.
Proof should be provided (e.g.payslips)**

3 Carers - only complete this section if Conditions (B) apply

a) Please give the full name(s) of the person(s) the carer is caring for.

Title	Forename(s)	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Please continue on a separate sheet if the carer cares for more than 2 people.

b) Is the person the carer is caring for their spouse? (Please tick) Yes No

c) Is the person the carer is caring for their son/daughter and under the age of 18? (Please tick) Yes No

d) What Benefits does the person being cared for receive?

Benefit / Pension / Allowance	Start date
<input type="text"/>	<input type="text"/>

Please provide proof of Benefit / Pension / Allowance paid (e.g. payment books)

e) How many hours a week does the carer work? hours

f) Does the carer own or rent another home? Yes No

If Yes, does anyone else live in the property? Yes No

Please give the address of the property below

g) Was this property the carer's main home prior to moving? Yes No

4 The person being cared for

Only complete this section if the person receiving care has moved in with you.

a) Does the person being cared for own or rent another home? Yes No

b) If yes, does anyone else live in the property? Yes No

Please give the address of the property below

c) Was this property their main home prior to moving? Yes No

5 Reviews

If your claim for a discount is successful and your Council Tax is reduced, you are legally required to tell us about any change in your circumstances, or in the circumstances of the carer. For example, if they cease to be a carer. If you do not tell us about any change you may be charged a penalty of £50.

6 Declaration

The information I have given on this form is true and complete. I will tell you about any change in my/the carer's circumstances which may affect this discount application. If I fail to tell you about any change I understand that I may be charged a penalty of £50.

Signature

Date

Telephone number (optional)

If you have filled this form in on behalf of the Taxpayer give your details below

Name

Address

Please return the completed form together with any documentary evidence requested to:

Doncaster Council
Council Tax
Civic Office
Waterdale
Doncaster
DN1 3BU

Data Protection

This authority is under a duty to protect the public funds it administers and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

Information may also be shared if it is necessary for the Council to carry out its legal functions. In addition information can be shared with other organisations such as the Police or HM Revenues and Customs if it is needed to prevent or detect a criminal offence, prosecute or apprehend an offender or to assess or collect any tax or duty.

Sensitive personal information will not be shared unless it is needed in relation to a criminal matter. An example of what might be regarded as sensitive information are your banking details. We will not give information about you to anyone else unless you give us permission or the law allows us to.

If you would like any further information about how Council Tax Information is used please contact the Council Tax Manager on 01302 734454

Information can be made available in other formats such as Braille or Audio Tape, on request. Please ask a member of our staff for more information, or if you need any other help or advice.



Doncaster
Metropolitan Borough Council

www.doncaster.gov.uk

Council Tax Discount - Care Worker / Carer