

Due to the consolidation of the Housing and Council Tax benefit Regulations, amendments relating to S.I.s 2005/2677, 2005/2502 & 2005/2904 have further been amended by reg 2(1) and paras 27 & 29 to Schedule 2 respectively of S.I. 2006/217. Relevant side notes will have an asterisk next to them.

## **2006 No. 214**

### **SOCIAL SECURITY**

#### **The Housing Benefit (Persons who have attained the qualifying age for state pension credit) Regulations 2006**

<i>Made</i> - - - -	<i>2nd February 2006</i>
<i>Laid before Parliament</i>	<i>10th February 2006</i>
<i>Coming into force</i> -	<i>6th March 2006</i>

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The Secretary of State for Work and Pensions makes the following Regulations in exercise of the powers conferred by sections 123(1)(d), 130(2) to (4), 134, 135(1), (2) and (6), 136, 136A(3) and (4)(a), 137 and 175(1) and (3) to (6) of the Social Security Contributions and Benefits Act 1992(a), sections 1(1) and (1C), 5(1)(a) to (d) and (g) to (r) and (6), 7(2), 7A, 75, 113, 122E(3) and (4), 126A, 128A, 134(1A) and (8)(b), 189(1) and (3) to (6) and 191 of the Social Security Administration Act 1992(b), section 122(3) and (5) of the Housing Act 1996(c), and sections 34, 79(1) and (4) and 84 of the Social Security Act 1998(d).

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(a) 1992 c. 4; section 136A was inserted by the State Pension Credit Act 2002 (c. 16), Schedule 2, paragraph 3; section 137(1) is an interpretation provision and is cited for the meaning of the words "family" and "prescribed"; sections 175(1) and (4) were amended by paragraph 29 of Schedule 3 to the Social Security Contributions (Transfer of Functions, etc.) Act 1999 (c. 2); and section 175(5) was amended by paragraph 36 of Schedule 1 to the Social Security (Incapacity for Work) Act 1994 (c. 18).

(b) 1992 c. 5; section 7A was inserted by the Welfare Reform and Pensions Act 1999 (c. 30); section 122E was inserted by the Social Security Administration (Fraud) Act 1997 (c. 47), section 3; section 126A was inserted by section 11 of the Social Security Administration (Fraud) Act 1997 (c. 47); section 128A was inserted by section 28(2) of the Jobseekers Act 1995 (c. 18); section 189(1) was amended by paragraph 57 of Schedule 3 to the Social Security Contributions (Transfer of Functions, etc.) Act 1999 (c. 2), Schedule 8 and paragraph 109 of Schedule 7 to the Social Security Act 1998 (c. 14) and Schedule 6 to the Tax Credits Act 2002 (c. 21); section 134 was amended by the Housing Act 1996 (c. 52), Schedule 12, paragraph 1; section 189(4) and (5) was amended by Schedule 8 and paragraph 109 of Schedule 7 to the Social Security Act 1998; section 191 is cited for the meaning of the word "prescribe".

(c) 1996 c. 52.

(d) 1998 c. 14; section 79(1) was amended by paragraphs 12 and 13 of Schedule 4 to the Tax Credits Act 2002; section 84 is cited for the meaning of the word "prescribe".

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**SI 2006/214**

These Regulations are made for the purpose only of consolidating other regulations revoked in the Housing Benefit and Council Tax Benefit (Consequential Provisions) Regulations 2006(a).

In accordance with section 176(1) of the Social Security Administration Act 1992, the Secretary of State has consulted with organisations appearing to him to be representative of the authorities concerned.

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(a) See section 172 of, and paragraph 10 of Part I of Schedule 7 to, the Social Security Administration Act 1992.





## PART 1

### *General*

#### **Citation and commencement**

1.—(1) These Regulations may be cited as the Housing Benefit (Persons who have attained the qualifying age for state pension credit) Regulations 2006.

(2) These Regulations are to be read, where appropriate, with the Consequential Provisions Regulations.

(3) Except as provided in Schedule 4 to the Consequential Provisions Regulations, these Regulations shall come into force on 6th March 2006.

(4) The regulations consolidated by these Regulations are revoked, in consequence of the consolidation, by the Consequential Provisions Regulations.

#### **Interpretation**

2.—(1) In these Regulations—

“the Act” means the Social Security Contributions and Benefits Act 1992;

“the 1973 Act” means the Employment and Training Act 1973(a);

▶<sup>1</sup>“the 2000 Act” means the Electronic Communications Act 2000;◀

▶<sup>2</sup>“the 2012 Act” means the Welfare Reform Act 2012;◀

“Abbeyfield Home” means an establishment run by the Abbeyfield Society including all bodies corporate or incorporate which are affiliated to that Society; “adoption leave” means a period of absence from work on ordinary or additional adoption leave by virtue of section 75A or 75B of the Employment Rights Act 1996(b);

“the Administration Act” means the Social Security Administration Act 1992;

▶<sup>3</sup>“amended determination” means a determination made in accordance with article 7A(c) of the Rent Offices Order;◀

“appropriate DWP office” means an office of the Department for Work and Pensions dealing with state pension credit or an office which is normally open to the public for the receipt of claims for income support▶<sup>4</sup>, a jobseeker’s allowance or an employment and support allowance◀

▶<sup>5</sup>“armed forces independence payment” means armed forces independence payment under the Armed Forces and Reserve Forces (Compensation Scheme) Order 2011;◀

“assessment period” means the period determined—

(a) in relation to the earnings of a self-employed earner, in accordance with regulation 37 (calculation of earnings of self-employed earners) for the purpose of calculating the weekly earnings of the claimant; or

(b) in relation to any other income, in accordance with regulation 33 (calculation of weekly income) for the purpose of calculating the weekly income of the claimant;

“attendance allowance” means—

(a) an attendance allowance under Part 3 of the Act;

(b) an increase of disablement pension under section 104 or 105 of the Act;

(c)-(d) ▶<sup>6</sup>◀

(e) a payment by virtue of article 14, 15, 16, 43 or 44 of the Personal Injuries (Civilians) Scheme 1983(d) or any analogous payment; or

<sup>1</sup>Defn. of “the 2000 Act” inserted by art. 3(2)(a) of S.I. 2006/2968 as from 20.12.06.

<sup>2</sup>Defn. of “the 2012 Act” inserted by para. 37(2)(a) of Sch. to S.I. 2013/388 as from 8.4.13.

<sup>3</sup>Defn. of “amended determination” inserted by reg. 4(1)(f) of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

<sup>4</sup>Words substituted in defn. of “appropriate DWP office” by reg. 29(2)(a) of S.I. 2008/1082 as from 27.10.08.

<sup>5</sup>Defn. of “armed forces independence payment” inserted by para. 35(2)(a) of Sch. to S.I. 2013/591 as from 8.4.13.

<sup>6</sup>Paras. (c) and (d) in defn. of “attendance allowance” omitted by reg. 12(2)(a) of S.I. 2013/2536 as from 29.10.13.

(a) 1973 c. 50; amended by the Employment Act 1988 (c. 19), the Employment Act 1989 (c. 38) and the Trade Union Reform and Employment Rights Act 1993 (c. 19).

(b) 1996 c. 18; sections 75A & 75B were inserted by section 3 of the Employment Act 2002 (c. 22).

(c) Article 7A was inserted into the Rent Offices (Housing Benefit Functions) Order 1997 by S.I. 2000/1 and into the Rent Officers (Housing Benefit Functions) (Scotland) Order 1997 by S.I. 2000/3. It was amended in both instruments by S.I. 2003/2398.

(d) S.I. 1983/686; the relevant amending Instruments are S.I. 1983/1164, 1984/1675 & 2001/420.

## Reg. 2

(f) any payment based on need for attendance which is paid as part of a war disablement pension;

<sup>1</sup>Defn. of “basic rate” inserted by reg. 7(2)(a) of S.I. 2009/583 see reg. 1(5) of this S.I. for when to apply.

<sup>2</sup>Words inserted in defn. of “the benefit Acts” by reg. 29(2)(b) of S.I. 2008/1082 as from 27.10.08.

<sup>3</sup>Words added to defn. of “the benefit Acts” by para. 37(2)(b) of Sch. to S.I. 2013/388 as from 8.4.13.

<sup>4</sup>Words inserted in the defn of “the benefit Acts” by art. 29(2) of S.I. 2015/1985 as from 6.4.16.

<sup>5</sup>Words inserted in defn. of “the benefit Acts” by para. 35(2)(b) of Sch. to S.I. 2013/591 as from 8.4.13.

<sup>6</sup>Defns. of “broad rental market...” “broad rental market area...” & “change of dwelling” inserted by reg. 4(1)(f) of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

<sup>7</sup>Words in defn. of “care home” substituted by para. 52(a)(i) of Sch. 2 to S.I. 2011/2581 as from 28.10.11.

<sup>8</sup>Defn. of “the Caxton Foundation” inserted by reg. 20(2)(a) of S.I. 2011/2425 as from 31.10.11.

<sup>9</sup>Defn. of “child who cannot share a bedroom” inserted in reg. 2 by reg. 3(2) of S.I. 2013/2828 as from 4.12.13.

<sup>10</sup>Defn. of “concessionary payment” substituted by reg. 6(2)(a) of S.I. 2008/3157 as from 5.1.09.

<sup>11</sup>Defn. of “contributory employment and support allowance” substituted by reg. 36(2)(a) of S.I. 2013/630 as from 29.4.13.

▶<sup>1</sup>“basic rate”, where it relates to the rate of tax, has the same meaning as in the Income Tax Act 2007 (see section 989 of that Act);◀

“the benefit Acts” means the Act, the Jobseekers Act▶<sup>2</sup>, the Welfare Reform Act◀▶<sup>3</sup>, Part 4 of the 2012 Act, ▶<sup>4</sup>the Pensions Act 2014,◀◀▶<sup>5</sup>the Armed Forces and Reserve Forces (Compensation Scheme) Order 2011;◀ and the State Pension Credit Act;

“benefit week” means a period of 7 consecutive days commencing upon a Monday and ending on a Sunday;

“board and lodging accommodation” means accommodation provided to a person or, if he is a member of a family, to him or any other member of his family, for a charge which is inclusive of the provision of that accommodation and at least some cooked or prepared meals which both are cooked or prepared (by a person other than the person to whom the accommodation is provided or a member of his family) and are consumed in that accommodation or associated premises;

▶<sup>6</sup>“broad rental market area” has the meaning specified in paragraph 4 of Schedule 3B(a) to the Rent Officers Order;

“broad rental market area determination” means a determination made in accordance with article 4B(1A)(b) of the Rent Officers Order;◀

“care home” in England and Wales has the meaning assigned to it by section 3 of the Care Standards Act 2000(c) and in Scotland means a care home service within the meaning assigned to it by ▶<sup>7</sup>paragraph 2 of Schedule 12 to the Public Services Reform (Scotland) Act 2010;◀

▶<sup>8</sup>“the Caxton Foundation” means the charitable trust of that name established on 28th March 2011 out of funds provided by the Secretary of State for the benefit of certain persons suffering from hepatitis C and other persons eligible for payment in accordance with its provisions;◀

▶<sup>6</sup>“change of dwelling” means, for the purposes of regulations 13C and 14, a change of dwelling occupied by a claimant as his home during the award where the dwelling to which the claimant has moved is one in respect of which the authority may make a rent allowance;◀

“child” means a person under the age of 16;

“child tax credit” means a child tax credit under section 8 of the Tax Credits Act;

▶<sup>9</sup>“child who cannot share a bedroom” means a child—

(a) who is entitled to the care component of disability living allowance at the highest or middle rate prescribed in accordance with section 72(3) of the Act; and

(b) who the relevant authority is satisfied is, by virtue of his or her disability, not reasonably able to share a bedroom with another child;◀

“the Children Order” means the Children (Northern Ireland) Order 1995(d);

“claim” means a claim for housing benefit;

“claimant” means a person claiming housing benefit;

“close relative” means a parent, parent-in-law, son, son-in-law, daughter, daughter-in-law, step-parent, step-son, step-daughter, brother, sister, or if any of the preceding persons is one member of a couple, the other member of that couple;

▶<sup>10</sup>“concessionary payment” means a payment made under arrangements made by the Secretary of State with the consent of the Treasury which is charged to a Departmental Expenditure Vote to which payments of benefit or tax credits under the benefit Acts or the Tax Credits Act are charged;◀

“the Consequential Provisions Regulations” means the Housing Benefit and Council Tax Benefit (Consequential Provisions) Regulations 2006(e);

▶<sup>11</sup>“contributory employment and support allowance” means an allowance under Part 1 of the Welfare Reform Act as amended by the provisions of Schedule 3, and Part 1 of Schedule 14, to the 2012 Act that remove references to an income-related allowance, and a contributory allowance under Part 1 of the Welfare Reform Act as that Part has effect apart from those provisions;◀

(a) Schedule 3B is inserted by S.I. 2007/2871.

(b) Article 4B was inserted by S.I. 2003/2398. Paragraph (1A) is inserted by S.I. 2007/2871.

(c) 2000 c. 14.

(d) S.I. 1995/755 (N.I. 2).

(e) S.I. 2006/217.

“co-ownership scheme” means a scheme under which the dwelling is let by a housing association and the tenant, or his personal representative, will, under the terms of the tenancy agreement or of the agreement under which he became a member of the association, be entitled, on his ceasing to be a member and subject to any conditions stated in either agreement, to a sum calculated by reference directly or indirectly to the value of the dwelling;

“couple” means—

- (a) a man and a woman who are married to each other and are members of the same household;
- (b) a man and a woman who are not married to each other but are living together as husband and wife;
- (c) two people of the same sex who are civil partners of each other and are members of the same household; or
- (d) two people of the same sex who are not civil partners of each other but are living together as if they were civil partners,

and for the purposes of sub-paragraph (d), two people of the same sex are to be regarded as living together as if they were civil partners if, but only if, they would be regarded as living together as husband and wife were they instead two people of the opposite sex;

“course of study” means any course of study, whether or not it is a sandwich course and whether or not a grant is made for undertaking or attending it;

“Crown tenant” means a person who occupies a dwelling under a tenancy or licence where the interest of the landlord belongs to Her Majesty in right of the Crown or to a government department or is held in trust for Her Majesty for the purposes of a government department, except (in the case of an interest belonging to Her Majesty in right of the Crown) where the interest is under the management of the Crown Estate Commissioners;

“date of claim” means the date on which the claim is made, or treated as made, for the purposes of regulation 64 (time and manner in which claims are to be made);

“the Decisions and Appeals Regulations” means the Housing Benefit and Council Tax Benefit (Decisions and Appeals) Regulations 2001(a);

“the designated authority” means any of the following—

- (a) the Secretary of State;
- (b) a person providing services to the Secretary of State;
- (c) a local authority;
- (d) a person providing services to, or authorised to exercise any function of, any such local authority;

“designated office” means the office designated by the relevant authority for the receipt of claims to housing benefit—

- (a) by notice upon or with a form approved by it for the purpose of claiming housing benefit; or
- (b) by reference upon or with such a form to some other document available from it and sent by electronic means or otherwise on application and without charge; or
- (c) by any combination of the provisions set out in sub-paragraphs (a) and (b) above;

“disability living allowance” means a disability living allowance under section 71 of the Act;

“dwelling occupied as the home” means the dwelling, together with any garage, garden and outbuildings, normally occupied by the claimant as his home, including any premises not so occupied which it is impracticable or unreasonable to sell separately, in particular, in Scotland, any croft land on which the dwelling is situated;

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(a) S.I. 2001/1002.

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“earnings” has the meaning prescribed in regulation 35 (earnings of employed earners) or, as the case may be, 38 (earnings of self-employed earners);

“the Eileen Trust” means the charitable trust of that name established on 29th March 1993 out of funds provided by the Secretary of State for the benefit of persons eligible for payment in accordance with its provisions;

<sup>1</sup>Defn. of “electronic communication” inserted by art. 3(2)(b) of S.I. 2006/2968 as from 20.12.06.

<sup>2</sup>Defn. of “eligible rent” substituted by reg. 4(1)(a) of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

►<sup>1</sup> “electronic communication” has the same meaning as in section 15(1) of the 2000 Act; ◀

►<sup>2</sup> “eligible rent” means as the case may require, an eligible rent determined in accordance with—

(a) regulations 12B (eligible rent), 12C (eligible rent and maximum rent) or 12D (eligible rent and maximum rent (LHA)); or

(b) regulations 12 (rent) and 13 (restrictions on unreasonable payments) as set out in paragraph 5 of Schedule 3 to the Consequential Provisions Regulations in a case to which paragraph 4 of that Schedule applies; ◀

*This paragraph continues to be reproduced as it remains in force in certain cases. See reg. 1 of S.I. 2007/2869 at page 8.3761 for details.*

“eligible rent” is to be construed in accordance with regulation 12 (rent);

“employed earner” is to be construed in accordance with section 2(1)(a) of the Act and also includes a person who is in receipt of a payment which is payable under any enactment having effect in Northern Ireland and which corresponds to statutory sick pay or statutory maternity pay;

►<sup>3</sup> “Employment and Support Allowance Regulations” means the Employment and Support Allowance ◀

►<sup>4</sup> “enactment” includes an enactment comprised in, or in an instrument made under, an Act of the Scottish Parliament; ►<sup>5</sup> or the National Assembly for Wales ◀; ◀

►<sup>6</sup> “extended payment (qualifying contributory benefits)” means a payment of housing benefit payable pursuant to regulation 53 of these Regulations or regulation 73 of the Housing Benefit Regulations 2006;

“extended payment period” means the period for which an extended payment is payable in accordance with regulation 53A of these Regulations or regulation 72A or 73A of the Housing Benefit Regulations 2006; ◀

“family” has the meaning assigned to it by section 137(1) of the Act;

►<sup>7</sup> ◀

“the Fund” means moneys made available from time to time by the Secretary of State for the benefit of persons eligible for payment in accordance with the provisions of a scheme established by him on 24th April 1992 or, in Scotland, on 10th April 1992;

►<sup>8</sup> ◀

►<sup>9</sup> “the Graduated Retirement Benefit Regulations” means the social security (graduated retirement benefit) regulations 2005(a); ◀

“guarantee credit” is to be construed in accordance with sections 1 and 2 of the State Pension Credit Act;

“a guaranteed income payment” means a payment made under article 14(1)(b) or article 21(1)(a) of the Armed Forces and Reserve Forces (Compensation Scheme) Order 2005(b);

“hostel” means a building—

(a) in which there is provided for persons generally or for a class of persons, domestic accommodation, otherwise than in separate and self-contained premises, and either board or facilities for the preparation of food adequate to the needs of those persons, or both; and

(b) which is—

(i) managed or owned by a registered housing association; or

<sup>3</sup>Defn. of “Employment and Support Allowance Regulations” inserted by reg. 29(2)(c) of S.I. 2008/1082 as from 27.10.08.

<sup>4</sup>Defn. of “enactment” inserted by reg. 7(2) of S.I. 2009/2655 as from 2.11.09.

<sup>5</sup>Words in defn of “enactment” inserted by reg. 12(2)(b) of S.I. 2013/2536 as from 29.10.13.

<sup>6</sup>Defn. of “extended payment (severe disablement allowance and incapacity benefit)” substituted for “extended payment (qualifying contributory benefits)” and “extended payment period” by reg. 6(2)(a) of S.I. 2008/959 as from 6.10.08.

<sup>7</sup>Defn. of “the former regulations” omitted by reg. 4(1)(b) of S.I. 2008/1042 as from 19.5.08.

<sup>8</sup>Defn. of “gateway office” omitted by reg. 3(2) of S.I. 2008/2299 as from 1.10.08.

<sup>9</sup>Defn. of “the Graduated Retirement Benefit Regulations” inserted by reg. 11(2) of S.I. 2005/2677 as from 6.4.06.

(a) S.I. 2005/454.

(b) S.I. 2005/439.

- (ii) operated other than on a commercial basis and in respect of which funds are provided wholly or in part by a government department or agency or a local authority; or
  - (iii) managed by a voluntary organisation or charity and provides care, support or supervision with a view to assisting those persons to be rehabilitated or resettled within the community; and
- (c) which is not—
- (i) a care home;
  - (ii) an independent hospital; or
  - (iii) an Abbeyfield Home;

►<sup>1</sup>“Housing Act functions” means functions under section 122 of the Housing Act 1996(a); ◀

►<sup>2</sup>“housing association” has the meaning assigned to it by section 1(1) of the Housing Associations Act 1985(b); ◀

*This paragraph continues to be reproduced as it remains in force in certain cases. See reg. 1 of S.I. 2007/2869 at page 8.3761 for details.*

“housing association” has the meaning assigned to it by section 1(1) of the Housing Associations Act 1985(b);

“an income-based jobseeker’s allowance” and “a joint-claim jobseeker’s allowance” have the same meaning as they have in the Jobseekers Act by virtue of section 1(4) of that Act;

►<sup>3</sup>“income-related employment and support allowance” means an income-related allowance under Part 1 of the Welfare Reform Act; ◀

“Income Support Regulations” means the Income Support (General) Regulations 1987(c);

►<sup>4</sup>“independent hospital”—

- (a) in England, means a hospital as defined by section 275 of the National Health Service Act 2006 that is not a health service hospital as defined by that section;
- (b) in Wales, has the meaning assigned to it by section 2 of the Care Standards Act 2000; and

►<sup>5</sup>(c) in Scotland, means an independent health care service as defined in section 10F(1)(a) and (b) of the National Health Service (Scotland) Act 1978; ◀

◀<sup>6</sup> ◀

►<sup>7</sup>“the Independent Living Fund (2006)” means the Trust of that name established by a deed dated 10th April 2006 and made between the Secretary of State for Work and Pensions of the one part and Margaret Rosemary Cooper, Michael Beresford Boyall and Marie Theresa Martin of the other part; ◀

◀<sup>6</sup> ◀

◀<sup>6</sup> ◀

◀<sup>6</sup> ◀

“invalid carriage or other vehicle” means a vehicle propelled by petrol engine or by electric power supplied for use on the road and to be controlled by the occupant;

“Jobseekers Act” means the Jobseekers Act 1995(d);

“Jobseeker’s Allowance Regulations” means the Jobseeker’s Allowance Regulations 1996(e);

►<sup>8</sup>“linked person” means—

- (a) any member of the claimant’s family;

<sup>1</sup>Defn. of “Housing Act Functions” substituted by reg. 3(2) of S.I. 2010/2449 as from 1.11.10.

<sup>2</sup>Defn. of “housing association” substituted by reg. 4(1)(b) of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

<sup>3</sup>Defn. of “income-related employment & support allowance” inserted by reg. 29(2)(d) of S.I. 2008/1082 as from 27.10.08.

<sup>4</sup>Defn. of “independent hospital” substituted by reg. 21 of S.I. 2010/1881 as from 1.10.10.

<sup>5</sup>Sub-para. (c) in defn. of “independent hospital” substituted by para. 52(a)(ii) of Sch. 2 to S.I. 2011/2581 as from 28.10.11.

<sup>6</sup>Defns. of “the Independent Living Fund”, the “Independent Living Funds” “the Independent Living (Extension) Fund” and “the Independent Living (1993) Fund” omitted by reg. 7(2)(a)-(d) of S.I. 2008/2767 as from 17.11.08.

<sup>7</sup>Defn. of “the Independent Living Fund (2006)” inserted by art. 9(2) of S.I. 2007/2538 as from 1.10.07.

<sup>8</sup>Defns. of “linked person” and “local housing allowance” inserted by reg. 4(1)(f) of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

(a) 1996 c. 52. Section 122 was amended by Schedule 5, paragraph 12 & Schedule 8 to the Welfare Reform Act 2007 (c. 5).

(b) 1985 c. 69.

(c) S.I. 1987/1967.

(d) 1995 c. 18.

(e) S.I. 1996/207.

**HOUSING BENEFIT (PERSONS WHO HAVE ATTAINED THE QUALIFYING AGE FOR STATE PENSION CREDIT) REGULATIONS 2006**

- (b) if the claimant is a member of a polygamous marriage, any partners of his and any child or young person for whom he or a partner is responsible and who is a member of the same household; or
- (c) any relative of the claimant or his partner who occupies the same dwelling as the claimant, whether or not they reside with him, except for a relative who has a separate right of occupation of the dwelling which would enable them to continue to occupy it even if the claimant ceased his occupation of it;

“local housing allowance” means an allowance determined in accordance with paragraph 2 of Schedule 3B to the Rent Officers Order;◀

<sup>1</sup>Defn. of “local welfare provision” inserted by reg. 8(2) of S.I. 2013/443 as from 2.4.13.

▶<sup>1</sup>“local welfare provision” means occasional financial or other assistance given by a local authority, the Scottish Ministers or the Welsh Ministers, or a person authorised to exercise any function of, or provide a service to, them, to or in respect of individuals for the purpose of–

- (a) meeting, or helping to meet, an immediate short term need–
  - (i) arising out of an exceptional event, or exceptional circumstances; and
  - (ii) that requires to be met in order to avoid a risk to the well-being of an individual; or
- (b) enabling individuals to establish or maintain a settled home, where those individuals have been or, without the assistance, might otherwise be–
  - (i) in prison, hospital, a residential care establishment or other institution; or
  - (ii) homeless or otherwise living an unsettled way of life;◀

“the London Bombings Relief Charitable fund” means the company limited by guarantee (number 5505072) and registered charity of that name established on 11th July 2005 for the purpose of (amongst other things) relieving sickness, disability or financial need of victims (including families or dependants of victims) of the terrorist attacks carried out in London on 7th July 2005;

“lone parent” means a person who has no partner and who is responsible for and a member of the same household as a child or young person;

“long tenancy” means a tenancy granted for a term of years certain exceeding twenty one years, whether or not the tenancy is, or may become, terminable before the end of that term by notice given by or to the tenant or by re-entry, forfeiture (or, in Scotland, irritancy) or otherwise and includes a lease for a term fixed by law under a grant with a covenant or obligation for perpetual renewal unless it is a lease by sub-demise from one which is not a long tenancy;

<sup>2</sup>Defn. of “lower rate” revoked by Sch. to S.I. 2007/2618 as from 1.10.07.

▶<sup>2</sup>◀

“the Macfarlane (Special Payments) Trust” means the trust of that name, established on 29th January 1990 partly out of funds provided by the Secretary of State, for the benefit of certain persons suffering from haemophilia;

“the Macfarlane (Special Payments) (No. 2) Trust” means the trust of that name, established on 3rd May 1991 partly out of funds provided by the Secretary of State, for the benefit of certain persons suffering from haemophilia and other beneficiaries;

“the Macfarlane Trust” means the charitable trust, established partly out of funds provided by the Secretary of State to the Haemophilia Society, for the relief of poverty or distress among those suffering from haemophilia;

<sup>3</sup>Defn. of “main phase employment and support allowance” substituted by reg. 33(b) of S.I. 2008/2428 as from 27.10.08.

▶<sup>3</sup>“main phase employment and support allowance” means an employment and support allowance where the calculation of the amount payable in respect of the claimant includes a component under section 2(1)(b) or 4(2)(b) of the Welfare Reform Act;◀

“maternity leave” means a period during which a woman is absent from work because she is pregnant or has given birth to a child, and at the end of which she has a right to return to work either under the terms of her contract of employment or under Part 8 of the Employment Rights Act 1996(a);

(a) 1996 c. 18.

▶<sup>1</sup>“maximum rent” means the amount to which the eligible rent is restricted in a case where regulation 13 applies;◀

*This paragraph continues to be reproduced as it remains in force in certain cases. See reg. 1 of S.I. 2007/2869 at page 8.3761 for details.*

“maximum rent” means the amount to which the eligible rent is restricted in a case where regulation 13 applies;

▶<sup>2</sup>“maximum rent (LHA)” means the amount determined in accordance with regulation 13D;◀

▶<sup>3</sup>“member of the armed forces away on operations” means a member of the regular forces or the reserved forces (within the meaning of section 374 of the Armed Forces Act 2006) who is absent, while on operations, from the dwelling usually occupied as their home;◀

▶<sup>4</sup>“MFET Limited” means the company limited by guarantee (number 7121661) of that name, established for the purpose in particular of making payments in accordance with arrangements made with the Secretary of State to persons who have acquired HIV as a result of treatment by the NHS with blood or blood products;◀

▶<sup>5</sup>“mover” means a claimant who changes the dwelling occupied as the claimant’s home from a dwelling in the area of the appropriate authority to a dwelling in the area of a second authority;◀

“net earnings” means such earnings as are calculated in accordance with regulation 36 (calculation of net earnings of employed earners);

“net profit” means such profit as is calculated in accordance with regulation 39 (calculation of net profit of self-employed earners);

▶<sup>6</sup>“new dwelling” means, for the purposes of the definition of “second authority” and regulations 53C, 96 and 97, the dwelling to which a claimant has moved, or is about to move, which is or will be occupied as the claimant’s new home;◀

“non-dependant” has the meaning prescribed in regulation 3;

▶<sup>7</sup>“non-dependant deduction” means a deduction that is to be made under regulation 55 (non-dependant deductions);◀

*This paragraph continues to be reproduced as it remains in force in certain cases. See reg. 1 of S.I. 2007/2869 at page 8.3761 for details.*

“non-dependant deduction” means a deduction that is to be made under regulation 55 (non-dependant deductions);

“occupational pension” means any pension or other periodical payment under an occupational pension scheme but does not include any discretionary payment out of a fund established for relieving hardship in particular cases;

“owner” means—

- (a) in relation to a dwelling in England and Wales, the person who, otherwise than as a mortgagee in possession, is for the time being entitled to dispose of the fee simple, whether or not with the consent of other joint owners;
- (b) in relation to a dwelling in Scotland, the proprietor under udal tenure or the proprietor of the dominion utile or the tenant’s or the lessee’s interest in a long tenancy, a kindly tenancy, a lease registered or registerable under the Registration of Leases (Scotland) Act 1857(a) or the Land Registration (Scotland) Act 1979(b) or a tenant-at-will as defined in section 20(8) of that Act of 1979;

“partner” means—

- (a) where a claimant is a member of a couple, the other member of that couple; or
- (b) where a claimant is polygamously married to two or more members of his household, any such member;

<sup>1</sup>Defns. of “maximum rent” substituted by reg. 4(1)(c) of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

<sup>2</sup>Defn. of “maximum rent (LHA)” inserted by reg. 4(1)(f) of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

<sup>3</sup>Defn. of “member of the armed forces away on operations” inserted by reg. 3(2)(a) of S.I. 2013/665 as from 1.4.13.

<sup>4</sup>Defn. of “MFET Limited” inserted by reg. 9(2) of S.I. 2010/641 as from 5.4.10.

<sup>5</sup>Defn. of “mover” inserted by regs. 6(2)(b) of S.I. 2008/959 as from 6.10.08.

<sup>6</sup>Defn. of “new dwelling” inserted by reg. 6(2)(c) of S.I. 2008/959 as from 6.10.08.

<sup>7</sup>Defn. of “non-dependant deduction” substituted by reg. 4(1)(d) of S.I. 2007/2869. See Reg. 1 to this S.I. for when to apply.

(a) 1857 c. 26.

(b) 1979 c. 33.

## Reg. 2

<sup>1</sup>Defn. of “paternity leave” substituted by reg. 8(2) of S.I. 2012/757 see reg. 1(2) to this S.I. for commencement details.

<sup>2</sup>Words in defn. of “paternity leave” omitted by art. 18(2)(a) of S.I. 2014/3255 as from 5.4.15.

<sup>3</sup>Words in defn. of “pension fund holder” substituted and omitted, by reg. 5(2)(a) of S.I. 2007/1749 as from 16.7.07.

<sup>4</sup>Defn. of “person who requires overnight care” inserted by reg. 3(2) of S.I. 2010/2835 as from 1.4.11.

<sup>5</sup>Words in defn. of “person who requires overnight care” omitted & para. (a)(ia) inserted by para. 37 of Sch. to S.I. 2013/388 as from 8.4.13.

<sup>6</sup>Words omitted, substituted & para. (a)(ib) inserted in the defn. of “person who requires overnight care” by para. 35(2)(c) of Sch. to S.I. 2013/591 as from 8.4.13.

<sup>7</sup>Words in defn. of “person who requires overnight care” substituted by reg. 20(2)(b) of S.I. 2011/2425 as from 31.10.11.

<sup>8</sup>Defn. of “personal independence payment” inserted by para. 37 of Sch. to S.I. 2013/388 as from 8.4.13.

<sup>9</sup>Defn. of “personal pension scheme” substituted by reg. 5(2)(b) of S.I. 2007/1749 as from 16.7.07.

►<sup>1</sup>“paternity leave” means a period of absence from work on ►<sup>2</sup>◄ paternity leave by virtue of section 80A or 80B of the Employment Rights Act 1996 ►<sup>2</sup>◄;◄

“payment” includes part of a payment;

“pension fund holder” means with respect to a personal pension scheme or ►<sup>3</sup>◄ an occupational pension scheme◄, the trustees, managers or scheme administrators, as the case may be, of the scheme ►<sup>3</sup>◄ concerned;

“person affected” shall be construed in accordance with regulation 3 of the Decisions and Appeals Regulations;

“person on income support” means a person in receipt of income support;

“person on state pension credit” means a person in receipt of state pension credit;

►<sup>4</sup>“person who requires overnight care” means a person (“P”)–

(a) who–

(i) is in receipt of attendance allowance;

(ii) is in receipt of the care component of disability living allowance at the highest or middle rate prescribed in accordance with section 72(3) of the Act; ►<sup>5</sup>◄

►<sup>5</sup>(ia) is in receipt of the daily living component of personal independence payment in accordance with section 78 of the 2012 Act; ►<sup>6</sup>◄

►<sup>6</sup>(ib) is in receipt of armed forces independence payment; or◄

(iii) although not satisfying either paragraph (i)►<sup>6</sup>, (ii), (ia) or (ib)◄ above has provided the relevant authority with such certificates, documents, information or evidence as are sufficient to satisfy the authority that P requires overnight care; and

(b) whom the relevant authority is satisfied reasonably requires, and has in fact arranged, that one or more people who do not occupy as their home the dwelling to which the claim or award for housing benefit relates should–

(i) be engaged in providing overnight care for P;

(ii) regularly stay overnight at the dwelling for that purpose; and

(iii) be provided with the use of a bedroom in that dwelling additional to those used by the persons who occupy the dwelling as their home,

►<sup>7</sup>but, in a case where P is treated as occupying a dwelling which P does not actually occupy, sub-paragraphs (b)(ii) and (iii) are to be treated as satisfied where the relevant authority is satisfied that the dwelling contains such an additional bedroom and that P did or will reasonably so require and so arrange as such time as P actually occupied or occupies the dwelling;◄

►<sup>8</sup>“personal independence payment” means personal independence payment under Part 4 of the 2012 Act;◄

►<sup>9</sup>“personal pension scheme” means–

(a) a personal pension scheme as defined by section 1 of the Pension Schemes Act 1993;

(b) an annuity contract or trust scheme approved under section 620 or 621 of the Income and Corporation Taxes Act 1988 or a substituted contract within the meaning of section 622(3) of that Act which is treated as having become a registered pension scheme by virtue of paragraph 1(1)(f) of Schedule 36 to the Finance Act 2004;

(c) a personal pension scheme approved under Chapter 4 of Part 14 of the Income and Corporation Taxes Act 1988 which is treated as having become a registered pension scheme by virtue of paragraph 1(1)(g) of Schedule 36 to the Finance Act 2004;◄

“policy of life insurance” means any instrument by which the payment of money is assured on death (except death by accident only) or the happening of any contingency dependent on human life, or any instrument evidencing a contract which is subject to payment of premiums for a term dependent on human life;

“polygamous marriage” means any marriage during the subsistence of which a party to it is married to more than one person and the ceremony of marriage took place under the law of a country which permits polygamy;



►<sup>1</sup>“public authority” includes any person certain of whose functions are functions of a public nature; ◀

“qualifying age for state pension credit” means (in accordance with section 1(2)(b) and (6) of the State Pension Credit Act)–

- (a) in the case of a woman, pensionable age; or
- (b) in the case of a man, the age which is pensionable age in the case of a woman born on the same day as the man;

►<sup>2</sup>“qualifying contributory benefit” means–

- (a) severe disablement allowance;
- (b) incapacity benefit; ◀

►<sup>3</sup>(c) contributory employment and support allowance; ◀

“qualifying course” means a qualifying course as defined for the purposes of Parts 2 and 4 of the Jobseeker’s Allowance Regulations;

►<sup>2</sup>“qualifying income-related benefit” means–

- (a) income support;
- (b) income-based jobseeker’s allowance; ◀

►<sup>3</sup>(c) income-related employment and support allowance; ◀

►<sup>4</sup>“qualifying parent or carer” means a person who has a bedroom in the dwelling they occupy as their home additional to those used by the persons who occupy the dwelling as their home and who–

- (a) has a child or qualifying young person placed with them as mentioned in regulation 21(3) who by virtue of that provision is not treated as occupying their dwelling; or
- (b) has been approved as a foster parent under regulation 27 of the Fostering Services (England) Regulations 2011 or regulation 28 of the Fostering Services (Wales) Regulations 2003 or as a kinship carer under regulation 10 or a foster carer under regulation 22 of the Looked After Children (Scotland) Regulations 2009 but does not have a child or qualifying young person placed with them and has not had a child or qualifying young person placed with them for a period which does not exceed 52 weeks; ◀

“qualifying person” means a person in respect of whom payment has been made from the Fund, the Eileen Trust►<sup>5</sup>, MFET Limited◀, the Skipton Fund►<sup>6</sup>, the Caxton Foundation◀ or the London Bombings Relief Charitable Fund;

►<sup>7</sup>“reckonable rent” means payments which a person is liable to make in respect of the dwelling which he occupies as his home, and which are eligible, or would, but for regulation 13, be eligible for housing benefit; ◀

*See reg. 1 of S.I. 2008/2839 for details of modifications of this reg. in certain situations as from 1.12.08.*

►<sup>8</sup>“registered housing association” means–

- (a) private registered provider of social housing;
- (b) a housing association which is registered in a register maintained by the Welsh Ministers under Chapter 1 of Part 1 of the Housing Act 1996; or
- (c) a housing association which is registered by Scottish Ministers by virtue of section 57(3)(b) of the Housing (Scotland) Act 2001; ◀

“relative” means a close relative, grandparent, grandchild, uncle, aunt, nephew or niece;

“relevant authority” means an authority administering housing benefit;

►<sup>9</sup>“relevant information” means information or evidence forwarded to the relevant authority by an appropriate DWP office regarding a claim on which rent allowance may be awarded, which completes the transfer of all information or evidence held by the appropriate DWP office relating to that claim; ◀

“remunerative work” has the meaning prescribed in regulation 6 (remunerative work);

“rent” includes all those payments in respect of a dwelling specified in regulation 12(1);

<sup>1</sup>Defn. of “public authority” inserted by reg. 7(2) of S.I. 2009/2655 as from 2.11.09.

<sup>2</sup>Defns. of “qualifying contributory benefit” and “qualifying income-related benefit” inserted by regs. 6(2)(d) & (e) of S.I. 2008/959 as from 6.10.08.

<sup>3</sup>Sub-paras. (c) added to defns. of “qualifying contributory benefit & “qualifying income-related benefit” by reg. 29(2)(f) & (g) of S.I. 2008/1082 as from 27.10.08.

<sup>4</sup>Defn. of “qualifying parent or carer” inserted by reg. 3(2)(b) of S.I. 2013/665 as from 1.4.13.

<sup>5</sup>Words inserted in defn. of “qualifying person” by reg. 9(3)(a) of S.I. 2010/641 as from 5.4.10.

<sup>6</sup>Words inserted in defn. of “qualifying person” by reg. 20(2)(c) of S.I. 2011/2425 as from 31.10.11.

<sup>7</sup>Defn. of “reckonable rent” inserted by reg. 4(1)(f) of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

<sup>8</sup>Defn. of “registered housing association” substituted by art. 57(a) of S.I. 2010/671 as from 1.4.10.

<sup>9</sup>Defn. of “relevant information” inserted by reg. 4(1)(f) of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

## Reg. 2

<sup>1</sup>Defn. of “Rent Officers Order” substituted by reg. 4(1)(e) of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

<sup>2</sup>Defn. of “retirement annuity contract” omitted by reg. 5(2)(c) of S.I. 2007/1749 as from 16.7.07.

<sup>3</sup>Defn. of “sandwich course” substituted by reg. 4(1)(c) of S.I. 2008/1042 as from 19.5.08.

<sup>4</sup>Defns. of “Scottish basic rate” & “Scottish taxpayer” inserted in reg. 2 by reg. 5(2) of S.I. 2016/233 as from 6.4.16.

<sup>5</sup>Defn. of “second authority” inserted by reg. 6(2)(f) of S.I. 2008/959 as from 6.10.08.

<sup>6</sup>Words substituted in the defn. of “shared ownership tenancy” by reg. 3(2) of S.I. 2007/1356 as from 1.10.07.

<sup>7</sup>Defn. of “shared parental leave” inserted by art. 18(2)(b) of S.I. 2014/3255 as from 31.12.147

<sup>8</sup>Defn. of “service user group” omitted by reg. 9(2)(a) of S.I. 2014/591 as from 28.4.14.

<sup>9</sup>Defn. of “starting rate” omitted by reg. 7(2)(b) of S.I. 2009/583 as from 6.4.09.

►<sup>1</sup>“Rent Officers Order” means the Rent Officers (Housing Benefit Functions) Order 1997(a) or, as the case may be, the Rent Officers (Housing Benefit Functions) (Scotland) Order 1997(b);◄

*This paragraph continues to be reproduced as it remains in force in certain cases. See reg. 1 of S.I. 2007/2869 at page 8.3761 for details.*

“the Rent Officers Order” means the Rent Officers (Housing Benefit Functions) Order 1997(c) or, as the case may be, the Rent Officers (Housing Benefit Functions) (Scotland) Order 1997(d);

►<sup>2</sup>◄

►<sup>3</sup>“sandwich course” has the meaning prescribed in regulation 2(9) of the Education (Student Support) Regulations 2008, regulation 4(2) of the Education (Student Loans) (Scotland) Regulations 2007 or regulation 2(8) of the Education (Student Support) Regulations (Northern Ireland) 2007, as the case may be;◄

“savings credit” shall be construed in accordance with sections 1 and 3 of the State Pension Credit Act;

►<sup>4</sup>“Scottish basic rate” means the rate of income tax of that name calculated in accordance with section 6A of the Income Tax Act 2007;

“Scottish taxpayer” has the same meaning as in Chapter 2 of Part 4A of the Scotland Act 1998;◄

►<sup>5</sup>“second authority” means the authority to which a mover is liable to make payments for the new dwelling;◄

“self-employed earner” is to be construed in accordance with section 2(1)(b) of the Act;

“shared ownership tenancy” means—

(a) in relation to England and Wales, a ►<sup>6</sup>lease◄ granted on payment of a premium calculated by reference to a percentage of the value of the dwelling or the cost of providing it;

(b) in relation to Scotland, an agreement by virtue of which the tenant of a dwelling of which he and the landlord are joint owners is the tenant in respect of the landlord’s interest in the dwelling or by virtue of which the tenant has the right to purchase the dwelling or the whole or part of the landlord’s interest therein;

►<sup>7</sup>“shared parental leave” means leave under section 75E or 75G of the Employment Rights Act 1996;◄

►<sup>8</sup>◄

“single claimant” means a claimant who neither has a partner nor is a lone parent;

“the Skipton Fund” means the ex-gratia payment scheme administered by the Skipton Fund Limited, incorporated on 25th March 2004, for the benefit of certain persons suffering from hepatitis C and other persons eligible for payment in accordance with the scheme’s provisions;

“sports award” means an award made by one of the Sports Councils named in section 23(2) of the National Lottery etc Act 1993(e) out of sums allocated to it for distribution under that section;

►<sup>9</sup>◄

“State Pension Credit Act” means the State Pension Credit Act 2002(f);

“student” means a person, other than a person in receipt of a training allowance, who is attending or undertaking—

(a) a course of study at an educational establishment; or

(b) a qualifying course;

(a) S.I. 1997/1984; relevant amending instruments are S.I. 2000/1, 2001/1325, 2001/2317, 2003/2398, 2006/217 and 2007/2871.

(b) S.I. 1997/1995; relevant amending instruments are S.I. 2000/3, 2001/1236, 2001/2318, 2003/2398, 2006/217 and 2007/2871.

(c) S.I. 1997/1984; the relevant amending instruments are S.I. 2000/1, 2001/1325, 2004/2101, and 2005/236.

(d) S.I. 1997/1995 (S. 144); the relevant amending instrument is S.I. 2000/3.

(e) 1993 c. 39; section 23(2) was amended by Art. 2 of the National Lottery etc. Act 1993 (Amendment of section 23) Order 1996 (S.I. 1996/3095).

(f) 2002 c. 16.

“the Tax Credits Act” means the Tax Credits Act 2002(a);

“tax year” means a period beginning with 6th April in one year and ending with 5th April in the next;

“training allowance” means an allowance (whether by way of periodical grants or otherwise) payable—

- (a) out of public funds by a Government department or by or on behalf of the Secretary of State, ►<sup>1</sup>Skills Development Scotland, ◀ Scottish Enterprise or Highlands and Islands Enterprise, ►<sup>2</sup>◀<sup>3</sup> the Chief Executive of Skills Funding ◀ or the ►<sup>4</sup>Welsh Ministers ◀;
- (b) to a person for his maintenance or in respect of a member of his family; and
- (c) for the period, or part of the period, during which he is following a course of training or instruction provided by, or in pursuance of arrangements made with, that department or approved by that department in relation to him or so provided or approved by or on behalf of the Secretary of State, ►<sup>1</sup>Skills Development Scotland, ◀ Scottish Enterprise or Highlands and Islands Enterprise or the ►<sup>4</sup>Welsh Ministers ◀,

<sup>1</sup>Words inserted in defn. of “training allowance” by reg. 7(2)(b) of S.I. 2009/583 as from 6.4.09.

<sup>2</sup>Words omitted in defn. of “training allowance” by reg. 12 of S.I. 2012/956 as from 1.5.12.

<sup>3</sup>Words substituted in defn. of “training allowance” by reg. 15 of S.I. 2010/1941 as from 1.9.10.

<sup>4</sup>Words substituted in defn. of “training allowance” and defns. of “war disablement pension”, “war pension”, “war widow’s pension” and “war widower’s pension” inserted in reg. 2 by reg. 6(2)(c) & (d) of S.I. 2008/3157 as from 5.1.09.

