



Committee and Date

Cabinet
13 December 2017

Council
14 December 2017

SETTING THE COUNCIL TAX TAXBASE FOR 2018/19

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1. Summary

- 1.1. In order to determine the appropriate Council Tax levels for Shropshire Council, it is necessary to determine the Council Tax taxbase for the area. The budget requirements of the various precepting authorities are divided by this figure to arrive at the Band D Council Tax.
- 1.2. For 2018/19 the Council Tax taxbase will be 109,095.60 Band D equivalents, this is an increase of 2.37% from 2017/18.
- 1.3. The Council Tax taxbase has a direct impact on the Council Tax that will be levied by the Council for 2018/19.

2. Recommendations

Members are asked:

- 2.1 In accordance with the Local Government Act 2012 to approve the removal of the discretionary Council Tax discount policy awarded in respect of vacant properties undergoing major repair for the 2018/19 financial year, i.e. removing the discount of 50% for up to 12 months and, therefore, inclusion of an additional 114.37 Band D equivalents in the taxbase.
- 2.2 In accordance with the Local Government Act 2012 to approve the revised discretionary Council Tax discount policy awarded in respect of vacant properties i.e. former Class C exempt properties for the 2018/19 financial year i.e. continuation of 100% for one month, and the resulting exclusion of 257.66 band D equivalents from the taxbase, and the removal of the 25% discount for the remaining five months and the resulting inclusion of 268.00 Band D equivalents in the Council Tax taxbase.

- 2.3 To approve the publication of a notice regarding the new discretionary Council Tax discount policy awarded in respect of vacant properties within 21 days of the determination.

On the assumption that the changes to the discount policy in relation to vacant dwellings detailed in Sections 2.1, 2.2 and 7.2 of this report have been approved and the changes to the Council's localised Council Tax Support scheme detailed in the Shropshire Council - Council Tax Support Scheme 2018-19 report presented earlier to Council has been approved, members are asked:

- 2.4 To approve, in accordance with the Local Authorities (Calculation of Tax Base) (England) Regulations 2012, the amount calculated by Shropshire Council as its Council Tax taxbase for the year 2018/19, as detailed in Appendix A, totalling 109,095.60 Band D equivalents.
- 2.5 To note the changes to the Council's localised Council Tax Support (CTS) scheme in 2018/19. The scheme is attached at Appendix B.
- 2.6 To note the exclusion of 9,353.67 Band D equivalents from the taxbase as a result of localised Council Tax Support.
- 2.7 To note continuation of the discretionary Council Tax discount policy of 0% in respect of second homes (other than those that retain a 50% discount through regulation as a result of job related protection) and note the inclusion of 670.95 Band D equivalents in the Council Tax taxbase as a result of this discount policy.
- 2.8 To note continuation of the "six week rule" in respect of vacant dwellings, i.e. former Class C exempt properties.
- 2.9 To note continuation of the discretionary power to levy a Council Tax premium of 50% in relation to dwellings which have been empty for more than two years and the resulting inclusion of 245.89 Band D equivalents in the Council Tax taxbase.
- 2.10 To approve a collection rate for the year 2018/19 of 97.8%.

REPORT

3. Risk Assessment and Opportunities Appraisal

- 3.1 Expression of Council Tax Support in terms of Band D equivalents results in a higher potential for inaccuracies in the determination process as Council Tax Support is a significantly more volatile discount element.

- 3.2 Details of the potential risk in relation to establishing a collection rate allowance is detailed within this report in Section 9.

4. Financial Implications

- 4.1 The Council Tax taxbase figure impacts on the Council Tax that will be levied by the Council for 2018/19.
- 4.2 The implication of the Council's localised Council Tax Support scheme are detailed in Section 6.
- 4.3 The implications of maintaining the discount in respect of second homes at 0% are detailed in Section 7.1.
- 4.4 The implications of removing the 50% discount in respect of vacant dwellings undergoing major repair at are detailed in Section 7.2
- 4.5 The implications of maintaining the 1 month exemption in respect of vacant dwellings, but removing the 25% discount from months 2 to 6 are also detailed in Section 7.2.
- 4.6 The implications of maintaining a 50% premium in respect of properties which have been empty for more than two years are detailed in Section 7.3.
- 4.7 The implications regarding the determined collection rate are detailed in Section 9.

