**If calling please call our Council Tax Section on 01389 737444**

**Email:** **Council.Tax@west-dunbarton.gov.uk**

Date:

Ref. No.

**COUNCIL TAX EXEMPTION / DISCOUNT**

The council tax due on a property may be discounted to reflect the personal circumstances of the adult residents. A reduction will apply where less than two adults are resident in the property.

For the purpose of this reduction, adults who meet the undernoted qualifying conditions shall be disregarded when counting the number of adults in the house.

***QUALIFYING CONDITIONS: SEVERELY MENTALLY IMPAIRED***

A person who has an apparently permanent severe impairment of intelligence and social functioning, as certified by a General Practitioner, and who are receiving one or more of the following state benefits:

- Universal credit (including an element for limited capability for work or limited capability for work and work related activity)

- Incapacity Benefit (any rate)

- Attendance Allowance

-Standard or enhanced rate of daily living component of Personal Independence Payment(PIP)

- Unemployment Supplement paid with a war pension or industrial injuries

- Severe Disablement Allowance

- The high or middle rate of the care component of Disability Living Allowance (DLA)

- Employment and Support Allowance (income related or contribution based)

- Working Tax Credit that includes the Disability Element

- Constant Attendance Allowance paid with a war pension or industrial injuries

- Income Support with the Disability Premium on incapacity grounds

- The standard or enhanced rate of daily living component of Adult Disability Payment

**DECLARATION**

**I declare that the information on this form is true and complete and I authorise West Dunbartonshire Council to verify the details. If Discount status no longer applies to this property I undertake to notify West Dunbartonshire Council within 21 days of this occurring. I understand that failure to provide this information is an offence which may make me liable to an initial fine of £50 and £200 for each subsequent offence.**

**Signature of Liable Person:**

 **Date:**

***SECTION 1: TO BE COMPLETED BY A LIABLE PERSON***

I apply for discount on the basis that meets the qualifying conditions.

The benefit received by this person is and I enclose evidence to support this. (copy of benefit entitlement letter)

Are you or have you ever been a member of the Armed Forces? Y/N (This is not part of the qualifying conditions)

The number of adults (including the person named above) usually resident in the house are

***SECTION 2: TO BE COMPLETED BY A GENERAL PRACTITIONER (GP)***

A person is severely mentally impaired if he or she has a severe mental impairment of intelligence **and** social functioning, however caused, that appears to be permanent. A decision about the presence of severe mental impairment will, in all cases, depend on your judgment as to whether the applicant meets these criteria.

If you are not sure whether an applicant’s intelligence and social functioning are such as to constitute severe mental impairment, you may wish to seek information and advice from appropriate medical colleagues in other professions, or from carers, who may be able to help with information based on their knowledge of the applicant.

I confirm that (please insert applicants name)

Please provide details of the medical condition which has resulted in the applicant’s severe impairment of intelligence **AND** severe impairment of social functioning

**Both questions must be answered**

**1)** Severe impairment of intelligence **Yes/No** (delete as appropriate) This condition appears to be permanent **Yes/No** (delete as appropriate) To my knowledge this condition has existed since / /

**2)** Severe impairment of Social Functioning **Yes/No** (delete as appropriate) This condition appears to be permanent **Yes/No** (delete as appropriate) To my knowledge this condition has existed since / /

***Medical Practice Stamp.***

|  |  |
| --- | --- |
| Signed: |   |
| Position: |   |
| Date: |   |

For a fuller description of how we handle your data please visit

<http://www.west-dunbarton.gov.uk/privacy/privacy-notice/>