<sup>5</sup>Defn. of “universal credit” inserted by reg. 36(2)(b) of S.I. 2013/630 as from 29.4.13.

but it does not include an allowance paid by any Government department to or in respect of a person by reason of the fact that he is following a course of full-time education, other than under arrangements made under section 2 of the 1973 Act(b) or is training as a teacher;

►<sup>5</sup>“universal credit” means universal credit under Part 1 of the 2012 Act; ◀

“voluntary organisation” means a body, other than a public or local authority, the activities of which are carried on otherwise than for profit;

►<sup>4</sup>“war disablement pension” means any retired pay or pension or allowance payable in respect of disablement under an instrument specified in section 639(2) of the Income Tax (Earnings and Pensions) Act 2003(c);

“war pension” means a war disablement pension, a war widow’s pension or a war widower’s pension;

“war widow’s pension” means any pension or allowance payable to a woman as a widow under an instrument specified in section 639(2) of the Income Tax (Earnings and Pensions) Act 2003 in respect of the death or disablement of any person;

“war widower’s pension” means any pension or allowance payable to a man as a widower or to a surviving civil partner under an instrument specified in section 639(2) of the Income Tax (Earnings and Pensions) Act 2003 in respect of the death or disablement of any person; ◀

►<sup>6</sup> ◀

“water charges” means—

- (a) as respects England and Wales, any water and sewerage charges under Chapter 1 of Part 5 of the Water Industry Act 1991(d);
- (b) as respects Scotland, any water and sewerage charges established by Scottish Water under a charges scheme made under section 29A of the Water Industry (Scotland) Act 2002(e).

in so far as such charges are in respect of the dwelling which a person occupies as his home;

►<sup>7</sup>“Welfare Reform Act” means the Welfare Reform Act 2007; ◀

“working tax credit” means a working tax credit under section 10 of the Tax Credits Act;

<sup>6</sup>Defn. of “war widower’s pension” omitted by reg. 6(a) of S.I. 2007/1619 as from 3.7.07.

<sup>7</sup>Defn. of “Welfare Reform Act” inserted by reg. 29(2)(h) of S.I. 2008/1082 as from 27.10.08.

(a) 2002 c. 21.

(b) 1973 c. 50; section 2 was amended by section 25(1) of the Employment Act 1988 (c. 19), by Part I of Schedule 7 to the Employment Act 1989 (c. 38) and by section 47(1) of the Trade Union Reform and Employment Rights Act 1993 (c. 19).

(c) 2003 c. 1. Subsection (2) was inserted into section 639 by section 19(4) of the Finance Act 2005 (c. 7).

(d) 1991 c. 56.

(e) 2002 asp 3; section 29A was inserted by the Water Services etc. (Scotland) Act 2005 (2005 asp 3).

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“Working Tax Credit Regulations” means the Working Tax Credit (Entitlement and Maximum Rate) Regulations 2002(a);

▶<sup>1</sup>◀

“young person” has the meaning prescribed in regulation 19(1).

<sup>1</sup>Defn. of “young individual” omitted by reg. 3 of S.I. 2011/1736 as from 1.1.12.

(2) References in these Regulations to a person who is liable to make payments shall include references to a person who is treated as so liable under regulation 8 (circumstances in which a person is to be treated as liable to make payments in respect of a dwelling).

*See reg. 19(1)(e) & (2) of S.I. 2010/1222 at page 11.7185 for details of the modifications of this reg. in certain situations as from 22.11.10.*

(3) For the purposes of these Regulations, a person is on an income-based jobseeker’s allowance on any day in respect of which an income-based jobseeker’s allowance is payable to him and on any day—

- (a) in respect of which he satisfies the conditions for entitlement to an income-based jobseeker’s allowance but where the allowance is not paid in accordance with ▶<sup>2</sup>regulation 27A of the Jobseeker’s Allowance Regulations or◀ section 19 or 20A ▶<sup>3</sup>or regulations made under section 17A◀ of the Jobseekers Act(b) (circumstances in which a jobseeker’s allowance is not payable); or
- (b) which is a waiting day for the purposes of paragraph 4 of Schedule 1 to that Act and which falls immediately before a day in respect of which an income-based jobseeker’s allowance is payable to him or would be payable to him but for ▶<sup>2</sup>regulation 27A of the Jobseeker’s Allowance Regulations or◀ section 19 or 20A ▶<sup>3</sup>or regulations made under section 17A◀ of that Act; or
- (c) in respect of which he is a member of a joint-claim couple for the purposes of the Jobseekers Act and no joint-claim jobseeker’s allowance is payable in respect of that couple as a consequence of either member of that couple being subject to sanctions for the purpose of section 20A of that Act; or
- (d) in respect of which an income-based jobseeker’s allowance or a joint-claim jobseeker’s allowance would be payable but for a restriction imposed pursuant to ▶<sup>4</sup>◀ section ▶<sup>5</sup>6B,◀ 7, 8 or 9 of the Social Security Fraud Act 2001(c) (loss of benefit provisions).

<sup>2</sup>Words inserted in reg. 2(3)(a) and (b) by reg. 4(1)(b) & (2) of S.I. 2010/509 as from 6.4.10.

<sup>3</sup>Words inserted in reg. 2(3)(a) & (b) by reg. 17(1)(e) & (2) of S.I. 2011/688 as from 25.4.11.

<sup>4</sup>Words omitted in reg. 2(3)(d) by reg. 8 of S.I. 2010/424 for relevant commencement date. See reg. 1(3) of S.I. 2010/424.

<sup>5</sup>Words inserted in reg. 2(3)(d) by reg. 5(2) of S.I. 2010/641 as from 1.4.10.

<sup>6</sup>Reg. 2(3A) inserted by reg. 29(3) of S.I. 2008/1082 as from 27.10.08.

▶<sup>6</sup>(3A) For the purposes of these Regulations, a person is on an income-related employment and support allowance on any day in respect of which an income-related employment and support allowance is payable to him and on any day—

- (a) in respect of which he satisfies the conditions for entitlement to an income-related employment and support allowance but where the allowance is not paid in accordance with section 18 of the Welfare Reform Act (disqualification); or
- (b) which is a waiting day for the purposes of paragraph 2 of Schedule 2 to that Act and which falls immediately before a day in respect of which an income-related employment and support allowance is payable to him or would be payable to him but for section 18 of that Act.◀

(4) For the purposes of these Regulations, the following shall be treated as included in a dwelling—

- (a) subject to sub-paragraphs (b) to (d) any land (whether or not occupied by a structure) which is used for the purposes of occupying a dwelling as a home where either—
  - (i) the occupier of the dwelling acquired simultaneously the right to use the land and the right to occupy the dwelling, and, in the case of a person liable to pay rent for his dwelling, he could not have occupied that dwelling without also acquiring the right to use the land; or

(a) S.I. 2002/2005.

(b) Section 20A inserted by the Welfare Reform and Pensions Act 1999 (c. 30), section 59 and Schedule 7, paragraph 13.

(c) 2001 c. 11.

- (ii) the occupier of the dwelling has made or is making all reasonable efforts to terminate his liability to make payments in respect of the land;
- (b) where the dwelling is a caravan or mobile home, such of the land on which it stands as is used for the purposes of the dwelling;
- (c) where the dwelling is a houseboat, the land used for the purposes of mooring it;
- (d) where in Scotland, the dwelling is situated on or pertains to a croft within the meaning of section 3(1) of the Crofters (Scotland) Act 1993(a), the croft land on which it is situated or to which it pertains.

(5) In these Regulations references to any person in receipt of a guarantee credit, a savings credit or state pension credit includes a reference to a person who would be in receipt thereof but for regulation 13 of the State Pension Credit Regulations 2002(b) (small amounts of state pension credit).

►<sup>1</sup>(6) References in these Regulations to a claimant participating as a service user are to—

<sup>1</sup>Reg. 2(6) inserted by reg. 9(2) of S.I. 2014/591 as from 28.4.14.

- (a) a person who is being consulted by or on behalf of—
  - (i) a body which has a statutory duty to provide services in the field of health, social care or social housing; or
  - (ii) a body which conducts research or undertakes monitoring for the purpose of planning or improving such services.

in their capacity as a user, potential user, carer of a user or person otherwise affected by the provision of those services; or

- (b) the carer of a person consulted under sub-paragraph (a).◀

#### **Definition of non-dependant**

**3.—**(1) In these Regulations, “non-dependant” means any person, except someone to whom paragraph (2) applies, who normally resides with a claimant or with whom a claimant normally resides.

(2) This paragraph applies to—

- (a) any member of the claimant’s family;
- (b) if the claimant is polygamously married, any partner of his and any child or young person who is a member of his household and for whom he or one of his partners is responsible;
- (c) a child or young person who is living with the claimant but who is not a member of his household by virtue of regulation 21 (circumstances in which a person is to be treated as being or not being a member of the same household);
- (d) subject to paragraph (3), a person who jointly occupies the claimant’s dwelling and is either a co-owner of that dwelling with the claimant or his partner (whether or not there are other co-owners) or is liable with the claimant or his partner to make payments in respect of his occupation of the dwelling;
- (e) subject to paragraph (3)—

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(a) 1993 c. 44.

(b) S.I. 2002/1792.



- (i) any person who is liable to make payments on a commercial basis to the claimant or the claimant's partner in respect of the occupation of the dwelling;
- (ii) any person to whom or to whose partner the claimant or the claimant's partner is liable to make payments on a commercial basis in respect of the occupation of the dwelling; or
- (iii) any other member of the household of the person to whom or to whose partner the claimant or the claimant's partner is liable to make payments on a commercial basis in respect of the occupation of the dwelling;
- (f) a person who lives with the claimant in order to care for him or a partner of his and who is engaged by a charitable or voluntary organisation which makes a charge to the claimant or his partner for the services provided by that person.

(3) Sub-paragraphs (d) and (e) of paragraph (2) shall not apply to any person who is treated as if he were not liable to make payments in respect of a dwelling under paragraph (1) of regulation 9 (circumstances in which a person is to be treated as not liable to make payments in respect of a dwelling).

(4) For the purposes of this regulation and regulation 9 <sup>1</sup>and the definition of "linked person" in regulation 2 <sup>2</sup>a person resides with another only if they share any accommodation except a bathroom, a lavatory or a communal area within the meaning prescribed in paragraph 8 of Schedule 1 but not if each person is separately liable to make payments in respect of his occupation of the dwelling to the landlord.

<sup>1</sup>Words inserted in reg. 3(4) by reg. 4(2) of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

#### **Cases in which section 1(1A) of the Administration Act is disapplied**

**4.** Section 1(1A) of the Administration Act (requirement to state national insurance number) shall not apply—

- (a) to a claim for housing benefit where the person making the claim, or in respect of whom the claim is made, is liable to make payments in respect of a dwelling which is a hostel;
- (b) to any child or young person in respect of whom housing benefit is claimed.
- <sup>2</sup>(c) to a person who—
  - (i) is a person in respect of whom a claim for housing benefit is made;
  - (ii) is subject to immigration control within the meaning of section 115(9)(a) of the Immigration and Asylum Act 1999(a);
  - (iii) is a person from abroad for the purposes of these Regulations as defined in regulation 10(2); and
  - (iv) has not previously been allocated a national insurance number. <sup>3</sup>

<sup>2</sup>Reg. 4(c) inserted by reg. 10 of S.I. 2009/471 as from 6.4.09.

#### **Persons who have attained the qualifying age for state pension credit**

**5.—**(1) Except as provided in paragraph (2), these Regulations apply to a person who has attained the qualifying age for state pension credit.

(2) These Regulations shall not apply in relation to any person if he, or if he has a partner, his partner, is a person <sup>3</sup>on universal credit, <sup>4</sup>on income support <sup>5</sup>, on <sup>6</sup>an income-based jobseeker's allowance or on an income-related employment and support allowance <sup>7</sup>.

<sup>3</sup>Words inserted in reg. 5(2) by reg. 8(2) of S.I. 2013/2070 as from 28.10.13.

<sup>4</sup>Words substituted in reg. 5(2) by reg. 30 of S.I. 2008/1082 as from 27.10.08.

<sup>5</sup>Words inserted in reg. 5(2) by reg. 34 of S.I. 2008/2428 as from 27.10.08.

#### **Remunerative work**

**6.—**(1) Subject to the following provisions of this regulation, a person shall be treated for the purposes of these Regulations as engaged in remunerative work if he is engaged, or, where his hours of work fluctuate, he is engaged on average, for not less than 16 hours a week, in work for which payment is made or which is done in expectation of payment.

(a) S.I. 1999 c. 33.

(2) Subject to paragraph (3), in determining the number of hours for which a person is engaged in work where his hours of work fluctuate, regard shall be had to the average of hours worked over—

- (a) if there is a recognisable cycle of work, the period of one complete cycle (including, where the cycle involves periods in which the person does no work, those periods but disregarding any other absences);
- (b) in any other case, the period of 5 weeks immediately prior to the date of claim, or such other length of time as may, in the particular case, enable the person's weekly average hours of work to be determined more accurately.

(3) Where, for the purposes of paragraph (2)(a), a person's recognisable cycle of work at a school, other educational establishment or other place of employment is one year and includes periods of school holidays or similar vacations during which he does not work, those periods and any other periods not forming part of such holidays or vacations during which he is not required to work shall be disregarded in establishing the average hours for which he is engaged in work.

(4) Where no recognisable cycle has been established in respect of a person's work, regard shall be had to the number of hours or, where those hours will fluctuate, the average of the hours, which he is expected to work in a week.

(5) A person shall be treated as engaged in remunerative work during any period for which he is absent from work referred to in paragraph (1) if the absence is either without good cause or by reason of a recognised, customary or other holiday.

(6) A person on income support ►<sup>1</sup>an income-based jobseeker's allowance or an income-related employment and support allowance◄ for more than 3 days in any benefit week shall be treated as not being in remunerative work in that week.

(7) A person shall not be treated as engaged in remunerative work on any day on which the person is on maternity leave, paternity leave►<sup>2</sup>, or adoption leave or shared parental leave◄ or is absent from work because he is ill.

(8) A person shall not be treated as engaged in remunerative work on any day on which he is engaged in an activity in respect of which—

- (a) a sports award has been made, or is to be made, to him; and
- (b) no other payment is made or is expected to be made to him.

<sup>1</sup>Words substituted in reg. 6(6) by reg. 31 of S.I. 2008/1082 as from 27.10.08.

<sup>2</sup>Words in reg. 6(7) substituted by art. 18(3) of S.I. 2014/3255 as from 31.12.14.

## PART 2

### *Provisions affecting entitlement to housing benefit*

#### **Circumstances in which a person is or is not to be treated as occupying a dwelling as his home**

7.—(1) Subject to the following provisions of this regulation, a person shall be treated as occupying as his home the dwelling normally occupied as his home—

- (a) by himself or, if he is a member of a family, by himself and his family; or
- (b) if he is polygamously married, by himself, his partners and any child or young person for whom he or any partner of his is responsible and who is a member of that same household,

and shall not be treated as occupying any other dwelling as his home.

(2) In determining whether a dwelling is the dwelling normally occupied as a person's home for the purpose of paragraph (1) regard shall be had to any other dwelling occupied by that person or any other person referred to in paragraph (1) whether or not that dwelling is in Great Britain.



(3) Where a single claimant or a lone parent is a student, other than one to whom regulation 56(1) of the Housing Benefit Regulations 2006<sup>(a)</sup> applies (circumstances in which certain students are treated as not liable to make payments in respect of a dwelling), or is on a training course and is liable to make payments (including payments of mortgage interest or, in Scotland, payments under heritable securities or, in either case, analogous payments) in respect of either (but not both) the dwelling which he occupies for the purpose of attending his course of study or, his training course, or as

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<sup>(a)</sup> S.I. 2006/213.



the case may be, the dwelling which he occupies when not attending his course, he shall be treated as occupying as his home the dwelling in respect of which he is liable to make such payments.

(4) Where a claimant has been required to move into temporary accommodation by reason of essential repairs being carried out to the dwelling normally occupied as his home, and is liable to make payments (including payments of mortgage interest or, in Scotland, payments under heritable securities or, in either case, analogous payments) in respect of either (but not both) the dwelling which he normally occupied as his home or the temporary accommodation, he shall be treated as occupying as his home the dwelling in respect of which he is liable to make payments.

(5) Where a person is required to reside in a dwelling which is a bail hostel or probation hostel approved by the Secretary of State under <sup>1</sup>section 13 of the Offender Management Act 2007<sup>1</sup>, he shall not be treated as occupying that dwelling as his home.

<sup>1</sup>Words in reg. 7(5) substituted by reg. 7(3)(a) of S.I. 2008/2767 as from 17.11.08.

(6) Where a person is liable to make payments in respect of two (but not more than two) dwellings, he shall be treated as occupying both dwellings as his home only—

- (a) for a period not exceeding 52 weeks in the case where he has left and remains absent from the former dwelling occupied as his home through fear of violence in that dwelling or by a former member of his family and—
  - (i) it is reasonable that housing benefit should be paid in respect of both his former dwelling and his present dwelling occupied as the home; and
  - (ii) he intends to return to occupy the former dwelling as his home; or
- (b) in the case of a couple or a member of a polygamous marriage, where he or one partner is a student, other than one to whom regulation 56(1) of the Housing Benefit Regulations 2006 applies (circumstances in which certain students are treated as not liable to make payments in respect of a dwelling), or is on a training course and it is unavoidable that the partners should occupy two separate dwellings and reasonable that housing benefit should be paid in respect of both dwellings; or
- (c) in the case where, because of the number of persons referred to in paragraph (1), they have been housed by a housing authority in two separate dwellings; or
- (d) in the case where a person has moved into a new dwelling occupied as the home, except where paragraph (4) applies, for a period not exceeding four benefit weeks <sup>2</sup>from the date on which he moved<sup>2</sup> if he could not reasonably have avoided liability in respect of two dwellings; or
- (e) in the case where a person—
  - (i) is treated by virtue of paragraph (8) as occupying a dwelling as his home (“the new dwelling”) and sub-paragraph (c)(i) of that paragraph applies; and
  - (ii) he has occupied another dwelling as his home on any day within the period of 4 weeks immediately preceding the date he moved to the new dwelling,for a period not exceeding 4 benefit weeks immediately preceding the date on which he moved.

<sup>2</sup>Words inserted in reg. 7(6)(d) by reg. 6 of S.I. 2006/3274 as from 8.1.07.

(7) Where—

- (a) a person has moved into a dwelling for which he is not liable to make payments (“the new dwelling”); and
- (b) immediately before that move, he was liable to make payments for the dwelling he previously occupied as his home (“the former dwelling”); and
- (c) that liability continues after he has moved into the new dwelling,

he shall be treated as occupying the former dwelling as his home for a period not exceeding four benefit weeks if he could not reasonably have avoided liability in respect of that former dwelling.

<sup>1</sup>Words and sub-para. (b) substituted and inserted in reg. 7(8) by reg. 12 (3)(a)-(d) of S.I. 2007/2618 as from 1.10.07.

(8) ►<sup>1</sup>Where◄—

(a) ►<sup>1</sup>a person◄ has moved into a dwelling and was liable to make payments in respect of that dwelling before moving in; and

►<sup>1</sup>(b) either—

(i) that person had claimed housing benefit before moving in and either no decision has yet been made on that claim or it has been refused but a further claim has been made or treated as made within 4 weeks of the date on which the claimant moved into the new dwelling occupied as the home; or

(ii) that person notified the move to the new dwelling as a change of circumstances under regulation 69 (duty to notify changes of circumstances) before the move, or the move to the new dwelling was otherwise notified before the move under that regulation; and◄

(c) the delay in moving into the dwelling in respect of which there was liability to make payments before moving in was reasonable and—

(i) that delay was necessary in order to adapt the dwelling to meet the disablement needs of that person or any member of his family; or

(ii) the move was delayed pending ►<sup>2</sup>local welfare provision or◄ the outcome of an application under ►<sup>3</sup>Part 8◄ of the Act for a social fund payment to meet a need arising out of the move or in connection with setting up the home in the dwelling and either a member of the claimant's family is aged 5 or under or the claimant is a person who has attained or whose partner has attained the qualifying age for state pension credit; or

(iii) the claimant became liable to make payments in respect of the dwelling while he was a patient or in residential accommodation,

<sup>2</sup>Words in reg. 7(8)(c)(ii) inserted by reg. 8(3)(a) of S.I. 2013/443 as from 2.4.13.

<sup>3</sup>Words substituted in reg. 7(8)(c)(ii) by reg. 4(3) of S.I. 2008/1042 as from 19.5.08.

►<sup>1</sup>the person shall be treated◄ as occupying the dwelling as his home for any period not exceeding 4 weeks immediately prior to the date on which he moved into the dwelling and in respect of which he was liable to make payments.

(9) Where a person is treated by virtue of paragraph (8) as occupying a dwelling as his home in respect of the period before moving in, his claim for housing benefit in respect of that dwelling shall be treated as having been made on—

(a) in the case of a claim in respect of which a decision has not yet been made the date that claim was or was treated as made in accordance with regulation 64 (time and manner in which claims are to be made); or

(b) in the case of a claim for housing benefit in respect of that dwelling which has been refused and a further claim was or was treated as made in accordance with Part 9 (claims) within 4 weeks of the date on which he moved into the dwelling, the date on which the claim was refused or was treated as made; or

(c) the date from which he is treated by virtue of paragraph (8) as occupying the dwelling as his home,

whichever of those dates is the later.

(10) Where a person to whom neither paragraph (6)(a) nor (16)(c)(x) applies—

(a) formerly occupied a dwelling but has left and remains absent from it through fear of violence—

(i) in the dwelling; or

(ii) by a person who was formerly a member of the family of the person first mentioned; and

(b) has a liability to make payments in respect of that dwelling which is unavoidable,

he shall be treated as occupying the dwelling as his home for a period not exceeding 4 benefit weeks.

- (11) This paragraph shall apply to a person who enters residential accommodation—
- (a) for the purpose of ascertaining whether the accommodation suits his needs; and
  - (b) with the intention of returning to the dwelling which is normally occupied by him as his home should, in the event, the residential accommodation prove not to suit his needs; and
  - (c) while the part of the dwelling which is normally occupied by him as his home is not let, or as the case may be, sublet.

(12) A person to whom paragraph (11) applies shall be treated as if he is occupying the dwelling he normally occupies as his home for a period not exceeding, subject to an overall limit of 52 weeks on the absence from that home, 13 weeks beginning from the first day he enters a residential accommodation.

(13) Subject to paragraph (17) a person shall be treated as occupying a dwelling as his home while he is temporarily absent therefrom for a period not exceeding 13 weeks beginning from the first day of that absence from the home only if—

- (a) he intends to return to occupy the dwelling as his home; and
- (b) the part of the dwelling normally occupied by him has not been let or, as the case may be, sub-let; and
- (c) the period of absence is unlikely to exceed 13 weeks.

(14) This paragraph applies to a person who is—

- (a) detained in custody pending sentence upon conviction or under a sentence imposed by a court (other than a person who is detained in hospital under the provisions of the Mental Health Act 1983<sup>(a)</sup>, or, in Scotland, under the provisions of the Mental Health (Care and Treatment) (Scotland) Act 2003<sup>(b)</sup> or the Criminal Procedure (Scotland) Act 1995<sup>(c)</sup>); and
- (b) on temporary release from detention in accordance with Rules made under the provisions of the Prison Act 1952<sup>(d)</sup> or the Prisons (Scotland) Act 1989<sup>(e)</sup>.

(15) Where paragraph (14) applies to a person, then, for any day when he is on temporary release—

- (a) if such temporary release was immediately preceded by a period of temporary absence under paragraph (13) or (16), he shall be treated as if he continues to be absent from the dwelling, despite any occupation of the dwelling;
- (b) for the purposes of paragraph (16)(c)(i), he shall be treated as if he remains in detention; and
- (c) if he does not fall within sub-paragraph (a), he shall be treated as if he does not occupy his dwelling as his home despite any such occupation of the dwelling.

(16) This paragraph shall apply to a person who is temporarily absent from the dwelling he normally occupies as his home (“absence”), if—

- (a) he intends to return to occupy the dwelling as his home; and
- (b) while the part of the dwelling which is normally occupied by him has not been let, or as the case may be, sublet; and
- (c) he is—

▶<sup>1</sup>(i) a person to whom paragraph (16A) applies; ◀<sup>1</sup>—

- (aa) in a dwelling, other than the dwelling he occupies as his home; or
- (bb) in premises approved under ▶<sup>2</sup>section 13 of the Offender Management Act 2007 ◀<sup>2</sup>  
or, as the case may be, detained pending sentence upon conviction; or

<sup>1</sup>Reg. 7(16)(c)(i) substituted by reg. 8(3)(b) of S.I. 2013/443 as from 2.4.13.

<sup>2</sup>Words in para. (16)(c)(i)(bb) substituted by reg. 7(3)(b) of S.I. 2008/2767 as from 17.11.08.

(a) 1983 c. 72.

(b) 2003 asp 13.

(c) 1995 c. 46.

(d) 1952 c. 52.

(e) 1989 c. 45.

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- (ii) resident in a hospital or similar institution as a patient; or
  - (iii) undergoing, or as the case may be, his partner or his dependant child is undergoing, in the United Kingdom or elsewhere, medical treatment, or medically approved convalescence, in accommodation other than residential accommodation; or
  - (iv) following, in the United Kingdom or elsewhere, a training course; or
  - (v) undertaking medically approved care of a person residing in the United Kingdom or elsewhere; or
  - (vi) undertaking the care of a child whose parent or guardian is temporarily absent from the dwelling normally occupied by that parent or guardian for the purpose of receiving medically approved care or medical treatment; or
  - (vii) a person who is, in the United Kingdom or elsewhere, receiving medically approved care provided in accommodation other than residential accommodation; or
  - (viii) a student to whom paragraph (3) or (6)(b) does not apply; or
  - (ix) a person who is receiving care provided in residential accommodation other than a person to whom paragraph (11) applies; or
  - (x) a person who has left the dwelling he occupies as his home through fear of violence, in that dwelling, or by a person who was formerly a member of the family of the person first mentioned, and to whom paragraph (6)(a) does not apply; and
- (d) the period of his absence is unlikely to exceed 52 weeks or, in exceptional circumstances, is unlikely substantially to exceed that period.

<sup>1</sup>Reg. 7(16A) inserted by reg. 8(3)(c) of S.I. 2013/443 as from 2.4.13.

►<sup>1</sup>(16A) This paragraph applies to a person (“P”) who is—

- (a) detained in custody on remand pending trial;
- (b) detained pending sentence upon conviction; or
- (c) as a condition of bail required to reside—
  - (i) in a dwelling, other than a dwelling P occupies as P’s home; or
  - (ii) in premises approved under section 13 of the Offender Management Act 2007,

and who is not also detained in custody following sentence upon conviction.◀

(17) A person to whom paragraph (16) applies shall be treated as occupying the dwelling he normally occupies at his home during any period of absence not exceeding 52 weeks beginning from the first day of that absence.

(18) In this regulation—

“medically approved” means certified by a medical practitioner;

“patient” means a person who is undergoing medical or other treatment as an in-patient in any hospital or similar institution;

“residential accommodation” means accommodation which is provided in—

- (a) a care home;
- (b) an independent hospital;
- (c) an Abbeyfield Home; or
- (d) an establishment managed or provided by a body incorporated by Royal Charter or constituted by Act of Parliament other than a local social services authority;

“training course” means a course of training or instruction provided wholly or partly by or on behalf of or in pursuance of arrangements made with, or approved by or on behalf of, ►<sup>2</sup>Skills Development Scotland, ◀ Scottish Enterprise, Highlands and Islands Enterprise, a government department or the Secretary of State.

<sup>2</sup>Words inserted in defn. of “training course” by reg. 7(3)(b) of S.I. 2009/583 as from 6.4.09.

**Circumstances in which a person is to be treated as liable to make payments in respect of a dwelling**

**8.—(1)** Subject to regulation 9 (circumstances in which a person is to be treated as not liable to make payments in respect of a dwelling), the following persons shall be treated as if they were liable to make payments in respect of a dwelling—

- (a) the person who is liable to make those payments;
- (b) a person who is a partner of the person to whom sub-paragraph (a) applies;
- (c) a person who has to make the payments if he is to continue to live in the home because the person liable to make them is not doing so and either—
  - (i) he was formerly a partner of the person who is so liable; or
  - (ii) he is some other person whom it is reasonable to treat as liable to make the payments;
- (d) a person whose liability to make such payments is waived by his landlord as reasonable compensation in return for works actually carried out by the tenant in carrying out reasonable repairs or redecoration which the landlord would otherwise have carried out or be required to carry out but this sub-paragraph shall apply only for a maximum of 8 benefit weeks in respect of any one waiver of liability;
- (e) a person who is a partner of a student to whom regulation 56(1) of the Housing Benefit Regulations 2006 (circumstances in which certain students are treated as not liable to make payments in respect of a dwelling) applies.

(2) A person shall be treated as liable to make a payment in respect of a dwelling for the whole of the period in, or in respect of, which the payment is to be made notwithstanding that the liability is discharged in whole or in part either before or during that period and, where the amount which a person is liable to pay in respect of a period is varied either during or after that period, he shall, subject to regulations 59 to 62 (dates of relevant changes of circumstances, weekly amounts and housing benefit for rent free periods), be treated as liable to pay the amount as so varied during the whole of that period.

**Circumstances in which a person is to be treated as not liable to make payments in respect of a dwelling**

**9.—(1)** A person who is liable to make payments in respect of a dwelling shall be treated as if he were not so liable where—

- (a) the tenancy or other agreement pursuant to which he occupies the dwelling is not on a commercial basis;
- (b) his liability under the agreement is to a person who also resides in the dwelling and who is a close relative of his or of his partner;
- (c) his liability under the agreement is—
  - (i) to his former partner and is in respect of a dwelling which he and his former partner occupied before they ceased to be partners; or
  - (ii) to his partner's former partner and is in respect of a dwelling which his partner and his partner's former partner occupied before they ceased to be partners;
- (d) he is responsible, or his partner is responsible, for a child of the person to whom he is liable under the agreement;
- (e) subject to paragraph (3), his liability under the agreement is to a company or a trustee of a trust of which—
  - (i) he or his partner;
  - (ii) his or his partner's close relative who resides with him; or
  - (iii) his or his partner's former partner,is, in the case of a company, a director or an employee, or, in the case of a trust, a trustee or a beneficiary;
- (f) his liability under the agreement is to a trustee of a trust of which his or his partner's child is a beneficiary;
- (g) subject to paragraph (3), before the liability was created, he was a non-dependant of someone who resided, and continues to reside, in the dwelling;
- (h) he previously owned, or his partner previously owned, the dwelling in respect of which the liability arises and less than five years have elapsed since he or, as the case may be, his partner, ceased to own the property, save that this sub-

paragraph shall not apply where he satisfies the appropriate authority that he or his partner could not have continued to occupy that dwelling without relinquishing ownership;

<sup>1</sup>Reg. 9(1)(ha) inserted by reg. 3(3) of S.I. 2007/1356 as from 1.10.07.

- <sup>1</sup>(ha) he or his partner—
- (i) was a tenant under a long tenancy in respect of the dwelling, and
  - (ii) less than five years have elapsed since that tenancy ceased, except where he satisfies the appropriate authority that he or his partner could not have continued to occupy that dwelling without relinquishing the tenancy; ◀
  - (i) his occupation, or his partner's occupation, of the dwelling is a condition of his or his partner's employment by the landlord;
  - (j) he is a member of, and is wholly maintained (disregarding any liability he may have to make payments in respect of the dwelling he occupies as his home) by, a religious order;
  - (k) he is in residential accommodation;
  - (l) in a case to which the preceding sub-paragraphs do not apply, the appropriate authority is satisfied that the liability was created to take advantage of the housing benefit scheme established under Part 7 of the Act.

(2) In determining whether a tenancy or other agreement pursuant to which a person occupies a dwelling is not on a commercial basis regard shall be had inter alia to whether the terms upon which the person occupies the dwelling include terms which are not enforceable at law.

(3) Sub-paragraphs (e) and (g) of paragraph (1) shall not apply in a case where the person satisfies the appropriate authority that the liability was not intended to be a means of taking advantage of the housing benefit scheme.

(4) In this regulation "residential accommodation" means accommodation which is provided in—

- (a) a care home; or
- (b) an independent hospital.

#### Persons from abroad

**10.—**(1) A person from abroad who is liable to make payments in respect of a dwelling shall be treated as if he were not so liable but this paragraph shall not have effect in respect of a person to whom and for a period to which regulation 10A (entitlement of a refugee to housing benefit) and Schedule A1(a) (treatment of claims for housing benefit by refugees) apply.

<sup>2</sup>Reg. 10(2)-(4) substituted by reg. 5(2)(a) of S.I. 2006/1026 as from 30.4.06.

►<sup>2</sup>(2) In paragraph (1), "person from abroad" means, subject to the following provisions of this regulation, a person who is not habitually resident in the United Kingdom, the Channel Islands, the Isle of Man or the Republic of Ireland.

(3) No person shall be treated as habitually resident in the United Kingdom, the Channel Islands, the Isle of Man or the Republic of Ireland unless he has a right to reside in (as the case may be) the United Kingdom, the Channel Islands, the Isle of Man or the Republic of Ireland other than a right to reside which falls within paragraph (4).

(4) A right to reside falls within this paragraph if it is one which exists by virtue of, or in accordance with, one or more of the following—

- (a) regulation 13 of the Immigration (European Economic Area) Regulations 2006(b);

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(a) See the Housing Benefit and Council Tax Benefit (Consequential Provisions) Regulations 2006 (S.I. 2006/217), regulation 7 and Schedule 4, paragraph 2 for regulation 10A and Schedule A1 (claims by refugees).

(b) S.I. 2006/1003.



- (b) regulation 14 of those Regulations, but only in a case where the right exists under that regulation because the person is—
  - (i) a jobseeker for the purpose of the definition of “qualified person” in regulation 6(1) of those Regulations, or
  - (ii) a family member (within the meaning of regulation 7 of those Regulations) of such a jobseeker;
- ▶<sup>1</sup>(bb) regulation 15A(1) of these Regulations, but only in a case where the right exists under that regulation because the claimant satisfies the criteria in regulation 15A(4A) of those Regulations; ◀
- (c) Article 6 of Council Directive No. 2004/38/EC(a); ▶<sup>1</sup>◀
- (d) Article 39 of the Treaty establishing the European Community (in a case where the person is seeking work in the United Kingdom, the Channel Islands, the Isle of Man or the Republic of Ireland) ▶<sup>1</sup>; or ◀
- ▶<sup>1</sup>(e) Article 20 of the Treaty on the functioning of the European Union (in a case where the right to reside arises because a British Citizen would otherwise be deprived of the genuine enjoyment of the substance of their rights as a European Union Citizen). ◀
- (4A) A person is not a person from abroad if he is—
  - ▶<sup>2</sup>(za) a qualified person for the purposes of regulation 6 of the Immigration (European Economic Area) Regulations 2006 as a worker or a self-employed person;
  - (zb) a family member of a person referred to in sub-paragraph (za) within the meaning of regulation 7(1)(a), (b) or (c) of those Regulations;
  - (zc) a person who has a right to reside permanently in the United Kingdom by virtue of regulation 15(1)(c), (d) or (e) of those Regulations; ◀
  - (g) a refugee;
  - ▶<sup>3</sup>(h) a person who has been granted leave or who is deemed to have been granted leave outside the rules made under section 3(2) of the Immigration Act 1971 where that leave is—
    - (i) discretionary leave to enter or remain in the United Kingdom;
    - (ii) leave to remain under the Destitution Domestic Violence concession(b); or
    - (iii) leave deemed to have been granted by virtue of regulation 3 of the Displaced Persons (Temporary Protection) Regulations 2005(c)◀
  - ▶<sup>4</sup>(hh) a person who has humanitarian protection granted under those rules; ◀
    - (i) a person who is not a person subject to immigration control within the meaning of section 115(9) of the Immigration and Asylum Act 1999(d) and who is in the United Kingdom as a result of his deportation, expulsion or other removal by compulsion of law from another country to the United Kingdom; ▶<sup>5</sup>or ◀
  - (j) - (jj) ▶<sup>5</sup>◀

<sup>1</sup>Words in reg. 10(4)(bb), (c), (d) & (e) inserted or omitted by reg. 6 of S.I. 2012/2587 as from 8.11.12.

<sup>2</sup>Reg. 10(4A)(a)-(f) substituted with (za)-(zc) by reg. 6 of S.I. 2014/902 as from 31.5.14.

<sup>3</sup>Para. (4A)(h) substituted by reg. 12(3)(a) of S.I. 2013/2536 as from 29.10.13.

<sup>4</sup>Sub-para. (hh) added to reg. 10(4A) by reg. 6(2) of S.I. 2006/2528 as from 9.10.06.

<sup>5</sup>Paras. (j) and (jj) omitted and word inserted at the end of (4A)(i) by reg. 12(3)(b) of S.I. 2013/2536 as from 29.10.13.

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(a) OJL 158, 30.4.04, p. 77.

(b) S.I. 2002/1792; relevant amending instruments are S.I. 2002/3197, 2003/2274, 2004/3168, 2005/2929 and 2060, 2006/1026 and 2528, 2008/3157, 2009/362 and 2655 and 2013/630. Paragraph 2 of Schedule 6 to the Regulations is also modified by S.I. 2013/602.

(c) The Destitution Domestic Violence concession is published by the Home Office at: <http://www.ukba.homeoffice.gov.uk/>.

(d) 1999 c. 33.

(k) on state pension credit.◀

<sup>1</sup>Para. 5 omitted by reg. 12(3)(c) of S.I. 2013/2536 as from 29.10.13.

(5) ▶<sup>1</sup>◀

(6) In this regulation—

<sup>2</sup>Defn. of “a European Economic Area State” omitted by reg. 5(2)(b) of S.I. 2006/1026 as from 30.4.06.

▶<sup>2</sup>◀

“refugee” in this regulation means a person recorded by the Secretary of State as a refugee within the definition in Article 1 of the Convention relating to the Status of Refugees(a).

## PART 3

### *Payments in respect of a dwelling*

#### Eligible housing costs

<sup>3</sup>Reg. 11(1) & words in para. (2) substituted by reg. 4(3)(a) & (b) of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

▶<sup>3</sup>11.—(1) Subject to the following provisions of this regulation, housing benefit shall be payable in respect of the payments specified in regulation 12(1) (rent) and a claimant's maximum housing benefit shall be calculated under Part 7 (amount of benefit) by reference to the amount of his eligible rent determined in accordance with—

- (a) regulation 12B (eligible rent);
- (b) regulations 12C (eligible rent and maximum rent), 13 (maximum rent), 13ZA (protection on death and 13 week protection) and 13ZB (change in reckonable rent);
- (c) regulations 12D (eligible rent and maximum rent (LHA)), 13C (when a maximum rent (LHA) is to be determined) and 13D (determination of a maximum rent (LHA)); or
- (d) regulations 12 (rent) and 13 (restrictions on unreasonable payments) as set out in paragraph 5 of Schedule 3 to the Consequential Provisions Regulations,

whichever is applicable in his case.◀

*This paragraph continues to be reproduced as it remains in force in certain cases. See reg. 1 of S.I. 2007/2869 at page 8.3761 for details.*

11.—(1) Subject to the following provisions of this regulation, housing benefit shall be payable in respect of the payments specified in regulation 12(1) (rent) and a claimant's maximum housing benefit shall be calculated under Part 7 (amount of benefit) by reference to the amount of his eligible rent determined in accordance with regulations 12(3) and (7) and 13 (rent and maximum rent).

(2) Where any payment for which a person is liable in respect of a dwelling and which is specified in regulation 12(1) (payments of rent for which housing benefit is payable), is increased on account of—

- (a) outstanding arrears of any payment or charge; or
- (b) any other unpaid payment or charge,

to which ▶<sup>3</sup>paragraphs (1) or (2) of that regulation or paragraph (2) of regulation 12B◀

*This paragraph continues to be reproduced as it remains in force in certain cases. See reg. 1 of S.I. 2007/2869 as page 8.3761 for details.*

paragraphs (1) to (3) of that regulation

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(a) Cmd. 9171.

or Schedule 1 (ineligible service charges) refer and which is or was formerly owed by him in respect of that or another dwelling, a rent rebate or, as the case may be, a rent allowance shall not be payable in respect of that increase.

**Rent**

**12.—(1)** Subject to the following provisions of this regulation, the payments in respect of which housing benefit is payable in the form of a rent rebate or allowance are the following periodical payments which a person is liable to make in respect of the dwelling which he occupies as his home—

- (a) payments of, or by way of, rent;
- (b) payments in respect of a licence or permission to occupy the dwelling;
- (c) payments by way of mesne profits or, in Scotland, violent profits;
- (d) payments in respect of, or in consequence of, use and occupation of the dwelling;
- (e) payments of, or by way of, service charges payment of which is a condition on which the right to occupy the dwelling depends;
- (f) mooring charges payable for a houseboat;
- (g) where the home is a caravan or a mobile home, payments in respect of the site on which it stands;
- (h) any contribution payable by a person resident in an almshouse provided by a housing association which is either a charity of which particulars are entered in the register of charities established under section 3 of the Charities Act 1993<sup>(a)</sup> (register of charities) or an exempt charity within the meaning of that Act, which is a contribution towards the cost of maintaining that association's almshouses and essential services in them;
- (i) payments under a rental purchase agreement, that is to say an agreement for the purchase of a dwelling which is a building or part of one under which the whole or part of the purchase price is to be paid in more than one instalment and the completion of the purchase is deferred until the whole or a specified part of the purchase price has been paid; and
- (j) where, in Scotland, the dwelling is situated on or pertains to a croft within the meaning of section 3(1) of the Crofters (Scotland) Act 1993<sup>(b)</sup>, the payment in respect of the croft land.

**(2)** A rent rebate or, as the case may be, a rent allowance shall not be payable in respect of the following periodical payments—

- (a) payments under a long tenancy except a shared ownership tenancy ▶<sup>1</sup>◀;
- (b) payments under a co-ownership scheme;
- (c) payments by an owner;
- (d) payments under a hire purchase, credit sale or conditional sale agreement except to the extent the conditional sale agreement is in respect of land; and
- (e) payments by a Crown tenant
- ▶<sup>1</sup>(f) payments by a person in respect of a dwelling where his partner is an owner of that dwelling.◀

<sup>1</sup>Words in reg. 12(2)(a) omitted and sub-para. (f) inserted by reg. 3(4)(a) & (b) of S.I. 2007/1356 as from 1.10.07.

**(3)–(7)** ▶<sup>2</sup>◀

*These paragraphs continue to be reproduced as they remain in force in certain cases. See reg. 1 of S.I. 2007/2869 at page 8.3761 for details.*

**(3)** Subject to paragraphs (4), (5) and (7), the amount of a person's eligible rent shall be—

- (a) the maximum rent where a maximum rent has been, or falls to be, determined in accordance with regulation 13 (maximum rent); or
- (b) except where sub-paragraph (a) applies, the aggregate of such payments specified in paragraph (1) as that person is liable to pay less—

<sup>2</sup>Paras. (3) to (7) of reg. 12 omitted by reg. 4(4)(a) of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

(a) 1993 c. 10.  
(b) 1993 c. 44.

- (i) except where he is separately liable for charges for water, sewerage or allied environmental services, an amount determined in accordance with paragraph (6);
- (ii) where payments include service charges which are wholly or partly ineligible, an amount in respect of the ineligible charges determined in accordance with Schedule 1; and
- (iii) where he is liable to make payments in respect of any service charges to which paragraph (1)(e) does not apply, but to which paragraph 3(2) of Part 1 of Schedule 1 (unreasonably low service charges) applies in the particular circumstances, an amount in respect of such charges determined in accordance with paragraph 3(2) of Part 1 of Schedule 1.

(4) Where the payments specified in paragraph (1) are payable in respect of accommodation which consists partly of residential accommodation and partly of other accommodation, only such proportion thereof as is referable to the residential accommodation shall count as eligible rent for the purposes of these Regulations.

(5) Where more than one person is liable to make payments in respect of a dwelling, the payments specified in paragraph (1) shall be apportioned for the purpose of calculating the eligible rent for each such person having regard to all the circumstances, in particular, the number of such persons and the proportion of rent paid by each such person.

(6) The amount of the deduction referred to in paragraph (3) shall be—

- (a) except in a case to which sub-paragraph (c) applies, if the dwelling occupied by the claimant is a self-contained unit, the amount of the charges;
- (b) in any other case except one to which sub-paragraph (c) applies, the proportion of those charges in respect of the self-contained unit which is obtained by dividing the area of the dwelling occupied by the claimant by the area of the self-contained unit of which it forms part;
- (c) where the charges vary in accordance with the amount of water actually used, the amount which the appropriate authority considers to be fairly attributable to water, and sewerage services, having regard to the actual or estimated consumption of the claimant.

(7) In any case where it appears to the authority that in the particular circumstances of that case the eligible rent as determined in accordance with the preceding paragraphs of this regulation is greater than it is reasonable to meet by way of housing benefit, the eligible rent shall be such lesser sum as seems to that authority to be an appropriate rent in that particular case.

(8) In this regulation►<sup>1</sup>, regulation 12B (eligible rent)◄ and Schedule 1 (ineligible service charges)—

“service charges” means periodical payments for services, whether or not under the same agreement as that under which the dwelling is occupied, or whether or not such a charge is specified as separate from or separately identified within other payments made by the occupier in respect of the dwelling; and

“services” means services performed or facilities (including the use of furniture) provided for, or rights made available to, the occupier of a dwelling.

<sup>1</sup>Words inserted in para. (8) by reg. 4(4)(b) of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

<sup>2</sup>Regs. 12B-12D inserted by reg. 5 of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

►<sup>2</sup>**Eligible rent**

**12B.—(1)** The amount of a person's eligible rent shall be determined in accordance with the provisions of this regulation except where regulations 12C (eligible rent and maximum rent) or 12D (eligible rent and maximum rent (LHA)) apply, or paragraph 4 of Schedule 3 to the Consequential Provisions Regulations applies.

(2) Subject to paragraphs (3), (4) and (6), the amount of a person's eligible rent shall be the aggregate of such payments specified in regulation 12(1) as that person is liable to pay less—

- (a) except where he is separately liable for charges for water, sewerage or allied environmental services, an amount determined in accordance with paragraph (5);
- (b) where payments include service charges which are wholly or partly ineligible, an amount in respect of the ineligible charges determined in accordance with Schedule 1; and
- (c) where he is liable to make payments in respect of any service charges to which regulation 12(1)(e) does not apply, but to which paragraph 3(2) of Part 1 of Schedule 1 (unreasonably low service charges) applies in the particular circumstances, an amount in respect of such charges determined in accordance with paragraph 3(2) of Part 1 of Schedule 1.

(3) Where the payments specified in regulation 12(1) are payable in respect of accommodation which consists partly of residential accommodation and partly of other accommodation, only such proportion of those payments as is referable to the residential accommodation shall count as eligible rent for the purposes of these Regulations.

(4) Where more than one person is liable to make payments in respect of a dwelling, the payments specified in regulation 12(1) shall be apportioned for the purpose of calculating the eligible rent for each such person having regard to all the circumstances, in particular, the number of such persons and the proportion of rent paid by each such person.

(5) The amount of the deduction referred to in paragraph (2) shall be—

- (a) if the dwelling occupied by the claimant is a self-contained unit, except in a case to which sub-paragraph (c) applies, the amount of the charges;
- (b) in any other case, except one to which sub-paragraph (c) applies, the proportion of those charges in respect of the self-contained unit which is obtained by dividing the area of the dwelling occupied by the claimant by the area of the self-contained unit of which it forms part;
- (c) where the charges vary in accordance with the amount of water actually used, the amount which the appropriate authority considers to be fairly attributable to water, and sewerage services, having regard to the actual or estimated consumption of the claimant.

