

## COUNCIL TAX

### Explanatory notes about the Disabled Band Reduction Scheme



PO Box 8  
Priory Road  
Spalding  
PE11 2XQ

#### What is a Disabled Band Reduction?

You may be able receive a saving on your council tax bill if your home has special facilities that are important to a disabled person who lives in it.

The disabled person can be either an adult or child and **does not** have to be the person who pays the bill.

The facilities needed in the home are one or more of the following:

- a room (but not a bathroom, kitchen or toilet) which is mainly used by the disabled person
- an additional bathroom or kitchen used by the disabled person
- space inside the home to allow for the use of a wheelchair, if a wheelchair is used

To receive a saving on your bill, we have to be satisfied that:

- it would be physically very difficult for the disabled person to live in the property without these facilities

or

- without the facilities their health would suffer, or their disability become more severe

#### How much is the Reduction?

If we give you the saving, your bill will be reduced to that of a property in the next lowest valuation band. For example if your home is in Band B your bill will be reduced to the same amount as someone in Band A.

On 1 April 2000 the law was changed and people who live in Band A properties can now receive a saving on their bill. Their saving is the same as those people living in either Band B, C or D properties.

#### Who can apply?

Only the people who receive the council tax bill.

#### How and when should I apply?

Answer the questions on the enclosed application form now and return it to Benefits and Revenues Team, South Holland District Council, PO Box 8, Spalding, PE11 2XQ.

You will need to apply for the saving each financial year. We will write to you about this each year.

#### About The Disabled Person

The disabled person must live permanently at the property, but short periods of time away from home for treatment, therapy or convalescence are allowed.

Do I need a Doctors Certificate?

Usually no. We will look at the application based on the information you have given. If a certificate is needed, we will write and ask you to get a certificate from your doctor. **Please do not ask for a certificate unless we ask you, as your doctor may charge you for it.** We will only pay for the certificate if we have asked you to get one.

Will the Council visit my home?

Yes – we will visit you and the disabled person at home. This is to check the details you have written on your application form. Please write your telephone number on the application form so that we can contact you and arrange a convenient time to visit you.

However, if you prefer not to give your telephone number we will write to you and arrange an appointment.

**Please note anyone from the Council who calls to see you at home will show you their identity card.**

How will I be told if I am to receive a saving?

When we have looked at your application we will write to you and let you know the decision.

What if I disagree with the Council's decision?

You must write to us saying why you disagree. We will then reply to you within 2 months. If you still do not agree with the decision, or we have not replied to you after 2 months you can appeal to the Valuation Tribunal.

Do I have to tell you about any changes?

If we give you a reduction you must tell us of any change which you think affects your entitlement to it within 21 days of the change.

Any questions?

Please get in touch with us if you need any help to complete the form or if you have any questions. You can telephone us on **01775 761161**, ask for the **Council Tax Billing Section**.