

COUNCIL TAX - Severely Mentally Impaired disregard

Please complete this form and return to:

Knowsley Metropolitan Borough Council

Municipal Buildings, Archway Road, Huyton, Merseyside, L36 9YU

Telephone: 0151 443 4476

E-mail: local.taxation@knowsley.gov.uk Web: www.knowsley.gov.uk

Name and address of person completing the form:	
--	--

Address form relates to (if different):	
--	--

Council Tax account number:	
Email address:	
Your phone number:	

Please read the information over the page before you fill in your application

Name of the severely mentally impaired person:	
Nature of impairment:	
The type of benefit/allowance this person receives Please enclose evidence detailed overleaf	
The date he/she was first entitled to this benefit	

Name and address of the doctor who looks after the mentally impaired person:	
---	--

I declare that the information given above is, to the best of my knowledge, true and accurate, and give permission to the council to approach the medical practitioner(s) in order to verify the grounds for disregarding the person shown.

Signed:	
Date:	

Full names of all persons over 18 residing in the property:	
--	--

THIS SECTION IS TO BE COMPLETED BY THE MEDICAL PRACTITIONER

Your full name (BLOCK CAPITALS):	
---	--

In your opinion, is the patient named in this application suffering from severe mental impairment that affects his/her social functioning, as described in the Local Government Finance Act of 1992?

Yes No

This situation has applied since:	
--	--

Signature:	
Date:	

Authorising stamp of establishment:
--

Any changes in circumstances should be notified to the council within 21 days.

COUNCIL TAX – SEVERELY MENTALLY IMPAIRED DISREGARD

When is an exemption possible?

We may apply an exemption if everyone living in the property is severely mentally impaired and is responsible for paying council tax. An exemption means that no-one has to pay the Council Tax for that property.

When is a discount possible?

Council Tax is normally charged on the assumption that two or more people aged 18 or over live in a property.

If there is only one adult living there, they can apply for a single person's discount of 25%. However, if anyone aged 18 or over is severely mentally impaired and without them there is only one adult living in the property, you may apply for the same 25% discount.

What does severely mentally impaired mean?

Someone who has a severe mental disability or illness (however caused), which appears to be permanent, is said to be severely mentally impaired. They should also be entitled to one of the benefits listed below:

- Incapacity Benefit Higher Rate or Employment Support Allowance;
- Severe Disablement Allowance or Invalidity Pension;
- Unemployability Supplement or Allowance;
- Attendance Allowance or Constant Attendance Allowance;
- An increase in the rate of Disablement Pension;
- Higher or middle rate of the care component of Disability Living Allowance;
- Standard or enhanced daily living component of Personal Independence Payment or,
- Income Support (which includes a disability premium).

We need to see some evidence that this person receives one of these benefits/pensions. Please send this evidence in with the application form. We accept photocopies.

What happens if I qualify?

We will send you an adjusted bill showing the appropriate reduction within 10 working days of receipt of your documents.

Council Tax and Data Protection - How we will use your information

The information that you provide will be processed in accordance with the provisions of the Data Protection Act 1998 and relevant legislation. This authority has a duty to protect public funds it administers, and may use information held about you for the prevention and detection of fraud and other lawful purposes. This may include, but not be limited to, matching council tax data with Electoral Registration records. The council will also use the information for the purpose of performing any of its statutory enforcement duties. It will make any disclosures required by law and may also share this information with other bodies responsible for auditing or administering public funds. We will not disclose your personal information to third parties for marketing purposes.