(6) In any case where it appears to the relevant authority that in the particular circumstances of that case the eligible rent as determined in accordance with the preceding paragraphs of this regulation is greater than it is reasonable to meet by way of housing benefit, the eligible rent shall be such lesser sum as seems to that authority to be an appropriate rent in that particular case.

#### **Eligible rent and maximum rent**

**12C.**—(1) This regulation applies where a maximum rent has been, or is to be, determined in accordance with regulation 13 (maximum rent).

(2) Where this regulation applies the amount of a person's eligible rent shall be the maximum rent, subject to paragraphs (3), (4) and (6) of regulation 12B.

#### **Eligible rent and maximum rent (LHA)**

**12D.**—(1) <sup>1</sup>Except where regulation 12M (transitional protection - reduction in LHA) applies, <sup>2</sup>this regulation applies where, by virtue of paragraphs (2) or (3) of regulation 13C (when a maximum rent (LHA) is to be determined), a maximum rent (LHA) has been, or is to be, determined in accordance with regulation 13D (determination of a maximum rent (LHA)).

<sup>1</sup>Words inserted in reg. 12D(1) by reg. 3(3) of S.I. 2010/2835 as from 1.4.11.

**HOUSING BENEFIT (PERSONS WHO HAVE ATTAINED THE QUALIFYING AGE FOR STATE PENSION CREDIT) REGULATIONS 2006**

(2) Where this regulation applies, except where paragraphs (3)(a) (protection on death) or (5)(a) (13 week protection) apply,—

- (a) the amount of a person's eligible rent shall be the maximum rent (LHA); and
- (b) it shall apply until the earlier of—
  - (i) the determination of a maximum rent (LHA) by virtue of regulation 13C(2)(d) (change of category of dwelling, death or change of dwelling for an LHA case);
  - (ii) the determination of a maximum rent (LHA) by virtue of regulation 13C(3) (anniversary of LHA date); or
  - (iii) the determination of a maximum rent by virtue of regulation 13 or an eligible rent under regulation 12B.

(3) Subject to paragraph (7), where the relevant authority is required to determine a maximum rent (LHA) by virtue of regulation 13C(2)(a), (b) (new claim on or after 7th April 2008) or (d)(i) or (ii) (change of category of dwelling or death relating to an LHA case) and the claimant occupies a dwelling which is the same as that occupied by him at the date of death of any linked person, the eligible rent shall be—

- (a) either—
  - (i) the eligible rent which applied on the day before the death occurred; or
  - (ii) in a case where there was no eligible rent, subject to regulation 12B(3) (mixed use accommodation), (4) (more than one person liable to make payments) and (6) (discretion in relation to eligible rent), the reckonable rent due on that day; or
- (b) the eligible rent determined in accordance with paragraph (2), where it is equal to or more than the eligible rent determined in accordance with sub-paragraph (a).

(4) For the purpose of paragraph (3), a claimant shall be treated as occupying the dwelling if paragraph (13) of regulation 7 (circumstances in which a person is or is not to be treated as occupying a dwelling as his home) is satisfied and for that purpose paragraph (13) shall have effect as if sub-paragraph (b) of that paragraph were omitted.

(5) Subject to paragraphs (6) and (7), where a relevant authority is required to determine a maximum rent (LHA) by virtue of regulation 13C(2)(a) or (b) (new claim on or after 7th April 2008) and the relevant authority is satisfied that the claimant or a linked person was able to meet the financial commitments for his dwelling when they were entered into, the eligible rent shall be—

- (a) an eligible rent determined in accordance with regulation 12B(2); or
- (b) the eligible rent determined in accordance with paragraph (2), where it is equal to or more than the eligible rent referred to in sub-paragraph (a).

(6) Paragraph (5) shall not apply where a claimant or the claimant's partner, was previously entitled to benefit in respect of an award of housing benefit which fell wholly or partly less than 52 weeks before the commencement of the claimant's current award of housing benefit.

(7) Where a person's eligible rent has been determined in accordance with—

- (a) paragraph (3)(a) (protection on death), it shall apply until the first of the following events occurs—
  - (i) the period of 12 months from the date of death has expired;
  - (ii) the relevant authority determines an eligible rent in accordance with paragraph (2) which is equal to or exceeds it or is based on a maximum rent (LHA) determined by virtue of regulation 13C(2)(d)(iii) (change of dwelling);
  - (iii) the determination of an eligible rent in accordance with paragraph (3)(a) (protection on death) in relation to a subsequent death; or
  - (iv) the determination of a maximum rent by virtue of regulation 13 or an eligible rent under regulation 12B.

- (b) paragraph (5)(a) (13 week protection), it shall apply until the first of the following events occurs—
  - (i) the first 13 weeks of the claimant's award of housing benefit have expired;
  - (ii) the relevant authority determines an eligible rent in accordance with paragraph (2) which is equal to or exceeds it or is based on a maximum rent (LHA) determined by virtue of regulation 13C(2)(d)(iii) (change of dwelling);
  - (iii) the determination of an eligible rent in accordance with paragraph (3)(a) (protection on death); or
  - (iv) the determination of a maximum rent by virtue of regulation 13 or an eligible rent under regulation 12B.

(8) Where an eligible rent ceases to apply by virtue of paragraph (7)(a)(i) (expiry of protection on death) or (7)(b)(i) (expiry of 13 week protection), the eligible rent that shall apply instead shall be the one which would have applied but for paragraphs (3)(a) and (5)(a). ◀

**12L.** ▶<sup>1</sup>◀

▶<sup>1</sup>**12M.**—(1) This regulation applies where—

- (a) reference was made to a maximum rent (LHA) in determining the amount of the eligible rent which applied immediately before 1st April 2011;
- (b) on or after 1st April 2011 the relevant authority is required to determine a maximum rent (LHA) by virtue of—
  - (i) regulation 13C(2)(d)(i) (change of category of dwelling) because the claimant has become entitled to a larger category of dwelling; or
  - (ii) regulation 13C(3) (anniversary of LHA date); and
- (c) the determination referred to in sub-paragraph (b) is the first determination of a maximum rent (LHA) the relevant authority is required to make on or after 1st April 2011.

(2) Where this regulation applies, the claimant's eligible rent is—

- (a) the maximum rent (LHA) where that is equal to or higher than the eligible rent which applied immediately before 1st April 2011; or
- (b) in any other case, the lower of—
  - (i) the amount of the eligible rent which applied immediately before 1st April 2011; or
  - (ii) the amount of the cap rent by reference to which the maximum rent (LHA) referred to in paragraph (1)(b) was determined.

(3) Where the claimant's eligible rent is determined in accordance with paragraph (2)(b) it will continue to apply until, on or after 1st April 2011, the first of the following events occurs—

- (a) the period 9 months after the determination of the maximum rent (LHA) referred to in paragraph (1)(b) has expired;
- (b) the relevant authority is required to determine a new maximum rent (LHA) by virtue of regulation 13C(2)(d)(i) (change of category of dwelling) because the claimant has become entitled to a larger category of dwelling and the maximum rent (LHA) is equal to or higher than the eligible rent referred to in paragraph (2)(b);
- (c) the relevant authority is required to determine a new maximum rent (LHA) by virtue of regulation 13C(2)(d)(i) (change of category of dwelling) because the claimant has become entitled to a smaller category of dwelling;
- (d) the relevant authority is required to determine an eligible rent following a change of dwelling; or
- (e) the relevant authority is required to determine an eligible rent in accordance with regulation 12D(3) (protection on death).

(4) Where the eligible rent ceases to apply because of paragraph (3)(a), the eligible

<sup>1</sup>Reg. 12L omitted & 12M inserted by reg. 3(4) & (5) of S.I. 2010/2835 as from 1.4.11.

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rent will be the maximum rent (LHA) which would have applied but for the transitional protection in paragraph (2)(b).

(5) Where the eligible rent is the maximum rent (LHA), it shall be treated as if it had been determined in accordance with regulation 12D(2)(a) (eligible rent is maximum rent (LHA)) and shall apply according to the provisions of regulation 12D. ◀

<sup>1</sup>Reg. 13 substituted by reg. 13, 13ZA & 13ZB by reg. 6 of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

**▶<sup>1</sup>Maximum rent**

**13.—(1)** The maximum rent shall be determined in accordance with paragraphs (2) to (6) where—

- (a) a local authority has applied for a determination in accordance with regulation 14 (requirement to refer to rent officers), a redetermination in accordance with regulation 15 or 16, or a substitute determination or substitute redetermination in accordance with regulation 17 and a rent officer has made a determination, redetermination, substitute determination or substitute redetermination in exercise of the Housing Act functions; or
- (b) an authority is not required to apply to the rent officer for a determination because—
  - (i) regulation 14(2)(a) applies; or
  - (ii) regulation 14(2)(b) applies because paragraph 2(2) of Schedule 2 applies.

(2) In a case where the rent officer has determined a claim-related rent, but is not required to notify the relevant authority of a local reference rent, the maximum rent shall be that claim-related rent.

(3) Subject to the limit specified in paragraph (4), in a case where the rent officer has determined both a local reference rent of which he is required to notify the relevant authority and a claim-related rent, the maximum rent shall be the local reference rent.

(4) In a case to which paragraph 8 of Schedule 3 to the Consequential Provisions Regulations applies, where the rent officer has determined and is required to notify the relevant authority of a local reference rent the maximum rent shall not exceed twice that local reference rent.

(5) Where the maximum rent is derived from—

- (a) a claim-related rent and the notification under paragraph 9(1)(c) of Schedule 1 to the Rent Officers Order states that an ineligible amount in respect of meals has been included in that claim-related rent; or
- (b) a local reference rent and the notification under paragraph 9(1)(da)(a) of Schedule 1 to the Rent Officers Order states that an ineligible amount in respect of meals has been included in that local reference rent,

in determining the maximum rent the relevant authority shall deduct an amount determined in accordance with paragraph 2 of Schedule 1 to these Regulations in respect of meals.

(6) This regulation is subject to regulations 13ZA (protection on death and 13 week protection) and 13ZB (change in reckonable rent).

(7) In this regulation—

“claim-related rent” means the rent notified by the rent officer under paragraph 9(1) of Schedule 1 to the Rent Officers Order;

“local reference rent” means the rent determined by a rent officer under paragraph 4 of Schedule 1 to the Rent Officers Order.

**Protection on death and 13 week protection**

**13ZA.—(1)** In a case where the claimant occupies a dwelling which is the same as that occupied by him at the date of death of a linked person, the maximum rent shall be either—

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(a) Sub-paragraph (1)(da) of Schedule 1 is inserted by S.I. 2007/2871.



- (a) the maximum rent which applied before the death occurred; or
- (b) in a case where there was no maximum rent, the reckonable rent due before the death occurred,

for a period of 12 months from the date of such a death.

(2) For the purposes of paragraph (1), a claimant shall be treated as occupying the dwelling if paragraph (13) of regulation 7 (circumstances in which a person is or is not to be treated as occupying a dwelling as his home) is satisfied and for that purpose sub-paragraph (b) of that paragraph of that regulation shall be treated as if it were omitted.

(3) Subject to paragraph (4), where the relevant authority is satisfied that the claimant or a linked person was able to meet the financial commitments for his dwelling when they were entered into, there shall be no maximum rent during the first 13 weeks of the claimant's award of housing benefit.

(4) Paragraph (3) shall not apply where a claimant or the claimant's partner was previously entitled to benefit in respect of an award of housing benefit which fell wholly or partly less than 52 weeks before the commencement of the claimant's current award of housing benefit.

#### **Change in reckonable rent**

**13ZB.**—(1) In a case where—

- (a) the authority has determined a maximum rent under regulation 13 or 13ZA; and
- (b) during the period for which that maximum rent applies the reckonable rent in respect of the dwelling by reference to which that maximum rent was determined is reduced to a sum which is less than that maximum rent,

the maximum rent shall be reduced to an amount equal to the reduced reckonable rent.

(2) This paragraph applies in a case where—

- (a) a rent officer has made a determination in exercise of the Housing Act functions pursuant to an application by an authority under regulation 14(1)(e) (pre-tenancy determination);
- (b) subsequent to that determination the reckonable rent for that dwelling is changed; and
- (c) a maximum rent is to be determined in relation to a claim for housing benefit by a claimant.

(3) In a case to which paragraph (2) applies, where the reckonable rent is reduced to a figure below the figure that would have been the maximum rent if the reckonable rent had not changed, the maximum rent shall be the reckonable rent as so reduced.

(4) In any other case to which paragraph (2) applies, the authority shall treat the reckonable rent to be that applicable to the determination by the rent officer referred to in paragraph (2)(a). ◀

*These paragraphs continue to be reproduced as they remain in force in certain cases. See reg. 1 of S.I. 2007/2869 at page 8.3761 for details.*

#### Maximum rent

13.—(1) Where an authority has applied to the rent officer for a determination in accordance with regulation 14 (requirement to refer to rent officers) and a rent officer has made a determination or redetermination in exercise of the Housing Act functions, the maximum rent shall be determined in accordance with paragraphs (2) to (17).

(2) In a case where the rent officer has determined a claim-related rent, but is not required to notify the authority of a local reference rent or a single room rent, the maximum rent shall be that claim-related rent.

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(3) In a case where the rent officer has determined and is required to notify the authority of a local reference rent, the maximum rent shall not exceed twice that local reference rent.

(4) Subject to paragraph (5), in the case of a young individual—

(a) except where sub-paragraph (b) applies, where the rent officer has determined a single room rent and is required to notify the authority of it, the maximum rent shall not exceed that single room rent;

(b) where—

(i) the rent officer has determined a single room rent and a claim-related rent and is required to notify the authority of them;

(ii) the claim-related rent includes payment in respect of meals; and

(iii) the single room rent is greater than the claim-related rent less an amount in respect of meals determined in accordance with paragraph 2 of Part 1 of Schedule 1 (ineligible service charges),

the maximum rent shall not exceed the claim-related rent less that amount in respect of meals.

(5) Paragraph (4) shall not apply in the case of a claimant—

(a) to whom paragraph 4 of Schedule 3 to the Housing Benefit and Council Tax Benefit (Consequential Provisions) Regulations 2006 (saving provision) applies;

(b) to whom paragraph 6 of Schedule 3 (severe disability premium) applies; or

(c) who has a non-dependant residing with him.

(6) Subject to the limits specified in paragraphs (3) and (4), in a case where the rent officer has determined both a local reference rent of which he is required to notify the authority and a claim-related rent, and—

(a) the claim-related rent is higher than the local reference rent, the maximum rent shall be the local reference rent;

(b) the local reference rent is higher than the claim-related rent, the maximum rent shall be the claim-related rent.

(7) Subject to the limits specified in paragraphs (3) and (4), in a case where the rent officer has determined a local reference rent of which he is required to notify the authority, but has not determined a claim-related rent and the reckonable rent is more than the local reference rent, the maximum rent shall be the local reference rent.

(8) In a case where—

(a) the authority has determined a maximum rent in respect of a dwelling; and

(b) during the award of housing benefit the reckonable rent in respect of that dwelling is reduced to a sum which is less than the reckonable rent at the time that maximum rent was determined,

then—

(i) the maximum rent shall not be reduced, where the sum is not less than the maximum rent, during a period ending on the effective date of a decision adopting a determination of a rent officer where that determination was made in exercise of the Housing Act functions pursuant to an application by the authority under regulation 14(1)(c), (d), (e), (f) or (g); and

(ii) the maximum rent shall be reduced to an amount equal to that sum, where that sum is less than the maximum rent during a period ending on the effective date of a decision adopting a determination of a rent officer where that determination was made in exercise of the Housing Act functions pursuant to an application by the authority under regulation 14(1)(c), (d), (e), (f) or (g).

(9) Subject to paragraph (10), in a case where—

- (a) a rent officer has made a determination in exercise of the Housing Act functions pursuant to an application by an authority under regulation 14(1)(e); and
- (b) subsequent to that determination the reckonable rent for that dwelling is changed,

then in determining a maximum rent in relation to a claim for benefit of a claimant who has a liability to make payments in respect of that dwelling, the authority shall treat the claim-related or, as the case may be, reckonable rent to be that determined in or, as the case may be, applicable to, that determination by the rent officer.

(10) Paragraph (9) shall not apply in a case where the reckonable rent is reduced to a figure below the figure that would have been the maximum rent if that reckonable rent had not changed; and where this paragraph applies, the maximum rent shall be the reckonable rent, as so reduced.

(11) In a case where the claimant occupies a dwelling which is the same as that occupied by him at the date of death of any person to whom paragraph (16)(b) to (d) applied or, had a claim been made, would have applied, the maximum rent shall be either—

- (a) the maximum rent which applied before the death occurred; or
- (b) in a case where there was no maximum rent, the reckonable rent due before the death occurred,

for a period of 12 months from the date of such a death.

(12) For the purposes of paragraph (11), a claimant shall be treated as occupying the dwelling if paragraph (13) of regulation 7 (circumstances in which a person is or is not to be treated as occupying a dwelling as his home) is satisfied and for that purpose sub-paragraph (b) of that paragraph of that regulation shall be treated as if it were omitted.

(13) In a case where a charge for meals is ineligible to be met by housing benefit under regulation 12(3) and paragraph 1 of Schedule 1, there shall be deducted an amount determined in accordance with paragraph 2 of Schedule 1 in respect of meals in the calculation of a person's maximum rent, except where the maximum rent is derived from a rent officer determination under—

- (a) paragraph 3 (exceptional high rents) of Schedule 1 to the Rent Officers Order(a) and the notice of claim-related rent states pursuant to paragraph 9(1)(c) of that Schedule that an ineligible payment has not been included in it; or
- (b) paragraph 5 (single room rents) of that Schedule.

(14) Subject to paragraph (15), where the relevant authority is satisfied that a person to whom paragraph (16) applies was able to meet the financial commitments for his dwelling when they were entered into, there shall be no maximum rent during the first 13 weeks of the claimant's award of housing benefit.

(15) Paragraph (14) shall not apply where a claimant<sup>1</sup>, or the claimant's partner,<sup>2</sup> was previously entitled to benefit in respect of an award of housing benefit which fell wholly or partly less than 52 weeks before the commencement of <sup>1</sup>the claimant's<sup>2</sup> current award of housing benefit.

<sup>1</sup>Words inserted and substituted in reg. 13(15) by reg. 3(5)(a) & (b) of S.I. 2007/1356 as from 1.10.07.

(16) This paragraph applies to the following persons—

- (a) the claimant;
- (b) any member of his family;
- (c) if the claimant is a member of a polygamous marriage, any partners of his and any child or young person for whom he or a partner is responsible and who is a member of the same household;
- (d) subject to paragraph (17), any relative of the claimant or his partner who occupies the same dwelling as the claimant, whether or not they reside with him.

(17) Paragraph (16)(d) shall only apply to a relative who has no separate right of occupation of the dwelling which would enable him to continue to occupy it even if the claimant ceased his occupation of it.

(a) S.I. 1997/1984

(18) In this regulation—

“claim-related rent” means the rent notified by the rent officer under paragraph 9(1) of Schedule 1 to the Rent Officers Order; “deduction for meals” means any amount of a person’s otherwise eligible rent which is an ineligible service charge by reason of and within the meaning of paragraph 1(a)(i) of Schedule 1;

“local reference rent” means the rent determined by a rent officer under paragraph 4 of Schedule 1 to the Rent Officers Order;

“reckonable rent” means those payments, which a person is liable to make in respect of the dwelling which he occupies as his home, and which are eligible, or would, but for this regulation, be eligible for housing benefit plus the amount of any deduction for fuel, deduction for meals or water charges, as the case may be, which that person is liable to pay;

“single room rent” means the rent determined by a rent officer under paragraph 5 of Schedule 1 to the Rent Officers Order.

<sup>1</sup>Regs. 13C-13E inserted by reg. 7 of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

►<sup>1</sup>**When a maximum rent (LHA) is to be determined**

**13C.—**(1) A relevant authority shall determine a maximum rent (LHA) in accordance with regulation 13D (determination of a maximum rent (LHA)) in any case where paragraphs (2) or (3) apply.

(2) This paragraph applies where a relevant authority has received—

- (a) a claim on which a rent allowance may be awarded, where the date of claim falls on or after 7th April 2008;
- (b) relevant information regarding a claim on which a rent allowance may be awarded, where the date of claim falls on or after 7th April 2008;
- (c) in relation to an award of housing benefit where the eligible rent was determined without reference to regulation 13A or 13D, a notification of a change of dwelling (as defined in regulation 2) where the change occurs on or after 7th April 2008; or
- (d) in relation to an award of housing benefit where a maximum rent (LHA) was determined in accordance with regulation 13D—
  - (i) notification of a change of a kind which affects the category of dwelling applicable to the claim;
  - (ii) notification of the death of a linked person, where the notification does not fall within head (i); ►<sup>2</sup>◄
  - (iii) notification of a change of dwelling ►<sup>2</sup> or ◄.
  - <sup>2</sup>(iv) notification of a change of a kind which affects the amount of the claimant’s cap rent as determined in accordance with regulation 13D (determination of a maximum rent (LHA)). ◄

<sup>2</sup>Words in reg. 13C(2)(d) omitted or substituted by reg. 4(2) of S.I. 2012/3040 as from 1.4.13.

<sup>3</sup>Words in reg. 13(c)(2) & (4) substituted or omitted by reg. 4(2) of S.I. 2012/3040 as from 3.12.12.

<sup>4</sup>Reg. 13C(5)(a) substituted by art. 58 of S.I. 2010/671 as from 1.4.10.

<sup>5</sup>Words substituted in reg. 13C(5)(c) by reg. 5(4)(a) of S.I. 2008/586 as from 7.4.08.

(3) ►<sup>3</sup>This paragraph applies on the 1st April in any year ◄.

(4) ►<sup>3</sup>◄

(5) This regulation does not apply in a case where—

- <sup>4</sup>(a) the landlord is—
  - (i) a registered social landlord,
  - (ii) a non-profit registered provider of social housing, or
  - (iii) in relation to a dwelling which is social housing (within the meaning of sections 68 to 77 of the Housing and Regeneration Act 2008), a profit-making registered provider of social housing; ◄
- (b) paragraph 4(1)(b) of Schedule 3 to the Consequential Provisions Regulations (savings provision) applies;
- (c) the tenancy is an excluded tenancy of a type ►<sup>5</sup>mentioned in any of paragraphs 4 to 11 ◄ of Schedule 2;
- (d) the claim or award relates to—

- (i) periodical payments of kind falling within regulation 12(1) (rent) which a person is liable to make in relation to a houseboat, caravan or mobile home which he occupies as his home; or
- (ii) rent payable in relation to a hostel; or
- (e) rent under the tenancy is attributable to board and attendance, and—
  - (i) the relevant authority has made an application to the rent officer in accordance with regulation 13D(10) (board and attendance determination), regulation 15 (applications to the rent officer for determinations) or regulation 17 (substitute determinations or substitute redeterminations); and
  - (ii) the rent officer has determined that a substantial part of the rent under the tenancy is fairly attributable to board and attendance and has notified the relevant authority of this in accordance with article 4C, 4D or 4E of the Rent Officers Order.

(6) In this regulation—

▶<sup>1</sup>◀

“registered social landlord” has the same meaning as in Part 1 of the Housing Act 1996(a) or, in Scotland, sections 57 and 59 of the Housing (Scotland) Act 2001(b).

<sup>1</sup>Words omitted in reg. 13(c)(6) by reg. 4(2) of S.I. 2012/3040 as from 3.12.12.

### Determination of a maximum rent (LHA)

**13D.**—(1) Subject to paragraph (3) to (11), the maximum rent (LHA) shall be the local housing allowance determined by the rent officer by virtue of article 4B(2A) or (4)(c) of the Rent Officers Order which is applicable to—

- (a) the broad rental market area in which the dwelling to which the claim or award of housing benefit relates is situated at the relevant date; and
- (b) the category of dwelling which applies at the relevant date in accordance with paragraph (2).

(2) The category of dwelling which applies is—

- (a) the category specified in paragraph 1(1)(a) of Schedule 3B to the Rent Officers Order (one bedroom shared accommodation) where paragraph (b) does not apply because neither sub-paragraph (b)(i) nor (ii) are satisfied in the claimant’s case and—

- (i) neither the claimant nor his partner (where he has one) is a person to whom paragraph 6 of Schedule 3 (severe disability premium) applies; or

- ▶<sup>2</sup>(ii) the claimant’s partner is not a care leaver;◀

- (b) the category specified in paragraph 1(1)(b) of Schedule 3B to the Rent Officers Order (one bedroom self contained accommodation) where that applies in the claimant’s case at the relevant date in accordance with the size criteria ▶<sup>2</sup>as set out in paragraph (3)◀ and—

- (i) the claimant (together with his partner where he has one) has the exclusive use of two or more rooms; or

- (ii) the claimant (together with his partner where he has one) has the exclusive use of one room, a bathroom and toilet and a kitchen or facilities for cooking,

and in this sub-paragraph “room” means a bedroom or room suitable for living in except for a room which the claimant shares with any person other than a member of his household, a non-dependant of his, or a person who pays rent to him or his partner; or

- (c) in any other case, the category which corresponds with the number of bedrooms to which the claimant is entitled in accordance with ▶<sup>3</sup>paragraphs (3) to (3B)◀▶<sup>4</sup>up to a maximum of four◀▶<sup>5</sup>bedrooms.◀

(3) The claimant shall be entitled to one bedroom for each of the following categories of occupier (and each occupier shall come within the first category only which applies to him)—

- (a) a couple (within the meaning of Part 7 of the Act);

(a) 1996 c. 52.

(b) 2001 asp 10.

(c) Article 4B was inserted by S.I. 2003/2398 and paragraphs (2A) and (4) inserted by S.I. 2007/2871.

<sup>2</sup>In reg. 13D, words substituted in para. (2)(a)(ii) & inserted in para. (2)(b) by reg. 5(4)(b)(i) & (ii) of S.I. 2008/583 as from 7.4.08.

<sup>3</sup>Words in reg. 13D(2)(c) substituted by reg. 3(3)(a) of S.I. 2013/665 as from 1.4.13.

<sup>4</sup>Words omitted & inserted in reg. 13D(2)(c) by reg. 3(6)(a) of S.I. 2010/2835 as from 1.4.11.

<sup>5</sup>Word inserted in reg. 13D(2)(c) by reg. 3(3)(a) of S.I. 2009/614 as from 6.4.09.

## Reg. 13D

<sup>1</sup>Reg. 13D(3)(ba) & words in sub-para. (e) inserted by reg. 3(3)(a) & (b) of S.I. 2013/2828 as from 4.12.13.

- (b) a person who is not a child;
- ▶<sup>1</sup>(ba) a child who cannot share a bedroom;◀
- (c) two children of the same sex;
- (d) two children who are less than 10 years old;
- (e) a child.

▶<sup>1</sup>but the claimant is only entitled to a bedroom in respect of a child who cannot share a bedroom if there is a bedroom in the dwelling occupied as the home that is additional to those which the claimant would be entitled if the child were able to share a bedroom.◀

<sup>2</sup>Reg. 13D(3A) & (3B) added by reg. 3(3)(c) of S.I. 2013/665 as from 1.4.13.

- ▶<sup>2</sup>(3A) The claimant is entitled to one additional bedroom in any case where–
  - (a) the claimant or the claimant’s partner is (or each of them is) a person who requires overnight care; or
  - (b) the claimant or the claimant’s partner is (or each of them is) a qualifying parent or carer.

(3B) The claimant is entitled to two additional bedrooms where paragraphs (3A)(a) and (b) both apply.◀

- (4) The relevant authority shall determine–
  - (a) the cap rent (in accordance with the definition in paragraph (12)); and
  - (b) whether the cap rent exceeds the applicable local housing allowance.

<sup>3</sup>Words inserted in reg. 13D(5) & paras. (6), (8) & (9) omitted by reg. 3(6)(b)-(d) of S.I. 2010/2835 as from 1.4.11.

▶<sup>3</sup>(5) Where the applicable local housing allowance exceeds the cap rent, the maximum rent (LHA) shall be the cap rent.◀

(6) ▶<sup>3</sup>◀

(7) ▶<sup>4</sup>◀

<sup>4</sup>Para. 13D(7) omitted by reg. 3(3)(b) of S.I. 2009/614 as from 6.4.09.

(8)–(9) ▶<sup>3</sup>◀

(10) The relevant authority shall apply to the rent officer for a board and attendance determination to be made in accordance with article 4C of the Rent Officers Order where–

- (a) the relevant authority is required to determine a maximum rent (LHA) by virtue of regulation 13C; and
- (b) part of the rent under the tenancy appears to the relevant authority to be likely to be attributable to board and attendance.

(11) Where an application to a rent officer is required in accordance with paragraph (10) it shall be made within the same period following the day on which the relevant authority becomes obliged to determine a maximum rent (LHA) by virtue of regulation 13C as would be required if the application were to be made under regulation 14(1).

(12) In this regulation–

“cap rent” means the aggregate of such payments specified in regulation 12(1) (rent) which the claimant is liable to pay, or is treated as liable to pay by virtue of regulation 8 (circumstances in which a person is treated as liable to make payments in respect of a dwelling) subject to regulation 12B(3) (mixed use accommodation), (4) (more than one person liable to make payments) and (6) (discretion in relation to eligible rent);

“care leaver” means a person who has not attained the age of 22 and–

- (a) has ceased to be the subject of a care order made pursuant to section 31(1)(a) of the Children Act 1989(a) which had previously been made in respect to him either–
  - (i) after he attained the age of 16 years; or
  - (ii) before he attained the age of 16 years, but had continued after he attained that age;

(a) 1989 c. 41.

- (b) was formerly provided with accommodation under section 20 of the Children Act 1989;
- (c) has ceased to be subject to a supervision requirement by a children's hearing under section 70 of the Children (Scotland) Act 1995<sup>(b)</sup> ("the 1995 Act") made in respect of him which had continued after he attained the age of 16 years, other than a case where—
  - (i) the ground of referral was based on the sole condition as to the need for compulsory measures of care specified in section 52(1)(i) of the 1995 Act (commission of offences by child); or
  - (ii) he was required by virtue of the supervision requirement to reside with a parent or guardian of his within the meaning of the 1995 Act, or with a friend or relative of his or of his parent or guardian;
- ▶<sup>1</sup>(ca) that person has ceased to be subject to a compulsory supervision order within the meaning of section 83 of the Children's Hearings (Scotland) act 2011 ("the 2011 Act") which had continued after that person attained the age of 16 years, other than a case where—
  - (i) the section 67 ground (within the meaning of that Act) was based on the sole condition as to the need for compulsory measures of supervision specified in section 67(2)(j) of the 2011 Act (the child has committed an offence); or
  - (ii) that person was required by virtue of the compulsory supervision order to reside with a parent or guardian of that person within the meaning of the 1995 Act, or with a friend or relative of that person or of that person's parent or guardian;◀
- (d) has ceased to be a child in relation to whom the parental rights and responsibilities were transferred to a local authority under a parental responsibilities order made in accordance with section 86 of the 1995 Act or treated as so vested in accordance with paragraph 3 of Schedule 3 to that Act, ▶<sup>2</sup>or has ceased to be a child in relation to whom a permanence order under section 80 of the Adoption and Children (Scotland) Act 2007 has been made, or treated as being made◀

<sup>1</sup>Reg. 13D(2)(ca) inserted by para. 24(2) of Sch. 1 to S.I. 2013/1465 as from 24.6.13.

<sup>2</sup>Words inserted in reg. 13D(12)(d) by para. 40(3), Part 2, Sch. 1 of S.I. 2011/1740 as from 15.7.11.

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(a) 1995 c. 36.





either—

- (i) after he attained the age of 16 years; or
- (ii) before he attained the age of 16 years, but had continued after he attained that age; or
- (e) has ceased to be provided with accommodation by a local authority under section 25 of the 1995 Act where he has previously been provided with accommodation by the authority under that provision either—
  - (i) after he attained the age of 16 years; or
  - (ii) before he attained the age of 16 years, but had continued to be in such accommodation after he attained that age;

►<sup>1</sup>“occupiers” means—

- (a) the persons whom the relevant authority is satisfied occupy as their home the dwelling to which the claim or award relates except for any joint tenant who is not a member of the claimant’s household; and
- (b) any member of the armed forces away on operations who—
  - (i) is the son, daughter, step-son or step-daughter of the claimant or the claimant’s partner;
  - (ii) was the claimant’s non-dependant before they became a member of the armed forces away on operations; and
  - (iii) intends to resume occupying the dwelling as their home when they cease to be a member of the armed forces away on operations;◀

<sup>1</sup>Defn. of “occupiers” in reg. 13D substituted by reg. 3(3)(d) of S.I. 2013/665 as from 1.4.13.

“relevant date” means, as the case may require—

- (a) the date of the claim to which the claim or relevant information referred to in regulation 13C (2) (a) or (b) relates;
- (b) the date of the change of dwelling, change which affects the category of dwelling, or date of death, to which a notification referred to in regulation 13C(2)(c) or (d) relates; or
- (c) the date on which the anniversary of the LHA date referred to in regulation 13C(3) falls.

“tenancy” includes

- (a) in Scotland, any other right of occupancy; and
- (b) in any other case, a licence to occupy premises,

and reference to a tenant, landlord or any other expression appropriate to a tenancy shall be construed accordingly.

### **Publication of local housing allowances**

**13E.**—(1) A relevant authority shall take such steps as appear to it to be appropriate for the purpose of securing that information in relation to broad rental market areas falling in whole or in part within its area, and local housing allowances applicable to such broad rental market areas, is brought to the attention of persons who may be entitled to housing benefit from the authority.◀

### **►<sup>2</sup>Requirement to refer to rent officers**

**14.**—(1) Subject to the following provisions of this regulation, a relevant authority shall apply to a rent officer for a determination to be made in pursuance of the Housing Act functions where—

- (a) it has received a claim on which rent allowance may be awarded and any of the circumstances specified in regulation 13C(5)(a) to (e) (rent allowance cases for which a maximum rent (standard local rent) is not to be determined) apply;
- (b) it has received relevant information regarding a claim on which rent allowance may be awarded and any of the circumstances specified in regulation 13C(5)(a) to (e) apply;
- (c) it has received a notification of a change relating to a rent allowance and a maximum rent (LHA) does not fall to be determined under regulation 13C (determination of a maximum rent (LHA));
- (d) it has received a notification of a change of dwelling and any of the circumstances specified in regulation 13C(5)(a) to (e) apply;

<sup>2</sup>Reg. 14 substituted by reg. 8 of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

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<sup>1</sup>In reg. 14, words substituted in para. (1)(f), deleted in para. (1)(f)(ii) & para. (h) inserted by reg. 5(5)(a) & (b) of S.I. 2008/586 as from 7.4.08.

- (e) it has received, except in the case where any liability to make payments in respect of a dwelling would be to a housing authority, a request from a person (“the prospective occupier”), on a properly completed form approved for the purpose by the relevant authority, which includes the specified matters and any of the circumstances specified in regulation 13C(5)(a) to (d) apply;
  - (f) 52 weeks have expired since it last made an application under sub-paragraph (a), (b), (c), (d)<sup>1</sup>, (e) or (h)<sup>1</sup> in relation to the claim or award in question and—
    - (i) a maximum rent (LHA) determined under regulation 13D does not apply; and
    - (ii) a maximum rent (LHA) is not to be determined under regulation 13D;<sup>1</sup>
  - (g) 52 weeks have expired since an application was made under sub-paragraph (f) or a previous application was made under this sub-paragraph, whichever last occurred, and—
    - (i) a maximum rent (LHA) determined under regulation 13D does not apply; and
    - (ii) a maximum rent (LHA) is not to be determined under regulation 13D<sup>1</sup>; or
  - (h) has received notification that any of the circumstances in regulation 13C(5) apply.<sup>1</sup>
- (2) An application shall not be required under paragraph (1) where a claim, relevant information regarding a claim, notification or request relates to either—
- (a) a dwelling in a hostel if, during the period of 12 months ending on the day on which that claim, relevant information regarding a claim, notification or request is received by the relevant authority—
    - (i) a rent officer has already made a determination in the exercise of the Housing Act functions in respect of a dwelling in that hostel which is a similar dwelling to the dwelling to which the claim, relevant information regarding a claim, notification or request relates; and
    - (ii) there has been no change relating to a rent allowance that has affected the dwelling in respect of which that determination was made; or
  - (b) an “excluded tenancy” within the meaning of Schedule 2 (excluded tenancies).
- (3) The provision of information to the rent officer in accordance with regulation 95A(5) shall be treated as an application to the rent officer under paragraph (1).
- (4) Where a relevant authority receives a request pursuant to paragraph (1)(e) (request from prospective occupier) and it is a case where, by reason of paragraph (2) (hostels or excluded tenancies), an application to a rent officer is not required, the authority shall—
- (a) return it to the prospective occupier, indicating why no such application is required; and
  - (b) where it is not required by reason of either paragraph (2)(a) (hostels) of this regulation or paragraph 2 of Schedule 2 (cases where the rent officer has already made a determination), shall also send him a copy of that determination within 4 days of the receipt of that request by the authority.
- (5) Where an application to a rent officer is required by paragraph (1) it shall be made within 3 days, or as soon as practicable after that date, of—
- (a) the relevant authority receiving a claim on which rent allowance may be awarded;
  - (b) the relevant authority receiving relevant information regarding a claim on which rent allowance may be awarded;
  - (c) the relevant authority receiving a notification of a change relating to a rent allowance;
  - (d) the relevant authority receiving a notification of a change of dwelling; or
  - (e) the day on which the period mentioned in paragraph (1)(f) or (g) expired,
- except that, in the case of a request to which paragraph (1)(e) (request from prospective occupier) applies, the application shall be made within 2 days of the receipt of that request by the authority.

(6) In calculating any period of days mentioned in paragraphs (4) or (5), no regard shall be had to a day on which the offices of the relevant authority are closed for the purposes of receiving or determining claims.

(7) For the purpose of this regulation a dwelling in a hostel shall be regarded as similar to another dwelling in that hostel if each dwelling provides sleeping accommodation for the same number of persons.

(8) In this regulation—

“change relating to a rent allowance” means a change or increase to which paragraph 2(3)(a), (b), (c)<sup>1</sup>, (d)<sup>2</sup>(e)<sup>3</sup>, (f) or (g)<sup>4</sup> of Schedule 2 applies;

“prospective occupier” shall include a person currently in receipt of housing benefit in respect of a dwelling which he occupies as his home and who is contemplating entering into a new agreement to occupy that dwelling, but only where his current agreement commenced 11 months or more before the request under paragraph (1)(e);

“specified matters” means—

- (a) the signature of the prospective occupier;
- (b) the signature of the person to whom the prospective occupier would incur liability to make such payments;
- (c) a statement that the person in paragraph (b) agrees to the application being made for that determination; and
- (d) an indication that the prospective occupier is contemplating occupying the dwelling as his home and that if he does so, he is likely to claim housing benefit;

“tenancy” includes—

- (a) in Scotland, any other right of occupancy; and
  - (b) in any other case, a licence to occupy premises,
- and reference to a tenant, landlord or any other expression appropriate to a tenancy shall be construed accordingly;

▶<sup>4</sup>◀◀

*These paragraphs continue to be reproduced as they remain in force in certain cases. See reg. 1 of S.I. 2007/2869 at page 8.3761 for details.*

Requirement to refer to rent officers

14.—(1) Subject to the following provisions of this regulation, a relevant authority shall apply to a rent officer for a determination to be made in pursuance of the Housing Act functions where—

- (a) it has received a claim on which rent allowance may be awarded; or
- (b) it has received relevant information regarding a claim on which rent allowance may be awarded; or
- (c) it has received a notification of a change relating to a rent allowance; or
- (d) it has received a notification of a change of dwelling; or
- (e) it has received, except in the case where any liability to make payments in respect of a dwelling would be to a housing authority, a request from a person (“the prospective occupier”), on a properly completed form approved for the purpose by the relevant authority, signifying that he is contemplating occupying a dwelling as his home and that if he does so, he is likely to claim housing benefit, but only where that form—
  - (i) is signed by the prospective occupier;
  - (ii) is countersigned by the person to whom the prospective occupier would incur liability to make such payments; and
  - (iii) indicates that the person countersigning agrees to the application being made for that determination; or
- (f) 52 weeks have elapsed since it last made an application under sub-paragraph (a), (b), (c), (d) or (e) above in relation to the claim or award in question; or
- (g) 52 weeks have elapsed since—

<sup>1</sup>Words substituted in reg. 14(8) by reg. 3(7) of S.I. 2010/2835 as from 1.4.11.

<sup>2</sup>Words in reg. 14(8) substituted by reg. 3(4) of S.I. 2013/665 as from 1.4.13.

<sup>3</sup>Words in reg. 14(8) substituted by reg. 3(4) of S.I. 2013/2828 as from 4.12.13.

<sup>4</sup>Defn. of “the Corporation” deleted in reg. 14(8) by reg. 5(5)(c) of S.I. 2008/586 as from 7.4.08.

- (i) an application was made under sub-paragraph (f) above; or
- (ii) an application was made under this sub-paragraph, whichever last occurred.

<sup>1</sup>Reg. 14(2) & (3) omitted by reg. 3(1)(a) of S.I. 2007/2869 as from 7.4.08.

(2)-(3) ►<sup>1</sup>◄

(4) An application shall not be required under paragraph (1) where a claim, relevant information regarding a claim, notification or request relates to either—

- (a) a dwelling in a hostel if, during the period of 12 months which ends on the day on which that claim, relevant information regarding a claim, notification or request is received by the relevant authority—
  - (i) a rent officer has already made a determination in the exercise of the Housing Act functions in respect of a dwelling in that hostel which is a similar dwelling to the dwelling to which the claim, relevant information, notification or request relates; and
  - (ii) there has been no change relating to a rent allowance that has affected the dwelling in respect of which that determination was made; or
- (b) an “excluded tenancy” within the meaning of Schedule 2 (excluded tenancies).

<sup>2</sup>Reg. 14(4A) inserted by reg. 3(1)(b) of S.I. 2007/2869 as from 7.4.08.

►<sup>2</sup>(4A) The provision of information to the rent officer in accordance with ►<sup>3</sup>regulation 95A(5)◄ shall be treated as an application to the rent officer under paragraph (1).◄

<sup>3</sup>Words substituted in reg. 14(4A) by reg. 5(2)(a) of S.I. 2008/586 as from 7.4.08.

(5) Where a relevant authority receives a request pursuant to paragraph (1)(e) and it is a case where, by reason of paragraph (4), an application to a rent officer is not required, the authority shall—

- (a) return it to the prospective occupier, indicating why no such application is required; and
- (b) where it is not required by reason of either paragraph (4)(a) of this regulation or paragraph 2 of Schedule 2 (cases where the rent officer has already made a determination), shall also send him a copy of that determination within 4 days of the receipt of that request by the authority.

(6) Where an application to a rent officer is required by paragraph (1) it shall be made within 3 days, or as soon as practicable thereafter, of—

- (a) the relevant authority receiving a claim on which rent allowance may be awarded; or
- (b) the relevant authority receiving relevant information regarding a claim on which rent allowance may be awarded; or
- (c) the relevant authority receiving a notification of a change relating to a rent allowance; or
- (d) the relevant authority receiving a notification of a change of dwelling; or
- (e) the day on which the period mentioned in paragraph (1)(f) or (g) elapsed,

except that, in the case of a request to which paragraph (1)(e) applies, the application shall be made within 2 days of the receipt of that request by the authority.

(7) For the purpose of calculating any period of days mentioned in paragraphs (5) or (6), no regard shall be had to a day on which the offices of the relevant authority are closed for the purposes of receiving or determining claims.

(8) Where the relevant authority has identified charges to which paragraph (2)(b) applies, it shall—

- (a) deduct those charges from the total amount of those payments which, in accordance with paragraph (2), it has stated that the claimant is liable to make in respect of the dwelling which he occupies as his home; and
- (b) notify that total so reduced to the rent officer in its application under paragraph (1) for his use in making determinations under Schedule 1 (determinations) to the Rent Officers Order.

►<sup>1</sup>◀

- (10) In this regulation—
- “change of dwelling” means a change of dwelling occupied by a claimant as his home during the award where the dwelling to which the claimant has moved is one in respect of which the authority may make a rent allowance;
  - “change relating to a rent allowance” means a change or increase to which paragraph 2(3)(a), (b), (c) or (d) of Schedule 2 applies;
  - “prospective occupier” shall include a person currently in receipt of housing benefit in respect of a dwelling which he occupies as his home and who is contemplating entering into a new agreement to occupy that dwelling, but not in a case where his current agreement commenced less than 11 months before such a request;
  - “registered housing association” means a housing association which—
    - (a) is registered in a register maintained by the Corporation or the National Assembly for Wales under chapter 1 of Part 1 of the Housing Act 1996(a); or
    - (b) in Scotland, is registered by Scottish Ministers by virtue of section 57(3)(b) of the Housing (Scotland) Act 2001(b);
  - “relevant information” means information or evidence forwarded to the relevant authority by an appropriate DWP office regarding a claim on which rent allowance may be awarded, which completes the transfer of all information or evidence held by the appropriate DWP office relating to that claim;
  - “tenancy” includes—
    - (i) in Scotland, any other right of occupancy; and
    - (ii) in any other case, a licence to occupy premises, and reference to a tenant, landlord or any other expression appropriate to a tenancy shall be construed accordingly;
  - “the Corporation” has the same meaning as in section 56 of the Housing Act 1996.

<sup>1</sup>Reg. 14(9) omitted by reg. 3(1)(a) of S.I. 2007/2869 as from 7.4.08.

►<sup>2</sup>Application to the rent officer for redeterminations

**15.—(1)** Subject to paragraph (2) and regulation 16 (application for redetermination by rent officer), where a relevant authority has obtained from a rent officer either or both of the following—

- (a) a determination on a reference made under regulation 13D(10) (board and attendance determination) or regulation 14 (requirement to refer to rent officers);
- (b) a redetermination on a reference made under regulation 16(2) (application for redetermination by rent officer),

<sup>2</sup>Regs. 15-18 substituted by reg. 9 of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

the authority may apply to the rent officer for a redetermination of any determination or redetermination he has made which has effect at the date of the application.

(2) No application shall be made for a further redetermination of a redetermination made in response to an application under paragraph (1).

**Application for a redetermination by a rent officer**

**16.—(1)** This paragraph applies where—

- (a) a person affected makes written representations which are signed by him, to a relevant authority concerning a decision which it makes in relation to him;
- (b) those representations relate, in whole or in part, to a rent officer's determination or redetermination in exercise of the Housing Act functions except for functions relating to broad rental market area determinations and local housing allowance determinations or amended determinations; and

(a) 1996 c. 5; functions transferred by Government of Wales Act 1998 (c. 38), section 140.

(b) 2001 asp 10.

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- (c) those representations are made no later than one month after the day on which the person affected was notified of the decision by the relevant authority.