5. Background

- 5.1 Shropshire Council has responsibility for determining the Council Tax taxbase for the Council's geographical area.
- 5.2 The taxbase for Council Tax must be set between 1 December 2017 and 31 January 2018 in relation to 2018/19, as prescribed by the Local Authorities (Calculation of Council Tax Base) Regulations 2012.
- 5.3 The Council is also required to inform the major precepting authorities, West Mercia Police & Crime Commissioner and Shropshire & Wrekin Fire Authority, of the taxbase in order to enable the calculation of Council Tax for the following year. Each town and parish council is also notified of its own Council Tax taxbase.
- 5.4 The purpose of this report, therefore, is to determine and approve the Council Tax taxbase for Shropshire Council for 2018/19.

6. Council Tax Support

- 6.1 The 2010 Spending Review announced the localisation of council tax support and The Welfare Reform Act 2012 abolished Council Tax Benefit from 31 March 2013 and required that Local Government created a localised Council Tax Support (CTS) scheme effective from 1 April 2013, accommodating a reduction in funding of 10%.
- 6.2 Shropshire Council's localised CTS scheme was approved in October 2012. Changes to the scheme are proposed for 2018/19 which are detailed in a separate report. The amended scheme is attached at Appendix B.
- 6.3 From 2013, therefore, council tax support has taken the form of reductions within the council tax system, replacing national council tax benefit. Making reductions part of the council tax system reduces a billing authority's Council Tax taxbase. Billing and major precepting authorities receive funding (Council Tax Support Grant) which reduce their council tax requirement and, depending on the design of the local council tax scheme, can help offset the council tax revenue foregone through reductions.
- 6.4 An estimate of the effect of the local Council Tax Support Scheme on the Council Tax taxbase has been determined for Shropshire. It is estimated that the Council Tax Support Scheme will reduce the Council Tax taxbase by 9,353.67 Band D equivalents.
- 6.5 As Council Tax Support entitlement will vary throughout the year and this will affect the taxbase it is more likely that the amount of Council Tax collected in 2018/19 will vary from the estimate.

7. Discretionary Discount Policies

7.1 *Second Homes*

- 7.1.1 Second homes are defined as furnished properties which are not occupied as a person's main residence and include furnished properties that are unoccupied between tenancies.
- 7.1.2 The Local Government Act 2003 gave councils new discretionary powers to reduce the 50% Council Tax discount previously awarded in respect of second homes to between 10% and 50% with effect from 1st April 2004. Councils retain the additional income raised by reducing the second homes Council Tax discount.
- 7.1.3 The Local Government Act 2012 further extended billing authorities' discretion over the second homes discount to between 0% and 50%. On 17 October 2012

Cabinet approved the reduction of the second homes Council Tax discount from 10% to 0%.

- 7.1.4 The figures used for the 2018/19 Council Tax taxbase incorporate a 0% Council Tax discount in respect of second homes (other than those that retain a 50% discount through regulation as a result of job related protection). Implementation of this policy results in the inclusion of 670.95 Band D equivalents in the taxbase.

Vacant Properties

7.2 Former Class A & Class C Exempt Properties

- 7.2.1 The Local Government Act 2012 abolished both Class A and Class C exemptions and gave billing authorities' discretion to give discounts of between 0% and 100%. Class A exemptions were previously available for up to 12 months in respect of a vacant property which required, was undergoing, or had recently undergone major repair work to render it habitable, or structural alteration. Class C exemptions were previously available for up to six months after a dwelling became vacant.
- 7.2.2 On 17 October 2012 Cabinet approved the award of a 50% Council Tax discount in respect of vacant dwellings undergoing major repair, i.e. former Class A exempt properties.
- 7.2.3 Members are asked to approve a revised policy to not award any discount in respect of vacant property which requires, or is undergoing, or has recently undergone major repair work to render it habitable, or structural alteration. (former class A exempt).
- 7.2.4 In respect of former Class A exempt properties the figures used for the 2018/19 Council Tax taxbase do not account for 50% discount for up to 12 months. Amendment to this policy results in the inclusion of 114.37 Band D equivalents in the taxbase.
- 7.2.5 On 17 October 2012 Cabinet also approved the award of a 25% Council Tax discount in respect of vacant dwellings, i.e. former Class C exempt properties.
- 7.2.6 Implementation of this policy resulted in a large number of low value Council Tax demands being raised primarily in relation to landlords whose properties are between tenants. A significant number of landlord complaints were received in relation to these Council Tax demands and these small amounts proved to be very difficult to collect. It was, therefore, proposed and approved that a 100% discount be awarded for one month, i.e. effectively reinstating the exemption, and then a 25% discount be awarded for the remaining five months.

