

For personal caller, please use one of the following offices:

Main Office:

Riverside House
Milverton Hill
Royal Leamington Spa
CV32 5RU
01926 456837/38/39

Opening Hours:

8.45 - 5.15 Mon - Thurs
8.45 - 4.45 Fri

Warwick Office:

Pageant House
Jury Street
Warwick
01926 494419

Opening Hours:

9.00 - 1.00 and
2.00 - 4.30 Mon - Fri

Kenilworth Connection:

37 - 39 Abbey End
Kenilworth
01926 859104

Opening Hours:

8.45 - 5.30 Mon, Tues, Thurs, Fri
9.30 - 5.30 Wed
9.00 - 12.30 Sat.

Other useful leaflets produced by Warwick District Council:

- **Claiming Housing Benefit & Council Tax Benefit**
- **Essential Information for Disabled People**

**Warwick District Council
Benefits and Revenues Service**

PO Box 258
Warwick District Council
Riverside House
Milverton Hill
Leamington Spa
CV32 5RU

Tel. (01926) 456837/38/39
Fax. (01926) 456840
benefits@warwickdc.gov.uk

Warwick District Council strives to ensure that all people regardless of ethnic origin or disability can access its services. All information can be made available in braille, cassette tape or other languages if required.

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benefits and revenues

Warwick District Council

What are Housing Benefit and Council Tax Benefit?



Warwick District Council deals with three types of Benefit:

- Housing Benefit
- Council Tax Benefit
- Second Adult Rebate

This leaflet explains what each type of benefit is, and what information we take into account when working out your entitlement.

What is Housing Benefit?

Housing Benefit is paid to people who have a low income and who pay rent. It is paid whether or not the applicant is in full-time work, and may be paid as well as social security benefits, or just by itself. You can get 100% of your eligible rent paid by Housing Benefit depending on your circumstances.

Housing Benefit is a National Government scheme, although it is worked out and paid by local councils. Payment is normally made by crossed cheque. However, if your landlord is Warwick District Council, we credit your rent account directly.

Housing Benefit is an allowance that is paid to help the applicant meet their rental charge.

Housing Benefit is not rent.

Who can claim Housing Benefit?

Most people who rent their home can claim Housing Benefit.

The main exceptions are:

- All full-time students who pay rent direct to their university or college.
- Full-time students, except those who have dependents, or are disabled, or who are aged 60 years of age or over.

- People who have lived in the United Kingdom or Eire for less than two years, unless they meet certain criteria.
- Tenants who pay rent and live with a close relative.
- Most people living in registered care homes.

What is Council Tax Benefit?

Mainstream Council Tax Benefit is paid to people who have low income and are liable to pay council Tax to Warwick District Council. You can get up to 100% of your Council Tax account paid, depending on your circumstances. If your property falls into Band F, G or H then your Council Tax Benefit will be assessed on a Band E charge only.

What is Second Adult Rebate?

Second Adult Rebate is a scheme that is not normally available to couples. If you are the only person in your household who is liable to pay the Council Tax, and you have another adult living with you (not your partner or someone paying you rent) you may be able to claim this rebate instead of mainstream Council Tax Benefit. It will be worked out by looking at the income and circumstances of the other member of your household. You can get up to a quarter of your Council Tax account paid, depending on the circumstances of the other adults in the property. Payment of Council Tax Benefit or Second Adult Rebate is made directly to your Council Tax account.

How much Housing Benefit or Council Tax Benefit will I get?

The amount of benefit we will award depends on five things:

- 1. The amount of Council Tax or rent that you will have to pay**
If you are renting from a private landlord or a Housing Association then you should read the 'Claiming Housing Benefit & Council Tax Benefit' leaflet for more information.
- 2. Your and your partner's income**
We do not always take into account all of your income, although it is important that you advise the Benefits office of everything that you receive.
- 3. The size of your family**
We use applicable amounts and premiums set down by the Government to work out your entitlement.
- 4. Non-dependents**
A non dependant is any person aged 18 years or over who lives with you, but does not pay rent on a commercial basis. This means, for example, an adult son or daughter, or an elderly relative. The Government scheme assumes they contribute to your household costs, whether they do or not. Your Housing Benefit/Council Tax Benefit may be reduced for each non-dependant who lives with you. The level of reduction reflects the non-dependant's income.
- 5. Savings and investments**
If you have savings and investments below £3,000 it will not affect your entitlement to benefit. Even so, you must advise this office of any amounts that you have. However, for each part of £250 that you have over £3,000 (£6,000 if you are over 60) and up to £16,000 we will take £1 a week as income. **If your savings and investments are over £16,000 you cannot claim Housing Benefit/Council Tax Benefit.**