(2) Subject to paragraphs (3) and (4), where paragraph (1) applies, the relevant authority shall, within 7 days of receiving the representations, apply to the rent officer for a redetermination or, as the case may be, a further redetermination in exercise of the Housing Act functions and a copy of those representations shall accompany the local authority's application.

(3) Except where paragraph (4) applies, a relevant authority, in relation to any determination by a rent officer of an application under regulation 13D(10) (board and attendance determination) or 14(1) (requirement to refer to rent officers), shall not apply for a redetermination under paragraph (2) more than once in respect of an individual claimant's dwelling to which that determination relates.

(4) Paragraph (2) shall operate so as to require a relevant authority to make a second application where the following conditions are met in addition to those imposed by that paragraph—

- (a) the written representations made under paragraph (1) relate to a redetermination by a rent officer made in response to an application by the relevant authority under regulation 15 (application to the rent officer for redetermination);
- (b) by the time of that application, the rent officer has already provided a redetermination under this regulation of a determination made in response to an application under regulation 13D(10) or 14(1); and
- (c) both the application under this regulation referred to in sub-paragraph (b) and the second application for which this paragraph provides relate to the same claimant.

(5) Where a decision has been revised in consequence of a redetermination, substitute determination or substitute redetermination by a rent officer in exercise of the Housing Act functions (except for those relating to broad rental market area determinations and local housing allowance determinations or amended determinations) and that redetermination, substitute determination or substitute redetermination has led to—

- (a) a reduction in the maximum rent, the redetermination, substitute determination or substitute redetermination shall be a change of circumstances;
- (b) an increase in the maximum rent, the redetermination, substitute determination or substitute redetermination shall have effect in place of the original determination.

**Substitute determinations or substitute redeterminations**

17.—(1) In a case where either—

- (a) the appropriate authority discovers that an application it has made to the rent officer contained an error in respect of any of the following—
- (i) the size of the dwelling;
- (ii) the number of occupiers;
- (iii) the composition of the household;
- (iv) the terms of the tenancy; or
- (b) the rent officer has, in accordance with article 7A(1) or (2)(a) of the Rent Officers Order, notified an appropriate authority of an error he has made (other than in the application of his professional judgement),

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(a) Article 7A was inserted into the Rent Officers (Housing Benefit Functions) Order 1997 by S.I. 2000/1 and into the Rent Officers (Housing Benefit Functions) (Scotland) Order 1997 by S.I. 2000/3. It was amended in both instruments by S.I. 2003/2398 and 2007/2871.

the authority shall apply to the rent officer for a substitute determination, substitute redetermination, board and attendance redetermination, substitute board and attendance determination or substitute board and attendance redetermination, as the case may be.

(2) In its application to the rent officer the relevant authority shall state the nature of the error and withdraw any previous application relating to the same case for a redetermination or substitute determination or substitute redetermination, which it has made but to which the rent officer has not yet responded.

**Application of provisions to substitute determinations or substitute redeterminations**

**18.** Regulations 15, 16 and 17 apply to a substitute determination or substitute redetermination as they apply to the determination or redetermination it replaces.◀

*These paragraphs continue to be reproduced as they remain in force in certain cases. See reg. 1 of S.I. 2007/2869 at page 8.3761 for details.*

Applications to the rent officer for redeterminations

15.—(1) Subject to paragraph (2) and regulation 17 (substitute determinations or substitute redeterminations), where a relevant authority has obtained from a rent officer either or both of the following—

- (a) a determination on a reference made under regulation 14 (requirement to refer to rent officers);
- (b) a redetermination on a reference made under regulation 16(2) (application for redetermination by rent officer),

the authority may apply to the rent officer for a redetermination of any determination or redetermination he has made which has effect at the date of the application.

(2) No application shall be made for a further redetermination of a redetermination made in response to an application under paragraph (1).

Application for redetermination by rent officer

16.—(1) This paragraph applies where—

- (a) a person affected makes written representations which are signed by him, to a relevant authority concerning a decision which it makes in relation to him;
- (b) those representations relate, in whole or in part, to a rent officer's determination or redetermination in exercise of the Housing Act functions; and
- (c) those representations are made no later than ▶<sup>1</sup>one month◀ after the day on which the person affected was notified of the decision by the relevant authority.

(2) Subject to paragraphs (3) and (4), where paragraph (1) applies, the relevant authority shall, within 7 days of receiving the representations, apply to the rent officer for a redetermination or, as the case may be, a further redetermination in exercise of the Housing Act functions and a copy of those representations shall accompany the local authority's application.

(3) Except where paragraph (4) applies, a relevant authority, in relation to any determination by a rent officer of an application under regulation 14(1) (requirement to refer to rent officers), shall not apply for a redetermination under paragraph (2) more than once in respect of an individual claimant's dwelling to which that determination relates.

(4) Paragraph (2) shall operate so as to require a relevant authority to make a second application where the following conditions are met in addition to those imposed by that paragraph—

- (a) the written representations made under paragraph (1) related to a determination by a rent officer made in response to an application by the relevant authority under regulation 15 (application to the rent officer for redetermination);

<sup>1</sup>Words substituted in reg. 16(1)(c) by reg. 3(6) of S.I. 2007/1356 as from 1.10.07.

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- (b) by the time of that application, the rent officer has already provided a redetermination under this regulation of a determination made in response to an application under regulation 14(1); and
- (c) both the application under this regulation referred to in sub-paragraph (b) and the second application for which this paragraph provides relate to the same claimant.

(5) Where a decision has been revised in consequence of a redetermination, substitute determination or substitute redetermination by a rent officer in exercise of the Housing Act functions and that redetermination, substitute determination or substitute redetermination has led to—

- (a) a reduction in the maximum rent, the redetermination, substitute determination or substitute redetermination shall be a change of circumstances;
- (b) an increase in the maximum rent, the redetermination, substitute determination or substitute redetermination shall have effect in place of the original determination.

Substitute determinations or substitute redeterminations

17.—(1) In a case where either—

- (a) the appropriate authority discovers that an application it has made to the rent officer contained an error in respect of any of the following—
  - (i) the size of the dwelling;
  - (ii) the number of occupiers;
  - (iii) the composition of the household;
  - (iv) the terms of the tenancy; or
- (b) the rent officer has, in accordance with article 7A of the Rent Officers Order, notified an appropriate authority of an error he has made (other than in the application of his professional judgement),

the authority shall apply to the rent officer for a substitute determination or substitute redetermination as the case may be.

(2) In its application to the rent officer the relevant authority shall state the nature of the error and withdraw any previous application relating to the same case for a redetermination or substitute determination or substitute redetermination, which it has made but to which the rent officer has not yet responded.

Application of provisions to substitute determinations or substitute redeterminations

18. Regulations 15, 16 and 17 apply to a substitute determination or substitute redetermination as they apply to the determination or redetermination it replaces.

<sup>1</sup>Reg. 18A inserted by reg. 10 of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

►<sup>1</sup>**Amended determinations**

**18A.**—(1) This regulation applies where a decision has been revised in consequence of an amended broad rental market area determination or amended local housing allowance determination by a rent officer.

(2) Where that amended determination has led to a reduction in the maximum rent (LHA) applicable to a claimant, the amended determination shall be a change of circumstances in relation to that claimant.

(3) Where that amended determination has led to an increase in the maximum rent (LHA) applicable to a claimant, the amended determination shall have effect in place of the original determination.◀



## PART 4

### *Membership of a family*

#### **Persons of prescribed description**

**19.**—(1) Subject to paragraph (2), a person of a prescribed description for the purposes of section 137(1) of the Act as it applies to housing benefit (definition of family) is a person ▶<sup>1</sup>who falls within the definition of qualifying young person in section 142 of the Act (child and qualifying young person)◀, and in these Regulations such a person is referred to as a “young person”.

<sup>1</sup>Words substituted in reg. 19(1); in reg. 19(2) word added to para. (a) & para. (b) omitted by reg. 4(2) of S.I. 2006/718 as from 10.4.06.

(2) Paragraph (1) shall not apply to a person who is—

- (a) on income support▶<sup>2</sup>, an income-based jobseeker’s allowance or an income-related employment and support allowance◀▶<sup>3</sup>◀
- (b) ▶<sup>1</sup>◀
- (c) a person to whom section 6 of the Children (Leaving Care) Act 2000(a) (exclusion from benefits) applies▶<sup>3</sup>; or
- (d) entitled to an award of universal credit.◀

<sup>2</sup>Words in reg. 19(2)(a) substituted by reg. 32 of S.I. 2008/1082 as from 27.10.08.

<sup>3</sup>Words in reg. 19(2)(a) omitted and (2)(d) inserted by reg. 36(3) of S.I. 2013/630 as from 29.4.13.

(3) A person of a prescribed description for the purposes of section 137(1) of the Act as it applies to housing benefit (definition of the family) includes a child or young person in respect of whom section 145A of that Act(b) applies for the purposes of entitlement to child benefit but only for the period prescribed under section 145A(1) of that Act.

#### **Circumstances in which a person is to be treated as responsible or not responsible for another**

**20.**—(1) Subject to the following provisions of this regulation a person shall be treated as responsible for a child or young person who is normally living with him and this includes a child or young person to whom paragraph (3) of regulation 19 applies.

(2) Where a child or young person spends equal amounts of time in different households, or where there is a question as to which household he is living in, the child or young person shall be treated for the purposes of paragraph (1) as normally living with—

- (a) the person who is receiving child benefit in respect of him; or
- (b) if there is no such person—
  - (i) where only one claim for child benefit has been made in respect of him, the person who made that claim; or
  - (ii) in any other case the person who has the primary responsibility for him.

(3) For the purposes of these Regulations a child or young person shall be the responsibility of only one person in any benefit week and any person other than the one treated as responsible for the child or young person under this regulation shall be treated as not so responsible.

#### **Circumstances in which a person is to be treated as being or not being a member of the household**

**21.**—(1) Subject to paragraphs (2) to (4), the claimant and any partner and, where the claimant or his partner is treated as responsible by virtue of regulation 20 (circumstances in which a person is to be treated as responsible or not responsible for another) for a child or young person, that child or young person and any child of that child or young person, shall be treated as members of the same household notwithstanding that any of them is temporarily living away from the other members of his family.

(a) 2000 c. 35.

(b) Section 145A was inserted by section 55 of the Tax Credits Act 2002 (c. 21).

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(2) Paragraph (1) shall not apply to a person who is living away from the other members of his family where—

- (a) that person does not intend to resume living with the other members of his family; or
- (b) his absence from the other members of his family is likely to exceed 52 weeks, unless there are exceptional circumstances (for example where the person is in hospital or otherwise has no control over the length of his absence) and the absence is unlikely to be substantially more than 52 weeks.

(3) A child or young person shall not be treated as a member of the claimant's household<sup>1</sup>, nor as occupying the claimant's dwelling<sup>2</sup> where he is—

- (a) placed with the claimant or his partner by a local authority under section 23(2)(a) of the Children Act 1989<sup>(a)</sup> or by a voluntary organisation under section 59(1)(a) of that Act, or in Scotland boarded out<sup>2</sup> or placed<sup>2</sup> with the claimant or his partner under a relevant enactment; or
- (b) placed, or in Scotland boarded out, with the claimant or his partner prior to adoption; or
- (c) placed for adoption with the claimant or his partner in accordance with the Adoption and Children Act 2002<sup>(b)</sup> or<sup>3</sup> the Adoption Agencies (Scotland) Regulations 2009<sup>4</sup>.

(4) Subject to paragraph (5), paragraph (1) shall not apply to a child or young person who is not living with the claimant and he—

- (a) is being looked after by, or in Scotland is in the care of, a local authority under a relevant enactment; or
- (b) has been placed, or in Scotland boarded out, with a person other than the claimant prior to adoption; or
- (c) has been placed for adoption in accordance with the Adoption and Children Act 2002 or<sup>3</sup> the Adoption Agencies (Scotland) Regulations 2009<sup>4</sup>.

(5) An authority shall treat a child or young person to whom paragraph (4)(a) applies as being a member of the claimants' household in any benefit week where—

- (a) that child or young person lives with the claimant for part or all of that benefit week; and
- (b) the authority considers that it is reasonable to do so taking into account the nature and frequency of that child's or young person's visits.

(6) In this regulation "relevant enactment" means the Army Act 1955<sup>(c)</sup>, the Air Force Act 1955<sup>(d)</sup>, the Naval Discipline Act 1957<sup>(e)</sup>, the Matrimonial Proceedings Children Act 1958<sup>(f)</sup>, the Social Work (Scotland) Act 1968<sup>(g)</sup>, the Family Law Reform Act 1969<sup>(h)</sup>, the Children and Young Persons Act 1969<sup>(i)</sup>, the Matrimonial Causes Act 1973<sup>(j)</sup>, the Children Act 1975<sup>(k)</sup>, the Domestic Proceedings and Magistrates' Courts Act 1978<sup>(l)</sup>,<sup>2</sup> the Adoption and Children (Scotland) Act 2007<sup>4</sup>, the Child Care Act 1980<sup>(m)</sup>, the Family Law Act 1986<sup>(n)</sup>, the Children Act 1989<sup>(o)</sup><sup>2</sup> the Children (Scotland) Act 1995<sup>(p)</sup><sup>2</sup> and the Children's Hearing (Scotland) Act 2011<sup>4</sup>.

<sup>1</sup>Words inserted in reg. 21(3) by reg. 3(3) of S.I. 2010/2449 as from 1.11.10.

<sup>2</sup>Words in reg. 21(3)(a) inserted and omitted and inserted in 21(6) by para. 24(3)(a) & (b) of Sch. 1 of S.I. 2013/1465 as from 26.4.13.

<sup>3</sup>Words substituted in reg. 21(3)(c) & (4)(c) & (6) by paras. 40(4)(a) & (b) of Part 2 to Sch. 1 of S.I. 2011/1740 as from 15.7.11.

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(a) 1989 c. 41.  
 (b) 2002 c. 38.  
 (c) 1955 c. 18.  
 (d) 1955 c. 19.  
 (e) 1957 c. 53.  
 (f) 1958 c. 40.  
 (g) 1968 c. 49.  
 (h) 1969 c. 46.  
 (i) 1969 c. 54.  
 (j) 1973 c. 18.  
 (k) 1975 c. 72.  
 (l) 1978 c. 22.  
 (m) 1980 c. 5.  
 (n) 1986 c. 55.  
 (o) 1989 c. 41.  
 (p) 1995 c. 36.

## PART 5

### *Applicable amounts*

#### **Applicable amounts**

**22.**—(1) Subject to regulations 61 and 62 and Schedule A1(a) (calculation of weekly amounts, rent free periods and treatment of claims for housing benefit by refugees), the applicable amount of a claimant shall be the aggregate of such of the following amounts as apply in his case—

- (a) an amount in respect of his personal allowance, determined in accordance with paragraph 1 of Schedule 3;
- (b) an amount in respect of any child or young person who is a member of his family, determined in accordance with paragraph 2 of that Schedule;

▶<sup>1</sup>◀

*Reg. 22(1)(c) remains in force for transitional purposes only, see reg. 4 of S.I. 2015/1857 for when to apply.*

- (c) if he is a member of a family of which at least one member is a child or young person, an amount determined in accordance with paragraph 3(1) of Part 2 of that Schedule (family premium);

(d) ▶<sup>2</sup>◀

- (e) the amount of any premiums which may be applicable to him, determined in accordance with Parts 3 and 4 of that Schedule (premiums).

(2)-(4) ▶<sup>3</sup>◀

▶<sup>3</sup>(5) In ▶<sup>4</sup>Schedule 3◀—

“additional spouse” means a spouse of either party to the marriage who is additional to the other party to the marriage;

“patient” means a person (other than a person who is serving a sentence of imprisonment or detention in a youth custody institution) who is regarded as receiving free in-patient treatment within the meaning of the Social Security (Hospital In-Patients) Regulations 1975(b).◀

(6)-(7) ▶<sup>3</sup>◀

<sup>1</sup>Reg. 22(1)(c) omitted by reg. 2(2) of S.I. 2015/1857 as from 1.5.16. See reg. 4 of this S.I. for when to apply.

<sup>2</sup>Reg. 22(1)(d) omitted by reg. 20(4) of S.I. 2011/2425 as from 31.10.11.

<sup>3</sup>Paras. (2)-(4), (6) & (7) omitted and para. (5) of reg. 22 substituted by reg. 2(3) of S.I. 2005/2502 as from 1.4.06. \*See page 8.2901.

<sup>4</sup>Words in reg. 22(5) substituted by reg. 4(4) of S.I. 2008/1042 as from 19.5.08.

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(a) See the Housing Benefit and Council Tax Benefit (Consequential Provisions) Regulations 2006 (S.I. 2006/217), regulation 7 and Schedule 4, paragraph 2 for regulation 10A and Schedule A1 (claims by refugees).

(b) S.I. 1975/555.



## PART 6

### Assessment of income and capital

#### SECTION 1

##### *General*

#### **Calculation of income and capital of members of claimant's family and of a polygamous marriage**

**23.**—(1) The income and capital of a claimant's partner which by virtue of section 136(1) of the Act is to be treated as income and capital of the claimant, shall be calculated or estimated in accordance with the following provisions of this Part in like manner as for the claimant; and any reference to the "claimant" shall, except where the context otherwise requires, be construed for the purposes of this Part as if it were a reference to his partner.

(2) Where a claimant or the partner of a claimant is married polygamously to two or more members of his household—

- (a) the claimant shall be treated as possessing capital and income belonging to each such member; and
- (b) the income and capital of that member shall be calculated in accordance with the following provisions of this Part in like manner as for the claimant.

(3) The income and capital of a child or young person shall not be treated as the income and capital of the claimant.

#### **Circumstances in which income of non-dependant is to be treated as claimant's**

**24.**—(1) Where it appears to the relevant authority that a non-dependant and the claimant have entered into arrangements in order to take advantage of the housing benefit scheme and the non-dependant has more capital and income than the claimant, that authority shall, except where the claimant is on ►<sup>1</sup>a guarantee credit◀, treat the claimant as possessing capital and income belonging to that non-dependant and, in such a case, shall disregard any capital and income which the claimant does possess.

<sup>1</sup>Words substituted in reg. 24(1) by reg. 6(3) of S.I. 2008/3157 as from 5.1.09.

(2) Where a claimant is treated as possessing capital and income belonging to a non-dependant under paragraph (1) the capital and income of that non-dependant shall be calculated in accordance with the following provisions of this Part in like manner as for the claimant and any reference to the "claimant" shall, except where the context otherwise requires, be construed for the purposes of this Part as if it were a reference to that non-dependant.

#### SECTION 2

##### *Income*

#### **Calculation of income and capital**

**25.** The income and capital of—

- (a) the claimant; and
- (b) any partner of the claimant,

shall be calculated in accordance with the rules set out in this Part; and any reference in this Part to the claimant shall apply equally to any partner of the claimant.

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**Claimant in receipt of guarantee credit**

26. In the case of a claimant who is in receipt, or whose partner is in receipt, of a guarantee credit, the whole of his capital and income shall be disregarded.

**Calculation of claimant's income and capital in savings credit only cases**

27.—(1) In determining the income and capital of a claimant who has, or whose partner has, an award of state pension credit comprising only the savings credit, the relevant authority shall, subject to the following provisions of this regulation, use the calculation or estimate of the claimant's or, as the case may be, the claimant's partner's income and capital made by the Secretary of State for the purpose of determining that award.

(2) The Secretary of State shall provide the relevant authority with details of the calculation or estimate—

- (a) if the claimant is on housing benefit or has claimed housing benefit, within the two working days following the day the calculation or estimate was determined, or as soon as reasonably practicable thereafter; or
- (b) if sub-paragraph (a) does not apply, within the two working days following the day he receives information from the relevant authority that the claimant or his partner has claimed housing benefit, or as soon as reasonably practicable thereafter.

(3) The details provided by the Secretary of State shall include the amount taken into account in that determination in respect of the net income of the person claiming state pension credit.

(4) The relevant authority shall modify the amount of the net income provided by the Secretary of State only in so far as necessary to take into account—

- (a) the amount of the savings credit payable;
- (b) in respect of any dependent children of the claimant, childcare charges taken into account under regulation 30(1)(c) (calculation of income on a weekly basis);
- (c) the higher amount disregarded under these Regulations in respect of—
  - (i) lone parent's earnings;
  - (ii) payments of maintenance, whether under a court order or not, which is made or due to be made by—
    - (aa) the claimant's former partner, or the claimant's partner's former partner; or
    - (bb) the parent of a child or young person where that child or young person is a member of the claimant's family except where that parent is the claimant or the claimant's partner;

- (d) any amount to be disregarded by virtue of paragraph 5A or 9(1) of Schedule 4;
- (e) the income and capital of any partner of the claimant who is treated as a member of the claimant's household under regulation 21 (circumstances in which a person is to be treated as being or not being a member of the household) to the extent that it is not taken into account in determining the net income of the person claiming state pension credit;
- (f) regulation 24 (circumstances in which income of a non-dependent is to be treated as claimant's), if the relevant authority determines that this provision applies in the claimant's case;
- (g) any modification under section 134(8) of the Administration Act (modifications by resolution of an authority) which is applicable in the claimant's case.

(5) Regulations 29 to 49 shall not apply to the amount of the net income to be taken into account by the local authority under paragraph (1), but shall apply (so far as relevant) for the purpose of determining any modifications which fall to be made to that amount under paragraph (4).

<sup>1</sup>Words substituted in reg. 27(4)(d) by reg. 3(2) of S.I. 2009/2608. See reg. 1(3) for the relevant commencement date.

(6) The relevant authority shall for the purpose of determining the claimant's entitlement of housing benefit use, except where paragraphs (7) and (8) apply, the calculation of the claimant's capital made by the Secretary of State, and shall in particular apply the provisions of regulation 43 if the claimant's capital is calculated as being in excess of £16,000.

(7) If paragraph (8) applies, the relevant authority shall calculate the claimant's capital in accordance with regulations 43 to 49 below.

(8) This paragraph applies if—

- (a) the Secretary of State notifies the relevant authority that the claimant's capital has been determined as being £16,000 or less;
- (b) subsequent to that determination the claimant's capital rises to more than £16,000; and
- (c) the increase occurs whilst there is in force an assessed income period within the meaning of sections 6 and 9 of the State Pension Credit Act.

### **Calculation of income and capital where state pension credit is not payable**

**28.** The income and capital of a person to whom neither regulation 26 nor regulation 27 applies shall be calculated or estimated by the relevant authority in accordance with regulations 29 to 49.

### **Meaning of "income"**

**29.—(1)** For the purposes of these Regulations, "income" means income of any of the following descriptions—

- (a) earnings;
- (b) working tax credit<sup>(a)</sup>;
- (c) retirement pension income within the meaning of the State Pension Credit Act<sup>(b)</sup>;
- (d) income from annuity contracts (other than retirement pension income);
- (e) a war disablement pension or war widow's or widower's pension;
- (f) a foreign war disablement pension or war widow's or widower's pension;
- (g) a guaranteed income payment;
- ▶<sup>1</sup>(h) a payment made under article 21(1)(c) of the Armed Forces and Reserve Forces (Compensation Scheme) Order 2005, in any case where article 23(2)(c) applies; ◀
- (i) income from capital, other than capital disregarded under Part 1 of Schedule 6;
- (j) social security benefits, other than retirement pension income or any of the following benefits—
  - (i) disability living allowance;
  - ▶<sup>2</sup>(ia) personal independence payment; ◀
  - ▶<sup>3</sup>(ib) armed forces independence payment; ◀
    - (ii) attendance allowance payable under section 64 of the Act;
    - (iii) an increase of disablement pension under section 104 or 105 of the Act;
    - (iv) a payment under regulations made in exercise of the power conferred by paragraph 7(2)(b) of Part 2 of Schedule 8 to the Act<sup>(c)</sup>;
    - (v) an increase of an allowance payable in respect of constant attendance under paragraph 4 of Part 1 of Schedule 8 to the Act;
    - (vi) child benefit;
    - (vii) any guardian's allowance payable under section 77 of the Act;
    - (viii) any increase for a dependant, other than the claimant's partner, payable in accordance with Part 4 of the Act;

<sup>1</sup>Reg. 29(1)(h) substituted by reg. 6(4)(b) of S.I. 2008/3157 as from 5.1.09.

<sup>2</sup>Reg. 29(1)(j)(ia) inserted by para. 37(3) of Sch. to S.I. 2013/388 as from 8.4.13.

<sup>3</sup>Reg. 29(1)(j)(ib) inserted by para. 35(3) of Sch. to S.I. 2013/591 as from 8.4.13.

(a) See definition inserted in regulation 2(1) by S.I. 2002/2402.

(b) See section 16(1) of the State Pension Credit Act 2002 (c. 16).

(c) See in particular paragraph 7(2)(b) of Schedule 8.

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<sup>1</sup>Words in reg. 29(1)(j)(xii) revoked by Sch. 1 of S.I. 2013/458 as from 1.4.13.

<sup>2</sup>Reg. 29(1)(j) (xvi) substituted by reg. 8(3) of S.I. 2012/757 as from 1.4.12.

<sup>3</sup>Words in reg. 29(1)(j)(xvi) & para. (xvii) omitted by para. (xvii) inserted by art. 18(4)(a) to (c) of S.I. 2014/3255 as from 5.4.15.

<sup>4</sup>Reg. 29(1)(l) substituted by reg. 6(4)(b) of S.I. 2008/3157 as from 5.1.09.

<sup>5</sup>Reg. 29(1)(q) & (r) substituted by reg. 7(4)(a) & (b) of S.I. 2009/583. See reg. 1 to this S.I. for relevant effective dates.

- (ix) any social fund payment made under Part 8 of the Act;
- (x) Christmas bonus payable under Part 10 of the Act;
- (xi) housing benefit;
- (xii) <sup>1</sup>◀
- (xiii) bereavement payment<sup>(a)</sup>;
- (xiv) statutory sick pay;
- (xv) statutory maternity pay;
- <sup>2</sup>(xvi) <sup>3</sup>◀ statutory paternity pay payable under Part 12ZA of the Act;
- (xvii) <sup>3</sup>◀;
- (xvii) statutory adoption pay payable under Part 12ZB of the Act<sup>(b)</sup>;
- <sup>3</sup>(xvii) statutory shared parental pay payable under Part 12ZC of the Act;◀
- (xviii) any benefit similar to those mentioned in the preceding provisions of this paragraph payable under legislation having effect in Northern Ireland;
- (k) all foreign social security benefits which are similar to the social security benefits prescribed above;
- <sup>4</sup>(l) a payment made—
  - (i) under article 30 of the Naval, Military and Air Forces Etc. (Disablement and Death) Service Pensions Order 2006<sup>(c)</sup>, in any case where article 30(1)(b) applies; or
  - (ii) under article 12(8) of that Order, in any case where sub-paragraph (b) of that article applies;◀
- (m) a pension paid to victims of National Socialist persecution under any special provision made by the law of the Federal Republic of Germany, or any part of it, or of the Republic of Austria;
- (n) payments under a scheme made under the Pneumoconiosis etc. (Worker's Compensation) Act 1979<sup>(d)</sup>;
- (o) payments made towards the maintenance of the claimant by his spouse, civil partner, former spouse or former civil partner or towards the maintenance of the claimant's partner by his spouse, civil partner, former spouse or former civil partner, including payments made—
  - (i) under a court order;
  - (ii) under an agreement for maintenance; or
  - (iii) voluntarily;
- (p) payments due from any person in respect of board and lodging accommodation provided by the claimant;
- <sup>5</sup>(q) royalties or other sums paid as a consideration for the use of, or the right to use, any copyright, design, patent or trade mark;
- (r) any payment in respect of any—
  - (i) book registered under the Public Lending Right Scheme 1982; or
  - (ii) work made under any international public lending right scheme that is analogous to the Public Lending Right Scheme 1982;◀
- (s) any payment, other than a payment ordered by a court or made in settlement of a claim, made by or on behalf of a former employer of a person on account of the early retirement of that person on grounds of ill-health or disability;
- (t) any sum payable by way of pension out of money provided under the Civil List Act 1837<sup>(e)</sup>, the Civil List Act 1937<sup>(f)</sup>, the Civil List Act 1952<sup>(g)</sup>, the Civil List Act 1972<sup>(h)</sup> or the Civil List Act 1975<sup>(i)</sup>;
- (u) any income in lieu of that specified in sub-paragraphs (a) to (r);

(a) Bereavement payment was introduced by section 54(1) of the Welfare Reform and Pensions Act 1999 (c. 30).

(b) Part 12ZB was inserted by section 4 of the Employment Act 2002.

(c) S.I. 2006/606.

(d) 1979 c. 41; amended by section 24 of the Social Security Act 1985 (c. 53).

(e) 1837 c. 2.

(f) 1937 c. 32.

(g) 1952 c. 37.

(h) 1972 c. 7.

(i) 1975 c. 82.



- (v) any payment of rent made to a claimant who—
  - (i) owns the freehold or leasehold interest in any property or is a tenant of any property;
  - (ii) occupies part of the property; and
  - (iii) has an agreement with another person allowing that person to occupy that property on payment of rent; <sup>1</sup>◀
- (w) any payment made at regular intervals under an equity release scheme;
- ▶<sup>1</sup>(x) PPF periodic payments within the meaning of section 17(1) of the State Pension Credit Act(a).◀

<sup>1</sup>In reg. 29(1) word omitted in para (v) and para. (x) added by reg. 10(2)(a) & (b) of S.I. 2006/588 as from 6.4.06.

- ▶<sup>2</sup>(2) For the purposes of these Regulations and subject to regulation 44(2) (capital to be disregarded), a claimant's capital shall be treated as if it were a weekly income of—
  - (a) £1 for each £500 in excess of £10,000; and
  - (b) £1 for any excess which is not a complete £500.◀

<sup>2</sup>Reg. 29(2) substituted & paras. (6) & (7) omitted by reg. 5(2) & (3) of S.I. 2009/1676 as from 2.11.09.

(3) Where the payment of any social security benefit prescribed under paragraph (1) is subject to any deduction (other than an adjustment specified in paragraph (4)) the amount to be taken into account under paragraph (1) shall be the amount before the deduction is made.

- (4) The adjustments specified in this paragraph are those made in accordance with—
  - (a) the Social Security (Overlapping Benefits) Regulations 1979(b);
  - (b) the Social Security (Hospital In-Patients) Regulations 1975(c);
  - (c) section 30DD or section 30E of the Act(d) (reductions in incapacity benefit in respect of pensions and councillor's allowances);
  - ▶<sup>3</sup>(d) section 3 of the Welfare Reform Act (deductions from contributory employment and support allowance in respect of pensions and councillor's allowances).◀

<sup>3</sup>Reg. 29(4)(d) inserted by reg. 33 of S.I. 2008/1082 as from 27.10.08.

(5) Where an award of any working tax credit or child tax credit under the Tax Credits Act 2002(e) is subject to a deduction by way of recovery of an overpayment of working tax credit or child tax credit which arose in a previous tax year the amount to be taken into account under paragraph (1) shall be the amount of working tax credit or child tax credit awarded less the amount of that deduction.

(6)-(7) ▶<sup>2</sup>◀

- (8) In paragraph (1)(w), "equity release scheme" means a loan—
  - (a) made between a person ("the lender") and the claimant;
  - (b) by means of which a sum of money is advanced by the lender to the claimant by way of payments at regular intervals; and
  - (c) which is secured on a dwelling in which the claimant owns an estate or interest and which he occupies as his home.

### Calculation of income on a weekly basis

**30.**—(1) Subject to regulation 34 (disregard of changes in tax, contributions etc.) and 61 and 62 (calculation of weekly amounts and rent free periods), for the purposes of section 130(1)(c) of the Act (conditions for entitlement to housing benefit) the income of a claimant who has reached the qualifying age for state pension credit shall be calculated on a weekly basis—

- 
- (a) The definition of PPF periodic payments was added to section 17(1) of the State Pension Credit Act 2002 by S.I. 2006/343.
  - (b) S.I. 1979/597.
  - (c) S.I. 1975/555.
  - (d) Sections 30DD was inserted by the Welfare Reform and Pensions Act 1999 (c. 30) and 30E were inserted by section 3(1) of the Social Security (Incapacity for Work) Act 1994 (c. 18).
  - (e) 2002 c. 21.

- (a) by calculating or estimating the amount which is likely to be his average weekly income in accordance with this Part;
  - (b) by adding to that amount the weekly income calculated under regulation 29(2);
  - (c) by then deducting any relevant child care charges to which regulation 31 (treatment of child care charges) applies from any earnings which form part of the average weekly income or, in a case where the conditions in paragraph (2) are met, from those earnings plus whichever credit specified in subparagraph (b) of that paragraph is appropriate, up to a maximum deduction in respect of the claimant's family of whichever of the sums specified in paragraph (3) applies in his case.
- (2) The conditions of this paragraph are that—
- (a) the claimant's earnings which form part of his average weekly income are less than the lower of either his relevant child care charges or whichever of the deductions specified in paragraph (3) otherwise applies in his case; and
  - (b) that claimant or, if he is a member of a couple either the claimant or his partner, is in receipt of working tax credit or child tax credit.
- (3) The maximum deduction to which paragraph (1)(c) above refers shall be—
- (a) where the claimant's family includes only one child in respect of whom relevant child care charges are paid, £175.00 \*per week;
  - (b) where the claimant's family includes more than one child in respect of whom relevant child care charges are paid, £300 \*per week.

*\*Amounts £175.00 and £300.00 in para. 30(3)(a) & (b) are maintained in force by art. 18(2) of S.I. 2015/457. See art. 1(2)(g) to this S.I. for relevant commencement dates.*

#### **Treatment of child care charges**

**31.—**(1) This regulation applies where a claimant is incurring relevant child care charges and—

- (a) is a lone parent and is engaged in remunerative work;
- (b) is a member of a couple both of whom are engaged in remunerative work; or
- (c) is a member of a couple where one member is engaged in remunerative work and the other—
  - (i) is incapacitated;
  - (ii) is an in-patient in hospital; or

(iii) is in prison (whether serving a custodial sentence or remanded in custody awaiting trial or sentence).

(2) For the purposes of paragraph (1) and subject to paragraph (4), a person to whom paragraph (3) applies shall be treated as engaged in remunerative work for a period not exceeding 28 weeks during which he—

- (a) is paid statutory sick pay;
- (b) is paid short-term incapacity benefit at the lower rate under sections 30A to 30E of the Act<sup>(a)</sup>;

▶<sup>1</sup>(ba) is paid an employment and support allowance◀

- (c) is paid income support on the grounds of incapacity for work ▶<sup>1</sup>or limited capability for work◀ under regulation 4ZA of, and paragraph 7 or 14 of Schedule 1B to, the Income Support Regulations<sup>(b)</sup>; or

- (d) is credited with earnings on the grounds of incapacity for work ▶<sup>1</sup>or limited capability for work◀ under regulation 8B of the Social Security (Credits) Regulations 1975<sup>(c)</sup>.

<sup>1</sup>Reg. 31(2)(ba) & words in sub-paras. (c), (d) & (3)(a) inserted by reg. 34(a) & (b) of S.I. 2008/1082 as from 27.10.08.

(3) This paragraph applies to a person who was engaged in remunerative work immediately before—

- (a) the first day of the period in respect of which he was first paid statutory sick pay, short-term incapacity benefit ▶<sup>1</sup>an employment and support allowance◀ or income support on the grounds of incapacity for work; or
- (b) the first day of the period in respect of which earnings are credited,

as the case may be.

(4) In a case to which paragraph (2)(c) or (d) applies, the period of 28 weeks begins on the day on which the person is first paid income support or on the first day of the period in respect of which earnings are credited, as the case may be.

(5) Relevant child care charges are those charges for care to which paragraphs (6) and (7) apply, and shall be estimated on a weekly basis in accordance with paragraph (10).

(6) The charges are paid by the claimant for care which is provided—

- (a) in the case of any child of the claimant's family who is not disabled, in respect of the period beginning on that child's date of birth and ending on the day preceding the first Monday in September following that child's fifteenth birthday; or
- (b) in the case of any child of the claimant's family who is disabled, in respect of the period beginning on that person's date of birth and ending on the day preceding the first Monday in September following that person's sixteenth birthday.

(7) The charges are paid for care which is provided by one or more of the care providers listed in paragraph (8) and are not paid—

- (a) in respect of the child's compulsory education;
- (b) by a claimant to a partner or by a partner to a claimant in respect of any child for whom either or any of them is responsible in accordance with regulation 20 (circumstances in which a person is treated as responsible or not responsible for another); or

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(a) Sections 30A to 30E were inserted by the Social Security (Incapacity for Work) Act 1994 (c. 18). Section 30A(1) was substituted by, and section 30A(2) was amended by, the Welfare Reform and Pensions Act 1999 (c. 30). Section 30B(3) was amended by the Pensions Act 1995 (c. 26) and the Tax Credits Act 2002 (c. 21). Section 30C(5) was amended by the Tax Credits Act 1999 (c. 10) and substituted by the Tax Credits Act 2002.

(b) S.I. 1987/1967. Regulation 4ZA was inserted by S.I. 1996/206. Schedule 1B was inserted by S.I. 1996/1517. The relevant amending instruments are S.I. 1997/2197, S.I. 2000/636, S.I. 2000/1981, S.I. 2001/3070 and S.I. 2002/2689.

(c) S.I. 1975/556.

(c) in respect of care provided by a relative of a child wholly or mainly in the child's home.

(8) The care to which paragraph (7) refers may be provided—

(a) out of school hours, by a school on school premises or by a local authority—

(i) for children who are not disabled in respect of the period beginning on their eighth birthday and ending on the day preceding the first Monday in September following their fifteenth birthday; or

(ii) for children who are disabled in respect of the period beginning on their eighth birthday and ending on the day preceding the first Monday in September following their sixteenth birthday;

(b) by a child care provider approved by an organisation accredited by the Secretary of State under the scheme established by the Tax Credit (New Category of Child Care Provider) Regulations 1999<sup>(a)</sup>;

(c) by persons registered under <sup>1</sup>Part 2 of the Children and Families (Wales) Measure 2010<sup>◀</sup>;

<sup>1</sup>(d) by a person who is excepted from registration under Part 2 of the Children and Families (Wales) Measure 2010 because the child care that person provides is in a school or establishment referred to in article 11, 12 or 14 of the Child Minding and Day Care Exceptions (Wales) Order 2010;<sup>◀</sup>

<sup>2</sup>(e) by—

(i) persons registered under section 59(1) of the Public Services Reform (Scotland) Act 2010; or

(ii) local authorities registered under section 83(1) of that Act, where the care provided is childminding or day care of children within the meaning of that Act; or<sup>◀</sup>

(f) by a person prescribed in regulations made pursuant to section 12(4) of the Tax Credits Act; <sup>3</sup>or

(g) by a person who is registered under Chapter 2 or 3 of Part 3 of the Childcare Act 2006<sup>(b)</sup>; or

(h) by any of the schools mentioned in section 34(2) of the Childcare Act 2006 in circumstances where the requirement to register under Chapter 2 of Part 3 of that Act does not apply by virtue of section 34(2) of that Act; or

(i) by any of the schools mentioned in section 53(2) of the Childcare Act 2006 in circumstances where the requirement to register under Chapter 3 of Part 3 of that Act does not apply by virtue of section 53(2) of that Act; or

(j) by any of the establishments mentioned in section 18(5) of the Childcare Act 2006 in circumstances where the care is not included in the meaning of “childcare” for the purposes of Part 1 and Part 3 of that Act by virtue of that subsection; or

(k) by a foster parent <sup>4</sup>or kinship carer<sup>◀</sup> under the Fostering Services Regulations 2002<sup>(c)</sup>, the Fostering Services (Wales) Regulations 2003<sup>(d)</sup> or the <sup>3</sup>Looked After Children (Scotland) Regulations 2009<sup>◀</sup> in relation to a child other than one whom the foster parent is fostering <sup>3</sup>or kinship carer is looking after<sup>◀</sup>; or

(l) by a domiciliary care worker under the Domiciliary Care Agencies Regulations 2002<sup>(e)</sup> or the Domiciliary Care Agencies (Wales) Regulations 2004<sup>(f)</sup>; or

<sup>1</sup>Words in reg. 31(8)(c) and (d) substituted by reg. 11(2) of S.I. 2011/577 as from 4.3.11.

<sup>2</sup>Reg. 31(8)(e) substituted by para. 52(b) of Sch. 2 to S.I. 2011/2581 as from 28.10.11.

<sup>3</sup>Reg. 31(8)(g)-(m) inserted by reg. 2(b) of S.I. 2009/1848 as from 5.8.09.

<sup>4</sup>Words inserted & substituted in reg. 31(8)(k) by reg. 8(2) of S.I. 2010/2429 as from 1.11.10.

(a) S.I. 1999/3110.

(b) 2006 c. 21.

(c) S.I. 2002/57.

(d) S.I. 2003/237.

(e) S.I. 2002/3214.

(f) S.I. 2004/219.

(m) by a person who is not a relative of the child wholly or mainly in the child's home.◀

(9) In paragraphs (6) and (8)(a), "the first Monday in September" means the Monday which first occurs in the month of September in any year.

(10) Relevant child care charges shall be estimated over such period, not exceeding a year, as is appropriate in order that the average weekly charge may be estimated accurately having regard to information as to the amount of that charge provided by the child minder or person providing the care.

(11) For the purposes of paragraph (1)(c) the other member of a couple is to be treated as incapacitated where—

(a) he is aged not less than 80;

(b) he is aged less than 80 and—

(i) the additional conditions specified in paragraph 13 of Schedule 3 to the Housing Benefit Regulations 2006 are treated as applying in his case; and

(ii) he satisfies those conditions or would satisfy them but for his being treated as capable of work by virtue of a determination made in accordance with regulations made under section 171E of the Act<sup>(a)</sup>;

▶<sup>1</sup>(ba) the claimant's applicable amount would include the support component or the work-related activity component on account of the other member having limited capability for work but for that other member being treated as not having limited capability for work by virtue of a determination made in accordance with the Employment and Support Allowance Regulations ▶<sup>2</sup>or the Employment and Support Allowance Regulation 2013◀;◀

<sup>1</sup>Sub-para. (ba) inserted in reg. 31(11) by reg. 34(c)(i) of S.I. 2008/1082 as from 27.10.08.

<sup>2</sup>Words in reg. 31(11)(ba) inserted by reg. 36(4) of S.I. 2013/630 as from 29.4.13.

*The following regulation 31(11)(ba) continues to be reproduced as it is maintained in force in certain circumstances. See Explanatory Note of S.I. 2013/630 for when to apply.*

▶<sup>1</sup>(ba) the claimant's applicable amount would include the support component or the work-related activity component on account of the other member having limited capability for work but for that other member being treated as not having limited capability for work by virtue of a determination made in accordance with the Employment and Support Allowance Regulations;◀

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(a) Section 171E was inserted by section 6 of the Social Security (Incapacity for Work) Act 1994 (c. 18).



- (c) the claimant is, or is treated as, incapable of work and has been so incapable, or has been so treated as incapable, of work in accordance with the provisions of, and regulations made under, Part 12A of the Act (incapacity for work) for a continuous period of not less than 196 days; and for this purpose any two or more separate periods separated by a break of not more than 56 days shall be treated as one continuous period;
- <sup>1</sup>(ca) the claimant (within the meaning of regulation 2(1)) has, or is treated as having, limited capability for work and has had, or been treated as having, limited capability for work in accordance with the Employment and Support Allowance Regulations ►<sup>2</sup>or the Employment and Support Allowance Regulations 2013◄ for a continuous period of not less than 196 days and for this purpose any two or more separate periods separated by a break of not more than 84 days must be treated as one continuous period;◄
- The following regulation 31(11)(ca) continues to be reproduced as it is maintained in force in certain circumstances. See Explanatory Note of S.I. 2013/630 for when to apply.*
- <sup>1</sup>(ca) the claimant (within the meaning of regulation 2(1)) has, or is treated as having, limited capability for work and has had, or been treated as having, limited capability for work in accordance with the Employment and Support Allowance Regulations for a continuous period of not less than 196 days and for this purpose any two or more separate periods separated by a break of not more than 84 days must be treated as one continuous period;◄
- (d) there is payable in respect of him one or more of the following—
- (i) long-term incapacity benefit or short-term incapacity benefit at the higher rate specified in paragraph 2 of Part 1 of Schedule 4 to the Act(a);
  - (ii) attendance allowance under section 64 of the Act;
  - (iii) severe disablement allowance under section 68 of the Act;
  - (iv) disability living allowance under section 71 of the Act;
  - (v) increase of disablement pension under section 104 of the Act;
  - (vi) a pension increase ►<sup>3</sup>paid as part of a war disablement pension or under◄ an industrial injuries scheme which is analogous to an allowance or increase of disablement pension under head (ii), (iv) or (v) above;
  - <sup>4</sup>(vii) main phase employment and support allowance◄
  - <sup>5</sup>(viii) personal independence payment;◄
  - <sup>6</sup>(ix) armed forces independence payment;◄
- (e) a pension►<sup>7</sup>, allowance or payment to which head (ii), (iv), (v), (vi) or (vii)◄ of sub-paragraph (d) above refers was payable on account of his incapacity but has ceased to be payable in consequence of his becoming a patient within the meaning of regulation 22(5) (applicable amounts);
- (f) ►<sup>8</sup>sub-paragraph (d) or (e)◄ would apply to him if the legislative provisions referred to in those sub-paragraphs were provisions under any corresponding enactment having effect in Northern Ireland; or
- (g) he has an invalid carriage or other vehicle provided to him by the Secretary of State under section 5(2)(a) of and Schedule 2 to the National Health Service Act 1977(b) or by Scottish Ministers under section 46 of the National Health Service (Scotland) Act 1978(c) or provided by the Department of Health and Social Services for Northern Ireland under Article 30(1) of the Health and Personal Social Services (Northern Ireland) Order 1972(d).

<sup>1</sup>Sub-para. (ca) inserted in reg. 31(11) by reg. 34(c)(ii) of S.I. 2008/1082 as from 27.10.08.

<sup>2</sup>Words in reg. 31(11)(ca) inserted by reg. 36(4) of S.I. 2013/630 as from 29.4.13.

<sup>3</sup>Words substituted in reg. 31(11)(d)(vi) by reg. 6(5) of S.I. 2008/3157 as from 5.1.09.

<sup>4</sup>Reg. 31(11)(d)(vii) inserted by reg. 34(c)(ii) of S.I. 2008/1082 as from 27.10.08.

<sup>5</sup>Reg. 31(11)(d)(viii) inserted by para. 37(4)(a) of Sch. to S.I. 2013/388 as from 8.4.13.

<sup>6</sup>Reg. 31(11)(d)(ix) inserted by para. 35(4)(a) of Sch. to S.I. 2013/591 as from 8.4.13.

<sup>7</sup>Words substituted in reg. 31(11)(e) by reg. 4(2)(a) of S.I. 2014/213 as from 1.4.14 & 7.4.14 (ibid see reg. 1(3)).

<sup>8</sup>Words substituted in reg. 31(11)(f) by reg. 4(5) of S.I. 2008/1042 as from 19.5.08.