- 7.2.7 In order to avoid fraudulent 100% claims in respect of these types of properties it was also proposed and approved that the “six week rule” be applied, i.e. if a dwelling which is unoccupied and unfurnished is either exempt or entitled to a discount, becomes occupied or substantially furnished for a period of less than six weeks, after which it falls empty again, it will only resume exemption or discount for any of the original exemption or discount period which remains.
- 7.2.8 Members are asked to approve continuation of the policy to award one month exemption when a property becomes unoccupied and unfurnished (subject to the six week rule) and approve a revised policy to remove the 25% for the following five months. This would mean that when a property becomes unoccupied and unfurnished it would attract one month exemption, then pay full charge for the following twenty three months, then attract an additional 50% council tax premium after two years.
- 7.2.9 In respect of former Class C exempt properties the figures used for the 2018/19 Council Tax taxbase incorporates a discount of 100% for one month but no longer incorporates a 25% discount for the remaining five months. Continuation of this policy to continue the 1 month exemption results in the exclusion of 257.66 Band D equivalents from the taxbase, and removal of the 25% discount for the remaining five months results in the inclusion of 268.00 to the taxbase.

7.3 ***Empty Homes Premium***

- 7.3.1 The Local Government Act 2012 also gave billing authorities’ discretion to levy an empty homes premium of 50% after a dwelling has been empty and unfurnished for at least two years. In December 2013 Shropshire Council chose to enact this discretionary power with effect from April 2014.
- 7.3.2 The figures used for the 2018/19 Council Tax taxbase incorporate a 50% Council Tax premium in respect of dwellings which have been empty for more than two years. Implementation of this policy results in the inclusion of 245.89 Band D equivalents in the taxbase.

8. **Taxbase Calculation**

- 8.1 Based on the valuation list, the Council Tax taxbase is the number of properties in the area falling within each council tax property valuation band, modified to take account of the adjustments set out below. Taxbase is expressed as a Band D equivalent.

8.2 An analysis of Council Tax bands within Shropshire Council is detailed below:

Property Band	House Value	Ratio to Band D	Analysis of Dwellings on the Valuation List (%) (as at 11 th September 2017)	% Increase / (Decrease) over 2016/17
A	Under £40,000	6/9	18.8	1.0
B	40,001 - 52,000	7/9	25.8	1.2
C	52,001 - 68,000	8/9	20.7	1.5
D	68,001 - 88,000	9/9	14.4	1.3
E	88,001 - 120,000	11/9	11.0	2.5
F	120,001 - 160,000	13/9	5.8	1.8
G	160,001 - 320,000	15/9	3.2	1.1
H	Over 320,000	18/9	0.2	0.3

8.3 There are 141,074 properties in the valuation list for the Shropshire Council area. This compares with a figure of 139,098 in the list at the same time last year. There has been an increase of 1,976 properties overall, which equates to 1.42%. The number of properties in property bands A – H has increased.

8.4 The methodology followed for calculating the taxbase is as follows:

- Ascertain the number of properties in each Council Tax band (A to H) shown in the valuation list as at 11 September 2017.
- Adjust for estimated changes in the number of properties through new build, demolitions and exemptions.
- The number of discounts and disabled relief allowances which apply as at 2 October 2017.
- Convert the number of properties in each Council Tax band to Band D equivalents by using the ratio of each band to Band D and so arrive at the total number of Band D equivalents for the Council.
- Adjust the total number of Band D equivalents by the estimated Council Tax collection rate for the year

These calculations are undertaken for each property band in each parish.

