

Your COUNCIL TAX REDUCTION Notice Explained

Housing Benefit Section, Ty Elwyn,
Llanelli, Carm, SA15 3AP

COUNCIL TAX STATEMENT OF REASON

Please read the enclosed notes carefully. If you disagree with this decision you may appeal;
A disputes form is available on request.

The Customer	4	Claim Reference	XXXXX
Address line 1	5	Council Tax Reference	XXXXXXXX
Town		PIN	XXXXX
Carmarthenshire		Date	01 Apr 2016
Post code		Reduction Enquiries	Benefit team

The claimed reduction to council tax is summarised below.

Council Tax Reduction

From	To	Reduction Scheme	Weekly Reduction	Period Reduction
01 Apr 2016	31 Mar 2017	Prescribed Scheme	£x.xx	£xxx.xx

REASON FOR CALCULATION: a brief description of why your claim has been calculated

Weekly Income details:

Mr Customer	Claimant	e.g. earned income	£xxx.xx
Less income disregards			£xx.xx
Expenses: - No expenses			
TOTAL WEEKLY INCOME			£xxx.xx
Capital Total assessed capital	8		£xxxx.xx
Living Allowance Amounts:			
Single personal Allowance			£xxx.xx
TOTAL LIVING ALLOWANCE			£xxx.xx

How your reduction is worked out:

Total weekly income		£xxx.xx
Less total living Allowance		£xxx.xx
Gives excess income		£xxx.xx
Relevant % of excess income		
=20%		
Eligible weekly council tax	10	£xx.xx
Less Non-dependant Deductions	9	£xx.xx
Less 20% of excess income	15	£xx.xx
Gives amount of calculated reduction	14	£xx.xx

[Relevant Capital Cutoff £16,000]

Please see overleaf for an explanation of the CTR notice.

- 1 Reason for calculation:** The reason why the Council tax reduction (CTR) statement was produced.
- 2 Weekly Income details:** details we have of your household's weekly income. This section should show all income and benefits for your household
- 3 Expenses:** if you have child care costs they will be shown here.
- 4 Claim reference:** to help deal with queries quickly, please always quote your claim reference when you contact us.
- 5 Council tax reference:** Please quote this number if you contact the Council Tax Department.
- 6 Gives excess income:** Your total living allowance is subtracted from your total weekly income to give your household's "Excess Income" for the purpose of CTR entitlement calculations.
- 7 Council Tax Reduction period:** The period this reduction calculation relates to on your bill.
- 8 Capital:** The itemised amounts of capital you have at the time the letter is issued should be shown here. E.g. Property, shares, savings etc.
- 9 Less non-dependant deductions:** Any non-dependant deduction amounts will be subtracted from your eligible weekly council tax in the calculation of CTR.
- 10 Eligible weekly Council Tax:** This is your annual Council Tax charge converted to a weekly amount.
- 11 How your reduction is worked out:** This shows the stages of your CTR calculation step by step.
- 12 Total Living Allowance:** This is the amount of money that the CTR scheme can allow for you (and your family), to have a basic standard of living after household costs have been taken into consideration. The total Living Allowance amount worked out here is then used in the calculation, which you can see under "How your reduction is worked out".
- 13 Relevant Percentage of excess income:** Only a percentage of the Excess Income amount is used in the CTR calculation. The relevant percentage is set by the scheme rules at 20%.
- 14 Gives amount of calculated reduction:** This is the end result of the calculation and shows the weekly Council Tax Reduction amount due to you. The period reduction amount can also then be seen on your council tax Bill.
- 15 Less 20% of excess income:** The relevant percentage of your excess income will also be subtracted from the Eligible weekly council tax in calculating your reduction.