(12) For the purposes of paragraph (11), once paragraph (11)(c) applies to the claimant, if he then ceases, for a period of 56 days or less, to be incapable, or to be treated as incapable, of work, that paragraph shall, on his again becoming so incapable, or so treated as incapable, of work at the end of that period, immediately thereafter

(a) Paragraph 2 was amended by the Social Security (Incapacity for Work) Act 1994.

(b) 1977 c. 49.

(c) 1978 c. 29.

(d) S.I. 1972/1265 (N.I. 14).

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apply to him for so long as he remains incapable, or is treated as remaining incapable, of work.

<sup>1</sup>Reg. 31(12A) inserted by reg. 34(d) of S.I. 2008/1082 as from 27.10.08.

►<sup>1</sup>(12A) For the purposes of paragraph (11), once paragraph (11)(ca) applies to the claimant, if he then ceases, for a period of 84 days or less, to have, or to be treated as having, limited capability for work, that paragraph is, on his again having, or being treated as having, limited capability for work at the end of that period, immediately thereafter to apply to him for so long as he has, or is treated as having, limited capability for work.◀

(13) For the purposes of paragraphs (6) and (8)(a), a person is disabled if he is a person—

<sup>2</sup>Reg. 31(13)(b) & words in (c) substituted by reg. (3)(6)(a) of S.I. 2014/2888 as from 26.11.14.

- (a) in respect of whom disability living allowance is payable, or has ceased to be payable solely because he is a patient;
- <sup>2</sup>(b) who is certified as severely sight impaired or blind by a consultant ophthalmologist;◀
- (c) who ceased to be ►<sup>2</sup>certified as severely sight impaired or blind◀ within the period beginning 28 weeks before the first Monday in September following that person's fifteenth birthday and ending on the day preceding the first Monday in September following that person's sixteenth birthday<sup>3</sup>; or
- (d) in respect of whom personal independence payment is payable, or ►<sup>4</sup>has ceased to be payable solely by virtue of◀ regulations made under section 86(1) (hospital in-patients) of the 2012 Act◀; ►<sup>5</sup>; or
- (e) in respect of whom armed forces independence payment is payable.◀

<sup>3</sup>Reg. 31(13)(d) inserted & word in para. (13)(b) omitted by Sch. para. 37(4)(b) & (c) to S.I. 2013/388 as from 8.4.13.

<sup>4</sup>Words substituted in reg. 31(13)(d) by reg. 4(b) of S.I. 2014/213 as from 1.4.14 & 7.4.14. (ibid see reg. 1(3)).

(14) For the purposes of paragraph (1) a person on maternity leave, paternity leave►<sup>6</sup>, adoption leave or shared parental leave◀ shall be treated as if he is engaged in remunerative work for the period specified in paragraph (15) (“the relevant period”) provided that—

<sup>5</sup>Words & reg. 31(13)(e) inserted by para. 35(4)(b) of S.I. 2013/591 as from 8.4.13.

<sup>6</sup>Words in reg. 31(14), (a), (c) & (15)(b) & (c) omitted & substituted by art. 18(5) of S.I. 2014/3255. See reg. 1(2) & (3) of this S.I. for commencement dates.

<sup>7</sup>Words in reg. 31(14)(c), (15)(b) & (c) substituted by reg. 8(4) of S.I. 2012/757 as from 1.4.12.

- (a) in the week before the period of maternity leave, paternity leave►<sup>6</sup>, adoption leave or shared parental leave◀ began he was in remunerative work;
- (b) the claimant is incurring relevant child care charges within the meaning of paragraph (5); and
- (c) he is entitled to statutory maternity pay under section 164 of the Act, ►<sup>7</sup>►<sup>6</sup>◀ statutory paternity pay by virtue of section 171ZA or 171ZB of the Act, ►<sup>5</sup>◀◀, statutory paternity pay by virtue of section 171ZL of the Act◀►<sup>6</sup>, statutory shared parental pay by virtue of section 171ZU or 171ZV of the Act◀ or maternity allowance under section 35 of the Act.

(15) The relevant period shall begin on the day on which the person's maternity leave, paternity leave or adoption leave commences and shall end on—

- (a) the date that leave ends;
- (b) if no child care element of working tax credit is in payment on the date that entitlement to maternity allowance, statutory maternity pay, ►<sup>7</sup>►<sup>6</sup>◀ statutory paternity pay◀►<sup>6</sup>, statutory adoption pay or statutory shared parental pay◀ ends, the date that entitlement ends; or
- (c) if a child care element of working tax credit is in payment on the date that entitlement to maternity allowance, statutory maternity pay, ►<sup>7</sup>►<sup>6</sup>◀ statutory paternity pay◀►<sup>6</sup>, statutory adoption pay or statutory shared parental pay◀ ends, the date that entitlement to that award of the child care element of working tax credit ends,

whichever shall occur first.

(16) In paragraph (15), “child care element” of working tax credit means the element of working tax credit prescribed under section 12 of the Tax Credits Act◀(b) (child care element).

(a) Section 171ZL was inserted by section 4 of the Employment Act 2002.

(b) 2002 c. 21.



**Calculation of average weekly income from tax credits**

**32.**—(1) This regulation applies where a claimant receives a tax credit.

(2) Where this regulation applies, the period over which a tax credit is to be taken into account shall be the period set out in paragraph (3).

(3) Where the instalment in respect of which payment of a tax credit is made is—

- (a) a daily instalment, the period is 1 day, being the day in respect of which the instalment is paid;
- (b) a weekly instalment, the period is 7 days, ending on the day on which the instalment is due to be paid;
- (c) a two weekly instalment, the period is 14 days, commencing 6 days before the day on which the instalment is due to be paid;
- (d) a four weekly instalment, the period is 28 days, ending on the day on which the instalment is due to be paid.

(4) For the purposes of this regulation “tax credit” means working tax credit.

**Calculation of weekly income**

**33.**—(1) Except where paragraphs (2)<sup>1</sup>, (2A), (3A)<sup>1</sup> and (4) apply, for the purposes of calculating the weekly income of the claimant, where the period in respect of which a payment is made—

- (a) does not exceed a week, the whole of that payment shall be included in the claimant’s weekly income;
- (b) exceeds a week, the amount to be included in the claimant’s weekly income shall be determined—
  - (i) in a case where that period is a month, by multiplying the amount of the payment by 12 and dividing the product by 52;
  - (ii) in a case where that period is three months, by multiplying the amount of the payment by 4 and dividing the product by 52;
  - (iii) in a case where that period is a year, by dividing the amount of the payment by 52;
  - (iv) in any other case, by multiplying the amount of the payment by 7 and dividing the product by the number of days in the period in respect of which it is made.

<sup>1</sup>Words in reg. 33(1) inserted by reg. 3(2) of S.I. 2015/6 as from 9.2.15.

(2) Where—

- (a) the claimant’s regular pattern of work is such that he does not work the same hours every week; or
- (b) the amount of the claimant’s income fluctuates and has changed more than once,

the weekly amount of that claimant’s income shall be determined—

- (i) if, in a case to which sub-paragraph (a) applies, there is a recognised cycle of work, by reference to his average weekly income over the period of the complete cycle (including, where the cycle involves periods in which the claimant does no work, those periods but disregarding any other absences); or
- (ii) in any other case, on the basis of—
  - (aa) the last two payments if those payments are one month or more apart;
  - (bb) the last four payments if the last two payments are less than one month apart; or
  - (cc) calculating or estimating such other payments as may, in the particular circumstances of the case, enable the claimant’s average weekly income to be determined more accurately.

<sup>1</sup>Words in reg. 33(2A) inserted by reg. 3(3) of S.I. 2015/6 as from 9.2.15.

- <sup>1</sup>(2A) Income calculated pursuant to paragraph (2) shall be taken into account—
- (a) in the case of a claim, on the date the claim was made or treated as made, and the first day of each benefit week thereafter;
  - (b) in the case of a claim or award where the claimant commences employment, the first day of the benefit week following the date the claimant commences that employment, and the first day of each benefit week thereafter; or
  - (c) in the case of a claim or award where the claimant's average weekly earnings from employment change, the first day of the benefit week following the date the claimant's earnings from employment change so as to require recalculation under this paragraph, and the first day of each benefit week thereafter,

regardless of whether those earnings were actually received in that benefit week. ◀

(3) For the purposes of paragraph (2)(b) the last payments are the last payments before the date the claim was made or treated as made or, if there is a subsequent supersession under paragraph 4 of Schedule 7 to the Child Support, Pensions and Social Security Act 2000(a), the last payments before the date of the supersession.

<sup>2</sup>Reg. 33(3A) inserted by reg. 3(4) of S.I. 2015/6 as from 9.2.15.

►<sup>2</sup>(3A) A claimant's earnings from employment as an employed earner not calculated pursuant to paragraph (2) shall be taken into account—

- (a) in the case of a claim, on the date that the claim was made or treated as made, and the first day of each benefit week thereafter;
- (b) in the case of a claim or award where the claimant commences employment, the first day of the benefit week following the date the claimant commences that employment, and the first day of each benefit week thereafter; or
- (c) in the case of a claim or award where the claimant's average weekly earnings from employment change, the first day of the benefit week following the date of the change, and the beginning of each benefit week thereafter,

regardless of whether those earnings were actually received in that benefit week. ◀

(4) If a claimant is entitled to receive a payment to which paragraph (5) applies, the amount of that payment shall be treated as if made in respect of a period of a year.

(5) This paragraph applies to—

- <sup>3</sup>(a) royalties or other sums paid as a consideration for the use of, or the right to use, any copyright, design, patent or trade mark;
- (b) any payment in respect of any—
    - (i) book registered under the Public Lending Right Scheme 1982; or
    - (ii) work made under any international public lending right scheme that is analogous to the Public Lending Right Scheme 1982; or ◀
  - (c) any payment which is made on an occasional basis.

(6) The period under which any benefit under the benefit Acts is to be taken into account shall be the period in respect of which that benefit is payable.

(7) Where payments are made in a currency other than Sterling, the value of the payment shall be determined by taking the Sterling equivalent on the date the payment is made.

(8) The sums specified in Schedule 4 shall be disregarded in calculating—

- (a) the claimant's earnings; and
- <sup>3</sup>(b) any amount to which paragraph (5) applies where the claimant is the first owner of the copyright, design, patent or trade mark, or an original contributor to the book or work referred to in paragraph (5)(b). ◀

►<sup>3</sup>(8A) For the purpose of paragraph (8)(b), and for that purpose only, the amounts specified in paragraph (5) shall be treated as though they were earnings. ◀

<sup>1</sup>Reg. 33(5)(a) & (b), & sub-para. (8)(b) substituted & para. (8A) inserted by reg. 7(5)(a)-(d) of S.I. 2009/583. See reg. 1 to this S.I. for relevant effective dates.

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(a) 2000 c. 19.

(9) Income specified in Schedule 5 is to be disregarded in the calculation of a claimant's income.

(10) ►<sup>1</sup>◄

(11) Schedule 6 shall have effect so that—

- (a) the capital specified in Part 1 shall be disregarded for the purpose of determining a claimant's income; and
- (b) the capital specified in Part 2 shall be disregarded for the purpose of determining a claimant's income under regulation 29(2) (weekly income from capital).

(12) In the case of any income taken into account for the purpose of calculating a person's income, there shall be disregarded any amount payable by way of tax.

(13)–(14) ►<sup>1</sup>◄

<sup>1</sup>Paras. (10), (13) & (14) omitted from reg. 13 by reg. 6(b) of S.I. 2007/1619 as from 3.7.07.

### **Disregard of changes in tax, contributions etc**

**34.** In calculating the claimant's income the appropriate authority may disregard any legislative change—

- (a) in the basic or other rates of income tax;
- <sup>2</sup>(aa) in the Scottish basic or other rates of income tax;◄
- (b) in the amount of any personal tax ►<sup>2</sup>reliefs under Chapter 2, 3 and 3A of Part 3 of the Income Tax Act 2007;◄
- (c) in the rates of ►<sup>3</sup>national insurance contributions◄ payable under the Act or in the lower earnings limit or upper earnings limit for Class 1 contributions under that Act, the lower or upper limits applicable to Class 4 contributions under that Act or the amount specified in section 11(4) of the Act (small earnings exception in relation to Class 2 contributions);
- (d) in the amount of tax payable as a result of an increase in the weekly rate of Category A, B, C or D retirement pension or any addition thereto or any graduated pension payable under the Act ►<sup>4</sup>or a state pension under Part 1 of the Pensions Act 2014◄; and

<sup>2</sup>Reg. 34(aa) inserted & words substituted in para. (b) by reg. 5(3)(a) & (b) of S.I. 2016/233 as from 6.4.16.

<sup>3</sup>Words substituted in reg. 34(c) by reg. 4(3)(a) of S.I. 2014/213 as from 1.4.14 & 7.4.14 (ibid See reg. 1(3)).

<sup>4</sup>Words in reg. 34(d) inserted by art. 29(3) of S.I. 2015/1985 as from 6.4.16.



- (e) in the maximum rate of child tax credit or working tax credit,

for a period not exceeding 30 benefit weeks beginning with the benefit week immediately following the date from which the change is effective.

### SECTION 3

#### *Employed earners*

#### **Earnings of employed earners**

**35.**—(1) Subject to paragraph (2), “earnings” means in the case of employment as an employed earner, any remuneration or profit derived from that employment and includes—

- (a) any bonus or commission;
  - (b) any payment in lieu of remuneration except any periodic sum paid to a claimant on account of the termination of his employment by reason of redundancy;
  - (c) any payment in lieu of notice;
  - (d) any holiday pay;
  - (e) any payment by way of a retainer;
  - (f) any payment made by the claimant’s employer in respect of expenses not wholly, exclusively and necessarily incurred in the performance of the duties of the employment, including any payment made by the claimant’s employer in respect of—
    - (i) travelling expenses incurred by the claimant between his home and place of employment;
    - (ii) expenses incurred by the claimant under arrangements made for the care of a member of his family owing to the claimant’s absence from home;
  - (g) the amount of any payment by way of a non-cash voucher which has been taken into account in the computation of a person’s earnings in accordance with Part 5 of Schedule 3 to the Social Security (Contributions) Regulations 2001(a);
  - (h) statutory sick pay and statutory maternity pay payable by the employer under the Act;
  - ▶<sup>1</sup>(i) ▶<sup>2</sup>◀ statutory paternity pay payable under Part 12ZA of the Act;
  - (ia) ▶<sup>2</sup>◀◀
  - (j) statutory adoption pay payable under Part 12ZB of the Act(b);
  - ▶<sup>2</sup>(ja) statutory shared parental pay payable under Part 12ZC of the Act;◀
  - (k) any sums payable under a contract of service—
    - (i) for incapacity for work due to sickness or injury; or
    - (ii) by reason of pregnancy or confinement.
- (2) Earnings shall not include—
- (a) subject to paragraph (3), any payment in kind;
  - (b) any payment in respect of expenses wholly, exclusively and necessarily incurred in the performance of the duties of the employment;
  - (c) any occupational pension;
  - (d) any lump sum payment made under the Iron and Steel Re-adaptation Benefits Scheme(c);

<sup>1</sup>Reg. 35(1)(i) substituted & (ia) inserted by reg. 8(5) of S.I. 2012/757 as from 1.4.12.

<sup>2</sup>Words in reg. 35(1)(i) & para. (ia) omitted & para. (ja) inserted by art. 18(6)(a)-(c) of S.I. 2014/3255. See reg. 1(2) & (3) of this S.I. for commencement dates.

(a) S.I. 2001/1004.

(b) Part 12ZB was inserted by section 4 of the Employment Act 2002.

(c) The Scheme is set out in regulation 4 of, and the Schedule to, the European Communities (Iron and Steel Employees Re-adaptation Benefits Scheme) (No. 2) Regulations 1996 (S.I. 1996/3182).

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(e) any payment of compensation made pursuant to an award by an employment tribunal<sup>(a)</sup> established under the Employment Tribunals Act 1996<sup>(b)</sup> in respect of unfair dismissal or unlawful discrimination.

▶<sup>1</sup>(f) any payment in respect of expenses arising out of the ▶<sup>2</sup>claimant participating as a service user. ◀◀

(3) Paragraph (2)(a) shall not apply in respect of any non-cash voucher referred to in paragraph (1)(g).

**Calculation of net earnings of employed earners**

**36.—(1)** For the purposes of regulation 30 (calculation of income on a weekly basis), the earnings of a claimant derived or likely to be derived from employment as an employed earner to be taken into account shall, subject to regulation 33(5) and Schedule 4, be his net earnings.

(2) For the purposes of paragraph (1) net earnings shall, except in relation to any payment to which regulation 33(5) refers, be calculated by taking into account the gross earnings of the claimant from that employment over the assessment period, less—

(a) any amount deducted from those earnings by way of—

(i) income tax;

(ii) primary Class 1 contributions under the Act;

(b) one-half of any sum paid by the claimant by way of a contribution towards an occupational pension scheme;

(c) one-half of the amount calculated in accordance with paragraph (4) in respect of any qualifying contribution payable by the claimant; and

(d) where those earnings include a payment which is payable under any enactment having effect in Northern Ireland and which corresponds to statutory sick pay, statutory maternity pay, ▶<sup>3</sup>▶<sup>4</sup>◀ statutory paternity pay◀<sup>4</sup>, statutory adoption pay or statutory shared parental pay◀, any amount deducted from those earnings by way of any contributions which are payable under any enactment having effect in Northern Ireland and which correspond to primary Class 1 contributions under the Act.

(3) In this regulation “qualifying contribution” means any sum which is payable periodically as a contribution towards a personal pension scheme.

(4) The amount in respect of any qualifying contribution shall be calculated by multiplying the daily amount of the qualifying contribution by the number equal to the number of days in the assessment period; and for the purposes of this regulation the daily amount of the qualifying contribution shall be determined—

(a) where the qualifying contribution is payable monthly, by multiplying the amount of the qualifying contribution by 12 and dividing the product by 365;

(b) in any other case, by dividing the amount of the qualifying contribution by the number equal to the number of days in the period to which the qualifying contribution relates.

(5) Where the earnings of a claimant are determined under sub-paragraph (b) of paragraph (2) of regulation 33 (calculation of weekly income), his net earnings shall be calculated by taking into account those earnings over the assessment period, less—

(a) an amount in respect of income tax equivalent to an amount calculated by applying to those earnings ▶<sup>5</sup>◀ the basic rate▶<sup>7</sup>, or in the case of a Scottish taxpayer, the Scottish basic rate,◀ of tax applicable to the assessment period less only the ▶<sup>7</sup>personal reliefs to which the claimant is entitled under Chapters 2, 3 and 3A of Part 3 of the Income Tax Act 2007 as are◀ appropriate to his circumstances but, if the assessment period is less than a year, the earnings to which the ▶<sup>6</sup>▶<sup>5</sup>basic◀ rate◀▶<sup>7</sup>, or the Scottish basic rate,◀ of tax

<sup>1</sup>Reg. 35(2)(f) inserted by reg. 7(3) of S.I. 2009/2655 as from 2.11.09.

<sup>2</sup>Words in reg. 35(2)(f) substituted by reg. 9(3) of S.I. 2014/591 as from 28.4.14.

<sup>3</sup>Words in reg. 36(2)(d) substituted by reg. 8(6) of S.I. 2012/757 as from 1.4.12.

<sup>4</sup>Words in reg. 36(2)(d) omitted & substituted by reg. 18(7) of S.I. 2014/3255. See art. 1(2) & (3) of this S.I. for commencement dates.

<sup>5</sup>Words omitted & substituted in reg. 36(5)(a) by reg. 7(6) of S.I. 2009/583 as from 6.4.09.

<sup>6</sup>Words substituted in reg. 36(5)(a) by reg. 12(4) of S.I. 2007/2618 as from 1.10.07.

<sup>7</sup>Words in reg. 36(5)(a) inserted & substituted by reg. 5(4)(a) to (c) of S.I. 2016/233 as from 6.4.16.

(a) Industrial tribunals were renamed employment tribunals under section 1 of the Employment Rights (Dispute Resolution) Act 1998 (c. 8) and, under the same section, the Industrial Tribunals Act 1996 may be cited as the Employment Tribunals Act 1996.

(b) 1996 c. 17.

is to be applied and the amount of the personal ►<sup>1</sup>reliefs◄ deductible under this sub-paragraph shall be calculated on a pro rata basis;

- (b) an amount equivalent to the amount of the primary Class 1 contributions that would be payable by him under the Act in respect of those earnings if such contributions were payable; and
- (c) one-half of any sum which would be payable by the claimant by way of a contribution towards an occupational or personal pension scheme, if the earnings so estimated were actual earnings.

<sup>6</sup>Word in reg. 36(5)(a) substituted by reg. 5(4)(d) of S.I. 2016/233 as from 6.4.16.

## SECTION 4

### *Self-employed earners*

#### **Calculation of earnings of self-employed earners**

**37.—**(1) Where a claimant's earnings consist of earnings from employment as a self-employed earner, the weekly amount of his earnings shall be determined by reference to his average weekly earnings from that employment—

- (a) over a period of one year; or
- (b) where the claimant has recently become engaged in that employment or there has been a change which is likely to affect the normal pattern of business, over such other period ("computation period") as may, in the particular case, enable the weekly amount of his earnings to be determined more accurately.

(2) For the purposes of determining the weekly amount of earnings of a claimant to whom paragraph (1)(b) applies, his earnings over the computation period shall be divided by the number equal to the number of days in that period and multiplying the quotient by 7.

(3) The period over which the weekly amount of a claimant's earnings is calculated in accordance with this regulation shall be his assessment period.

#### **Earnings of self-employed earners**

**38.—**(1) Subject to paragraph (2), "earnings", in the case of employment as a self-employed earner, means the gross receipts of the employment ►<sup>2</sup>◄

(2) "Earnings" in the case of employment as a self-employed earner does not include—

- (a) where a claimant occupies a dwelling as his home and he provides in that dwelling board and lodging accommodation for which payment is made, those payments;
- (b) any payment made by a local authority to a claimant—
  - (i) with whom a person is accommodated by virtue of arrangements made under section 23(2)(a) of the Children Act 1989(a) (provision of accommodation and maintenance for a child whom they are looking after) or, as the case may be, section 26(1) of the Children (Scotland) Act 1995(b); or
  - <sup>3</sup>(ii) with whom a local authority foster a child under the Looked After Children (Scotland) Regulations 2009 or who is a kinship carer under those Regulations;◄
- (c) any payment made by a voluntary organisation in accordance with section 59(1)(a) of the Children Act 1989 (provision of accommodation by voluntary organisations);
- (d) any payment made to the claimant or his partner for a person ("the person concerned") who is not normally a member of the claimant's household but is temporarily in his care, by—

<sup>2</sup>Words in reg. 38(1) omitted by reg. 20(5) of S.I. 2011/2425 as from 31.10.11.

<sup>3</sup>Reg. 38(2)(b)(ii) substituted by reg. 8(3) of S.I. 2010/2429 as from 1.11.10.

(a) 1989 c. 41.  
(b) 1995 c. 36.

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- (i) a health authority;
- (ii) a local authority, but excluding payments of housing benefit made in respect of the person concerned;
- (iii) a voluntary organisation;
- (iv) the person concerned pursuant to section 26(3A) of the National Assistance Act 1948<sup>(a)</sup>;
- ▶<sup>1</sup>(iva) a clinical commissioning group established under section 14D of the National Health Service Act 2006;
- (ivb) the National Health Service Commissioning Board; or◀
- (v) ▶<sup>1</sup>◀
- ▶<sup>2</sup>(vi) a Local Health Board established under section 16BA of the National Health Service Act 1977 or established by an order made under section 11 of the National Health Service (Wales) Act 2006<sup>(b)</sup>;◀
- (e) any sports award.

<sup>1</sup>Reg. 38(2)(d)(iva)-(ivb) inserted & (v) omitted by para. 94(3)(a) & (b) of Sch. 2 to S.I. 2013/235 as from 1.4.13.

<sup>2</sup>Reg (vi) inserted by reg. 6(6)(a), (b) & (c) of S.I. 2008/3157 as from 5.1.09.

**Calculation of net profit of self-employed earners**

**39.—(1)** For the purposes of regulation 30 (calculation of income on a weekly basis) the earnings of a claimant to be taken into account shall be—

- (a) in the case of a self-employed earner who is engaged in employment on his own account, the net profit derived from that employment;
- (b) in the case of a self-employed earner whose employment is carried on in partnership, his share of the net profit derived from that employment, less—
  - (i) an amount in respect of income tax and of ▶<sup>3</sup>national insurance contributions◀ payable under the Act calculated in accordance with regulation 40 (deduction of tax and contributions for self-employed earners); and
  - (ii) one-half of the amount calculated in accordance with paragraph (10) in respect of any qualifying premium.

(2) For the purposes of paragraph (1)(a) the net profit of the employment shall, except where paragraph (8) applies, be calculated by taking into account the earnings of the employment over the assessment period less—

- (a) subject to paragraphs (4) to (7), any expenses wholly and exclusively incurred in that period for the purposes of that employment;
- (b) an amount in respect of—
  - (i) income tax; and
  - (ii) ▶<sup>3</sup>national insurance contributions◀ payable under the Act, calculated in accordance with regulation 40 (deduction of tax and contributions for self-employed earners); and
- (c) one-half of the amount calculated in accordance with paragraph (10) in respect of any qualifying premium.

(3) For the purposes of paragraph (1)(b) the net profit of the employment shall be calculated by taking into account the earnings of the employment over the assessment period less, subject to paragraphs (4) to (7), any expenses wholly and exclusively incurred in that period for the purposes of the employment.

(4) Subject to paragraph (5), no deduction shall be made under paragraph (2)(a) or (3), in respect of—

- (a) any capital expenditure;

(a) 1948 c. 29; section 26(3A) was inserted by section 42(4) of the National Health Service and Community Care Act 1990 (c. 19).

(b) 2006 c. 42.



- (b) the depreciation of any capital asset;
- (c) any sum employed or intended to be employed in the setting up or expansion of the employment;
- (d) any loss incurred before the beginning of the assessment period;
- (e) the repayment of capital on any loan taken out for the purposes of the employment; and
- (f) any expenses incurred in providing business entertainment.

(5) A deduction shall be made under paragraph (2)(a) or (3) in respect of the repayment of capital on any loan used for—

- (a) the replacement in the course of business of equipment or machinery; and
- (b) the repair of an existing business asset except to the extent that any sum is payable under an insurance policy for its repair.

(6) The relevant authority shall refuse to make a deduction in respect of any expenses under paragraph (2)(a) or (3) where it is not satisfied given the nature and the amount of the expense that it has been reasonably incurred.

(7) For the avoidance of doubt—

- (a) a deduction shall not be made under paragraph (2)(a) or (3) in respect of any sum unless it has been expended for the purposes of the business;
- (b) a deduction shall be made thereunder in respect of—
  - (i) the excess of any value added tax paid over value added tax received in the assessment period;
  - (ii) any income expended in the repair of an existing business asset except to the extent that any sum is payable under an insurance policy for its repair;
  - (iii) any payment of interest on a loan taken out for the purposes of the employment.

(8) Where a claimant is engaged in employment as a child minder the net profit of the employment shall be one-third of the earnings of that employment, less—

- (a) an amount in respect of—
  - (i) income tax; and
  - (ii) <sup>1</sup>national insurance contributions<sup>2</sup> payable under the Act, calculated in accordance with regulation 40 (deduction of tax and contributions for self-employed earners); and
- (b) one-half of the amount calculated in accordance with paragraph (10) in respect of any qualifying premium.

<sup>1</sup>Words substituted in reg. 39(8)(a)(ii) by reg. 4(3)(b)(iii) of S.I. 2014/213 as from 1.4.14 & 7.4.14 (ibid see reg. 1(3)).

(9) For the avoidance of doubt where a claimant is engaged in employment as a self-employed earner and he is also engaged in one or more other employments as a self-employed or employed earner any loss incurred in any one of his employments shall not be offset against his earnings in any other of his employments.

(10) The amount in respect of any qualifying premium shall be calculated by multiplying the daily amount of the qualifying premium by the number equal to the number of days in the assessment period; and for the purposes of this regulation the daily amount of the qualifying premium shall be determined—

- (a) where the qualifying premium is payable monthly, by multiplying the amount of the qualifying premium by 12 and dividing the product by 365;
- (b) in any other case, by dividing the amount of the qualifying premium by the number equal to the number of days in the period to which the qualifying premium relates.

(11) In this regulation, “qualifying premium” means any premium which is payable periodically in respect of <sup>2</sup> or a personal pension scheme and is so payable on or after the date of claim.

<sup>2</sup>Words omitted in reg. 39(11) by reg. 5(3) of S.I. 2007/1749 as from 16.7.07.

**Deduction of tax and contributions of self-employed earners**

**40.**—(1) The amount to be deducted in respect of income tax under regulation 39(1)(b)(i), (2)(b)(i) or (8)(a)(i) (calculation of net profit of self-employed earners) shall be calculated on the basis of the amount of chargeable income and as if that income were assessable to income tax at the <sup>1</sup>the basic rate<sup>2</sup>, or in the case of a Scottish taxpayer, the Scottish basic rate, of tax applicable to the assessment period less only the <sup>2</sup>personal reliefs to which the claimant is entitled under Chapter 2, 3 and 3A of Part 3 of the Income Tax Act 2007 as are appropriate to his circumstances; but, if the assessment period is less than a year, the earnings to which the <sup>3</sup>basic rate<sup>2</sup>, or the Scottish basic rate, of tax is to be applied and the amount of the personal reliefs deductible under this paragraph shall be calculated on a pro rata basis.

(2) The amount to be deducted in respect of <sup>4</sup>national insurance contributions under regulation 39(1)(b)(i), (2)(b)(ii) or (8)(a)(ii) shall be the total of—

- (a) the amount of Class 2 contributions payable under section 11(1) or, as the case may be, 11(3) of the Act at the rate applicable to the assessment period except where the claimant's chargeable income is less than the amount specified in section 11(4) of the Act (small earnings exception) for the tax year applicable to the assessment period; but if the assessment period is less than a year, the amount specified for that tax year shall be reduced pro rata; and
- (b) the amount of Class 4 contributions (if any) which would be payable under section 15 of the Act (Class 4 contributions recoverable under the Income Tax Acts) at the percentage rate applicable to the assessment period on so much of the chargeable income as exceeds the lower limit but does not exceed the upper limit of profits and gains applicable for the tax year applicable to the assessment period; but if the assessment period is less than a year, those limits shall be reduced pro rata.

(3) In this regulation “chargeable income” means—

- (a) except where sub-paragraph (b) applies, the earnings derived from the employment less any expenses deducted under paragraph (2)(a) or, as the case may be, (3) of regulation 39;
- (b) in the case of employment as a child minder, one-third of the earnings of that employment.

**SECTION 5***Other income***Notional income**

**41.**—(1) A claimant shall be treated as possessing—

- (a) subject to paragraph (2), the amount of any retirement pension income—
  - (i) for which no claim has been made; and
  - (ii) to which he might expect to be entitled if a claim for it were made;
- (b) income from an occupational pension scheme which the claimant elected to defer.

(2) Paragraph (1)(a) shall not apply to the following where entitlement has been deferred—

- (a) a Category A or Category B retirement pension payable under sections 43 to 55 of the Act;

<sup>1</sup>Words omitted & substituted in reg. 40(1) by reg. 7(6) of S.I. 2009/583 as from 6.4.09.

<sup>2</sup>Words in reg. 40(1) inserted & substituted by reg. 5(5)(a)-(c) of S.I. 2016/233 as from 6.4.16.

<sup>3</sup>Words in reg. 40(1) substituted by reg. 12(5) of S.I. 2007/2618 as from 1.10.07.

<sup>4</sup>Words substituted in reg. 40(2) by reg. 4(3)(c) of S.I. 2014/213 as from 1.4.14 & 7.4.14 (ibid see reg. 1(3)).

- (b) a shared additional pension payable under section 55A <sup>1</sup>or 55AA<sup>1</sup> of the Act(a); <sup>1</sup>
  - (c) graduated retirement benefit payable under sections 36 or 37 of the National Insurance Act 1965(b)<sup>2</sup>; and
  - (d) a state pension under Part 1 of the Pensions Act 2014.<sup>1</sup>
- (3) For the purposes of paragraph (2), entitlement has been deferred—
- (a) in the case of a Category A or Category B pension, in the circumstances specified in section 55(3) of the Act;
  - (b) in the case of a shared additional pension, in the circumstances specified in section 55C(3) of the Act;
  - (c) in the case of graduated retirement benefit, in the circumstances specified in section 36(4) and (4A) of the National Insurance Act 1965(c).
- <sup>2</sup>(d) in the case of a state pension under Part 1 of the Pensions Act 2014, in the circumstances specified in section 17(7) and (8) of that Act.<sup>1</sup>
- <sup>3</sup>(4) This paragraph applies where a person <sup>4</sup>who has attained the qualifying age for state pension credit<sup>1</sup>—
- (a) is entitled to money purchase benefits under an occupational pension scheme or a personal pension scheme;
  - (b) fails to purchase an annuity with the funds available in that scheme; and
  - (c) either—
    - (i) defers in whole or in part the payment of any income which would have been payable to him by his pension fund holder, or
    - (ii) fails to take any necessary action to secure that the whole of any income which would be payable to him by his pension fund holder upon his applying for it, is so paid, or
    - (iii) income withdrawal is not available to him under that scheme.

<sup>1</sup>Words in reg. 41(2)(b) inserted & omitted by art. 29(4)(a) & (b) of S.I. 2015/1985 as from 6.4.16.

<sup>2</sup>Words in regs. 41(2)(c) & reg. 41(2)(d), reg. 41(3)(d) inserted & words in para. (8) added by art. 29(4)(a)-(e) of S.I. 2015/1985 as from 6.4.16.

<sup>3</sup>Reg. 41(4) & (4A) substituted for 41(4) & words in paras. (5) & (6) substituted & omitted by reg. 5(4)(a)-(c) of S.I. 2007/1749 as from 16.7.07.

<sup>4</sup>Words substituted in reg. 41(4) by reg. 9(4) of S.I. 2010/641 as from 1.4.10.

(4A) Where paragraph (4) applies, the amount of any income foregone shall be treated as possessed by that person, but only from the date on which it could be expected to be acquired were an application for it to be made.<sup>1</sup>

the amount of any income foregone shall be treated as possessed by him, but only from the date on which it could be expected to be acquired were an application for it to be made.

(5) The amount of any income foregone in a case <sup>3</sup>where paragraph (4)(c)(i) or (ii)<sup>1</sup> applies shall be the maximum amount of income which may be withdrawn from the fund and shall be determined by the relevant authority which shall take account of information provided by the pension fund holder in accordance with regulation 67(6) (evidence and information).

(6) The amount of any income foregone in a case <sup>3</sup>where paragraph (4)(c)(iii)<sup>1</sup> applies shall be the income that the claimant could have received without purchasing an annuity had the funds held under the relevant scheme <sup>3</sup>been held under a personal pension scheme or occupational pension scheme where income withdrawal was available and shall be determined in the manner specified in paragraph (5).

(7) In paragraph (4), “money purchase benefits” has the meaning it has in the Pension Schemes Act 1993(d).

(8) <sup>5</sup>Subject to paragraph (8A)<sup>2</sup>, (8BA), (8BB)<sup>1</sup> and (8C),<sup>1</sup> A person shall be treated as possessing income of which he has deprived himself for the purpose of securing entitlement to housing benefit or increasing the amount of that benefit.

- (a) Section 55A was inserted by the Welfare Reform and Pensions Act 1999 (c. 30), Schedule 6, paragraph 3.
- (b) 1965 c. 51.
- (c) Section 36(4) is to be replaced by a new section 36(4) and (4A) by S.I. 2005/454 as from 6th April 2005.
- (d) 1993 c. 48; see section 181(1) of that Act.

<sup>5</sup>Words in reg. 41(8) inserted by reg. 11(3)(a) of S.I. 2005/2677 as from 6.4.06.

\*See page 8.2901.

<sup>6</sup>Words inserted & para. (8C) added by reg. (8) by reg. 7(4) & (a) of S.I. 2009/2655 as from 2.11.09.

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<sup>1</sup>Sub-paras. (8A) & (8B) inserted by reg. 11(3)(b) of S.I. 2005/2677 as from 6.4.06.

\*See page 8.2901.

►<sup>1</sup>(8A) Paragraph (8) shall not apply in respect of the amount of an increase of pension or benefit where a person, having made an election in favour of that increase of pension or benefit under Schedule 5 or 5A to the Contributions and Benefits Act (a) or under Schedule 1 to the Graduated Retirement Benefit Regulations, changes that election in accordance with regulations made under Schedule 5 or 5A to that Act in favour of a lump sum.

(8B) In paragraph (8A), “lump sum” means a lump sum under Schedule 5 or 5A to the Contributions and Benefits Act or under Schedule 1 to the Graduated Retirement Benefit Regulations.◀

<sup>2</sup>Reg. 41(8BA)-(8BD) inserted by art. 29(4)(f) of S.I. 2015/1985 as from 6.4.16.

►<sup>2</sup>(8BA) Paragraph (8) shall not apply in respect of the amount of an increase of pension where a person, having made a choice in favour of that increase of pension under section 8(2) of the Pensions Act 2014, alters that choice in accordance with Regulations made under section 8(7) of that Act in favour of a lump sum.

(8BB) Paragraph (8) shall not apply in respect of the amount of an increase of pension where a person, having made a choice in favour of that increase of pension in accordance with Regulation made under section 10 of the Pensions Act 2014 which include provision corresponding or similar to section 8(2) of that Act, alters that choice in favour of a lump sum, in accordance with Regulations made under section 10 of that Act which include provision corresponding or similar to Regulations made under section 8(7) of that Act.

(8BC) In paragraph (8BA), “lump sum” means a lump sum under section 8 of the Pensions Act 2014.

(8BD) In paragraph (8BB), “lump sum” means a lump sum under Regulations made under section 10 of the Pensions Act 2014 which include provision corresponding or similar to section 8 of that Act.◀

<sup>3</sup>Para. (8C) added in para. (8) by reg. 7(4) & (a) of S.I. 2009/2655 as from 2.11.09.

<sup>4</sup>Words in reg. 41(8C) substituted by reg. 9(4) of S.I. 2014/591 as from 28.4.14.

►<sup>3</sup>(8C) Paragraph (8) shall not apply in respect of any amount of income other than earnings, or earnings of an employed earner, arising out of the ►<sup>4</sup>claimant participating as a service user.◀◀

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(a) Schedule 5A is inserted by paragraph 15 of Schedule 11 to the Pensions Act 2004 (c. 35).



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(9) Where a claimant is in receipt of any benefit (other than housing benefit) under the benefit Acts and the rate of that benefit is altered with effect from a date on or after 1st April in any year but not more than 14 days thereafter, the relevant authority shall treat the claimant as possessing such benefit at the altered rate—

- (a) in a case in which the claimant's weekly amount of eligible rent falls to be calculated in accordance with regulation 61(2)(b) ►<sup>1</sup>or (c)◄ (calculation of weekly amounts), from 1st April in that year;
- (b) in any other case, from the first Monday in April in that year,

to the date on which the altered rate is to take effect.

(10) In the case of a claimant who has, or whose partner has, an award of state pension credit comprising only the savings credit, where a relevant authority treats the claimant as possessing any benefit (other than housing benefit) at the altered rate in accordance with paragraph (9), that authority shall—

- (a) determine the income and capital of that claimant in accordance with regulation 27(1) (calculation of claimant's income in savings credit only cases) where the calculation or estimate of that income and capital is altered with effect from a date on or after 1st April in any year but not more than 14 days thereafter; and
- (b) treat that claimant as possessing such income and capital at the altered rate by reference to the period referred to in paragraph (9)(a) or (b), as the case may be.

►<sup>2</sup>(11) For the purposes of paragraph (8), a person is not to be regarded as depriving himself of income where—

- (a) his rights to benefits under a registered pension scheme are extinguished and in consequence of this he receives a payment from the scheme, and
- (b) that payment is a trivial commutation lump sum within the meaning given by paragraph 7 of Schedule 29 to the Finance Act 2004.

(12) In paragraph (11), "registered pension scheme" has the meaning given in section 150(2) of the Finance Act 2004.◄

**Income paid to third parties**

**42.—**(1) Any payment of income, other than a payment specified in ►<sup>3</sup>paragraph (2) or (3)◄, to a third party in respect of the claimant shall be treated as possessed by the claimant.

(2) Paragraph (1) shall not apply in respect of a payment of income made under an occupational pension scheme►<sup>4</sup>, in respect of a pension or other periodical payment made under a personal pension scheme or a payment made by the Board of the Pension Protection Fund◄ where—

- (a) a bankruptcy order has been made in respect of the person in respect of whom the payment has been made or, in Scotland, the estate of that person is subject to sequestration or a judicial factor has been appointed on that person's estate under section 41 of the Solicitors (Scotland) Act 1980(a);
- (b) the payment is made to the trustee in bankruptcy or any other person acting on behalf of the creditors; and
- (c) the person referred to in sub-paragraph (a) and his partner does not possess, or is not treated as possessing, any other income apart from that payment.

►<sup>3</sup>(3) Paragraph (1) shall not apply in respect of any payment of income other than earnings, or earnings derived from employment as an employed earner, arising out of the ►<sup>5</sup>claimant participating as a service user.◄◄

**SECTION 6***Capital***Capital limit**

**43.** For the purposes of section 134(1) of the Act as it applies to housing benefit (no entitlement to benefit if capital exceeds a prescribed amount), the prescribed amount is £16,000.

(a) 1980 c. 46.

<sup>1</sup>Words added to reg. 41(9)(a) by reg. 2(7) of S.I. 2005/2502 as from 1.4.06.

\*See page 8.2901.

<sup>2</sup>Reg. 41(11) & (12) added by reg. 16(2) of S.I. 2006/2378 as from 2.10.06.

<sup>3</sup>In reg. 42(1) words substituted and para. (3) inserted by reg. 20(6)(a) & (b) of S.I. 2011/2425 as from 31.10.11.

<sup>4</sup>Words substituted in reg. 42(2) by reg. 10(3) of S.I. 2006/588 as from 6.4.06.

<sup>5</sup>Words in reg. 42(3) substituted by reg. 9(5) of S.I. 2014/591 as from 28.4.14.

### **Calculation of capital**

**44.**—(1) For the purposes of Part 7 of the Act as it applies to housing benefit, the capital of a claimant to be taken into account shall, subject to paragraph (2), be the whole of his capital calculated in accordance with this Part.

(2) There shall be disregarded from the calculation of the claimant's capital under paragraph (1) any capital, where applicable, specified in Schedule 6.

(3) A claimant's capital shall be treated as including any payment made to him by way of arrears of—

- (a) child tax credit;
- (b) working tax credit;
- (c) state pension credit,

if the payment was made in respect of a period for the whole or part of which housing benefit was paid before those arrears were paid.

### **▶<sup>1</sup>Calculation of capital in the United Kingdom**

<sup>1</sup>Reg. 45 substituted by reg. 12(6) of S.I. 2007/2618 as from 1.10.07.

**45.** Capital which a claimant possesses in the United Kingdom shall be calculated at its current market or surrender value less—

- (a) where there would be expenses attributable to the sale, 10 per cent; and
- (b) the amount of any encumbrance secured on it.◀

### **Calculation of capital outside the United Kingdom**

**46.** Capital which a claimant possesses in a country outside the United Kingdom shall be calculated—

- (a) in a case where there is no prohibition in that country against the transfer to the United Kingdom of an amount equal to its current market or surrender value in that country, at that value;
- (b) in a case where there is such a prohibition, at the price which it would realise if sold in the United Kingdom to a willing buyer,

less, where there would be expenses attributable to sale, 10 per cent. and the amount of any encumbrance secured on it.

### **Notional capital**

**47.**—(1) A claimant shall be treated as possessing capital of which he has deprived himself for the purpose of securing entitlement to housing benefit or increasing the amount of that benefit except to the extent that the capital which he is treated as possessing is reduced in accordance with regulation 48 (diminishing notional capital rule).

(2) A person who disposes of capital for the purpose of—

- (a) reducing or paying a debt owed by the claimant; or
- (b) purchasing goods or services if the expenditure was reasonable in the circumstances of the claimant's case,

shall be regarded as not depriving himself of it.

(3) Where a claimant stands in relation to a company in a position analogous to that of a sole owner or partner in the business of that company, he shall be treated as if he were such sole owner or partner and in such a case—

- (a) the value of his holding in that company shall, notwithstanding regulation 44 (calculation of capital), be disregarded; and
- (b) he shall, subject to paragraph (4), be treated as possessing an amount of capital equal to the value or, as the case may be, his share of the value of the capital of that company and the foregoing provisions of this Part shall apply

for the purposes of calculating that amount as if it were actual capital which he does possess.

(4) For so long as a claimant undertakes activities in the course of the business of the company, the amount which he is treated as possessing under paragraph (3) shall be disregarded.

(5) Where under this regulation a person is treated as possessing capital, the amount of that capital shall be calculated in accordance with the provisions of this Part as if it were actual capital which he does possess.

**Diminishing notional capital rule**

**48.**—(1) Where a claimant is treated as possessing capital under regulation 47(1) (notional capital), the amount which he is treated as possessing—

- (a) in the case of a week that is subsequent to—
  - (i) the relevant week in respect of which the conditions set out in paragraph (2) are satisfied; or
  - (ii) a week which follows that relevant week and which satisfies those conditions,shall be reduced by an amount determined under paragraph (3);
- (b) in the case of a week in respect of which paragraph (1)(a) does not apply but where—
  - (i) that week is a week subsequent to the relevant week; and
  - (ii) that relevant week is a week in which the condition in paragraph (4) is satisfied,shall be reduced by the amount determined under paragraph (4).

(2) This paragraph applies to a benefit week where the claimant satisfies the conditions that—

- (a) he is in receipt of housing benefit; and
- (b) but for regulation 47(1), he would have received an additional amount of housing benefit in that week.

(3) In a case to which paragraph (2) applies, the amount of the reduction for the purposes of paragraph (1)(a) shall be equal to the aggregate of—

- (a) the additional amount to which paragraph (2)(b) refers;
- (b) where the claimant has also claimed state pension credit, the amount of any state pension credit or any additional amount of state pension credit to which he would have been entitled in respect of the benefit week to which paragraph (2) refers but for the application of regulation 21(1) of the State Pension Credit Regulations 2002(a) (notional capital);
- (c) where the claimant has also claimed council tax benefit, the amount of any council tax benefit or any additional amount of council tax benefit to which he would have been entitled in respect of the benefit week to which paragraph (2) refers but for the application of regulation 39(1) of the Council Tax Benefit Regulations 2006 or regulation 37(1) (notional capital) of the Council Tax Benefit (Persons who have obtained the qualifying age for state pensions credit) Regulations 2006;
- (d) where the claimant has also claimed a jobseeker's allowance, the amount of an income-based jobseeker's allowance to which he would have been entitled in respect of the benefit week to which paragraph (2) refers but for the application of regulation 113 of the Jobseeker's Allowance Regulations(b) (notional capital).