9. Collection Rate

9.1 In determining the taxbase, an allowance has to be made to provide for changes to the taxbase during the year (e.g. due to new properties, appeals against banding, additional discounts, Council Tax Support award changes, etc.) as well as losses on collection arising from non-payment. This is achieved by estimating a Council Tax collection rate for the year and must be common for the whole of Shropshire.

- 9.2 A collection rate of 98.2% was assumed for the 2017/18 financial year and it is recommended that a collection rate of 97.8% should be assumed for the purpose of determining the Council Tax taxbase in 2017/18.
- 9.3 Actual in year collection rates in 2014/15, 2015/16 and 2016/17 were 98.3%, 98.4% and 98.4% respectively. The collection rate for 2017/18 is currently projected to outturn at around 98.4%.
- 9.4 A survey of other Councils that have introduced a minimum payment to their Council Tax Support scheme has shown that there is a detrimental effect on their overall council tax collection rate. This has varied among different Councils between 0.3% and 0.7% in the first year, but gradually improving over subsequent years. Therefore the proposed collection rate for 2018/19 includes a reduction of 0.4% for the potential impact of the changes to the Council Tax Support scheme.
- 9.5 A rate of 97.8% is considered prudent given the current level of recovery, the collection rates of the last 3 years and the potential impact of the Council Tax Support scheme changes.
- 9.6 If the actual rate exceeds 97.8% a surplus is generated, which is shared between the Unitary Council, West Mercia Police & Crime Commissioner and Shropshire & Wrekin Fire Authority, pro rata to their demand on the Collection Fund for the relevant year. Conversely, any shortfall in the collection rate results in a deficit, which is shared in a similar manner. The surplus or deficit is taken into account in setting the Council Tax in the following year.

10. Council Tax Base

- 10.1 The estimated Council Tax taxbase for the whole of the area will be used by this Council to calculate its Council Tax Levy. It will also be used by West Mercia Police & Crime Commissioner and Shropshire & Wrekin Fire Authority to calculate the levy in respect of their precepts.
- 10.2 The Council Tax taxbase for this purpose in 2018/19 is 109,095.60 Band D equivalents, an increase of 2.37% from 2017/18. The detailed build of this figure analysed by both parish and town council and Environment Agency region is shown in Appendix A.

List of Background Papers (This MUST be completed for all reports, but does

not include items containing exempt or confidential information)

N/A

Cabinet Member (Portfolio Holder)

David Minnery

Local Member

N/A

Appendices

Appendix A: 2018/19 Parish and Town Council Tax Taxbase Summary for Shropshire Council.

Appendix B: Shropshire Council's Localised Council Tax Support Scheme

Council 14th December 2017: SETTING THE COUNCIL TAX TAXBASE FOR 2018/19

2018/19 Parish and Town Council Council Tax Taxbase Summary for Shropshire Council	APPENDIX A
Parish / Town Council	Council Tax Taxbase (Band D Equivalents)
Abdon & Heath	104.38
Acton Burnell, Frodesley, Pitchford, Ruckley & Langley	242.81
Acton Scott	37.55
Adderley	193.77
Alberbury with Cardeston	368.48
Albrighton	1,498.97
All Stretton, Smethcott & Woolstaston	168.93
Alveley & Romsley	835.40
Ashford Bowdler	37.73
Ashford Carbonel	187.82
Astley	198.21
Astley Abbotts	238.81
Aston Bottrell, Burwarton & Cleobury North	113.42
Atcham	98.97
Badger	54.92
Barrow	259.91
Baschurch	1,037.50
Bayston Hill	1,781.03
Beckbury	151.61
Bedstone & Bucknell	308.91
Berrington	395.94
Bettws-Y-Crwyn	86.54
Bicton	430.79
Billingsley, Deuxhill, Glazeley & Middleton Scriven	161.30
Bishops Castle Town	639.08
Bitterley	344.10
Bomere Heath & District	791.80
Boningale	139.98
Boraston	73.58
Bridgnorth Town	4,549.05
Bromfield	117.03
Broseley Town	1,497.61
Buildwas	101.80
Burford	429.05
Cardington	203.40
Caynham	495.05
Chelmarsh	222.27
Cheswardine	391.54
Chetton	156.69
Childs Ercall	293.63
Chirbury with Brompton	334.77
Church Preen, Hughley & Kenley	124.31
Church Pulverbatch	167.08
Church Stretton & Little Stretton Town	2,139.43
Claverley	846.10
Clee St. Margaret	69.65
Cleobury Mortimer	1,154.36
Clive	234.82
Clun & Chapel Lawn	498.10
Clunbury	241.84

