

Tŷ Penallta,
Parc Tredomen,
Ystrad Mynach,
Hengoed CF82 7PG

Penallta House,
Tredomen Park,
Ystrad Mynach,
Hengoed CF82 7PG



Cyfarwyddwr Corfforaethol – Addysg a Gwasanaethau Corfforaethol
Corporate Director – Education and Corporate Services

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Please download and complete the form in BLOCK CAPITALS and in BLACK INK then send to:

Council Tax Section
Penallta House
Tredomen Park
Ystrad Mynach
Hengoed CF82 7PG

COUNCIL TAX DISABLEMENT BANDING REDUCTION

If your property has been significantly adapted to meet the needs of a disabled resident i.e. an extra room added or space to use a wheelchair indoors, you may be entitled to a Disablement Reduction. If you qualify, this means your council tax liability will be based on the band **immediately below** the band which is currently shown against your property in the Council Tax Banding List.

THE APPLICANT

Applicant's Name: _____
(must be person liable for Council Tax)

Address: _____

Post Code: _____

Disabled Person's Name: _____ (if different from applicant)

Date of birth (if under 18 years old) ____/____/____

Nature of Disability: _____

Date from which you wish to claim the reduction ____/____/____

Please Note:

It would help in considering your application if you could supply a letter from your G.P. or other professional, such as an occupational therapist or social worker, confirming that your application falls into one or more of the categories overleaf.

THE DWELLING**THESE NOTES WILL HELP YOU ANSWER THE QUESTIONS BELOW**

- NOTES:** (a) Where the questions below refer to anything being required for meeting the needs of the disabled person this means that it has to be essential or of major importance to the disabled person's well being because of the nature and extent of the disability.
- (b) For this application a wheelchair is required for meeting a person's needs if he or she needs to use it within the dwelling's living accommodation.
- (c) The following types of adaptation for the disabled **do not** meet the criteria set down in the Local Government Finance Act 1992, and **will not qualify for a reduction:** stair lifts, showers, stair rails, grip rails, hand rails, entrance/exit ramps, minor adaptations to allow wheelchairs movement within a property, central heating.

IS THERE: (Please tick (✓) the appropriate box)

- | | | |
|---|------------------------------|-----------------------------|
| 1. A room (not a bathroom, kitchen, or lavatory) which is predominantly used by and required for meeting the needs of the disabled person(s). | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 2. An additional bathroom which is required for meeting the needs of the disabled person(s). | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 3. An additional kitchen which is required for meeting the needs of the disabled person(s). | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 4. Sufficient floor space to permit the use of a wheelchair which is required for meeting the needs of the disabled person(s). | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

DECLARATION - THIS DECLARATION MUST BE COMPLETED

I declare that the information given in this form is correct to the best of my knowledge and belief and I understand that I must advise the Council immediately if any of the circumstances change. I authorise the Council to undertake any inspection and/or checks to verify the details of this claim. I consent to the information being processed for the purposes of the assessment and collection of council tax by Caerphilly County Borough Council.

Signed: _____ Tel No: _____

Mr Mrs Miss Ms

Full Name: _____ Date: ____/____/____
(Block Capitals)

WARNING - GIVING FALSE INFORMATION CAN RESULT IN A PROSECUTION

Summary Privacy Notice - How we will use your information

The information provided will be treated in accordance with the General Data Protection Regulation. It will be used by authorised employees and external bodies for the following purposes:

The management, administration and collection of the Council Tax, to establish eligibility for other forms of statutory relief & allowances; to prevent and detect fraud, in order to protect public funds; for Electoral purposes; to locate individuals for safeguarding of children or vulnerable adult cases; to locate individuals in respect of local authority enforcement issues and to assist in the recovery of outstanding monies to the Council and to assist the Council in delivering public services.

You have a number of rights in relation to the information including the right of access to information we hold about you and the right of complaint if you are unhappy with the way your information is being processed.

For further information on how we process your information and your rights please use the following link:

<https://www.caerphilly.gov.uk/CouncilTaxPrivacyNotice.aspx>

Mae'r ddogfen hon ar gael yn Gymraeg, ac mewn ieithoedd a fformatau eraill ar gais.

This document is available in Welsh, and in other languages and formats on request