- ▶<sup>1</sup>(e) where the claimant has also claimed an employment and support allowance, the amount of an income-related employment and support allowance to which he would have been entitled in respect of the benefit week to which paragraph (2)

<sup>1</sup>Reg. 48(3)(e) inserted by reg. 35(a) of S.I. 2008/1082 as from 27.10.08.

(a) S.I. 2002/1792; paragraph (1) was substituted by S.I. 2002/3197, regulation 2, Schedule, paragraph 6.

(b) Relevant amending instruments are S.I. 1998/2117, 1999/2640, 2000/1978, 2001/3767 and 2002/841.



refers but for the application of regulation 115 of the Employment and Support Allowance Regulations (notional capital).◀

(4) Subject to paragraph (5), for the purposes of paragraph (1)(b) the condition is that the claimant would have been entitled to housing benefit in the relevant week but for regulation 47(1), and in such a case the amount of the reduction shall be equal to the aggregate of—

- (a) the amount of housing benefit to which the claimant would have been entitled in the relevant week but for regulation 47(1) and, for the purposes of this sub-paragraph, if the relevant week is a week to which ▶<sup>1</sup>regulation 61(3)(a)◀

*This paragraph continues to be reproduced as it remains in force in certain cases. See reg. 1 of S.I. 2007/2869 at page 8.3761 for details*

regulation 61(4)(a)

refers (calculation of weekly amounts), that amount shall be determined by dividing the amount of housing benefit to which he would have been so entitled by the number of days in that week for which he was liable to make payments in respect of the dwelling he occupies as his home and multiplying the quotient so obtained by 7;

- (b) if the claimant would, but for regulation 21 of the State Pension Credit Regulations 2002, have been entitled to state pension credit in respect of the benefit week, within the meaning of regulation 1(2) of those Regulations (interpretation), which includes the last day of the relevant week, the amount to which he would have been entitled and, for the purposes of this sub-paragraph, if the amount is in respect of a part-week, that amount shall be determined by dividing the amount of the state pension credit to which he would have been so entitled by the number equal to the number of days in the part-week and multiplying the quotient so obtained by 7;
- (c) if the claimant would, but for regulation 37(1) of the Council Tax Benefit (Persons who have attained the qualifying age for state pension credit) Regulations 2006, have been entitled to council tax benefit or to an additional amount of council tax benefit in respect of the benefit week which includes the last day of the relevant week, the amount which is equal to—
- (i) in a case where no council tax benefit is payable, the amount to which he would have been entitled; or
- (ii) in any other case, the amount equal to the additional amount of council tax benefit to which he would have been entitled;

and, for the purposes of this sub-paragraph, if the amount is in respect of a part-week, that amount shall be determined by dividing the amount of the council tax benefit to which he would have been so entitled by the number equal to the number of days in the part-week and multiplying the quotient so obtained by 7;

- (d) if the claimant would, but for regulation 113 of the Jobseeker's Allowance Regulations, have been entitled to an income-based jobseeker's allowance in respect of the benefit week, within the meaning of regulation 1(3) of those Regulations (interpretation), which includes the last day of the relevant week, the amount to which he would have been entitled and, for the purposes of this sub-paragraph, if the amount is in respect of a part-week, that amount shall be determined by dividing the amount of the income-based jobseeker's allowance to which he would have been so entitled by the number equal to the number of days in the part-week and multiplying the quotient so obtained by 7; ▶<sup>2</sup>▶<sup>3</sup>and◀
- (e) if the claimant would, but for regulation 115 of the Employment and Support Allowance Regulations, have been entitled to an income-related employment and support allowance in respect of the benefit week, within the meaning of regulation 2(1) of those Regulations (interpretation), which includes the last day of the relevant week, the amount to which he would have been entitled and, for the purposes of this sub-paragraph, if the amount is in respect of a part-week,

<sup>1</sup>Words in reg. 48(4)(a) substituted by reg. 11 of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

<sup>2</sup>Reg. 48(4)(e) inserted by reg. 35(b) of S.I. 2008/1082 as from 27.10.08.

<sup>3</sup>Words inserted in reg. 48(4)(e) by reg. 35 of S.I. 2008/2428 as from 27.10.08.

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that amount must be determined by dividing the amount of the income-related employment and support allowance to which he would have been so entitled by the number equal to the number of days in that part-week and multiplying the quotient so obtained by 7.◀

(5) The amount determined under paragraph (4) shall be redetermined under that paragraph if the claimant makes a further claim for housing benefit and the conditions in paragraph (6) are satisfied, and in such a case—

- (a) sub-paragraphs (a) to (d) of paragraph (4) shall apply as if for the words “relevant week” there were substituted the words “relevant subsequent week”; and
- (b) subject to paragraph (7), the amount as redetermined shall have effect from the first week following the relevant subsequent week in question.

(6) The conditions are that—

- (a) a further claim is made 26 or more weeks after—
  - (i) the date on which the claimant made a claim for housing benefit in respect of which he was first treated as possessing the capital in question under regulation 47(1);
  - (ii) in a case where there has been at least one redetermination in accordance with paragraph (5), the date on which he last made a claim for housing benefit which resulted in the weekly amount being redetermined; or
  - (iii) the date on which he last ceased to be entitled to housing benefit, whichever last occurred; and
- (b) the claimant would have been entitled to housing benefit but for regulation 47(1) of these Regulations or regulation 49(1) of the Housing Benefit Regulations 2006.

(7) The amount as re-determined pursuant to paragraph (5) shall not have effect if it is less than the amount which applied in that case immediately before the redetermination and in such a case the higher amount shall continue to have effect.

(8) For the purposes of this regulation—

- (a) “part-week” in paragraph (4)(b)▶<sup>1</sup>, (d) and (e)◀ means—
  - (i) a period of less than a week which is the whole period for which state pension credit▶<sup>1</sup>, an income-related employment and support allowance◀ or, as the case may be, an income-based jobseeker’s allowance, is payable; and
  - (ii) any other period of less than a week for which either of those benefits is payable;
- (b) “part-week” in paragraph (4)(c) means a period of less than a week for which council tax benefit is allowed;
- (c) “relevant week” means the benefit week in which the capital in question of which the claimant has deprived himself within the meaning of regulation 47(1)—
  - (i) was first taken into account for the purpose of determining his entitlement to housing benefit; or
  - (ii) was taken into account on a subsequent occasion for the purpose of determining or redetermining his entitlement to housing benefit on that subsequent occasion and that determination or redetermination resulted in his beginning to receive, or ceasing to receive, housing benefit, and where more than one benefit week is identified by reference to heads (i) and (ii) of this sub-paragraph, means the later or latest such benefit week;
- (d) “relevant subsequent week” means the benefit week which includes the day on which the further claim or, if more than one further claim has been made, the last such claim was made.

<sup>1</sup>Words in reg. 48(8)(a) & sub-para. (i) substituted and inserted by reg. 35(c)(i) & (ii) of S.I. 2008/1082 as from 27.10.08.

**Capital jointly held**

49. Where a claimant and one or more other persons are beneficially entitled in possession to any capital asset, other than a capital asset disregarded under regulation 47(3), they shall be treated as if each of them were entitled in possession to the whole beneficial interest therein in an equal share and the foregoing provisions of this Part shall apply for the purposes of calculating the amount of capital which the claimant is treated as possessing as if it were actual capital which the claimant does possess.

## PART 7

### *Amount of benefit*

**Maximum housing benefit**

▶<sup>1</sup>50. The amount of a person's appropriate maximum housing benefit in any week shall be 100 per cent. of his eligible rent calculated on a weekly basis in accordance with regulations 61 and 62 (calculation of weekly amounts and rent free periods) less any deductions in respect of non-dependants which fall to be made under regulation 55 (non-dependant deductions).◀

<sup>1</sup>Reg. 50 substituted by reg. 12 of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

*This paragraph continues to be reproduced as it remains in force in certain cases. See reg. 1 of S.I. 2007/2869 at page 8.3761 for details.*

50. The amount of a person's appropriate maximum housing benefit in any week shall be 100 per cent. of his eligible rent calculated on a weekly basis in accordance with regulation 61 and 62 (calculation of weekly amounts and rent free periods) less any deductions in respect of non-dependants which fall to be made under regulation 55 (non-dependant deductions).

**Housing benefit tapers**

51. The prescribed percentages for the purpose of sub-section (3)(b) of section 130 of the Act (percentage of excess of income over applicable amount which is deducted from maximum housing benefit) shall be 65 per cent.

**▶<sup>2</sup>Amount payable during extended payment period when an extended payment is payable pursuant to regulation 72 or 73 of the Housing Benefit Regulations**

<sup>2</sup>Reg. 52 substituted by reg. 6(3) of S.I. 2008/959 as from 6.10.08.

52.—(1) This regulation applies where—

- (a) a claimant became entitled to an extended payment pursuant to regulation 72 of the Housing Benefit Regulations 2006 or an extended payment (qualifying contributory benefits) pursuant to regulation 73 of those Regulations; and
- (b) during the extended payment period, these Regulations become applicable to the claimant or the claimant's partner in accordance with regulation 5 (persons who have attained the qualifying age for state pension credit).

(2) Where this regulation applies, the amount of the extended payment or extended payment (qualifying contributory benefits) payable to a claimant for any week during the extended payment period shall be the higher of—

- (a) the amount of the extended payment payable in accordance with regulation 72B(1)(a) of the Housing Benefit Regulations 2006 or the extended payment (qualifying contributory benefits) payable in accordance with regulation 73B(1)(a) of those Regulations, as the case may be; or
- (b) the amount of housing benefit to which a claimant would be entitled under the general conditions of entitlement of these Regulations, if regulation 72 (extended payments) or 73 (extended payments (qualifying contributory benefits)) of the Housing Benefit Regulations 2006 did not apply to the claimant; or

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- (c) the amount of housing benefit to which the claimant's partner would be entitled under the general conditions of entitlement of these Regulations, if regulation 72 or 73 of the Housing Benefit Regulations 2006 did not apply to the claimant.

(3) Where this regulation applies, no amount of housing benefit shall be payable by the appropriate authority during the extended payment period to a claimant's partner under these Regulations for any week in the extended payment period. ◀

<sup>1</sup>Reg. 53 substituted by reg. 5(2) of S.I. 2008/959 as from 6.10.08.

**►<sup>1</sup>Extended payments (qualifying contributory benefits)**

**53.**—(1) Except in the case of a claimant who is in receipt of state pension credit, a claimant who is entitled to housing benefit (by virtue of the general conditions of entitlement) shall be entitled to an extended payment (qualifying contributory benefits) where—

- (a) the claimant or the claimant's partner was entitled to a qualifying contributory benefit;
- (b) entitlement to a qualifying contributory benefit ceased because the claimant or the claimant's partner—
  - (i) commenced employment as an employed or self-employed earner;
  - (ii) increased their earnings from such employment; or
  - (iii) increased the number of hours worked in such employment,
 and that employment is or, as the case may be, increased earnings or increased number of hours are expected to last five weeks or more;
- (c) the claimant or the claimant's partner had been entitled to and in receipt of a qualifying contributory benefit or a combination of qualifying contributory benefits for a continuous period of at least 26 weeks before the day on which the entitlement to a qualifying contributory benefit ceased;
- (d) the claimant or the claimant's partner was not entitled to and not in receipt of a qualifying income-related benefit in the last benefit week in which the claimant, or the claimant's partner, was entitled to a qualifying contributory benefit.

(2) A claimant must be treated as entitled to housing benefit by virtue of the general conditions of entitlement where—

- (a) the claimant ceased to be entitled to housing benefit because the claimant vacated the dwelling occupied as the claimant's home;
- (b) the day on which the claimant vacated the dwelling was either in the week in which entitlement to a qualifying contributory benefit ceased, or in the preceding week; and
- (c) entitlement to the qualifying contributory benefit ceased in any of the circumstances listed in paragraph (1)(b).

**Duration of extended payment period (qualifying contributory benefits)**

**53A.**—(1) Where a claimant is entitled to an extended payment (qualifying contributory benefits), the extended payment period starts on the first day of the benefit week immediately following the benefit week in which the claimant, or the claimant's partner, ceased to be entitled to a qualifying contributory benefit.

(2) For the purpose of paragraph (1), a claimant or a claimant's partner ceases to be entitled to a qualifying contributory benefit on the day immediately following the last day of entitlement to that benefit.

(3) The extended payment period ends—

- (a) at the end of a period of four weeks; or
- (b) on the date on which the claimant to whom the extended payment (qualifying contributory benefits) is payable has no liability for rent, if that occurs first.

**Amount of extended payment (qualifying contributory benefits)**

**53B.**—(1) For any week during the extended payment period the amount of the extended payment (qualifying contributory benefits) payable to a claimant shall be the higher of—

- (a) the amount of housing benefit to which the claimant was entitled under the general conditions of entitlement in the last benefit week before the claimant or the claimant's partner ceased to be entitled to a qualifying contributory benefit;
- (b) the amount of housing benefit to which the claimant would be entitled under the general conditions of entitlement for any benefit week during the extended payment period, if regulation 53 (extended payments (qualifying contributory benefits)) did not apply to the claimant; or
- (c) the amount of housing benefit to which the claimant's partner would be entitled under the general conditions of entitlement, if regulation 53 did not apply to the claimant.

(2) Paragraph (1) is subject to the paragraphs (3) to (6) and does not apply in the case of a mover.

(3) Where the last benefit week referred to in paragraph (1)(a) fell, in whole or in part, within a rent free period, the last benefit week for the purposes of that paragraph is the last benefit week that did not fall within the rent free period.

(4) Where—

- (a) a claimant is entitled to an extended payment (qualifying contributory benefit) by virtue of regulation 53(2) (early vacation of dwelling); and
- (b) the last benefit week before the claimant ceased to be entitled to a qualifying contributory benefit was a week in which the claimant's eligible rent was calculated in accordance with regulation 61(3)(c)(a) (calculation of rent for a partial week),

the last benefit week for the purpose of calculating the amount of the extended payment (qualifying contributory benefits) under paragraph (1)(a) shall be the benefit week before the partial week.

(5) Where—

- (a) a claimant was treated as occupying two dwellings as the claimant's home under regulation 7(6) (liability to make payments in respect of two homes) at the time when the claimant's entitlement to a qualifying contributory benefit ceased; and
- (b) the claimant's liability to pay rent for either of those dwellings ceases during the extended payment period,

the amount of the extended payment (qualifying contributory benefits) for any week shall be reduced by a sum equivalent to the housing benefit which was payable in respect of that dwelling.

(6) No extended payment (qualifying contributory benefits) is payable for any rent free period as defined in regulation 62(1)(b) (rent free periods).

(7) Where a claimant is in receipt of an extended payment (qualifying contributory benefits) under this regulation and the claimant's partner makes a claim for housing benefit, no amount of housing benefit shall be payable by the appropriate authority during the extended payment period.

**Extended payments (qualifying contributory benefits) - movers**

**53C.**—(1) This regulation applies—

- 
- (a) Regulation 61 was substituted by S.I. 2007/2869.
  - (b) Regulation 62 was substituted by S.I. 2007/2869.

- (a) to a mover; and
- (b) from the Monday following the day of the move.

(2) The amount of the extended payment (qualifying contributory benefits) payable from the Monday from which this regulation applies until the end of the extended payment period shall be the amount of housing benefit which was payable to the mover for the last benefit week before the mover, or the mover's partner, ceased to be entitled to a qualifying contributory benefit.

(3) Where a mover's liability to make payments for the new dwelling is to the second authority, the extended payment (qualifying contributory benefits) may take the form of a payment from the appropriate authority to—

- (a) the second authority; or
- (b) the mover directly.

(4) Where—

- (a) a mover, or the mover's partner, makes a claim for housing benefit to the second authority after the mover, or the mover's partner, ceased to be entitled to a qualifying contributory benefit; and
- (b) the mover, or the mover's partner, is in receipt of an extended payment(qualifying contributory benefits) from the appropriate authority,

the second authority shall reduce the weekly amount of housing benefit that the mover, or the mover's partner, is entitled to by a sum equal to the amount of the extended payment (qualifying contributory benefits) until the end of the extended payment period.

(5) The reduction of housing benefit made by the second authority under paragraph (4) is subject to any entitlement the claimant may have pursuant to regulation 7(6) (liability to make payments in respect of two homes).

(6) Where the last benefit week referred to in paragraph (2) fell, in whole or in part, within a rent free period, the last benefit week for the purposes of that paragraph is the last benefit week that did not fall within the rent free period.

(7) No extended payment (qualifying contributory benefits) is payable for any rent free period as defined in regulation 62(1) (rent free periods).

**Relationship between extended payment (qualifying contributory benefits) and entitlement to housing benefit under the general conditions of entitlement**

**53D.**—(1) Where a claimant's housing benefit award would have ended when the claimant ceased to be entitled to a qualifying contributory benefit in the circumstances listed in regulation 53(1)(b), that award will not cease until the end of the extended payment period.

(2) Part 8 (calculation of weekly amounts and changes of circumstances) shall not apply to any extended payment (qualifying contributory benefits) payable in accordance with regulation 53B(1)(a) or 53C(2) (amount of extended payment-movers).◀

**Continuing payments where state pension credit claimed**

**54.**—(1) This regulation applies where—

- (a) the claimant is entitled to housing benefit;
- (b) paragraph (2) is satisfied; and
- (c) either—

- (i) the claimant has attained the qualifying age for state pension credit or, if his entitlement to income-based jobseeker's allowance ▶<sup>1</sup>or income-related employment and support allowance◀ continued beyond that age, has attained the age of 65; or

<sup>1</sup>Words inserted in regs. 54(1)(c)(i) by reg. 36(a)-(c) of S.I. 2008/1082 as from 27.10.08.

(ii) the claimant's partner has actually claimed state pension credit.

(2) This regulation is only satisfied if the Secretary of State has certified to the relevant authority that the claimant's partner has actually claimed state pension credit or that—

- (a) the claimant's award of—
  - (i) income support has terminated because the claimant has attained the qualifying age for state pension credit; or
  - (ii) income-based jobseeker's allowance <sup>1</sup>or income-related employment and support allowance <sup>1</sup>has terminated because the claimant has attained the qualifying age for state pension credit or the age of 65; and
- (b) the claimant has claimed or is treated as having claimed or is required to make a claim for state pension credit.

<sup>1</sup>Words inserted in regs. 54(2)(a)(ii) & para. (3) by reg. 36(a)-(c) of S.I. 2008/1082 as from 27.10.08.

(3) Subject to paragraph (4), in a case to which this regulation applies housing benefit shall continue to be paid for the period of 4 weeks beginning on the day following the day the claimant's entitlement to income support<sup>1</sup>, income-related employment and support allowance<sup>1</sup> or, as the case may be, income-based jobseeker's allowance, ceased, if and for so long as the claimant otherwise satisfies the conditions for entitlement to housing benefit.

(4) Where housing benefit is paid for the period of 4 weeks in accordance with paragraph (3) above, and the last day of that period falls on a day other than the last day of a benefit week, then housing benefit shall continue to be paid until the end of the benefit week in which the last day of that period falls.

(5) Throughout the period of 4 weeks specified in paragraph (3) and any further period specified in paragraph (4)—

- (a) the whole of the income and capital of the claimant shall be disregarded;
- (b) subject to paragraph (6) the appropriate maximum housing benefit of the claimant shall be that which was applicable in his case immediately before that period commenced.

(6) The appropriate maximum housing benefit shall be calculated in accordance with regulation 50 if, since the date it was last calculated—

- (a) the claimant's rent has increased; or
- (b) a change in the deduction under regulation 55 falls to be made.

### Non-dependant deductions

<sup>2</sup>55.—(1) Subject to the following provisions of this regulation, the deductions referred to in regulation 50 (maximum housing benefit) shall be—

- (a) in respect of a non-dependant aged 18 or over in remunerative work, <sup>3</sup>£94.50<sup>4</sup> per week;
- (b) in respect of a non-dependant aged 18 or over to whom sub-paragraph (a) does not apply, <sup>3</sup>£14.65<sup>4</sup> per week.

<sup>2</sup>Reg. 55 substituted by reg. 14 of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply. <sup>3</sup>In reg. 55(1)(a)-(b) & (2)(a)-(d), amounts substituted by reg. 6(2)(a)-(g) of S.I. 2016/242. See reg. (1)(2)(f) to this S.I. for when to apply.

(2) In the case of a non-dependant aged 18 or over to whom paragraph (1)(a) applies because he is in remunerative work, where it is shown to the appropriate authority that his normal weekly gross income is—

- (a) less than <sup>3</sup>£133.00<sup>4</sup>, the deduction to be made under this regulation shall be that specified in paragraph (1)(b);
- (b) not less than <sup>3</sup>£133.00<sup>4</sup> but less than <sup>3</sup>£195.00<sup>4</sup>, the deduction to be made under this regulation shall be <sup>3</sup>£33.65<sup>4</sup>;
- (c) not less than <sup>3</sup>£195.00<sup>4</sup> but less than <sup>3</sup>£253.00<sup>4</sup>, the deduction to be made under this regulation shall be <sup>3</sup>£46.20<sup>4</sup>;
- (d) not less than <sup>3</sup>£253.00<sup>4</sup> but less than <sup>3</sup>£338.00<sup>4</sup>, the deduction to be made under this regulation shall be <sup>3</sup>£75.60<sup>4</sup>;
- (e) not less than <sup>4</sup>£338.00<sup>4</sup> but less than <sup>4</sup>£420.00<sup>4</sup>, the deduction to be made under this regulation shall be <sup>4</sup>£86.10<sup>4</sup>.

<sup>4</sup>In reg. 55(2)(e), amounts substituted by art. 18(3)(g) of S.I. 2014/516 as from 1.4.13 & 7.4.14. See reg. 1(2)(g).

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(3) Only one deduction shall be made under this regulation in respect of a couple or, as the case may be, members of a polygamous marriage and, where, but for this paragraph, the amount that would fall to be deducted in respect of one member of a couple or polygamous marriage is higher than the amount (if any) that would fall to be deducted in respect of the other, or any other, member, the higher amount shall be deducted.

(4) In applying the provisions of paragraph (2) in the case of a couple or, as the case may be, a polygamous marriage, regard shall be had, for the purpose of paragraph (2) to the couple's or, as the case may be, all members of the polygamous marriage's joint weekly gross income.

(5) Where a person is a non-dependant in respect of more than one joint occupier of a dwelling (except where the joint occupiers are a couple or members of a polygamous marriage), the deduction in respect of that non-dependant shall be apportioned between the joint occupiers (the amount so apportioned being rounded to the nearest penny) having regard to the number of joint occupiers and the proportion of the payments in respect of the dwelling payable by each of them.

(6) No deduction shall be made in respect of any non-dependants occupying a claimant's dwelling if the claimant or his partner is—

- (a) blind or treated as blind by virtue of paragraph 6(5) of Schedule 3 (severe disability premiums); or
- (b) receiving in respect of himself either—
  - (i) attendance allowance; <sup>1</sup> or
  - (ii) the care component of the disability living allowance<sup>1</sup>; <sup>2</sup> or
  - (iii) the daily living component of personal independence payment<sup>2</sup>; or
  - (iv) armed forces independence payment.

<sup>1</sup>Reg. 55(6)(b)(iii) inserted & word omitted in (b)(i) by para. 37(5)(a) & (b) of Sch. to S.I. 2013/388 as from 8.4.13.

<sup>2</sup>Words omitted in reg. 55(6)(b)(ii) & word & reg. 55(6)(b)(iv) inserted by para. 35(5)(a)(b) of Sch. to S.I. 2013/591 as from 8.4.13.

<sup>3</sup>Words in reg. 55(7)(b) substituted by reg. 7(4)(a) of S.I. 2008/2767 as from 17.11.08.

(7) No deduction shall be made in respect of a non-dependant if—

- (a) although he resides with the claimant, it appears to the appropriate authority that his normal home is elsewhere; or
- (b) he is in receipt of a training allowance paid in connection with a <sup>3</sup>youth training established under section 2 of the 1973 Act or section 2 of the Enterprise and New Towns (Scotland) Act 1990(a); or
- (c) he is a full-time student during a period of study within the meaning of regulation 53(1) of the Housing Benefit Regulations 2006 (Students); or
- (d) he is a full-time student and during a recognised summer vacation appropriate to his course he is not in remunerative work; or
- (e) he is a full-time student and the claimant or his partner has attained the age of 65; or
- (f) he is not residing with the claimant because he has been a patient for a period in excess of 52 weeks, or a prisoner, and for these purposes—
  - (i) “patient” has the meaning given in paragraph (18) of regulation 7 (circumstances in which a person is or is not to be treated as occupying a dwelling as his home);
  - (ii) where a person has been a patient for two or more distinct periods separated by one or more intervals each not exceeding 28 days, he shall be treated as having been a patient continuously for a period equal in duration to the total of those distinct periods; and
  - (iii) “prisoner” means a person who is detained in custody pending trial or sentence upon conviction or under a sentence imposed by a court other than a person who is detained in hospital under the provisions of the Mental Health Act 1983(b), or, in Scotland, under the provisions of the Mental Health (Care and Treatment) (Scotland) Act 2003(c) or the Criminal Procedure (Scotland) Act 1995(d).

(a) 1990 c. 35.

(b) 1983 c. 20.

(c) 2003 asp 13.

(d) 1995 c. 46.



- ▶<sup>1</sup>(g) he is not residing with the claimant because he is a member of the armed forces away on operations.◀

<sup>1</sup>Reg. 55(7)(g) added by reg. 3(5) of S.I. 2013/665 as from 1.4.13.

(8) No deduction shall be made in calculating the amount of a rent rebate or allowance in respect of a non-dependant aged less than 25 who is on income support▶<sup>2</sup>, an income-based jobseeker's allowance or an income-related employment and support allowance which does not include an amount under section 4(2)(b) of the Welfare Reform Act (the support component and the work-related activity component) ▶<sup>3</sup>or who is entitled to an award of universal credit where the award is calculated on the basis that the person does not have any earned income◀◀.

<sup>2</sup>Words substituted in reg. 55(8) by reg. 37 of S.I. 2008/1082 as from 27.10.08.

<sup>3</sup>Words in reg. 55(8) and para. (11) inserted by reg. 36(5) of S.I. 2013/630 as from 29.4.13.

*The following regulation 55(8) continues to be reproduced as it is maintained in force in certain circumstances. See Explanatory Note of S.I. 2013/630 for when to apply.*

(8) No deduction shall be made in calculating the amount of a rent rebate or allowance in respect of a non-dependant aged less than 25 who is on income support▶<sup>1</sup>, an income-based jobseeker's allowance or an income-related employment and support allowance which does not include an amount under section 4(2)(b) of the Welfare Reform Act (the support component and the work-related activity component)◀.

(9) No deduction shall be made in respect of a non-dependant who is on state pension credit.

(10) In the case of a non-dependant to whom paragraph (2) applies because he is in remunerative work, there shall be disregarded from his weekly gross income-

- (a) any attendance allowance▶<sup>4</sup>, disability living allowance▶<sup>5</sup>, armed forces independence payment◀ or personal independence payment◀ received by him;
- (b) any payment made under ▶<sup>6</sup>or by◀ the Macfarlane Trust, the Macfarlane (Special Payments) Trust, the Macfarlane (Special Payments) (No. 2) Trust, the Fund, the Eileen Trust▶<sup>6</sup>, MFET Limited▶<sup>7</sup>, the Skipton Fund, the Caxton Foundation◀◀ or the Independent Living ▶<sup>8</sup>Funds (2006)◀ which had his income fallen to be calculated under regulation 40 (calculation of income other than earnings) of the Housing Benefit Regulations 2006 would have been disregarded under paragraph 23 of Schedule 5 (income in kind) to those Regulations; and
- (c) any payment which had his income fallen to be calculated under regulation 40 of the Housing Benefit Regulations 2006 would have been disregarded under paragraph 35 of Schedule 5 (payments made under certain trusts and certain other payments) to those Regulations.◀

<sup>4</sup>Words substituted in reg. 55(10)(a) by para. 37(5)(c) of Sch. to S.I. 2013/388 as from 8.4.13.

<sup>5</sup>Words inserted in reg. 55(10)(a) by para. 35(5)(c) of Sch. to S.I. 2013/591 as from 8.4.13.

<sup>6</sup>Words inserted in reg. 55(10)(b) by reg. 9(3)(b) and (5)(a) of S.I. 2010/641 as from 5.4.10.

<sup>7</sup>Words inserted in reg. 55(10)(b) by reg. 20(7) of S.I. 2011/2425 as from 30.10.11.

<sup>8</sup>Words substituted in reg. 55(10)(b) by reg. 37 of S.I. 2008/1082 as from 27.10.08.

▶<sup>3</sup>(11) For the purpose of paragraph (8), "earned income" has the meaning given in regulation 52 of the Universal Credit Regulations 2013.◀

*These paragraphs continue to be reproduced as they remain in force in certain cases. See reg. 1 of S.I. 2007/2869 at page 8.3761 for details.*

#### Non-dependant deductions

55.—(1) Subject to the following provisions of this regulation, the deductions referred to in regulation 50 (maximum housing benefit) shall be—

- (a) in respect of a non-dependant aged 18 or over who is engaged in remunerative work, ▶<sup>9</sup>£47.75◀;
- (b) in respect of a non-dependant aged 18 or over to whom sub-paragraph (a) does not apply, ▶<sup>9</sup>£7.40◀ per week.

(2) In the case of a non-dependant aged 18 or over to whom paragraph (1)(a) applies because he is in remunerative work, where it is shown to the appropriate authority that his normal weekly gross income is—

- (a) less than ▶<sup>9</sup>£111.00◀, the deduction to be made under this regulation shall be that specified in paragraph 1(b);
- (b) not less than ▶<sup>9</sup>£111.00◀ but less than ▶<sup>9</sup>£164.00◀, the deduction to be made under this regulation shall be ▶<sup>9</sup>£17.00◀;
- (c) not less than ▶<sup>9</sup>£164.00◀ but less than ▶<sup>9</sup>£213.00◀, the deduction to be made under this regulation shall be ▶<sup>9</sup>£23.35◀;

<sup>9</sup>Amounts £47.75, £7.40, £17.00, £23.35 remain unchanged and £106.00, £157.00, £204.00, £271.00, £338.00 substituted by £111.00, £164.00 and £213.00, by reg. 20(3)(a)-(g) of S.I. 2007/688. See art. 1(2)(j) of this S.I. for relevant effective date.

## Reg. 55

<sup>1</sup>Amounts £38.20 & £43.50 remain unchanged and £204.00, £271.00, £338.00 substituted by £213.00, £283.00 and £353.00 by reg. 20(3)(a)-(g) of S.I. 2007/688. See art. 1(2)(j) of this S.I. for relevant effective date.

(d) not less than ►<sup>1</sup>£213.00◄ but less than ►<sup>1</sup>£283.00◄, the deduction to be made under this regulation shall be ►<sup>1</sup>£38.20◄;

(e) not less than ►<sup>1</sup>£283.00◄ but less than ►<sup>1</sup>£353.00◄, the deduction to be made under this regulation shall be ►<sup>1</sup>£43.50◄.

(3) Only one deduction shall be made under this regulation in respect of a couple or, as the case may be, members of a polygamous marriage and, where, but for this paragraph, the amount that would fall to be deducted in respect of one member of a couple or polygamous marriage is higher than the amount (if any) that would fall to be deducted in respect of the other, or any other, member, the higher amount shall be deducted.

(4) In applying the provisions of paragraph (2) in the case of a couple or, as the case may be, a polygamous marriage, regard shall be had, for the purpose of paragraph (2) to the couple's or, as the case may be, all members of the polygamous marriage's joint weekly gross income.

(5) Where a person is a non-dependant in respect of more than one joint occupier of a dwelling (except where the joint occupiers are a couple or members of a polygamous marriage), the deduction in respect of that non-dependant shall be apportioned between the joint occupiers (the amount so apportioned being rounded to the nearest penny) having regard to the number of joint occupiers and the proportion of the payments in respect of the dwelling payable by each of them.

(6) No deduction shall be made in respect of any non-dependants occupying a claimant's dwelling if the claimant or his partner is—

- (a) blind or treated as blind by virtue of paragraph 6(5) of Schedule 3 (severe disability premiums); or
- (b) receiving in respect of himself either—
  - (i) attendance allowance; or
  - (ii) the care component of the disability living allowance.

(7) No deduction shall be made in respect of a non-dependant if—

- (a) although he resides with the claimant, it appears to the appropriate authority that his normal home is elsewhere; or
- (b) he is in receipt of a training allowance paid in connection with a Youth Training Scheme established under section 2 of the 1973 Act or section 2 of the Enterprise and New Towns (Scotland) Act 1990(a); or
- (c) he is a full-time student during a period of study within the meaning of regulation 53(1) of the Housing Benefit Regulations 2006 (Students); or
- (d) he is a full time student and during a recognised summer vacation appropriate to his course he is not in remunerative work; or
- (e) he is a full-time student and the claimant or his partner has attained the age of 65; or
- (f) he is not residing with the claimant because he has been a patient for a period in excess of 52 weeks, or a prisoner, and for these purposes—

- <sup>2</sup>(i) "patient" has the meaning given in paragraph (9) of regulation 5 (circumstances in which a person is or is not to be treated as occupying a dwelling as his home),
- (ii) where a person has been a patient for two or more distinct periods separated by one or more intervals each not exceeding 28 days, he shall be treated as having been a patient continuously for a period equal in duration to the total of those distinct periods, and◄
- (iii) "prisoner" means a person who is detained in custody pending trial or sentence upon conviction or under a sentence imposed by a court other than a person who is detained in hospital under the

<sup>2</sup>Heads (i) & (ii) of reg. 55(7) substituted by reg. 2(8) of S.I. 2005/2502 as from 1.4.06. \*See page 8.2901.

(a) 1990 c. 35.

provisions of the Mental Health Act 1983(a), or, in Scotland, under the provisions of the Mental Health (Care and Treatment) (Scotland) Act 2003(b) or the Criminal Procedure (Scotland) Act 1995(c).

(8) No deduction shall be made in calculating the amount of a rent rebate or allowance in respect of a non-dependant aged less than 25 who is on income support or an income-based jobseeker's allowance.

(9) No deduction shall be made in respect of a non-dependant who is on state pension credit.

(10) In the case of a non-dependant to whom paragraph (2) applies because he is in remunerative work, there shall be disregarded from his weekly gross income—

- (a) any attendance allowance or disability living allowance received by him;
- (b) any payment made under the Macfarlane Trust, the Macfarlane (Special Payments) Trust, the Macfarlane (Special Payments) (No. 2) Trust, the Fund, the Eileen Trust or the Independent Living Funds which had his income fallen to be calculated under regulation 40 (calculation of income other than earnings) of the Housing Benefit Regulations 2006 would have been disregarded under paragraph 23 of Schedule 5 (income in kind) to those Regulations; and
- (c) any payment which had his income fallen to be calculated under regulation 40 of the Housing Benefit Regulations 2006 would have been disregarded under paragraph 35 of Schedule 5 to those Regulations (payments made under certain trusts and certain other payments).

### **Minimum housing benefit**

**56.** Where housing benefit is payable in the form of a rent rebate or allowance, it shall not be payable where the amount to which a person would otherwise be entitled is less than 50 pence per benefit week.

## **PART 8**

### *Calculation of weekly amounts and changes of circumstances*

### **Date on which entitlement is to commence**

**57.—(1)** Subject to paragraph (2), a person who makes a claim for, and is otherwise entitled to, housing benefit shall be entitled to that benefit from the benefit week following the first day in respect of which that claim is made.

▶<sup>1</sup>(2) A claimant shall become entitled to housing benefit from the benefit week in which the first day in respect of which his claim is made falls, where he is otherwise entitled to housing benefit and—

- (a) he becomes liable in that benefit week, for the first time, to make payments in respect of a dwelling which he occupies as his home; or, ◀
- ▶<sup>2</sup>(b) he becomes liable in that benefit week to make payments, which fall due on a daily basis, in respect of the accommodation listed in paragraph (3) which he occupies as his home. ◀
- ▶<sup>2</sup>(3) The accommodation referred to in paragraph (2)(b) is—
  - (a) a hostel;
  - (b) board and lodging accommodation where the payments are to an authority under section 206(2) of the Housing Act 1996 or section 35(2)(b) of the Housing (Scotland) Act 1987;

<sup>1</sup>Reg. 57(2) substituted by reg. 2(9)(b) of S.I. 2005/2502 as from 3.4.06. \*See page 8.2901.

<sup>2</sup>Reg. 57(2)(b) substituted and paras. (3) & (4) added by reg. 3(2)(a) & (b) of S.I. 2007/294 as from 1.4.07.

(a) 1983 c. 20.  
(b) 2003 asp 13.  
(c) 1995 c. 46.

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- (c) accommodation which the authority holds on a licence agreement where the payments are to an authority under section 206(2) of the Housing Act 1996 or section 35(2)(b) of the Housing (Scotland) Act 1987; or
- (d) accommodation outside that authority's Housing Revenue Account which the authority holds on a lease granted for a term not exceeding 10 years.

(4) In this regulation—

“board and lodging accommodation” means—

- (a) accommodation provided to a person or, if he is a member of a family, to him or any other member of his family, for a charge which is inclusive of the provision of that accommodation and at least some cooked or prepared meals which both are cooked or prepared (by a person other than a person to whom the accommodation is provided or by a member of his family) and are consumed in that accommodation or associated premises; or
- (b) accommodation provided to a person in a hotel, guest house, lodging house or some similar establishment,

but it does not include accommodation in a care home, an Abbeyfield Home, an independent hospital or a hostel; and

“Housing Revenue Account” has the same meaning as for the purposes of Part VIII of the Social Security Administration Act 1992. ◀

<sup>1</sup>Reg. 58 omitted by reg. 6(4)(a) of S.I. 2008/959 as from 6.10.08.

**58. ▶<sup>1</sup>◀****Date on which change of circumstances is to take effect**

**59.**—(1) Except in cases where regulation 34 (disregard of changes in tax, contributions, etc) ▶<sup>2</sup>applies, and subject to regulation 8(3) of the Decisions and Appeals Regulations and ◀ the following provisions of this regulation and to ▶<sup>3</sup>regulations 60 and 61(5)◀ a change of circumstances which affects entitlement to, or the amount of, housing benefit (“change of circumstances”) shall take effect from the first day of the benefit week following the date on which the change of circumstances actually occurs, and where that change is cessation of entitlement to any benefit under the benefit Acts, the date on which the change actually occurs shall be the day immediately following the last day of entitlement to that benefit.

*In reg. 59(1) “regulation 61(6)” continues to be reproduced as it remains in force in certain cases. See reg. 1 of S.I. 2007/2869 at page 8.3761 for details.*

<sup>2</sup>Words in reg. 59(1) substituted by reg. 5(2) of S.I. 2007/2470 as from 24.9.07.

<sup>3</sup>Words in reg. 59(1) substituted by reg. 5(6) of S.I. 2008/586 as from 7.4.08.

►<sup>1</sup>(2) Subject to paragraphs (8), ►<sup>2</sup>and regulation 8(3) of the Decisions and Appeals Regulations◀ where the change of circumstances is a change in the amount of rent payable in respect of a dwelling, that change shall take effect from the day on which it actually occurs.◀

<sup>1</sup>In reg. 59, para. (2) substituted paras. (2A) & (2B) added, words in 59(3) omitted & words inserted in para. 3(a)(i) by reg. 2(10)(c) & (d) of S.I. 2005/2502 as from 3.10.05. \*See page 8.2901.

►<sup>1</sup>(2A) Subject to paragraphs (8) ►<sup>3</sup>to (9A)◀, except in a case where regulation 8(3) of the Decisions and Appeals Regulations applies, where the change of circumstances is—

<sup>2</sup>Words in reg. 59(2) substituted by reg. 5(3) of S.I. 2007/2470 as from 24.9.07.

- (a) that a person moves into a new dwelling occupied as the home, or
- (b) any other event which—
  - (i) entitles a person to be treated as occupying two dwellings as his home under regulation 7(6)(a), or
  - (ii) brings to an end a person's right to be treated as occupying two dwellings as his home under that regulation, in a case where he has, immediately prior to the event, been treated as occupying two dwellings as his home,

<sup>3</sup>Words in reg. 59(2A) substituted by reg. 12(7)(a) of S.I. 2007/2618 as from 1.10.07.

that change of circumstances shall take effect on the day on which it actually occurs.

(2B) Subject to paragraph (8), where the change of circumstances is the expiry of a maximum period of time, referred to in regulation 7(6), for which a person can be treated as occupying two dwellings as his home, that change shall take effect on the day after the last day of that period.◀

(3) Subject to paragraphs (8) ►<sup>1</sup>◀ where the change of circumstances is an amendment to these Regulations that change, subject to ►<sup>4</sup>regulation 61(5)◀, shall take effect as follows—

<sup>4</sup>Words substituted in reg. 59(3) by reg. 5(6) of S.I. 2008/586 as from 7.4.08.

- (a) where the amendment is made by an order under section 150 of the Administration Act (annual up-rating of benefits)—
  - (i) in a case in which the claimant's weekly amount of eligible rent falls to be calculated in accordance with regulation 61(2)(b) ►<sup>2</sup>or (c)◀ (calculation of weekly amounts), from 1st April;
  - (ii) in any other case, from the first Monday in April, in the year in which that order comes into force;
- (b) in respect of any other amendment, from the date on which the amendment of these Regulations comes into force in the particular case.

*In reg. 59(3) "regulation 61(6)" continues to be reproduced as it remains in force in certain cases. See reg. 1 of S.I. 2007/2869 at page 8.3761 for details.*

►<sup>5</sup>(4) Subject to paragraph (8), if two or more changes of circumstances occurring in the same benefit week would, but for this paragraph, take effect in different benefit weeks in accordance with this regulation, they shall all take effect on the first day of the benefit week in which they occur, unless a change taking effect under paragraphs (2), (2A) or (2B) takes effect in that week, in which case the changes shall all take effect on the day on which that change takes effect◀

<sup>5</sup>Para. (4) substituted by reg. 2(10)(e) of S.I. 2005/2502 as from 3.10.05. \*See page 8.2901.

(5) Where, during a benefit week commencing on the first Monday in April—

- (a) a change of circumstances takes effect in accordance with paragraph (3)(a)(ii);
- (b) one or more changes of circumstances occur to which paragraph (1) applies; and
- (c) no other change of circumstances occurs to which this regulation applies,

any change of circumstances to which paragraph (1) applies and which occurs in that benefit week shall take effect from the first day of that benefit week.

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(a) Relevant amending instruments are S.I. 1990/1549, 1993/317 and 1997/21.

(6) Where the change of circumstances is that income, or an increase in the amount of income, other than a benefit or an increase in the amount of a benefit under the Act <sup>1</sup>or Part 4 of the 2012 Act <sup>2</sup>or the Armed Forces and Reserve Forces (Compensation Scheme Order 2011 <sup>3</sup>, is paid in respect of a past period and there was no entitlement to income of that amount during that period, the change of circumstances shall take effect from the first day on which such income, had it been paid in that period at intervals appropriate to that income, would have fallen to be taken into account for the purposes of these Regulations.

<sup>1</sup>Words inserted in reg. 59(6) by para. 37(6) of Sch. to S.I. 2013/388 as from 8.4.13.

<sup>2</sup>Words inserted in reg. 59(6) by para. 35(5)(c) of Sch. to S.I. 2013/591 as from 8.4.13.

(7) Without prejudice to paragraph (6), where the change of circumstances is the payment of income, or arrears of income, in respect of a past period, the change of circumstances shall take effect from the first day on which such income, had it been timeously paid in that period at intervals appropriate to that income, would have fallen to be taken into account for the purposes of these Regulations.

<sup>3</sup>Paras. (8) & (9) substituted by reg. 2(10)(f) of S.I. 2005/2502 as from 3.10.05.

\*See page 8.2901.

<sup>4</sup>Words in reg. 59(8) omitted by reg. 3(3) of S.I. 2007/294 as from 1.4.07.

<sup>5</sup>Words in reg. 59(9) substituted by reg. 6 of S.I. 2008/2667 as from 30.10.08.

<sup>6</sup>Para. (9A) inserted by reg. 12(7)(b) of S.I. 2007/2618 as from 1.10.07.

<sup>3</sup>(8) Subject to paragraph (9), where a change of circumstances occurs which has the effect of bringing entitlement to an end it shall take effect on the first day of the benefit week following the benefit week in which that change actually occurs except in a case where a person is liable to make payments, which fall due on a daily basis, <sup>4</sup> in which case that change shall take effect on the day on which it actually occurs.

(9) Where the change of circumstances is that a person moves to a new dwelling and immediately after the move he is treated as occupying his former dwelling as his home in accordance with regulation 7(7) or (10) then that change of circumstances shall take effect on the day after the last day for which he is treated as <sup>5</sup>occupying <sup>6</sup> the former dwelling in accordance with whichever of those regulations applies in his case.

<sup>6</sup>(9A) Where the change of circumstances is that the person moves to a new dwelling and immediately before the move that person is treated as occupying the new dwelling in accordance with regulation 7(8) then that change of circumstances shall take effect on the first day on which the person is treated as occupying the new dwelling as the home under that regulation.

(10) Paragraph (11) applies if–

- (a) the claimant or his partner has attained the age of 65; and
- (b) either–
  - (i) a non-dependant took up residence in the claimant’s dwelling; or
  - (ii) there has been a change of circumstances in respect of a non-dependant so that the amount of the deduction which falls to be made under regulation 55 (non-dependant deductions) increased.

(11) Where this paragraph applies, the change of circumstances <sup>7</sup>referred to in paragraph (10)(b) shall take effect from the effective date.

(12) In paragraph (11) but subject to paragraph (13), “the effective date” means–

- (a) where more than one change of a kind referred to in paragraph (10)(b) relating to the same non-dependant has occurred since–
  - (i) the date on which the claimant’s entitlement to housing benefit first began; or
  - (ii) the date which was the last effective date in respect of such a change; whichever is the later, the date which falls 26 weeks after the date on which the first such change occurred;
- (b) where sub-paragraph (a) does not apply, the date which falls 26 weeks after the date on which the change referred to in paragraph (10)(b) occurred.

(13) If in any particular case the date determined under paragraph (12) is not the first day of the benefit week, the effective date in that case shall be the first day of the next benefit week to commence after the date determined under that paragraph.

<sup>7</sup>Words inserted in reg. 59(11) by reg. 16(3) of S.I. 2006/2378 as from 2.10.06.

**Change of circumstances where state pension credit payable**

**60.**—(1) Paragraphs (2) to (4) apply where—

- (a) the claimant is also on state pension credit;
- (b) the amount of state pension credit awarded to him is changed in consequence of a change in the claimant's circumstances or the correction of an official error; and
- (c) the change in the amount of state pension credit payable to the claimant results in a change in the rate of housing benefit payable to the claimant.

(2) Where the change of circumstance is that an increase in the amount of state pension credit payable to the claimant results in—

- (a) an increase in the rate at which housing benefit is payable to him, the change shall take effect from the first day of the benefit week in which state pension credit becomes payable at the increased rate; or
- (b) a decrease in the rate at which housing benefit is payable to him, the change shall take effect from the first day of the benefit week next following the date on which—
  - (i) the local authority receives notification from the Secretary of State of the increase in the amount of state pension credit; or
  - (ii) state pension credit is increased,

whichever is the later.