Council 14th December 2017: SETTING THE COUNCIL TAX TAXBASE FOR 2018/19

2018/19 Parish and Town Council Council Tax Taxbase Summary for Shropshire Council		APPENDIX A
Parish / Town Council		Council Tax Taxbase (Band D Equivalents)
Clungunford		145.98
Cockshutt-cum-Petton		290.45
Conover		855.13
Coreley		131.87
Cound		211.41
Craven Arms Town		801.06
Cressage, Harley & Sheinton		403.92
Culmington		167.77
Diddlebury		267.19
Ditton Priors		326.63
Donington & Boscobel		564.04
Eardington		236.54
Easthope, Shipton & Stanton Long		199.94
Eaton-Under-Heywood & Hope Bowdler		183.50
Edgton		47.90
Ellesmere Rural		894.72
Ellesmere Town		1,397.62
Farlow		177.41
Ford		296.76
Great Hanwood		379.05
Great Ness & Little Ness		440.73
Greete		49.69
Grinshill		111.62
Hadnall		308.05
Highley		1,051.58
Hinstock		434.10
Hodnet		559.35
Hope Bagot		28.96
Hopesay		241.04
Hopton Cangeford & Stoke St. Milborough		162.11
Hopton Castle		40.70
Hopton Wafers		277.11
Hordley		100.07
Ightfield & Calverhall		188.50
Kemberton		115.03
Kinlet		402.52
Kinnerley		488.85
Knockin		113.10
Leebotwood & Longnor		198.01
Leighton & Eaton Constantine		205.46
Llanfairwaterdine		98.70
Llanyblodwel		268.32
Llanymynech & Pant		659.11
Longden		517.68
Loppington		276.23
Ludford		246.95
Ludlow Town		3,426.26
Lydbury North		220.96
Lydham & More		127.07
Mainstone & Colebatch		87.72

Council 14th December 2017: SETTING THE COUNCIL TAX TAXBASE FOR 2018/19

2018/19 Parish and Town Council Council Tax Taxbase Summary for Shropshire Council	APPENDIX A
Parish / Town Council	Council Tax Taxbase (Band D Equivalents)
Market Drayton Town	3,757.62
Melverley	51.95
Milson & Neen Sollars	121.04
Minsterley	575.15
Montford	237.34
Moreton Corbett & Lee Brockhurst	124.91
Moreton Say	195.87
Morville, Acton Round, Aston Eyre, Monkhopton & Upton Cressett	346.01
Much Wenlock Town	1,186.97
Munslow	175.01
Myddle & Broughton	597.33
Myndtown, Norbury, Ratlinghope & Wentnor	257.09
Nash	136.21
Neen Savage	151.55
Neenton	63.64
Newcastle	129.25
Norton-In-Hales	284.28
Onibury	130.57
Oswestry Rural	1,586.39
Oswestry Town	5,185.28
Pontesbury	1,181.42
Prees	1,057.35
Quatt Malvern	92.28
Richards Castle	136.52
Rushbury	271.43
Ruyton-XI-Towns	453.40
Ryton & Grindle	79.35
Selattyn & Gobowen	1,216.54
Shawbury	821.88
Sheriffhales	322.42
Shifnal Town	2,895.52
Shrewsbury Town	24,061.06
Sibdon Carwood	47.52
St. Martins	897.76
Stanton Lacy	164.05
Stanton-Upon-Hine Heath	231.00
Stockton	133.56
Stoke-Upon-Tern	466.87
Stottesdon & Sidbury	322.49
Stowe	47.35
Sutton Maddock	110.86
Sutton-Upon-Tern	407.66
Tasley	407.99
Tong	118.92
Uffington	105.29
Upton Magna	155.61
Welshampton & Lyneal	357.34
Wem Rural	665.52
Wem Town	1,957.42
West Felton	541.83

