



Council Tax Enquiry Form

Care Workers

If you need any help completing this form please phone the Council Tax Office on 01205 314200

Please use BLACK CAPITAL LETTERS

Account Number:

Property Reference:

Please see guidance notes on page 3.

Section 1: Person Receiving Care

Full name of the person being cared for:

Address:

Date of Birth:

How many people aged 18 or over live in the property?

Is the person who requires care the spouse or civil partner of the carer/s?

Yes

No

If the person requiring care is aged under 18, are they a child of the carer/s?

Yes

No

Do the carer/s live in the same dwelling as the person being cared for?

Yes

No

Section 2: Benefit Details

Is the person being cared for in receipt of any of the following benefits?

Attendance Allowance

Middle or highest rate of the Care Component of a Disability Living Allowance

Increased disablement pension

Increased constant Attendance Allowance

Personal Independence Payment - Daily Living Component

Continued overleaf...

Section 3: Care Worker Details

There are 2 classifications of care worker – see guidance notes on page 3 for details.

	Care Worker 1	Care Worker 2
Full name:		
Date moved into the property:		
Number of hours care provided per week:		
Type I Care Workers only		
The name and address of the organisation the care worker is employed by:		
How much is the care worker paid each week by the organisation? <i>*Evidence of this will be needed</i>		

Section 4: Evidence Required

Checklist: To complete your application, please also provide the following evidence. If you do not supply this information we will be unable to process your application.

- Qualifying Benefit award letter as proof of your entitlement
- Wage slip for Type I Care Workers to show weekly earnings

Declaration

I declare that the information given is correct to the best of my knowledge.

Signed: Date:

Full Name:

Telephone no: Email:

If after you have returned this form, there are any changes to your circumstances, please inform the Council Tax Team within 21 days. Not declaring a relevant change could result in you getting a financial penalty.

WARNING: If you deliberately provide false information or fail to give prompt notification of a change of circumstances, you could be prosecuted or receive a financial penalty under Schedule 3 of the Local Government Finance Act 1992 or the Council Tax Reduction Schemes (Detection of Fraud and Enforcement) (England) Regulations 2013.

Privacy Information

Your Council Tax information will be processed by Public Sector Partnership Services (PSPS) on behalf of the data controller, Boston Borough Council. We require this information from you to allow us to fulfil our statutory duty for Council Tax collection, as defined in the Local Government Finance Act (1992), and our legal basis for processing your data is to fulfil this legal obligation. We may also share this information with departments within the council or other public bodies responsible for gathering statistical information, auditing or administering public funds, and with other suppliers we commission to support us with our duties. Please refer to our website www.boston.gov.uk/privacy for full details relating to the processing of your information. This will include an explanation of your rights as a data subject, who we share information with and why, contact details (including for Data Protection Officers), and an explanation of our plans to retain your information.



Care Worker reduction guidance notes

You may claim a 25% discount if there is/are care worker(s) living in your property.

There are 2 classifications of care workers:

- Type I: A person engaged in providing care and/or support to another person on behalf of an organisation, such as a charity or local authority.
- Type II: A person providing care to a person in receipt of a qualifying benefit who is not their husband, wife, partner or child under the age of 18.

Persons who will not be classed as Care Workers are:

- i) Those looking after their spouse, or someone with whom they live as husband and wife;
- ii) Those who are the parent of the person receiving the care, where the recipient is a child below the age of 18; or
- iii) Those providing care on behalf of an organisation and are paid more than £44 per week.

For a person to qualify as a Care Worker, the person in receipt of care must be in receipt of one of the following benefits:

- i) Attendance allowance under Section 65 of the Social Security Contributions and Benefits Act 1992;
- ii) The highest or middle rate of the care component of a disability living allowance under Section 72(4)(a) of that Act;
- iii) The highest rate of disablement pension under Section 104 of that Act;
- iv) An increase in a constant attendance allowance under the proviso to Article 14 of the Personal Injuries (Civilians) Scheme 1983, or under Article 14(1)(b) of the Naval, Military and Air Forces etc. (Disablement and Death) Services Pensions Order 1983 (including that provision as applied, whether with or without modifications, by any other instrument); or
- v) The standard or enhanced rate of the daily living component of personal independence payment under section 78(3) of the Welfare Reform Act 2012.

The Carer must also satisfy the following conditions:

- i) The Carer must be resident in the same dwelling as the person to whom they are providing care; and
- ii) Provide care for at least 35 hours per week (on average);
or
- iii) For Carers employed by an organisation, provide care or support for at least 24 hours a week.