(3) Where the change of circumstance is that the claimant's state pension credit is reduced and in consequence the rate of housing benefit payable to the claimant reduces—

- (a) in a case where the claimant's state pension credit is reduced because the claimant failed to notify the Secretary of State timeously of the change of circumstances, the change shall take effect from the first day of the benefit week from which state pension credit was reduced; or
- (b) in any other case the change shall take effect from the first day of the benefit week next following the date on which—
  - (i) the local authority receives notification from the Secretary of State of the reduction in the amount of state pension credit; or
  - (ii) state pension credit is reduced,

whichever is the later.

(4) Where the change of circumstance is that—

- (a) state pension credit is reduced; and
- (b) in consequence of the change the rate of housing benefit payable to the claimant is increased,

the change shall take effect from the first day of the benefit week in which state pension credit becomes payable at the reduced rate.

(5) Where a change of circumstances occurs in that an award of state pension credit has been made to the claimant or his partner and this would result in a decrease in the rate of housing benefit payable to the claimant, the change shall take effect from the first day of the benefit week next following the date on which—

- (a) the local authority receives notification from the Secretary of State of the award; or
- (b) entitlement to state pension credit begins,

whichever is the later.

(6) Where, in the case of a claimant who, or whose partner, is or has been awarded state pension credit comprising only the savings credit, there is—

- (a) a change of circumstances of a kind described in any of paragraphs (2) to (5) which results from a relevant calculation or estimate; and
- (b) a change of circumstances which is a relevant determination,

each of which results in a change in the rate of housing benefit payable to the claimant, the change of circumstances referred to in sub-paragraph (b) shall take effect from the day specified in paragraphs (2), (3), (4) or (5) as the case may be, in relation to the change referred to in sub-paragraph (a).

(7) Where a change of circumstance occurs in that a guarantee credit has been awarded to the claimant or his partner and this would result in an increase in the rate of housing benefit payable to the claimant, the change shall take effect from the first day of the benefit week next following the date in respect of which the guarantee credit is first payable.

(8) Where a change of circumstances would but for this paragraph take effect under the preceding provisions of this regulation within the 4 week period specified in regulation 54 (continuing payments where state pension credit claimed), that change shall take effect on the first day of the first benefit week to commence after the expiry of the 4 week period.

(9) Where the change of circumstances is an amendment of these Regulations, that change, subject to ►<sup>1</sup>regulation 61(5)◀ (calculation of weekly amounts), shall take effect as follows—

<sup>1</sup>Words in reg. 60(9) & regs. 61 & 62 substituted by reg. 15 (2) & 16 of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

- (a) where the amendment is made by an order under section 150 of the Administration Act (annual uprating of benefits)—
  - (i) in a case in which the claimant's weekly amount of eligible rent falls to be calculated in accordance with regulation 61(2)(b), ►<sup>2</sup>or (c)◀ from 1st April;
  - (ii) in any other case, from the first Monday in April, in the year in which that order comes into force;
- (b) in respect of any other amendment, from the date on which the amendment of these Regulations comes into force in the particular case.

<sup>2</sup>Words added to reg. 60(9)(a)(i) by reg. 2(11) of S.I. 2005/2502 as from 1.4.05.

\*See page 8.2901.

*In reg. 60(9) "regulation 61(6)" continues to be reproduced as it remains in force in certain cases. See reg. 1 of S.I. 2007/2869 at page 8.3761 for details.*

(10) In this regulation—

“official error” has the meaning it has in the Decisions and Appeals Regulations by virtue of regulation 1(2) of those Regulations;

“relevant calculation or estimate” means the calculation or estimate made by the Secretary of State of the claimant's or, as the case may be, the claimant's partner's income and capital for the purposes of the award of state pension credit;

“relevant determination” means a change in the determination by the relevant authority of the claimant's income and capital using the relevant calculation or estimate, in accordance with regulation 27(1) (calculation of claimant's income and capital in savings credit only cases).

#### ►<sup>1</sup>Calculation of weekly amounts

**61.—(1)** A person's entitlement to housing benefit in any benefit week shall be calculated in accordance with the following provisions of this regulation.

(2) The weekly amount of a claimant's eligible rent shall be—

- (a) subject to paragraph (3), where rent is payable at intervals of one week or a multiple thereof, the amount of eligible rent payable weekly or, where it is payable at intervals of a multiple of a week, the amount determined by dividing the amount of eligible rent payable by the number equal to the number of weeks in respect of which it is payable; or



- (b) subject to paragraph (3), where the rent is payable at intervals of a calendar month or multiples thereof, the amount determined by dividing the amount payable by the number equal to the number of calendar months in respect of which it is payable, multiplying by 12 and dividing by 52;
- (c) subject to paragraph (3), where the rent is payable at intervals of a day or multiples thereof, the amount determined by dividing the amount payable by the number equal to the number of days in respect of which it is payable and multiplying by 7.

(3) In a case—

- (a) to which regulation 57(2) (date on which entitlement is to commence) applies, his eligible rent for the benefit week in which he becomes liable to make payments in respect of a dwelling which he occupies as his home shall be calculated by multiplying his daily rent by the number equal to the number of days in that benefit week for which he is liable to make such payments;
- (b) where a change of circumstances takes effect in a benefit week under regulation 59(2A), (but is not a change described in sub-paragraph (c)(ii) of this regulation), (2B), (8) or (9) other than on the Monday of a benefit week then the claimant's eligible rent for that benefit week shall be calculated by multiplying his daily rent by the appropriate number of days in that benefit week;
- (c) where—
  - (i) the amount of eligible rent which the claimant is liable to pay in respect of a dwelling is altered and that change of circumstances takes effect under regulation 59(2); or
  - (ii) the claimant—
    - (aa) moves to a new dwelling occupied as the home,
    - (bb) he is not entitled to be treated, immediately after that move, as occupying two dwellings as his home or as occupying his former dwelling as his home, and
    - (cc) that change of circumstances takes effect under regulation 59(2A),

other than on the Monday of a benefit week, then the claimant's eligible rent for that benefit week shall be calculated by multiplying his old and new daily rent by the number equal to the number of days in that week which relate respectively to the old and new amounts which he is liable to pay.

(4) In the case of a claimant whose weekly eligible rent falls to be calculated in accordance with paragraph (3)(a) or (b) by reference to the daily rent in his case, his weekly applicable amount, weekly income, the weekly amount of any non-dependant deductions and the minimum amount payable in his case shall be calculated in the same manner as his weekly eligible rent by reference to the amounts determined in his case in accordance with Parts 5 to 7 (applicable amounts, income and capital, and amount of benefit).

(5) Where a change in the amount of a claimant's applicable amount, income or non-dependant deductions falls to be taken into account in the same benefit week as a change in his eligible rent to which paragraph (3)(c) applies, it shall be taken into account in that week on a daily basis in the same manner and as if it had occurred on the same day as that change in his eligible rent.

(6) Any amount determined under these Regulations may, if it is appropriate, be rounded to the nearest whole penny by disregarding any amount less than half a penny and treating any amount of half a penny or more as a whole penny.

(7) ►<sup>1</sup>◄

<sup>1</sup>Reg. 61(7) omitted by reg. 6(4)(b) of S.I. 2008/959 as from 6.10.08.

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(8) In this regulation “daily rent” shall mean the amount determined by dividing by 7 the amount determined under whichever sub-paragraph of paragraph (2) is appropriate in each case.

(9) Where a claimant is entitled to benefit in respect of two (but not more than two) dwellings in accordance with regulation 7(6) his eligible rent shall be calculated in respect of each dwelling in accordance with this regulation.

**Rent free periods**

**62.**—(1) This regulation applies to a claimant for any period (referred to in this regulation as a rent free period) in, or in respect of, which he is not liable to pay rent except for any period to which regulation 8(1)(d) (waiver of rent by landlord in return for work done) applies.

(2) In the case of the beginning or ending of a claimant’s rent-free period, his eligible rent for the benefit week in which the rent free period begins and ends shall be calculated on a daily basis as if those benefit weeks were weeks to which regulation 61(3) applies.

(3) For the purpose of determining the weekly applicable amount and income of a claimant to whom this regulation applies, the weekly amount of any non-dependant deductions and the minimum amount payable in his case—

- (a) in a case to which regulation 61(2)(a) applies, the amounts determined in his case in accordance with Parts 5 to 7 (applicable amounts, income and capital, and amount of benefit) shall be multiplied by 52 or 53, whichever is appropriate, and divided by the number equal to the number of weeks in that 52 or 53 week period in respect of which he is liable to pay rent;
- (b) subject to paragraph (4), in a case to which regulation 61(2)(b) or (c) applies, the amounts determined in his case in accordance with Parts 5 to 7 shall be multiplied by 365 or 366, whichever is appropriate and divided by the number of days in that 365 or 366 day period in respect of which he is liable to pay rent.

(4) In a case to which paragraph (3)(b) applies, where either regulation 61(4) or (5) also applies or it is the beginning or end of a rent-free period, the weekly amounts referred to in paragraph (3) shall first be calculated in accordance with sub-paragraph (b) of that paragraph and then determined on a daily basis in the same manner as the claimant’s eligible rent.◀

*These paragraphs continue to be reproduced as they remain in force in certain cases. See reg. 1 of S.I. 2007/2869 at page 8.3761 for details.*

**Calculation of weekly amounts**

61.—(1) A person’s entitlement to housing benefit in any benefit week shall be calculated in accordance with the following provisions of this regulation.

(2) The weekly amount of a claimant’s eligible rent shall be—

- (a) subject to ▶<sup>1</sup>paragraph (4)(a)◀ where rent is payable at intervals of one week or a multiple thereof, the amount of eligible rent payable weekly or, where it is payable at intervals of a multiple of a week, the amount determined by dividing the amount of eligible rent payable by the number equal to the number of weeks in respect of which it is payable;

- ▶<sup>1</sup>(b) subject to paragraph (4), where the rent is payable at intervals of a calendar month or multiples thereof, the amount determined by dividing the amount payable by the number equal to the number of calendar months in respect of which it is payable, multiplying by 12 and dividing by 52;

<sup>1</sup>Words in reg. 61(2)(a) and sub-para. (b) substituted by reg. 2(12)(a) of S.I. 2005/2502 as from 1.4.06.

\*See page 8.2901.

(a) Para (4) of regulation 61 was amended by S.I. 2004/2303.

- (c) subject to paragraph (4), where the rent is payable at intervals of a day or multiples thereof, the amount determined by dividing the amount payable by the number equal to the number of days in respect of which it is payable and multiplying by 7.◀
- (3) ▶<sup>1</sup>◀
- ▶<sup>2</sup>(4) In a case—
- (a) to which regulation 76(2) of the Housing Benefit Regulations 2006 and 57(2) of the Housing Benefit (Persons who have attained the qualifying age for state pension credit) (date on which entitlement is to commence) applies, his eligible rent for the benefit week in which he becomes liable to make payments in respect of a dwelling which he occupies as his home shall be calculated by multiplying his daily rent by the number equal to the number of days in that benefit week for which he is liable to make such payments;
- (b) where a change of circumstances takes effect in a benefit week under regulation 79(2A) of the Housing Benefit Regulations 2006 and 59(2A) of the Housing Benefit (Persons who have attained the qualifying age for state pension credit), (but is not a change described in subparagraph (c)(ii) of this regulation), (2B), (8) or (9) other than on the Monday of a benefit week then the claimant's eligible rent for that benefit week shall be calculated by multiplying his daily rent by the appropriate number of days in that benefit week;
- (c) where—
- (i) the amount of eligible rent which the claimant is liable to pay in respect of a dwelling is altered and that change of circumstances takes effect under regulation 79(2) of the Housing Benefit Regulations 2006 and 59(2) of the Housing Benefit (Persons who have attained the qualifying age for state pension credit), or
- (ii) the claimant—
- (aa) moves to a new dwelling occupied as the home,
- (bb) he is not entitled to be treated, immediately after that move, as occupying two dwellings as his home or as occupying his former dwelling as his home, and
- (cc) that change of circumstances takes effect under regulation 79(2A) of the Housing Benefit Regulations 2006 and 59(2A) of the Housing Benefit (Persons who have attained the qualifying age for state pension credit),

<sup>1</sup>Words in reg. 61(3) omitted by reg. 2(12)(a) of S.I. 2005/2502 as from 1.4.06. \*See page 8.2901.

<sup>2</sup>Para. (4) of reg. 61 substituted by reg. 2(12)(c) of S.I. 2005/2502 as from 1.4.06. \*See page 8.2901.

other than on the Monday of a benefit week, then the claimant's eligible rent for that benefit week shall be calculated by multiplying his old and new daily rent by the number equal to the number of days in that week which relate respectively to the old and new amounts which he is liable to pay.◀

(5) In the case of a claimant whose weekly eligible rent falls to be calculated in accordance with paragraph (4) ▶<sup>3</sup>(a) or (b)◀ by reference to the daily rent in his case, his weekly applicable amount, weekly income, the weekly amount of any non-dependant deductions and the minimum amount payable in his case shall be calculated in the same manner as his weekly eligible rent by reference to the amounts determined in his case in accordance with Parts 5 to 7 (applicable amounts, income and capital and amount of benefit).

<sup>3</sup>Words in reg. 61(5) & (6) substituted by reg. 2(12)(d) & (e) of S.I. 2005/2502 as from 1.4.06.

\*See page 8.2901.

(6) Where a change in the amount of a claimant's applicable amount, income or non-dependant deductions falls to be taken into account in the same benefit week as a change in his eligible rent to which paragraph ▶<sup>3</sup>(4)(c)◀ applies, it shall be taken into account in that week on a daily basis in the same manner and as if it had occurred on the same day as that change in his eligible rent.

(7) Any amount determined under these Regulations may, if it is appropriate, be rounded to the nearest whole penny by

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disregarding any amount less than half a penny and treating any amount of half a penny or more as a whole penny.

(8) In any case where a claimant has received—

- (a) an extended payment under regulation 72 of the Housing Benefit Regulations 2006, his entitlement shall be adjusted in such circumstances and by such amount as are prescribed in Part 3 of Schedule 7 to those Regulations; or
- (b) an extended payment (severe disablement allowance and incapacity benefit), his entitlement shall be adjusted in such circumstances and by such amount as are prescribed in paragraph 9 of Schedule 7 to these Regulations.

►<sup>1</sup>(9) In this regulation “daily rent” shall mean the amount determined by dividing by 7 the amount determined under whichever sub-paragraph of paragraph (2) is appropriate in each case.

(10) Where a claimant is entitled to benefit in respect of two (but not more than two) dwellings in accordance with regulation 7(6) his eligible rent shall be calculated in respect of each dwelling in accordance with this regulation.◀

Rent free periods

62.—(1) This regulation applies to a claimant for any period (referred to in this regulation as a rent free period) in, or in respect of, which he is not liable to pay rent except for any period to which regulation 8(1)(d) (waiver of rent by landlord in return for work done) applies.

►<sup>2</sup>(2) In the case of the beginning or ending of a claimant's rent-free period, his eligible rent for the benefit week in which the rent free period begins and ends shall be calculated on a daily basis as if those benefit weeks were weeks to which regulation 61(4) applies.◀

(3) For the purpose of determining the weekly applicable amount and income of a claimant to whom this regulation applies, the weekly amount of any non-dependant deductions and the minimum amount payable in his case—

- (a) in a case to which regulation 61(2)(a) applies, the amounts determined in his case in accordance with Parts 5 to 7 (applicable amounts, income and capital and amount of benefit) shall be multiplied by 52 or 53, whichever is appropriate, and divided by the number equal to the number of weeks in that 52 or 53 week period in respect of which he is liable to pay rent;
- (b) subject to paragraph (4), in a case to which regulation 61(2)(b) ►<sup>3</sup>or (c)◀ applies, the amounts determined in his case in accordance with Parts 5 to 7 shall be multiplied by 365 or 366, whichever is appropriate and divided by the number of days in that 365 or 366 day period in respect of which he is liable to pay rent.

(4) In a case to which paragraph (3)(b) applies, where either regulation 61(5) or (6) also applies or it is the beginning or end of a rent-free period, the weekly amounts referred to in paragraph (3) shall first be calculated in accordance with sub-paragraph (b) of that paragraph and then determined on a daily basis in the same manner as the claimant's eligible rent.

<sup>1</sup>Paras. 61(9) & (10) added by reg. 2(12)(f) of S.I. 2005/2502 as from 1.4.06.

\*See page 8.2901.

<sup>2</sup>Reg. 62(2) substituted by reg. 2(13) of S.I. 2005/2502 as from 1.4.06.

\*See page 8.2901.

<sup>3</sup>Words added to para. (3)(b) by reg. 2(13)(b) of S.I. 2005/2502 as from 1.4.06.

\*See page 8.2901.

## PART 9

### *Claims*

#### **Who may claim**

**63.—**(1) In the case of a couple or members of a polygamous marriage a claim shall be made by whichever one of them they agree should so claim or, in default of agreement, by such one of them as the relevant authority shall determine.

(2) Where a person who is liable to make payments in respect of a dwelling is unable for the time being to act, and—

- (a) a <sup>1</sup>deputy<sup>◀</sup> has been appointed by the Court of Protection with power to claim, or as the case may be, receive benefit on his behalf; or
- (b) in Scotland, his estate is being administered by a judicial factor or any guardian acting or appointed under the Adults with Incapacity (Scotland) Act 2000<sup>(a)</sup> who has power to claim or, as the case may be, receive benefit on his behalf; or
- (c) an attorney with a general power or a power to claim or as the case may be, receive benefit, has been appointed by that person under <sup>2</sup>the Powers of Attorney Act 1971 the Enduring Powers of Attorney Act 1985 or the Mental Capacity Act 2005 or otherwise<sup>◀</sup>

<sup>1</sup>Words in reg. 63 (2) substituted by reg. 12(8)(a) of S.I. 2007/2618 as from 1.10.07.

<sup>2</sup>Words in reg. 63 (2)(c) substituted by reg. 12(8)(b) of S.I. 2007/2618 as from 1.10.07.

that <sup>1</sup>deputy<sup>◀</sup>, judicial factor, guardian or attorney, as the case may be, may make a claim on behalf of that person.

(3) Where a person who is liable to make payments in respect of a dwelling is unable for the time being to act and paragraph (2) does not apply to him, the relevant authority may, upon written application made to them by a person who, if a natural person, is over the age of 18, appoint that person to exercise on behalf of the person who is unable to act, any right to which that person might be entitled under the Act and to receive and deal on his behalf with any sums payable to him.

(4) Where the relevant authority has made an appointment under paragraph (3) or treated a person as an appointee under paragraph (5)—

- (a) it may at any time revoke the appointment;
- (b) the person appointed may resign his office after having given four week's notice in writing to the relevant authority of his intention to do so;
- (c) any such appointment shall terminate when the relevant authority is notified that a receiver or other person to whom paragraph (2)(b) or (c) applies has been appointed.

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(a) 2000 asp 4.

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(5) Where a person who is liable to make payments in respect of a dwelling is for the time being unable to act and the Secretary of State has appointed a person to act on his behalf for the purposes of the Act the relevant authority may if that person agrees treat him as if he had been appointed by them under paragraph (3).

(6) Anything required by these Regulations to be done by or to any person who is for the time being unable to act may be done by or to the receiver, judicial factor, guardian or attorney, if any, or by or to the person appointed or treated as appointed under this regulation and the receipt of any such person so appointed shall be a good discharge to the relevant authority for any sum paid.

(7) ▶<sup>1</sup>◀

**Time and manner in which claims are to be made**

**64.**—(1) ▶<sup>2</sup>Subject to paragraph (1A),◀ the prescribed time for claiming housing benefit is as regards any day on which, apart from satisfying the condition of making a claim, the claimant is entitled to housing benefit, that day and the period of ▶<sup>3</sup>three months◀ immediately following it.

▶<sup>2</sup>(1A) In any case where paragraph (6)(a) applies, paragraph (1) does not entitle a claimant to claim housing benefit in respect of any day earlier than 3 months before the date on which the claim for state pension credit is made (or treated as made by virtue of any provision of the Social Security (Claims and Payments) Regulations 1987).◀

(2) ▶<sup>4</sup>Subject to ▶<sup>1</sup>paragraphs (5A) to (5BD)◀◀ every claim shall be in writing and made on a properly completed form approved for the purpose by the relevant authority or in such written form as the relevant authority may accept as sufficient in the circumstances of any particular case or class of cases having regard to the sufficiency of the written information and evidence.

(3) The forms approved for the purpose of claiming shall be provided free of charge by the relevant authority or such persons as they may authorise or appoint for the purpose.

(4) Each relevant authority shall notify the Secretary of State of the address to which claims delivered or sent to the appropriate DWP office are to be forwarded.

(5) A claim ▶<sup>1</sup>in writing◀—

- (a) may be sent or delivered to the appropriate DWP office where the claimant or his partner is also claiming income support, incapacity benefit, state pension credit▶<sup>5</sup>, a jobseeker's allowance or an employment and support allowance◀
- (b) where it has not been sent or delivered to the appropriate DWP office, shall be sent or delivered to the designated office;
- (c) sent or delivered to the appropriate DWP office, other than one sent on the same form as a claim made to income support, incapacity benefit▶<sup>5</sup>, a jobseeker's allowance or an employment and support allowance◀ and as approved by the Secretary of State for the purpose of the benefits being claimed, shall be forwarded to the relevant authority within two working days of the date of the receipt of the claim at the appropriate DWP office, or as soon as practicable thereafter;

(d)-(e) ▶<sup>1</sup>◀

(f) where the claimant has attained the qualifying age for entitlement to state pension credit may be sent or delivered to an authorised office.

▶<sup>6</sup>(g) may be sent or delivered to the offices of a county council in England if the council has arranged with the relevant authority for claims to be received at their offices ("county offices").◀

▶<sup>4</sup>(5A) Where the relevant authority has published a telephone number for the purpose of receiving claims for housing benefit a claim may be made by telephone to that telephone number.

<sup>1</sup>Regs. 63(7), 64(5)(d) & (e) omitted & words in reg. 64(2) substituted by reg. 3(3) & (4) of S.I. 2008/2299 as from 1.10.08.

<sup>2</sup>In reg. 64, words in para. (1) & para. (1A) inserted by reg. 3(4)(a) & (b) of S.I. 2010/2449 as from 1.11.10.

<sup>3</sup>Words in reg. 64(1) substituted by reg. 5(2) of S.I. 2008/2424 as from 6.10.08.

<sup>4</sup>Words added to Reg. 64(2) & (5) and paras. (5A) to (5F) inserted by reg. 3(2)(a)-(c) of S.I. 2006/2967 as from 20.12.06.

<sup>5</sup>Words in reg. 64(5)(a) & (c) substituted by reg. 38(a) & (b) of S.I. 2008/1082 as from 27.10.08.

<sup>6</sup>Para. (5)(g) inserted by reg. 8(2)(a) of S.I. 2007/2911 as from 31.10.07.

<sup>1</sup>Paras. (5B) & (5D) substituted, words in paras. (5C) & (5E) omitted & substituted by reg. 3(4)(c)-(g) of S.I. 2008/2299 as from 1.10.08.

►<sup>1</sup>(5B) If the Secretary of State agrees, where—

- (a) a person makes a claim for a benefit referred to in paragraph (5)(a); and
- (b) the Secretary of State has made provision in the Social Security (Claims and Payments) Regulations 1987 for that benefit to be claimed by telephone,

that person may claim housing benefit by telephone to the telephone number specified by the Secretary of State.

(5BA) A claim for housing benefit may be made in accordance with paragraph (5B) at any time before a decision has been made on the claim for the benefit referred to in paragraph (5)(a).

(5BB) If the Secretary of State agrees, where a person, in accordance with regulation 32 of the Social Security (Claims and Payments) Regulations 1987 (information to be given and changes to be notified)—

- (a) furnishes the Secretary of State with such information or evidence as he may require; or
- (b) notifies the Secretary of State of any changes of circumstances,

that person may claim housing benefit in the same manner in which the information or evidence was furnished or the notification was given.

(5BC) If the Secretary of State agrees, where a person, in accordance with regulation 24 of the Jobseeker's Allowance Regulations (provision of information and evidence)—

- (a) furnishes the Secretary of State with such certificates documents and other evidence as he may require; or
- (b) notifies the Secretary of State of any change of circumstances,

that person may claim housing benefit in the same manner as the certificate, document and other evidence was furnished or the notification was given.

(5BD) A claim for housing benefit may be made in accordance with paragraphs (5BB) or (5BC) at any time before a decision has been made on the award of benefit to which the information, evidence, certificates, documents or notification relates.◀

(5C) The relevant authority may determine, in any particular case, that a claim made by telephone ►<sup>1</sup>in accordance with paragraph (5A)◀ is not a valid claim unless the person making the claim approves a written statement of his circumstances, provided for the purpose by the relevant authority ►<sup>1</sup>◀.

►<sup>1</sup>(5CA) The relevant authority or the Secretary of State may determine that a claim made by telephone in accordance with paragraphs (5B) to (5BD) is not a valid claim unless the person making the claim approves a written statement of his circumstances, provided for the purpose by the Secretary of State.◀

►<sup>1</sup>(5D) A claim made by telephone in accordance with paragraphs (5A) to ►<sup>1</sup>◀ is defective unless the relevant authority or the Secretary of State is provided with all the information requested during that telephone call.◀

(5E) Where a claim made by telephone in accordance with paragraph (5A) ►<sup>1</sup>◀ is defective, the relevant authority ►<sup>1</sup>must◀ provide the person making it with an opportunity to correct the defect.

<sup>2</sup>Para. (5EA) inserted by reg. 3(4)(h) of S.I. 2008/2299 as from 1.10.08.

►<sup>2</sup>(5EA) Where a claim made by telephone ►<sup>2</sup> in accordance with paragraphs (5B) to (5BD) is defective—

- (a) the Secretary of State may provide the person making it with an opportunity to correct the defect;
- (b) the relevant authority must provide the person making it with an opportunity to correct the defect if the Secretary of State has not already done so unless it considers that it has sufficient information to determine the claim.

(5F) If the person corrects the defect within one month, or such longer period as the relevant authority considers reasonable, of the date the relevant authority ►<sup>2</sup> or the Secretary of State◀ last drew attention to it, the relevant authority shall treat the claim as if it had been duly made in the first instance.◀



▶<sup>1</sup>(5G) If the person does not correct the defect within one month, or such longer period as the relevant authority considers reasonable, of the date the relevant authority or the Secretary of State last drew attention to it, the relevant authority may treat the claim as if it had been duly made in the first instance, where it considers that it has sufficient information to determine the claim.◀

<sup>1</sup>Para. (5G) inserted, words in para. (6) omitted & para. (6)(d) substituted by reg. 3(4)(j)-(k) of S.I. 2008/2299 as from 1.10.08.

(6) Subject to paragraph (11) ▶<sup>1</sup>◀ the date on which a claim is made shall be—

- (a) in a case where an award of state pension credit which comprises a guarantee credit has been made to the claimant or his partner and the claim for housing benefit is made within one month of the date on which the claim for state pension credit was received at the appropriate DWP office, the first day of entitlement to state pension credit arising from that claim;
- (b) in a case where a claimant or his partner is a person in receipt of a guarantee credit and he becomes liable for the first time to make payments in respect of the dwelling which he occupies as his home, where the claim is received at the designated office or appropriate DWP office within one month of the claimant first becoming liable for such payments, the date he became liable for those payments;
- (c) in a case where the claimant is the former partner of a person who was, at the date of his death or their separation, entitled to housing benefit and the claimant makes a claim within one month of the date of the death or the separation, that date;
- ▶<sup>1</sup>(d) except where sub-paragraph (a), (b) or (c) is satisfied, in a case where a properly completed claim is received in a designated office, an authorised office, county offices or an appropriate DWP office within one month, or such longer period as the relevant authority considers reasonable, of the date on which—
  - (i) a claim form was issued to the claimant following the claimant first notifying, by whatever means, a designated office, an authorised office or an appropriate DWP office of an intention to make a claim; or
  - (ii) a claimant notifies, by whatever means, a designated office, an authorised office or an appropriate DWP office of an intention to make a claim by telephone in accordance with paragraphs (5A) to (5BD),

the date of first notification; and◀

- (e) in any other case, the date on which the claim is received at the designated office, authorised office▶<sup>2</sup>, county offices◀ or appropriate DWP office.

(7) Where a claim received at the designated office ▶<sup>3</sup>or appropriate DWP office◀ has not been made in the manner prescribed in paragraph (2), that claim is for the purposes of these Regulations defective.

<sup>2</sup>Words inserted in para. 6(e) by reg. 8(2)(b) of S.I. 2007/2911 as from 31.10.07.

(8) Where a claim▶<sup>3</sup>, which is received by a relevant authority,◀ is defective because—

<sup>3</sup>Words in reg. 64(7) & (8) & para. (8A) inserted by reg. 3(2)(a)-(c) of S.I. 2008/2987 as from 22.12.08.

- (a) it was made on the form approved for the purpose but that form is not accepted by the relevant authority as being properly completed; or
- (b) it was made in writing but not on the form approved for the purpose and the relevant authority does not accept the claim as being in a written form which is sufficient in the circumstances of the case having regard to the sufficiency of the written information and evidence,

the relevant authority may, in a case to which sub-paragraph (a) applies, request the claimant to complete the defective claim or, in the case to which sub-paragraph (b) applies, supply the claimant with the approved form or request further information or evidence.

▶<sup>3</sup>(8A) Where a claim is received at an appropriate DWP office and it appears to the Secretary of State that the form has not been properly completed, the Secretary of State may request that the claimant provides the relevant authority with the information required to complete the form.◀

<sup>1</sup>Paras. 9 & (9A) substituted for para. (9) by reg. 3(2)(d) of S.I. 2008/2987 as from 22.12.08.

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►<sup>1</sup>(9) The relevant authority shall treat a defective claim as if it had been validly made in the first instance if, in any particular case, the conditions specified in subparagraph (a), (b) or (c) of paragraph (9A) are satisfied.

(9A) The conditions are that—

- (a) where paragraph (8)(a) (incomplete form) applies, the authority receives at the designated office the properly completed claim or the information requested to complete it or the evidence within one month of the request, or such longer period as the relevant authority may consider reasonable; or
- (b) where paragraph (8)(b) (claim not on approved form or further information requested by relevant authority) applies—
  - (i) the approved form sent to the claimant is received at the designated office properly completed within one month of it having been sent to him; or, as the case may be,
  - (ii) the claimant supplies whatever information or evidence was requested under paragraph (8) within one month of the request,
 or, in either case, within such longer period as the relevant authority may consider reasonable; or
- (c) where paragraph (8A) (further information requested by Secretary of State) applies, the relevant authority receives at the designated office the properly completed claim or the information requested to complete it within one month of the request by the Secretary of State or within such longer period as the relevant authority considers reasonable.◀

(10) A claim which is made on an approved form for the time being is, for the purposes of this regulation, properly completed if completed in accordance with the instructions on the form, including any instructions to provide information and evidence in connection with the claim.

<sup>2</sup>Reg. 64(11) substituted by reg. 4 of S.I. 2007/1331 as from 23.5.07.

►<sup>2</sup>(11) Except in the case of a claim made by a person from abroad, where the claimant is not entitled to housing benefit in the benefit week immediately following the date of his claim but the relevant authority is of the opinion that unless there is a change of circumstances he will be entitled to housing benefit for a period beginning not later than the seventeenth benefit week following the date on which the claim is made, the relevant authority may treat the claim as made on a date in the benefit week immediately preceding the first benefit week of that period of entitlement and award benefit accordingly.◀

<sup>3</sup>Words substituted in reg. 64(12) by reg. 30 of S.I. 2009/1488 as from 6.4.10.

<sup>4</sup>Reg. 64(13) omitted by reg. 8 of S.I. 2008/2824 as from 27.11.08.

(12) Paragraph (11) applies in the case of a person who has attained, or whose partner has attained, ►<sup>3</sup>the age which is 17 weeks younger than the qualifying age for state pension credit◀.

(13) ►<sup>4</sup>◀

(14) In this regulation “authorised office” means an office which is nominated by the Secretary of State and authorised by the relevant authority for receiving claims for decision by the relevant authority.

<sup>5</sup>Reg. 64A inserted by art. 3(3) of S.I. 2006/2968 as from 20.12.06.

### ►<sup>5</sup>Electronic claims for benefit

**64A.** A claim for housing benefit may be made by means of an electronic communication in accordance with Schedule 10.◀

<sup>6</sup>Regs. 65 & 66 omitted by reg. 3(5) & (6) of S.I. 2008/2299 as from 1.10.08.

**65.-66.** ►<sup>6</sup>◀

**Evidence and information**

**67.**—(1) Subject to ►<sup>1</sup>paragraphs (1A) and (2)◄ and to paragraph 5 of Schedule A1(a) (treatment of claims for housing benefit by refugees), a person who makes a claim, or a person to whom housing benefit has been awarded, shall furnish such certificates, documents, information and evidence in connection with the claim or the award, or any question arising out of the claim or the award, as may reasonably be required by the relevant authority in order to determine that person's entitlement to, or continuing entitlement to, housing benefit and shall do so within one month of ►<sup>1</sup>the relevant authority requiring him, or the Secretary of State requesting him, to do so◄ or such longer period as the relevant authority may consider reasonable.

<sup>1</sup>Words substituted in reg. 67(1) & para. (1A) inserted by reg. 3(3)(a) (i) & (ii) & (b) of S.I. 2008/2987 as from 22.12.08.

►<sup>1</sup>(1A) Where a person notifies a change of circumstances to the appropriate DWP office under regulation 69(9), the Secretary of State may request that the claimant provides to the relevant authority the information or evidence that the Secretary of State considers the relevant authority may require to determine the claimant's continuing entitlement to housing benefit.◄

(2) Nothing in this regulation shall require a person to furnish any certificates, documents, information or evidence relating to a payment to which paragraph (4) applies.

(3) Where a request is made under paragraph (1), the relevant authority shall—

- (a) inform the claimant or the person to whom housing benefit has been awarded of his duty under regulation 69 (duty to notify change of circumstances) to notify the designated office of any change of circumstances; and
- (b) without prejudice to the extent of the duty owed under regulation 69, indicate to him either orally or by notice or by reference to some other document available to him on application and without charge, the kind of change or circumstances which is to be notified.

(4) This paragraph applies to any of the following payments—

- (a) a payment which is—
  - (i) disregarded under paragraph 23 of Schedule 5 to the Housing Benefit Regulations 2006 (income in kind) or paragraph 34 of Schedule 6 to those Regulations (certain payments in kind); and
  - (ii) made under ►<sup>2</sup>or by◄ the Macfarlane Trust, the Macfarlane (Special Payments) Trust, the Macfarlane (Special Payments) (No 2) Trust, the Fund, the Eileen Trust►<sup>2</sup>, MFET Limited◄, the Skipton Fund►<sup>3</sup>, the Caxton Foundation◄ or the ►<sup>4</sup>London Bombings Relief Charitable Fund◄;
- (b) a payment which is disregarded under paragraph 35 of Schedule 5 to the Housing Benefit Regulations 2006 or paragraph 24 of Schedule 6 to those Regulations (payments made under certain trusts and certain other payments), other than a payment made under the Independent Living ►<sup>5</sup>Fund (2006)◄
- (c) a payment which is disregarded under regulation 55(10)(b) or (c) (income of non-dependant) other than a payment made under the Independent Living ►<sup>5</sup>Fund (2006)◄.

<sup>2</sup>Words inserted in reg. 67(4)(a)(ii) by reg. 9(3)(c) and (5)(b) of S.I. 2010/641 as from 5.4.10.

<sup>3</sup>Words in reg. 67(4)(a)(ii) inserted by reg. 20(8) of S.I. 2011/2425 as from 30.10.11.

<sup>4</sup>Words substituted in reg. 67(4)(a)(ii) by reg. 4(6) of S.I. 2008/1042 as from 19.5.08.

<sup>5</sup>Words in reg. 67(4)(b) & (c) substituted in reg. 7(5)(a) of S.I. 2008/2767 as from 17.11.08.

<sup>6</sup>Words in reg. 67(5) substituted by reg. 9(6) of S.I. 2010/641 as from 1.4.10.

<sup>7</sup>Words omitted in reg. 67(5), (5)(b) & (6) by reg. 5(5)(a)-(c) of S.I. 2007/1749 as from 16.7.07.

(5) Where a claimant or a person to whom housing benefit has been awarded or any partner ►<sup>6</sup>has attained the qualifying age for state pension credit◄ and is a member of, or a person deriving entitlement to a pension under, a personal pension scheme, ►<sup>7</sup>◄, he shall where the relevant authority so requires furnish the following information—

- (a) the name and address of the pension fund holder;
- (b) such other information including any reference or policy number as is needed to enable the personal pension scheme ►<sup>7</sup>◄ to be identified.

(6) Where the pension fund holder receives from a relevant authority a request for details concerning a personal pension scheme ►<sup>7</sup>◄ relating to a person or any partner to whom paragraph (5) refers, the pension fund holder shall provide the relevant authority with any information to which paragraph (7) refers.

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- (7) The information to which this paragraph refers is—
- (a) where the purchase of an annuity under a personal pension scheme has been deferred, the amount of any income which is being withdrawn from the personal pension scheme;
  - (b) in the case of—
    - (i) a personal pension scheme where income withdrawal is available, the maximum amount of income which may be withdrawn from the scheme; or
    - (ii) a personal pension scheme where income withdrawal is not available, ►<sup>1</sup>◄, the maximum amount of income which might be withdrawn from the fund if the fund were held under a personal pension scheme where income withdrawal was available, calculated by or on behalf of the pension fund holder by means of tables prepared from time to time by the Government Actuary which are appropriate for this purpose.

<sup>1</sup>Words omitted from reg. 67(7)(b)(ii) by reg. 5(5)(c) of S.I. 2007/1749 as from 16.7.07.

<sup>2</sup>Reg. 68 substituted by reg. 7 of S.I. 2007/719 as from 2.4.07.

<sup>3</sup>Reg. 68 & words in reg. 69(1) substituted & 69(2) omitted by reg. 3(7) & (8) of S.I. 2008/2299 as from 1.10.08.

<sup>4</sup>Reg. 68(1) substituted, sub-para. (2) and words in para. (3) omitted by reg. 12(4)(a)-(c) of S.I. 2013/2536 as from 29.10.13.

<sup>5</sup>Word substituted in reg. 68(1) by reg. 4(4) of S.I. 2014/213 as from 1.4.14 & 7.4.14 (ibid see reg. 1(3)).

**►<sup>2</sup>Amendment and withdrawal of claim◄**

►<sup>3</sup>68.—►<sup>4</sup>(1) A person who has made a claim for benefit may amend it at any time before a ►<sup>5</sup>decision◄ has been made on the claim by notice in writing received at the designated office, by telephone call to a telephone number specified by the relevant authority under regulation 64(5B) (time and manner in which claims are to be made) or by the Secretary of State under regulation 64(5B) or in such other manner as the relevant authority or the Secretary of State may decide or accept.◄

(2) ►<sup>4</sup>◄

(3) Any claim amended in accordance with paragraph (1) or (2) shall be treated as if it had been amended in the first instance.

(4) A person who has made a claim may withdraw it at any time before a decision has been made on it by notice to the designated office.

(5) Where the claim was made by telephone in accordance with paragraphs (5B) to (5BD) of regulation 64, the withdrawal may also be made by telephone to the telephone number specified by the Secretary of State.

(6) Any notice of withdrawal given in accordance with paragraph (4) or (5) shall have effect when it is received.◄

**Duty to notify changes of circumstances**

**69.**—(1) Subject to paragraphs ►<sup>3</sup>(3), (6)►<sup>6</sup>, (7) and (9)◄◄, if at any time between the making of a claim and a decision being made on it, or during the award of housing benefit, there is a change of circumstances which the claimant, or any person by whom or on whose behalf sums payable by way of housing benefit are receivable, might reasonably be expected to know might affect the claimant's right to, the amount of or the receipt of housing benefit, that person shall be under a duty to notify that change of circumstances by giving notice ►<sup>7</sup>◄ to the designated office

►<sup>8</sup>(a) in writing; or

(b) by telephone—

- (i) where the relevant authority has published a telephone number for that purpose or for the purposes of regulation 64 (time and manner in which claims are to be made) unless the authority determines that in any particular case or class of case notification may be given by telephone; or
- (ii) in any case or class of case where the relevant authority determines that notice may be given by telephone; or

(c) by any other means which the relevant authority agrees to accept in any particular case.◄

(2) ►<sup>3</sup>◄

(3) ►<sup>3</sup>◄

(3) The duty imposed on a person by paragraph (1) does not extend to changes—

- (a) in the amount of rent payable to a housing authority;

<sup>6</sup>Words substituted in reg. 69(1) by reg. 3(4)(a) of S.I. 2008/2987 as from 22.12.08.

<sup>7</sup>In reg. 69(1) words deleted by reg. 3 of S.I. 2006/2967 as from 20.12.06.

<sup>8</sup>Reg. 69(1)(a) & (b) substituted & reg. 69(1)(c) inserted by reg. 3(5) of S.I. 2010/2449 as from 1.11.10.

- (b) in the age of the claimant or that of any member of his family or of any non-dependants;
- (c) in these Regulations.

(4) Notwithstanding paragraph (3)(b) a claimant shall be required by paragraph (1) to notify the designated office of any change in the composition of his family arising from the fact that a person who was a member of his family is now no longer such a person because he ceases to be a child or young person.

(5) ►<sup>1</sup>◄.

- (A) A person on housing benefit who is also on state pension credit must report—
  - (a) changes to his tenancy, but not changes in the amount of rent payable to a housing authority;
  - (b) changes affecting the residence or income of any non-dependant normally residing with the claimant or with whom the claimant normally resides;
  - (c) any absence from the dwelling which exceeds or is likely to exceed 13 weeks.

<sup>1</sup>Reg. 69(5) omitted by reg. 3(8)(b) of S.I. 2008/2299 as from 1.10.08.

(7) In addition to the changes required to be reported under paragraph (6) a person whose state pension credit comprises only a savings credit must also report—

- (a) changes affecting a child living with him which may result in a change in the amount of housing benefit payable in his case, but not changes in the age of the child;
- (b) ►<sup>2</sup>◄
- (c) any change in the amount of the claimant's capital to be taken into account which does or may take the amount of his capital to more than £16,000;
- (d) any change in the income or capital of—
  - (i) a non-dependant whose income and capital are treated as belonging to the claimant in accordance with regulation 24 (circumstances in which income of a non-dependant is to be treated as claimant's); or
  - (ii) a person to whom regulation 27(4)(e) refers,

<sup>2</sup>Sub-para. (b) of reg. 69(7) substituted by reg. 2(14) of S.I. 2005/2502 as from 1.4.06.  
\*See page 8.2901.

and whether such a person or, as the case may be, non-dependant stops living or begins or resumes living with the claimant.

(8) A person who is on housing benefit and on state pension credit need only report to the designated office the changes specified in paragraphs (6) and (7).

►<sup>3</sup>(9) Where—

- (a) the claimant or the claimant's partner is in receipt of jobseeker's allowance;
- (b) the change of circumstance is that the claimant or the claimant's partner starts employment; and
- (c) as a result of that change of circumstance either entitlement to that benefit will end or the amount of that benefit will be reduced,

<sup>3</sup>Para. (9) inserted in reg. 69 by reg. 3(4)(b) of S.I. 2008/2987 as from 22.12.08.

the claimant may discharge the duty in paragraph (1) by notifying the change of circumstance by telephoning the appropriate DWP office if a telephone number has been provided for that purpose.◄

**►<sup>4</sup>Alternative means of notifying changes of circumstances**

**69ZA.**—(1) In such cases and subject to such conditions as the Secretary of State may specify, the duty in regulation 69(1) to notify a change of circumstances may be discharged by notifying the Secretary of State—

- (a) where the change of circumstances is a birth or death, through a relevant authority, or a county council in England, by personal attendance at an office specified by that authority or county council, provided the Secretary of State has agreed with that authority or county council for it to facilitate such notification; or

<sup>4</sup>Reg. 69ZA inserted by reg. 6 of S.I. 2010/444 as from 5.4.10.

(b) where the change of circumstances is a death, by telephone to a telephone number specified for that purpose by the Secretary of State.

(2) Paragraph (1) only applies if the authority administering the claimant's housing benefit agrees with the Secretary of State that notifications may be made in accordance with that paragraph.

(3) The Secretary of State must forward information received in accordance with paragraph (1) to the authority administering the claimant's housing benefit.◀

<sup>1</sup>Reg. 69A inserted by art. 3(4) of S.I. 2006/2968 as from 20.12.06.  
<sup>2</sup>Reg. 69A re-numbered reg. 69A(1) & reg. 69A(2) inserted by reg. 7(2) & (3) of S.I. 2011/2943 as from 23.1.12.

▶<sup>1</sup>**Notice of changes of circumstances given electronically**

**69A.** ▶<sup>2</sup>—(1)◀ A person may give notice of a change of circumstances required to be notified under regulation 69 by means of an electronic communication in accordance with Schedule 10.◀

▶<sup>2</sup>(2) Where—

- (a) the change of circumstances required to be notified is a death; and
- (b) the authority administering the claimant's housing benefit agrees with the Secretary of State that notifications may be made in accordance with regulation 69ZA(1) (alternative means of notifying changes of circumstances),

a person may give notice of the change to the Secretary of State by means of an electronic communication in accordance with the provisions set out in Schedule 9ZC to the Social Security (Claims and Payments) Regulation 1987 (electronic communication).

(3) The provisions set out in that Schedule shall apply for the purposes of paragraph (2) as they apply for the purposes of regulation 32ZA of the Social Security (Claims and Payments) Regulations 1987 (information given electronically).

(4) The Secretary of State must forward information received in accordance with paragraph (2) to the authority administering the claimant's housing benefit.◀

## PART 10

### *Decisions on questions*

#### **Decisions by a relevant authority**

**70.**—(1) Unless provided otherwise by these Regulations, any matter required to be determined under these Regulations shall be determined in the first instance by the relevant authority.

(2) The relevant authority shall make a decision on each claim within 14 days of the provisions of regulations 64 and 67 (time and manner in which claims are to be made and evidence and information) being satisfied or as soon as reasonably practicable thereafter.

(3) ▶<sup>3</sup>◀

<sup>3</sup>Reg. 70(3) omitted by reg. 6(4)(c) of S.I. 2008/959 as from 6.10.08.

**Notification of decision**

**71.**—(1) An authority shall notify in writing any person affected by a decision made by it under these Regulations—

- (a) in the case of a decision on a claim, forthwith or as soon as reasonably practicable thereafter;
- (b) in any other case, within 14 days of that decision or as soon as reasonably practicable thereafter,

and every notification shall include a statement as to the matters set out in Schedule 8.

(2) A person affected to whom an authority sends or delivers a notification of decision may, by notice in writing signed by him, ►<sup>1</sup>within one month of the date of the notification of that decision (or, if the decision was notified before 1st November 2010, before 1st December 2010)◀ request the authority to provide a written statement setting out the reasons for its decision on any matter set out in the notice.