2018/19 Parish and Town Council Council Tax Taxbase Summary for Shropshire Council		APPENDIX A
Parish / Town Council		Council Tax Taxbase (Band D Equivalents)
Westbury		531.42
Weston Rhyn		844.03
Weston-Under-Redcastle		122.95
Wheathill		73.98
Whitchurch Rural		572.77
Whitchurch Town		3,175.86
Whittington		834.39
Whitton		57.49
Whixall		331.49
Wistanstow		332.75
Withington		103.47
Woore		577.42
Worfield & Rudge		907.31
Worthen with Shelve		774.92
Wroxeter & Uppington		159.39
Shropshire Council Total		109,095.60
Environment Agency - Severn Trent Region		102,511.99
Environment Agency - Welsh Region		4,159.74
Environment Agency - North West Region		2,423.87
Shropshire Council Total		109,095.60

APPENDIX B

SHROPSHIRE COUNCIL – BENEFITS SERVICE

COUNCIL TAX SUPPORT (CTS)

Introduction

The current Council Tax Benefit scheme is a means tested benefit that helps people with a low income to pay their Council Tax.

From April 2013 this will be abolished and all local authorities will provide a new scheme called 'Council Tax Support'. The funding that is provided for this scheme will be reduced by 10% and therefore it is likely that some people will have to pay more towards their Council Tax bill.

The changes will not affect pensioners even though they will move into the new scheme. The Government have confirmed that all pensioners will be protected and receive the same amount of benefit they do now under the current Council Tax Benefit Scheme.

Each local authority will be able to provide Council Tax support in a different way depending on local needs, funding available and how it can be administered. Each Council is expected to devise a new scheme and then put this to public consultation by the end of 2012.

Our new scheme was devised and published on the Shropshire Council website for customers, stakeholders and other agencies to comment on. Public consultation closed on the 14th December and the new scheme was formally adopted by the Council on 16th January 2013.

Anyone of working age will now be subject to the new scheme from April 2013. The differences that you will see in the new Council Tax Support Scheme are: -

- Removal of second adult rebate
- Reduction of the capital limit from £16,000 to £10,000
- Removal of earnings disregards
- Removal of child benefit disregard
- Increase in non-dependant deductions

Please note the following amendments are for the calculation of Council Tax Support only and do not affect Housing Benefit calculations.

Removal of Second Adult Rebate

Second Adult Rebate (2AR) is awarded to a customer based on the circumstances of a second adult living in the property. Under the new scheme this has been abolished and will no longer be effective from 01.04.13.

Reduction of the capital limit

For working age people the capital limit will reduce to £10,000 from 01.04.13. This will mean that if a customer's savings amounts to more than £10,000 they will not be entitled to CTS. The lower capital limit of £6,000 remains the same.

Tariff income calculations remain as is i.e. from the total amount if capital £6,000 is deducted, the remainder is then divided by 250 if the result is not an exact multiple of £1 the result is rounded up to the next whole £1

All other capital rules including static savings, land and property, shares, etc remain the same.

Removal of Earnings disregards

All income disregards for working age people will cease from the 01.04.13.

Removal of Child Benefit disregards

Child benefit will no longer be disregarded from the calculation of CTS from the 01.04.03.

Increase in non-dependant earned income deductions (working age only)

From 01.04.13 non dep deductions will increase to the following: -

£5 for anyone earning under £100,
£10 for anyone earning between £100 and £150
£20 for anyone earning over £150 per week

This deduction will only be made from their earned income. It won't affect any other income they receive.

Non-dependant earned income deductions (pension age only)

Gross income less than £186.00	=	£3.65
Gross income £186.00 to £321.99	=	£7.25
Gross income £322.00 to £400.99	=	£9.15
Gross income £401.00 or above	=	£10.95

Unearned income will attract the following disregards (working age and pension age):

Others aged 18 or over incl. JSAC & ESAC = £3.65
In receipt of Pension Credit, IS, JSA (IB), ESA(IR) = nil

(If nil income is added to the claim for the non-dep it appears to take the maximum deduction).

(This disregard will be up-rated annually in line with figures provided annually by DCLG)

A new minimum earnings threshold will be introduced with effect from 01/04/15 to reflect the current arrangements in the Housing Benefit scheme.

This minimum earnings threshold will help to determine whether a European Economic Area (EEA) national's previous or current work can be treated as genuine and effective for the purposes of deciding whether they have a right to reside in the UK as a worker or self-employed person.

The minimum earnings threshold has been set at the level at which workers start to pay National Insurance Contributions (NICs), currently £153 a week in the 2014/15 tax year. If an EEA national can prove that they have been earning at least this amount for a period of 3 months immediately before they claim CTS their work can be treated as genuine and effective and they will have a right to reside as a worker or self-employed person.

If they do not satisfy the minimum earnings threshold criteria, a further assessment will be undertaken against a broader range of criteria (such as hours worked, pattern of work, nature of employment contract etc.) to determine whether their employment is genuine and effective.

Ultimately, if an EEA national's income does not meet the minimum earnings threshold or the additional criteria to be classified as genuine and effective employment they will not be eligible for CTS.

Special Educations Needs Allowance – to be disregarded in full with effect from 01/09/14

War Pensions / Armed Forces Compensation Scheme Guaranteed Income Payments – to be disregarded in full with effect from 01/04/13 (and to be consistent with Housing Benefit)

From 01/04/15 the CTR scheme will include changes to the habitual residency test to reflect changes to the Housing Benefit (HB) regulations.

The amendments to the CTS scheme removes access to CTS for EEA jobseekers who make a new claim for CTS on or after 1 April 2015. EEA nationals who are self-employed, are workers or who are unemployed but retain their worker status have the same rights to CTS as a UK national and their situation remains unchanged.

EEA jobseekers who are entitled to CTS and JSA(IB) on 31 March 2015 will be protected until they have a break in their claim for CTS or JSA. If their JSA ends because they have started work, then as long as we can be satisfied that their employment is genuine and effective they will be able to access in-work CTS as either a worker or a self-employed person. Claimants receiving in-work CTS beyond 1 April will continue to be able to access CTS, if they become entitled to JSA(IB) on or after that date, but only if they retain their worker status. If they are a jobseeker then their CTS entitlement ends from the Monday following the cessation of work.

Changes with effect from 1 April 2018 to bring the scheme in line with Housing Benefit changes

- **2 child cap**
The Government has announced that they will limit benefit support by only taking into account a maximum of two dependent children per family. It affects all claims where new children are born after April 2017. This will apply in Housing Benefit to families that make a new claim from April 2017
- **Loss of the family premium**
The Government removed the family premium for new claims within the assessment of Housing Benefit with effect from May 2016
- **Bereavement Support Payments to be disregarded in full**
This was introduced into Housing Benefit with effect from April 2017
- **Any payments from the 'We love Manchester Fund' and the 'London Emergency Trust' to be disregarded in full**
- **Maximum backdate period of 1 month**
- **Absence from home limited to 4 weeks when outside GB**
The temporary absence rules for Housing Benefit were amended in 2015 reducing the allowable period of temporary absence outside Great Britain from 13 weeks to 4 weeks.

The limit applies to new periods of absence only. Exceptions are when an absence is in relation to

- Death of a partner, child or close relative
- Receiving medical treatment
- A person who has fled their home due to fear of violence

- A member of Her Majesty's forces posted overseas
- **Beneficial changes in circumstances to be reported within one month of the change in order for the claim to be updated from the date of change, otherwise changes will take effect from the Monday following date notified.**
- **All working aged claimants who receive Council Tax Support (unless they are a pensioner or classed as vulnerable) will pay 20% of their council tax liability, (after appropriate discounts have been awarded)**

An example of this change is as follows:

- 1) Current scheme (which allows for 100% reduction)
The customer's liability is £20.00 per week. As they are in receipt of Jobseekers Allowance they are entitled to full Council tax reduction making their council tax balance for the year £0.00
- 2) Proposed new scheme (20% minimum payment)
The customer liability is £20.00. Before any calculation takes place 20% of this amount is reduced from the liability to be used. This means that any calculation will be carried out on a figure of £16.00. Again the customer is on Jobseekers Allowance and so they are entitled to a full award. This will mean their council tax balance for the year will be £208.00 (£4.00 x 52).

- **De Minimis change amount of £10.00 per week for claimants in receipt of Universal Credit**
- **Claimants who meet the specific criteria of severe disablement contained within the policy will be protected from any percentage reduction in council tax support. Claimants in receipt of Employment and Support Allowance will be protected from any percentage reduction in council tax support. This will also apply to customers who meet the criteria for receiving a war compensation related benefit or pension. Specifically this includes**

Criteria to be awarded for the severe disability premium:

- The customer has to be in receipt of
 - 1) Attendance allowance or
 - 2) Higher or middle rate care component of disability living allowance or
 - 3) The daily living allowance rate of personal independence payments
- They must not have a resident non-dependant

- No person is entitled to, and in receipt of, carers allowance in respect of caring for the customer and;
- If the customer has a partner they must also meet all above criteria

Criteria to be awarded the support component of employment and support allowance –

It is accepted that some people's difficulties or disabilities are such that not only is the person not expected to look for work but are also not expected to undertake an work related activities or plan for starting work due to the severity of their difficulties

Criteria to qualify for the war pension's exemption

The customer and/or partner has to be in receipt of either:

- War pension
- War disablement pension
- War service attributable pension
- War widows pension
- War mobility supplement

SUMMARY OF CHANGES FROM 01.04.13

Current Council Tax Benefit Scheme (CTB)	Council Tax Support (CTS)
Second Adult Rebate - Awarded to the customer based on the circumstances of 'second adult'. Can be awarded due to a 'better buy' comparison	No award due for second person. On 'better buy' calculation customer will only be awarded any CTS due.
Reduction of the capital limit - Upper capital limit of £16,000. Above this limit the person would not qualify for CTB. Lower capital of £6,000. Below this figure amount is ignored. Amounts above £6,000 attract tariff income at £1 for every £250 or part of above the lower capital limit	Upper capital limit of £10,000. Above this limit the person would not qualify for CTB. Lower capital of £6,000. Below this figure amount is ignored. Amounts above £6,000 attract tariff income at £1 for every £250 or part of above the lower capital limit
Removal of earnings disregards – Permitted work - £97.50 Lone parents - £25.00 Disabled, carers or special occupations - £20.00 Couples - £10 Single £5	Permitted work - £0 Lone parents - £0 Disabled, carers or special occupations - £0 Couples - £0 Single £0
Removal of Child Benefit disregard – Child Benefit is fully disregarded for the calculation of CTB	Child benefit is fully included for the calculation of CTS
Increase in non-dependant deductions (using current figures) On pass ported benefit - £0.00 On JSA C/ESAC - £3.30 Works less than 16 hours on maternity, paternity, adoption or sick leave - £3.30 Income more than £394.00 per week – £9.90 £316.00 to £393.99 per week – £8.25 £238.00 to £315.99 per week - £6.55 £183.00 to £237.00 per week - £3.30 £124.00 to £182.99 per week – £3.30 Under £124.00 – £3.30	On pass ported benefit - £0.00 On JSA C/ESAC - £3.30 Works less than 16 hours on maternity, paternity, adoption or sick leave - £3.30 Earnings less than £100 - £5.00 Earnings between £100 and £150 - £10.00 Earnings above £150 - £20.00

APPEALS

There will be no joint HB/CTR appeals – they will be heard separately by different bodies. First Tier Tribunals will hear the Housing Benefit appeals (as now) and the Valuation Tribunals Service will hear Council Tax Support appeals.

The legislation is contained within the Local Government Finance Act. Appeals against the local Council Tax Support Scheme will be covered by Regulation 16(b).

Process:

- The customer firstly needs to write to the Council saying they disagree with the decision. There is no time limit to do this. They can request this at any time.
- If we do not alter our original decision the customer has the right to appeal to the Valuation Tribunal.
- To appeal to the Valuation Tribunal the customer will need to do this on line at www.valuationtribunal.gov.uk
- The customer must complete the on line appeal application within two months of the date of the decision notice sent by ourselves upholding the original decision

As local schemes are not legislation, but are locally defined schemes, the Valuation Tribunal will not consider an appeal against a billing authority's actual scheme, as that is beyond their jurisdiction. However, the Valuation Tribunal will advise dissatisfied claimants of their right to apply to the billing authority for a discretionary discount under section 13 (1) (c) of the Local Government Finance Act 1992. They will also hear appeals where the authority refuses to exercise this discretion.