<sup>1</sup>Words in reg. 71(2) inserted by reg. 3(6) of S.I. 2010/2449 as from 1.11.10.

(3) For the purposes of paragraph (2), where a person affected who requests a written statement is not a natural person, the notice in writing referred to in that paragraph shall be signed by a person over the age of 18 who is authorised to act on that person's behalf.

(4) The written statement referred to in paragraph (2) shall be sent to the person requesting it within 14 days or as soon as is reasonably practical thereafter.

## PART 11

### *Payments*

**Time and manner of payment**

**72.**—(1) Subject to paragraphs (2) and (3) and regulations 73 to 79 (frequency of payment of rent allowance, payment on account of a rent allowance, payment provisions, offsetting) the relevant authority shall pay housing benefit to which a person is entitled under these Regulations at such time and in such manner as is appropriate, having regard to—

- (a) the times at which and the frequency with which a person's liability to make payment of rent arises; and
- (b) the reasonable needs and convenience of the person entitled thereto.

(2) Where a person's entitlement to housing benefit is less than £1 weekly the relevant authority may pay that benefit at 6 monthly intervals.

(3) Subject to regulations 73 to 78 (frequency of payment of and payment on account of rent allowance, payment provisions), every authority shall make the first payment of any housing benefit awarded by it within 14 days of the receipt of the claim at the designated office or, if that is not reasonably practical, as soon as possible thereafter.

**►<sup>2</sup>Cases in which payments to a housing authority are to take the form of a rent allowance**

<sup>2</sup>Reg. 72A inserted by reg. 3 of S.I. 2006/644 as from 3.4.06.

**72A.**—(1) Where the occupier of a dwelling is liable to make payments in respect of that dwelling to a housing authority as a result of the making of an order specified in paragraph (2), housing benefit in respect of those payments shall take the form of a rent allowance.

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- (2) The orders specified for the purposes of paragraph (1) are—
- (a) a management control order made in accordance with section 74 of the Antisocial Behaviour etc. (Scotland) Act 2004<sup>(a)</sup>
  - (b) an interim management order made in accordance with section 102 of the Housing Act 2004<sup>(b)</sup>;
  - (c) a final management order made in accordance with section 113 of that Act;
  - (d) an interim empty dwelling management order made in accordance with section 133 of that Act; and
  - (e) a final empty dwelling management order made in accordance with section 136 of that Act. ◀

<sup>1</sup>Para. (3) added to reg. 72A by reg. 3(2) of S.I. 2008/2824 as from 6.4.09.

- ▶<sup>1</sup>(3) Where—
- (a) the occupier of a caravan, mobile home or houseboat is liable to make payments in respect of that caravan, mobile home or houseboat and housing benefit in relation to those payments takes the form of a rent allowance; and
  - (b) the occupier is also liable to make payments to a housing authority in respect of the site on which that caravan or mobile home stands, or in respect of the mooring to which the houseboat is attached,
- housing benefit in respect of payments to the housing authority shall take the form of a rent allowance. ◀

**Frequency of payment of a rent allowance**

**73.—**(1) Subject to the following provisions of this regulation any rent allowance other than a payment made in accordance with regulation 72(2) or (3) or 74 (time and manner of payment, payment on account of rent allowance) shall be paid at intervals of 2 or 4 weeks or one month or, with the consent of the person entitled, at intervals greater than one month.

(2) Except in a case to which paragraph (3) applies, any payment of a rent allowance shall be made, in so far as it is practicable to do so, at the end of the period in respect of which it is made.

(3) Except in a case to which regulation 77(2) applies and subject to paragraph (4), this paragraph applies where payment of a rent allowance is being made to a landlord (which for these purposes has the same meaning as in regulations 76 and 77 (payments to a landlord)), when that payment shall be made—

- (a) at intervals of 4 weeks; and
- (b) at the end of the period in respect of which it is made.

(4) Where paragraph (3) applies—

- (a) in a case where the liability in respect of which the rent allowance is paid is monthly, the authority may make payment at intervals of 1 month;
- (b) in a case where the authority is paying a rent allowance to a landlord in respect of more than one claimant, then the first such payment in respect of any claimant may be made to that landlord at such lesser interval as that authority considers is in the best interest of the efficient administration of housing benefit.

(5) Except in a case to which paragraph (3) applies, where a person's weekly entitlement to a rent allowance is more than £2 he may require payment at two weekly intervals and the relevant authority shall pay at two weekly intervals in such a case.

(6) Except in a case to which paragraph (3) applies, the relevant authority may pay a rent allowance at weekly intervals where either—

- (a) it considers that unless the rent allowance is paid at weekly intervals an overpayment is likely to occur; or

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(a) 2004 asp 8.  
(b) 2004 c. 34.



- (b) the person entitled is liable to pay his rent weekly and it considers that it is in his interest that his allowance be paid weekly.

(7) Subject to paragraphs (2), (3) and (5), the relevant authority may pay a rent allowance to a student once a term.

#### **Payment on account of a rent allowance**

**74.**—(1) Where it is impracticable for the relevant authority to make a decision on a claim for a rent allowance within 14 days of the claim for it having been made and that impracticability does not arise out of the failure of the claimant, without good cause, to furnish such information, certificates, documents or evidence as the authority reasonably requires and has requested or which has been requested by the Secretary of State, the authority shall make a payment on account of any entitlement to a rent allowance of such amount as it considers reasonable having regard to—

- (a) such information which may at the time be available to it concerning the claimant's circumstances; and
- (b) any relevant determination made by a rent officer in exercise of the Housing Act functions.

(2) The notice of award of any payment on account of a rent allowance made under paragraph (1) shall contain a notice to the effect that if on subsequent decision of the claim the person is not entitled to a rent allowance, or is entitled to an amount of rent allowance less than the amount of the payment on account, the whole of the amount paid on account or the excess of that amount over the entitlement to an allowance, as the case may be, will be recoverable from the person to whom the payment on account was made.

(3) Where on the basis of the subsequent decision the amount of rent allowance payable differs from the amount paid on account under paragraph (1), future payments of rent allowance shall be increased or reduced to take account of any underpayment or, as the case may be, overpayment.

#### **Payment to be made to a person entitled**

**75.**—(1) Subject to regulations 76 to 78 (payment to landlords, payment on death) and the following provisions of this regulation, payment of any rent allowance to which a person is entitled shall be made to that person.

(2) Where a person other than a person who is entitled to a rent allowance made the claim and that first person is a person referred to in regulation 63(2), (3) or (5) (persons appointed to act for a person unable to act), payment may be made to that person.

(3) A person entitled to a rent allowance, although able to act on his own behalf, may request in writing that the appropriate authority make payments to a person, who if a natural person must be aged 18 or more, nominated by him, and the authority may make payments to that person.

#### **Circumstances in which payment is to be made to a landlord**

**76.**—(1) Subject to paragraph (2) and paragraph 8(4) of Schedule A1(a) (treatment of claims for housing benefit by refugees), a payment of rent allowance shall be made to a landlord (and in this regulation the "landlord" includes a person to whom rent is payable by the person entitled to that allowance)—

- (a) where under Regulations made under the Administration Act an amount of state pension credit payable to the claimant or his partner is being paid direct to the landlord; or

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(a) See the Housing Benefit and Council Tax Benefit (Consequential Provisions) Regulations 2006 (S.I. 2006/217), regulation 7 and Schedule 4, paragraph 2 for regulation 10A and Schedule A1 (claims by refugees).

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- (b) where sub-paragraph (a) does not apply and the person is in arrears of an amount equivalent to 8 weeks or more of the amount he is liable to pay his landlord as rent, except where it is in the overriding interest of the claimant not to make direct payments to the landlord.

(2) Any payment of rent allowance made to a landlord pursuant to this regulation or to regulation 77 (circumstances in which payment may be made to a landlord) shall be to discharge, in whole or in part, the liability of the claimant to pay rent to that landlord in respect of the dwelling concerned, except in so far as—

- (a) the claimant had no entitlement to the whole or part of that rent allowance so paid to his landlord; and  
 (b) the overpayment of rent allowance resulting was recovered in whole or in part from that landlord.

<sup>1</sup>Para. (2A) inserted in reg. 76 by reg. 17(1) of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

►<sup>1</sup>(2A) In a case where—

- (a) a relevant authority has determined a maximum rent (LHA) in accordance with regulation 13D; and  
 (b) the rent allowance exceeds the amount which the claimant is liable to pay his landlord by way of rent,

any payment of rent allowance made to a landlord pursuant to this regulation or to regulation 77 may include all or part of any amount by which the rent allowance exceeds the amount which the claimant is liable to pay his landlord as rent but shall not include any amount by which the rent allowance exceeds the amount which the claimant is liable to pay his landlord as rent and arrears of rent◄

(3) Where the relevant authority is not satisfied that the landlord is a fit and proper person to be the recipient of a payment of rent allowance no such payment shall be made direct to him under paragraph (1).

**Circumstances in which payment may be made to a landlord**

**77.—**(1) Subject to paragraph 8(4) of Schedule A1(a) (treatment of claims for housing benefit by refugees), where regulation 76 (circumstances in which payment is to be made to a landlord) does not apply but subject to ►<sup>2</sup>paragraphs (3) and (3A)◄

<sup>2</sup>Words substituted in reg. 77(1) by reg. 17(2)(a) of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

*This paragraph continues to be reproduced as it remains in force in certain cases. See reg. 1 of S.I. 2007/2869 at page 8.3761 for details.*

paragraph (3)

a payment of a rent allowance may nevertheless be made to a person's landlord where—

- (a) the person has requested or consented to such payment;  
 (b) payment to the landlord is in the interest of the claimant and his family;  
 (c) the person has ceased to reside in the dwelling in respect of which the allowance was payable and there are outstanding payments of rent but any payment under this sub-paragraph shall be limited to an amount equal to the amount of rent outstanding.

(2) Without prejudice to the power in paragraph (1), in any case where in the opinion of the authority—

- (a) the claimant has not already discharged his liability to pay his landlord for the period in respect of which any payment is to be made; and  
 (b) it would be in the interests of the efficient administration of housing benefit,

(a) See the Housing Benefit and Council Tax Benefit (Consequential Provisions) Regulations 2006 (S.I. 2006/217), regulation 7 and Schedule 4, paragraph 2 for regulation 10A and Schedule A1 (claims by refugees).

a first payment of a rent allowance following the making of a decision on a claim, or a supersession under paragraph 4 of Schedule 7 to the Child Support, Pensions and Social Security Act 2000 may be made, in whole or in part, ►<sup>1</sup>◄ to that landlord.

<sup>1</sup>Words omitted in reg. 77(2) by reg. 3(7) of S.I. 2010/2449 as from 1.11.10.

(3) In a case where the relevant authority is not satisfied that the landlord is a fit and proper person to be the recipient of a claimant's rent allowance, the authority may either—

- (a) not make direct payments to the landlord in accordance with paragraph (1)►<sup>2</sup>, (3A) or (3B) or◄;
- (b) make such payments to the landlord where the authority is satisfied that it is nonetheless in the best interests of the claimant and his family that the payments be made.

<sup>2</sup>Words inserted in para. (3)(a) & paras. (3A) & (3B) added by reg. 17(2)(b) & (c) of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

►<sup>2</sup>(3A) In a case where a relevant authority has determined a maximum rent in accordance with regulation 13D—

- (a) sub-paragraphs (a) and (b) of paragraph (1) shall not apply; and
- (b) payment of a rent allowance to a person's landlord may be made where—
  - (i) the relevant authority considers that the claimant is likely to have difficulty in relation to the management of his financial affairs;
  - (ii) the relevant authority considers that it is improbable that the claimant will pay his rent; or
  - (iii) a direct payment has previously been made by the relevant authority to the landlord in accordance with regulation 76 in respect of the current award of housing benefit►<sup>3</sup>; or
  - (iv) the relevant authority considers that it will assist the claimant in securing or retaining a tenancy. ◄

<sup>3</sup>Words inserted in reg. 77(3A)(b) and reg. 77(4) substituted by reg. 3(8) of S.I. 2010/2835 as from 1.4.11.

(3B) Where the relevant authority suspects that the grounds in paragraph (3A)(b)(i) or (ii) apply and is considering whether to make payments on one of those grounds, it may make a payment of a rent allowance to the person's landlord for a period not exceeding 8 weeks. ◄

►<sup>3</sup>(4) In this regulation—

“landlord” has the same meaning as in ►<sup>4</sup>regulation 76◄ and paragraph (2) of that regulation shall have effect for the purposes of this regulation; and

“tenancy” includes—

- (a) in Scotland, any other right of occupancy; and
- (b) in England and Wales, a licence to occupy premises. ◄

<sup>4</sup>Words in reg. 77(4) substituted by reg. 20(9) of S.I. 2011/2425 as from 31.10.11.

### **Payment on death of the person entitled**

**78.—**(1) Subject to paragraphs (3) and (5) where the person entitled to an allowance has died the relevant authority shall make payment either to his personal representative or, where there is none, his next of kin if aged 16 or over.

(2) For the purposes of paragraph (1) “next of kin” means in England and Wales the persons who would take beneficially on an intestacy and in Scotland the persons entitled to the moveable estate on intestacy.

(3) A payment under paragraph (1) or (5) shall not be made unless the landlord, the personal representative or the next of kin, as the case may be, makes written application for the payment of any sum of benefit to which the deceased was entitled, and such written application is sent to or delivered to the relevant authority at its designated office within 12 months of the deceased's death or such longer period as the authority may allow in any particular case.

(4) The authority may dispense with strict proof of title of any person claiming under paragraph (3) and the receipt of such a person shall be a good discharge to the authority for any sum so paid.

(5) Subject to paragraph (3), where the relevant authority determines, before the death of the person first mentioned in paragraph (1), that a rent allowance was payable

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to his landlord in accordance with regulation 76 or 77, that authority shall pay to that landlord so much of that allowance as does not exceed the amount of rent outstanding at the date of the person's death.

**Offsetting**

<sup>1</sup>Words in reg. 79(1) substituted by reg. 5(b) of S.I. 2012/824 as from 17.4.12.

**79.**—(1) Where a person has been paid a sum of housing benefit under a decision which is subsequently revised or <sup>1</sup>superseded or further revised or superseded<sup>1</sup>, any sum paid in respect of a period covered by a subsequent decision shall be offset against arrears of entitlement under the subsequent decision except to the extent that the sum exceeds the arrears and shall be treated as properly paid on account of them.

(2) Where an amount has been deducted under regulation 85(1) (sums to be deducted in calculating recoverable overpayments) an equivalent sum shall be offset against any arrears of entitlement under the subsequent decision except to the extent that the sum exceeds the arrears and shall be treated as properly paid on account of them.

(3) No amount may be offset under paragraph (1) which has been determined to be an overpayment within the meaning of regulation 80 (meaning of overpayment).

**PART 12***Overpayments***Meaning of overpayment**

**80.** In this Part, “overpayment” means any amount which has been paid by way of housing benefit and to which there was no entitlement under these Regulations (whether on the initial decision as subsequently revised or further revised) and includes any amount paid on account under regulation 74 (payment on account of a rent allowance) which is in excess of the entitlement to housing benefit as subsequently decided.

**Recoverable overpayments**

**81.**—(1) Any overpayment, except one to which paragraph (2) applies, shall be recoverable.

<sup>2</sup>Words substituted in regs. 81(2) & (3) by reg. 4(2) & (3) of S.I. 2005/2904 as from 10.4.06.

(2) Subject to paragraph (4) this paragraph applies to an overpayment <sup>2</sup>which arose in consequence of<sup>2</sup> an official error where the claimant or a person acting on his behalf or any other person to whom the payment is made could not, at the time of receipt of the payment or of any notice relating to that payment, reasonably have been expected to realise that it was an overpayment.

\*See page 8.2901.

(3) In paragraph (2), “overpayment <sup>2</sup>which arose in consequence of an official error<sup>2</sup>” means an overpayment caused by a mistake made whether in the form of an act or omission by—

- (a) the relevant authority;
- (b) an officer or person acting for that authority;
- (c) an officer of—
  - (i) the Department for Work and Pensions;
  - (ii) Revenue and Customs, acting as such; or
- (d) a person providing services to the Department for Work and Pensions or to the Commissioners for Her Majesty's Revenue and Customs,

where the claimant, a person acting on his behalf or any other person to whom the payment is made, did not cause or materially contribute to that mistake, act or omission.

(4) Where in consequence of an official error, a person has been awarded a rent rebate to which he was not entitled or which exceeded the benefit to which he was

entitled, upon the award being revised ►<sup>1</sup>or superseded◄ any overpayment of benefit, which remains credited to him by the relevant authority in respect of a period after the date on which the revision ►<sup>1</sup>or supersession◄ took place, shall be recoverable.

<sup>1</sup>Words in reg. 81(4) & 82(1)(bb) inserted by reg. 4(4) & 6(2) of S.I. 2005/2904 as from 10.4.06.

\*See page 8.2901.

**Person from whom recovery may be sought**

**82.—(1)** For the purposes of section 75(3)(a) of the Administration Act(**a**) (prescribed circumstances in which an amount recoverable shall not be recovered from the person to whom it was paid), the prescribed circumstance is—

- (a) housing benefit has been paid in accordance with regulation 76 (circumstances in which payment is to be made to the landlord) or regulation 77 (circumstances in which payment may be made to a landlord);
- (b) the landlord has notified the relevant authority or the Secretary of State in writing that he suspects that there has been an overpayment;
  - <sup>1</sup>(bb) the relevant authority is satisfied that the overpayment did not occur as a result of any change of dwelling occupied by the claimant as his home.◄
- (c) it appears to the relevant authority that, on the assumption that there has been an overpayment—
  - (i) there are grounds for instituting proceedings against any person for an offence under section 111A or 112(1) of the Administration Act(**b**) (dishonest or false representations for obtaining benefit); or
  - (ii) there has been a deliberate failure to report a relevant change of circumstances contrary to the requirement of regulation 69 (duty to notify a change of circumstances) and the overpayment occurred as a result of that deliberate failure; and
- (d) the relevant authority is satisfied that the landlord—
  - (i) has not colluded with the claimant so as to cause the overpayment;
  - (ii) has not acted, or neglected to act, in such a way so as contribute to the period, or the amount, of the overpayment.

►<sup>2</sup>(2) For the purposes of section 75(3)(b) of the Administration Act (recovery from such other person, as well as or instead of the person to whom the overpayment was made), where recovery of an overpayment is sought by a relevant authority—

<sup>2</sup>Reg. 82(2) substituted by reg. 5(2)(a) of S.I. 2008/2824 as from 6.4.09.

- (a) subject to paragraph (1) and where sub-paragraph (b) or (c) does not apply, the overpayment is recoverable from the claimant as well as the person to whom the payment was made, if different;
- (b) in a case where an overpayment arose in consequence of a misrepresentation of or a failure to disclose a material fact (in either case, whether fraudulently or otherwise) by or on behalf of the claimant, or by or on behalf of any person to whom the payment was made, the overpayment is only recoverable from any person who misrepresented or failed to disclose that material fact instead of, if different, the person to whom the payment was made; or
- (c) in a case where an overpayment arose in consequence of an official error where the claimant, or a person acting on the claimant's behalf, or any person to whom the payment was paid, or any person acting on their behalf, could reasonably have been expected, at the time of receipt of the payment or of any notice relating to that payment, to realise that it was an overpayment, the overpayment is only recoverable from any such person instead of, if different, the person to whom the payment was made.◄

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(a) Subsection (3) was substituted by the Child Support, Pensions and Social Security Act 2000 (c. 19), section 71.

(b) Section 111A was inserted by section 13 of the Social Security Administration (Fraud) Act 1997 (c. 47) and section 112(1) was amended by paragraph 4(2) of Schedule 1 to the same Act and by paragraphs 1 and 6 of the Schedule 6 to the Child Support, Pensions and Social Security Act 2000 (c. 19).

<sup>1</sup>Reg. 82(2A) inserted and words substituted in para. (3) by reg. 3(2)(a) & (b) of S.I. 2008/586 as from 7.4.08.

<sup>2</sup>Para. (3A) inserted by reg. 6(4) of S.I. 2005/2904 as from 10.4.06.

\*See page 8.2901.

<sup>3</sup>Words substituted in reg. 82(3A) & reg. 83(1), reg. 82(4) omitted & reg. 83(1ZA) inserted by reg. 5(2)(b) & (c) & reg. 5(3)(a) & (b) of S.I. 2008/2824 as from 6.4.09.

<sup>4</sup>Words substituted in regs. 83(1), (2) & (3) by regs. 7(2)-(4) of S.I. 2005/2904 as from 10.4.06.

<sup>5</sup>In reg. 83, para. (1A) & words in para. (2) deleted by reg. 3(3)(a) & (b) of S.I. 2009/2608. See reg. 1(3) of the S.I. for the relevant commencement date.

<sup>6</sup>Words inserted in reg. 83(2) & substituted in reg. 83(3) by reg. 5(3)(c) & (d) of S.I. 2008/2824 as from 6.4.09.

<sup>7</sup>Words in reg. 83(3) substituted by reg. 3(2) of S.I. 2012/645 from 1.4.12.

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▶<sup>1</sup>(2A) Where an overpayment is made in a case where a relevant authority has determined a maximum rent (LHA) in accordance with regulation 13D (determination of a maximum rent (LHA)), and the housing benefit payable exceeds the amount which the claimant is liable to pay his landlord by way of rent, the relevant authority must not recover from the landlord more than the landlord has received.◀

(3) For the purposes of ▶<sup>1</sup>paragraphs (1) and (2A)◀, “landlord” shall have the same meaning as it has for the purposes of regulation 76.

▶<sup>2</sup>(3A) For the purpose of ▶<sup>3</sup>paragraph (2)(c)◀, “overpayment arose in consequence of an official error” shall have the same meaning as in regulation 81(3) above.◀

(4) ▶<sup>3</sup>◀.

### Method of recovery

**83.—**(1) Without prejudice to any other method of recovery, ▶<sup>4</sup>a relevant authority◀ may recover a recoverable overpayment from any person referred to in regulation 82 (persons from whom recovery may be sought) by deduction from any housing benefit to which that person is entitled (including arrears of entitlement after offsetting under regulation 79 (offsetting)) or, where it is unable to do so, may request the Secretary of State to recover any recoverable overpayment from the benefits prescribed in ▶<sup>3</sup>regulation 86(1)◀ (recovery of overpayments from prescribed benefits).

▶<sup>3</sup>(1ZA) Where an overpayment is recoverable from a claimant who has one or more partners, a relevant authority may recover the overpayment by deduction from any housing benefit payable to the claimant's partner, or where it is unable to do so, may request the Secretary of State to recover any recoverable overpayment from the benefits prescribed in regulation 86(1B) (recovery of overpayments from prescribed benefits), provided that the claimant and that partner were a couple both at the time of the overpayment and when the deduction is made.◀

(1A) ▶<sup>5</sup>◀

(2) Subject to paragraphs ▶<sup>5</sup>◀ (4) and (5), where ▶<sup>4</sup>a relevant authority◀ makes deductions permitted by paragraph (1) ▶<sup>6</sup>or (1ZA)◀ from the housing benefit it is paying to a claimant ▶<sup>6</sup>or a claimant's partner◀ (other than deductions from arrears of entitlement), the deduction in respect of a benefit week shall be—

- (a) in a case to which paragraph (3) applies, not more than the amount there specified; and
- (b) in any other case, not more than 3 times five per cent. of the personal allowance for a single claimant aged not less than 25, that five per cent. being, where it is not a multiple of five pence, rounded to the next higher such multiple.

(3) Where ▶<sup>4</sup>a relevant authority◀ makes deductions from housing benefit it is paying to a claimant ▶<sup>6</sup>or a claimant's partner, where the claimant has ▶<sup>6</sup>, in respect of the whole or part of the recoverable overpayment—

- (a) been found guilty of an offence whether under a statute or otherwise;
- (b) made an admission after caution of deception or fraud for the purpose of obtaining relevant benefit; or
- (c) agreed to pay a penalty under section 115A of the Administration Act(a) and the agreement has not been withdrawn,

the amount deducted under paragraph (2) shall be not more than ▶<sup>7</sup>five times◀ five per cent. of the personal allowance for a single claimant aged not less than 25, ▶<sup>7</sup>that five per cent. being, where it is not a multiple of 5 pence, rounded to the next higher such multiple◀.

(a) Section 115A was inserted by the Social Security Administration (Fraud) Act (c. 47), section 15; sub-sections (7A) and (7B) were inserted by the Social Security Fraud Act 2001 (c. 11), section 14.

(4) Where, in the calculation of housing benefit, the amount of earnings or other income falling to be taken into account is reduced by reason of ►<sup>1</sup>paragraphs 2 to 5 and 7◄ of Schedule 4 (sums to be disregarded in the calculation of earnings)►<sup>2</sup>, or paragraph 5A of that Schedule in a case where the amount of earnings to be disregarded under that paragraph is the amount referred to in regulation 45(2) of the Employment and Support Allowance Regulations►<sup>3</sup>, regulation 39(1)(a) of the Employment and Support Allowance Regulations 2013◄ or regulation 17(2) of the Social Security (Incapacity for Work) (General) Regulations 1995(a),◄ or paragraph 1 of Schedule 5 (sums to be disregarded in the calculation of income other than earnings), the deduction under paragraph (2) may be increased by not more than half the amount of the reduction.

<sup>1</sup>Words substituted in reg. 83(4) by reg. 4(7) of S.I. 2008/1042 as from 19.5.08.

<sup>2</sup>In reg. 83, words added to para. (4) & deleted in para. (5) by reg. 3(3)(c) & (d) of S.I. 2009/2608. See reg. 1(3) of the S.I. for the relevant commencement date.

<sup>3</sup>Words in reg. 83(4) inserted by reg. 36(6) of S.I. 2013/630 as from 29.4.13.

*The following regulation 83(4) continues to be reproduced as it is maintained in force in certain circumstances. See Explanatory Note of S.I. 2013/630 for when to apply.*

(4) Where, in the calculation of housing benefit, the amount of earnings or other income falling to be taken into account is reduced by reason of ►<sup>1</sup>paragraphs 2 to 5 and 7◄ of Schedule 4 (sums to be disregarded in the calculation of earnings)►<sup>2</sup>, or paragraph 5A of that Schedule in a case where the amount of earnings to be disregarded under that paragraph is the amount referred to in regulation 45(2) of the Employment and Support Allowance Regulations or regulation 17(2) of the Social Security (Incapacity for Work) (General) Regulations 1995(a),◄ or paragraph 1 of Schedule 5 (sums to be disregarded in the calculation of income other than earnings), the deduction under paragraph (2) may be increased by not more than half the amount of the reduction.

(5) No deduction made under this regulation ►<sup>2</sup>◄ shall be applied so as to reduce the housing benefit in respect of a benefit week to less than 50 pence.

(6) In this regulation—

“admission after caution” means—

- (i) in England and Wales, an admission after a caution has been administered in accordance with a Code issued under the Police and Criminal Evidence Act 1984(b);
- (ii) in Scotland, admission after a caution has been administered, such admission being duly witnessed by two persons; and

“personal allowance for a single claimant aged not less than 25” means the amount specified in paragraph 1(1)(b) of column 2 of Schedule 3 to the Housing Benefit Regulations 2006 (applicable amounts).

(7) This regulation shall not apply in respect of an offence committed or an admission after caution or an agreement to pay a penalty made before 2nd October 2000.

### **Diminution of capital**

**84.—**(1) Where, in the case of a recoverable overpayment, in consequence of a misrepresentation or failure to disclose a material fact (in either case whether fraudulent or otherwise) as to a person’s capital, or an error, other than one to which regulation 81(2) (effect of official error) refers, as to the amount of a person’s capital, the overpayment was in respect of a period (“the overpayment period”) of more than 13 benefit weeks, the relevant authority shall, for the purposes only of calculating the amount of that overpayment—

- (a) at the end of the first 13 benefit weeks of the overpayment period, treat the amount of that capital as having been reduced by the amount of housing benefit overpaid during those 13 weeks;
- (b) at the end of each subsequent period of 13 benefit weeks, if any, of the overpayment period, treat the amount of that capital as having been further reduced by the amount of housing benefit overpaid during the immediately preceding 13 benefit weeks.

(a) S.I. 1995/311. Relevant amending instruments are S.I. 2006/757, 2008/2365 and 2008/2683.

(b) 1984 c. 60.

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(2) Capital shall not be treated as reduced over any period other than 13 benefit weeks or in any circumstances other than those for which paragraph (1) provides.

**Sums to be deducted in calculating recoverable overpayments**

**85.**—(1) Subject to paragraph (2), in calculating the amount of a recoverable overpayment, the relevant authority shall deduct any amount of housing benefit which should have been determined to be payable <sup>1</sup>to the person from whom the overpayment is recoverable or their partner<sup>1</sup> in respect of the whole or part of the overpayment period—

- (a) on the basis of the claim as presented to the authority;
- (b) on the basis of the claim as it would have appeared had any misrepresentation or non-disclosure been remedied before the decision; or

<sup>1</sup>Words inserted in reg. 85(1) by reg. 2(2) of S.I. 2012/645 as from 1.4.12.



- (c) on the basis of the claim as it would have appeared if any change of circumstances<sup>1</sup>, except a change of the dwelling which the claimant occupies as his home, had been notified at the time that change occurred.

<sup>1</sup>Words added to reg. 85(1)(c) by reg. 8 of S.I. 2005/2904 as from 10.4.06.

\*See page 8.2901.

(2) In the case of rent rebate only, in calculating the amount of a recoverable overpayment the relevant authority may deduct so much of any payment by way of rent in respect of the overpayment period which exceeds the amount, if any, which the claimant was liable to pay for that period under the original erroneous determination.

**►<sup>2</sup>Sums to be deducted in calculating recoverable overpayments where the claimant has changed dwelling**

<sup>2</sup>Reg. 85A inserted by reg. 3(4) of S.I. 2009/2608. See reg. 1(3) of the S.I. for the relevant commencement date.

**85A.**—(1) This regulation applies where an overpayment has occurred in the following circumstances—

- (a) a claimant has moved from the dwelling previously occupied as his home (“dwelling A”) to another dwelling which he occupies as his home (“dwelling B”);
- (b) the claimant has been awarded housing benefit in the form of a rent allowance in respect of dwelling A to which he is not entitled because he is no longer occupying or treated as occupying dwelling A as his home;
- (c) housing benefit is paid to the same person in respect of the claimant’s occupation of dwelling B as it was paid to in respect of dwelling A; and
- (d) the same relevant authority is responsible for paying the housing benefit in respect of dwelling A and dwelling B.

(2) Where this regulation applies, in calculating the amount of the overpayment which is recoverable the relevant authority may at its discretion deduct an amount equal to the claimant’s weekly entitlement to housing benefit in respect of dwelling B for the number of benefit weeks equal to the number of weeks during which the claimant was overpaid housing benefit in respect of dwelling A.

(3) Where a sum has been deducted under paragraph (2), an equivalent sum shall be treated as having been paid in respect of the claimant’s entitlement to housing benefit in respect of dwelling B for the number of benefit weeks equal to the number of weeks during which the claimant was overpaid housing benefit in respect of dwelling A.◀

**Recovery of overpayments from prescribed benefits**

**86.**—(1) ►<sup>3</sup>Subject to paragraph (1B),◀ for the purposes of section 75(4) of the Administration Act (recovery of overpaid housing benefit by deduction from other benefits), the benefits prescribed by this regulation are—

<sup>3</sup>Words in reg. 86(1) inserted by reg. 5(4)(a) of S.I. 2008/2824 as from 6.4.09.

- (a) any benefit except guardian’s allowance;
- (b) income support under Part 7 of the Act;
- (c) any benefit payable under the legislation of any member State other than the United Kingdom concerning the branches of social security mentioned in Article 4(1) of Regulation (EEC) No 1408/71(a) on the application of social security schemes to employed persons, to self-employed persons and to members of their families moving within the Community, whether or not the benefit has been acquired by virtue of the provisions of that Regulation;
- (d) a jobseeker’s allowance;
- (e) state pension credit;
- <sup>4</sup>(f) an employment and support allowance.◀
- <sup>5</sup>(g) personal independence payment;
- (h) universal credit.◀

<sup>4</sup>Reg. 86(1)(f) inserted by reg. 39 of S.I. 2008/1082 as from 27.10.08.

<sup>5</sup>Reg. 86(1)(g) & (h) inserted by reg. 34(2) of S.I. 2013/384 as from 4.3.13.

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(a) O.J. No. L149, 5.7.1971; Regulations No. 1408/71 and No. 574/72 were restated in amended form in Regulation No. 2001/83 (O.J. No. L230, 22.8.1983), and further amended by Council Regulation (EEC) No. 1661/85 (O.J. No. L160, 20.6.1985) and Commission Regulation (EEC) No. 513/86 (O.J. No. L51, 28.2.1986).

<sup>1</sup>Para. (1A) inserted in reg. 86 by reg. 9 of S.I. 2005/2904 as from 10.4.06.

\*See page 8.2901.

<sup>2</sup>Words in para. (1B) inserted & reg. 86(2) substituted by reg. 5(4)(b) & (c) of S.I. 2008/2824 as from 6.4.09.

<sup>3</sup>Reg. 86(1B)(e) & (f) and reg. 87A inserted by reg. 34(2)(c) & (d) of S.I. 2013/384 as from 4.3.13.

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►<sup>1</sup>(1A) For the purposes of paragraph (1)(c) the term “member State” shall be understood to include Switzerland in accordance with and subject to the provisions of Annex II of the Agreement between the European Community and its Member States and the Swiss Confederation on the free movement of persons, signed at Brussels on 21st June 1999.◀

►<sup>2</sup>(1B) For the purposes of section 75(4) of the Administration Act, where recovery is sought from the claimant’s partner under regulation 83(1ZA), the benefits prescribed by this regulation are—

- (a) income support under Part 7 of the Act;
- (b) income-based jobseeker’s allowance;
- (c) state pension credit; and
- (d) income-related employment and support allowance.◀

►<sup>3</sup>(e) personal independence payment;

- (f) universal credit.◀

►<sup>2</sup>(2) The Secretary of State shall, if requested to do so by an authority under regulation 83 (method of recovery), recover a recoverable overpayment by deduction from any of the benefits prescribed in paragraph (1) or (in the case of the claimant’s partner) any of the benefits prescribed in paragraph (1B) provided that the Secretary of State is satisfied that—

- (a) a recoverable overpayment has been made in consequence of a misrepresentation of or a failure to disclose a material fact (in either case whether fraudulently or otherwise), by a claimant or any other person to whom a payment of housing benefit has been made; and
- (b) the person from whom it is sought to recover the overpayment is receiving sufficient amounts of any of the benefits prescribed in paragraph (1) or (1B) (as the case may be) to enable deductions to be made for the recovery of the overpayment.◀

(3) In paragraph (1)(a), “benefit” has the meaning it has in section 122(1) of the Act.

### Prescribed benefits

**87.—**(1) The benefits prescribed for the purposes of section 75(5) and (7) of the Administration Act (a) (recovery of overpayments) are those set out in the following paragraphs.

(2) Prescribed benefits within section 75(5)(a) of the Administration Act (benefits to which a landlord or agent is entitled) are—

- (a) housing benefit; and
- (b) those benefits prescribed from time to time in regulation 86(1) (recovery of overpayments from prescribed benefits), but only in cases where—
  - (i) an authority has, pursuant to regulation 83 (method of recovery), requested the Secretary of State to recover an overpayment of housing benefit from such benefits; and
  - (ii) the Secretary of State is satisfied as to the matters prescribed in paragraph (2)(a) and (b) of regulation 86.

(3) Housing benefit is prescribed for the purposes of section 75(5)(b) or (c) of the Administration Act (benefits paid to a landlord or agent to discharge an obligation owed by another person).

(4) Prescribed benefits within section 75(7) of the Administration Act (benefits recoverable from the county court or the sheriff court) are housing benefit and those benefits prescribed from time to time in regulation 86(1).

### ►<sup>3</sup>Recovery by deduction from earnings

**87A.—**(1) Any overpayment which is recoverable by virtue of regulation 81 may be recovered by a relevant authority by deduction from the earnings of the person from whom it is recoverable.

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(a) Inserted by Social Security Administration (Fraud) Act 1997 (c. 47), section 16.

(2) Part 6 of the Social Security (Overpayments and Recovery) Regulations 2013 applies in relation to the recovery of overpayments by deduction from the earnings of a person specified in paragraph (1) by a relevant authority as it applies to the recovery of recoverable amounts by deduction from the earnings of persons under that Part of those Regulations by an appropriate authority.◀

### **Restrictions on recovery of rent and consequent notifications**

**88.**—(1) Where, pursuant to section 75(5)(b) of the Administration Act, an amount has been recovered by deduction from housing benefit paid to a person (referred to as “the landlord” in this regulation) to discharge (in whole or in part) an obligation owed to him by the person on whose behalf the recoverable amount was paid (referred to as “the tenant” in this regulation) that obligation shall, in a case to which paragraph (2) applies, be taken to be discharged by the amount of the deduction.

(2) This paragraph applies in a case where the amount recoverable from the landlord relates to an overpayment of housing benefit in relation to which the landlord has—

- (a) agreed to pay a penalty pursuant to section 115A of the Administration Act<sup>(a)</sup> (penalty as an alternative to prosecution); or
- (b) been convicted of an offence arising under the Act or any other enactment.

(3) In any case to which paragraph (2) applies or will apply when recovery is made the authority that has determined that there is an overpayment and that it is recoverable from the landlord shall notify both the landlord and the tenant that—

- (a) the overpayment that it has recovered or that it has determined to recover (“the sum”) is or will be one to which paragraph (2) applies; and
- (b) the landlord has no right in relation to that sum against the tenant, and that his obligation to the landlord shall be taken to be discharged by the amount so recovered.

## **PART 13**

### *Information*

## **SECTION 1**

### *Claims and information*

### **Interpretation**

**89.** In this Section—

▶ “county council” means a county council in England, but only if the council has made an arrangement in accordance with regulation 64(5)(g) or 90(3);◀

“local authority” means an authority administering housing benefit;

“relevant authority” means—

- (a) the Secretary of State;
  - (b) a person providing services to the Secretary of State;
- “relevant information” means information or evidence relating to the administration of claims to or awards of housing benefit ▶<sup>1</sup>or
- (c) a county council.◀

<sup>1</sup>Words inserted, added and substituted in regs. 89 and 90 by regs. 8(3)-(4) of S.I. 2007/2911 as from 31.10.07.

### **▶<sup>1</sup>Collection of information**

**90.**—(1) The Secretary of State, or a person providing services to him, may receive or obtain relevant information from—

- (a) persons making, or who have made, claims for housing benefit; or

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(a) Section 115A was inserted by section 15 of the Social Security Administration (Fraud) Act 1997 (c. 47); sub-sections (7A) and (7B) were inserted by the Social Security Fraud Act 2001 (c. 11), section 14.

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- (b) other persons in connection with such claims.

(2) In paragraph (1) references to persons who have made claims for housing benefit include persons to whom awards of benefit have been made on those claims.

(3) Where a county council has made an arrangement with a local authority, or a person authorised to exercise any function of a local authority relating to housing benefit ►<sup>1</sup>◄, to receive and obtain information and evidence relating to claims for housing benefit, the council may receive or obtain the information or evidence from—

- (a) persons making claims for housing benefit; or
- (b) other persons in connection with such claims.

(4) A county council may receive information or evidence relating to an award of housing benefit which is supplied by—

- (a) the person to whom the award has been made; or
- (b) other persons in connection with the award. ◄

<sup>1</sup>Words in reg. 90(3) revoked by Sch. 1 of S.I. 2013/458 as from 1.4.13.

<sup>2</sup>Reg. 90A inserted, words substituted & inserted in regs. 91 & 92(b) by regs. 8(5)-(7) of S.I. 2007/2911 as from 31.10.07.

**►<sup>2</sup>Verifying information**

**90A.** A relevant authority may verify relevant information supplied to, or obtained by, the authority in accordance with regulation 90. ◄

**►<sup>2</sup>Recording and holding information**

**91.** A relevant authority which obtains relevant information or to whom such information is supplied—

- (a) shall make a record of such information; and
- (b) may hold that information, whether as supplied or obtained or recorded, for the purpose of forwarding it to the person or authority for the time being administering housing benefit. ◄

**Forwarding of information**

**92.** A relevant authority which holds relevant information—

- (a) shall forward it to the person or authority for the time being administering claims to or awards of housing benefit to which the relevant information relates, being either—
  - (i) a local authority;
  - (ii) a person providing services to a local authority; or
  - (iii) a person authorised to exercise any function of a local authority relating to housing benefit; and
- <sup>2</sup>(b) may, if the relevant authority is the Secretary of State or a person providing services to the Secretary of State, continue to hold a record of such information, whether as supplied or obtained or recorded, for such period as he considers appropriate. ◄

**Request for information**

**93.** A relevant authority which holds information or evidence relating to social security matters shall forward such information or evidence as may be requested to the person or authority making that request, provided that—

- (a) the request is made by—
  - (i) a local authority;
  - (ii) a person providing services to a local authority; or
  - (iii) a person authorised to exercise any function of a local authority relating to housing benefit; and
- (b) the information or evidence requested includes relevant information;
- (c) the relevant authority is able to provide the information or evidence requested in the form in which it was originally supplied or obtained; and
- (d) provision of the information or evidence requested is considered necessary by the relevant authority to the proper performance by a local authority of its functions relating to housing benefit.

**SECTION 2**

*Evidence and Information*

**Interpretation**

**94.** In this Section—

“the notice” means the notice prescribed in regulation 99(1)(b) (circumstances for requiring information);

“relevant information” means such information as is prescribed in regulation 100 (relevant information);

“the requirer” means a person within regulation 98 (requiring information from landlords and agents), who requires information pursuant to that regulation;

“the supplier” means an appropriate person who is required, pursuant to regulations 98 and 99, to supply relevant information and any person who is not so required is not, for the purpose of supplying information pursuant to section 126A of the Administration Act(a) and these Regulations, an appropriate person.

**►<sup>1</sup>Information to be provided to rent officers**

**95A.**—(1) This paragraph applies to every claim for or award of housing benefit in the form of a rent allowance where the eligible rent has been, or is to be determined, in accordance with—

- (a) regulation 12(3)(a) (rent) or 12C (eligible rent and maximum rent), as the case may require;
- (b) ►<sup>2</sup>regulation 12D◄ (eligible rent and the maximum rent (LHA)) or any of regulations 12E to 12K (transitional protection for pathfinder cases), as the case may require; or
- (c) regulations 12 (rent) and 13 (maximum rent) as set out in paragraph 5 of Schedule 3 to the Consequential Provisions Regulations.

<sup>1</sup>Reg. 95A inserted by reg. 3(2) of S.I. 2007/2869 as from 7.4.08.

<sup>2</sup>Words substituted in reg. 95A(1)(b) by reg. 5(2)(b) of S.I. 2008/586 as from 7.4.08.

(2) No earlier than the first, and no later than the fifth, working day of every month a relevant authority shall provide the following information to the rent officer in relation to every claim for or award of housing benefit to which paragraph (1) applied in the preceding month—

- (a) the address, including any room or unit number, house or flat number or name, and the postcode of the dwelling to which the claim or award relates;
- (b) where the claim or award relates to mooring charges for a houseboat, or payments in respect of the site on which a caravan or mobile home stands, the mooring or plot number and the address of the mooring or site, including the postcode;
- (c) the date on which the tenancy began;
- (d) the amount of rent and the rental period, whether calendar monthly, four weekly, weekly or some other period;
- (e) where the claimant has the use of two or more bedrooms, the number of bedrooms and rooms suitable for living in that there are in the dwelling, and in this sub-paragraph “bedroom” does not include a bedroom which the claimant shares with any person other than a member of his household, a non-dependant of his, or a person who pays rent to him or his partner;
- (f) whether the tenant (together with his partner where he has one) has exclusive use of only one bedroom, and if so, whether they have exclusive use of a kitchen, bathroom, toilet and a room suitable for living in;
- (g) whether the tenant has exclusive use of only one bedroom, and if so, which, if any, of the following the tenancy provides for him to share—
  - (i) a kitchen;

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(a) Inserted by the Social Security Administration (Fraud) Act 1997 (c. 47), section 11.

- (ii) a bathroom;
- (iii) a toilet; or
- (iv) a room suitable for living in;
- (h) the date on which entitlement to housing benefit began; and
- (i) where applicable, the date on which entitlement to housing benefit ended.

(3) Where the relevant authority is required to apply to the rent officer for a board and attendance determination by virtue of regulation 13D(10) (determination of a maximum rent (LHA)), it shall provide the following information in the application to the Rent Officer—

- (a) the address, including any room or unit number, house or flat number or name and the postcode of the dwelling to which the claim or award relates;
- (b) the date on which the tenancy began;
- (c) the length of the tenancy;
- (d) the total amount of those payments referred to in regulation 12(1) (rent) which the claimant is liable to make in respect of the dwelling which he occupies as his home;
- (e) whether those payments include any charges for water, sewerage or allied environmental services or charges in respect of meals or fuel which are ineligible for housing benefit; and
- (f) where those payments include any charges that are ineligible for housing benefit by reason of paragraph 1(a)(iv) and (c) to (f) of Schedule 1 (ineligible service charges), that such charges are included, and the value of those charges as determined by that authority pursuant to regulation 12B(2) and that Schedule.

(4) Where the relevant authority has identified charges to which paragraph (3)(f) applies, it shall—

- (a) deduct those charges from the total amount of those payments which, in accordance with paragraph (3)(d), it has stated that the claimant is liable to make in respect of the dwelling which he occupies as his home; and
- (b) notify that total so reduced to the rent officer in its application.

(5) Where a relevant authority has received notification from the rent officer that a substantial part of the rent is attributable to board and attendance, it shall provide the information referred to in paragraphs (7) and (8), except for such information as it has already provided in accordance with paragraphs (3) and (4).

(6) Where the relevant authority is required to apply to the rent officer for a determination by virtue of regulation 14(1) (requirement to refer to rent officers), it shall provide the information referred to in paragraphs (7) to (9) in the application to the rent officer.

(7) In relation to the dwelling to which the claim or award relates, the relevant authority shall provide the following information—

- (a) the address, including any room or unit number, house or flat number or name and the postcode of the dwelling;
- (b) where the claim or award relates to mooring charges for a houseboat, or payments in respect of the site on which a caravan or mobile home stands, the mooring or plot number and the address of the mooring or site, including the postcode;
- (c) whether the dwelling is—
  - (i) a detached house;
  - (ii) a semi-detached house;
  - (iii) a terraced house;
  - (iv) a maisonette;
  - (v) a detached bungalow;

- (vi) a semi-detached bungalow;
  - (vii) a flat in a house;
  - (viii) a flat in a block;
  - (ix) a flat over a shop;
  - (x) a bedsit or rooms or a studio flat;
  - (xi) a hostel;
  - (xii) a caravan, mobile home or houseboat;
  - (xiii) board and lodgings;
  - (xiv) a hotel;
  - (xv) a care home;
  - (xvi) an independent hospital; or
  - (xvii) some other description of dwelling, and if so what;
- (d) whether the dwelling has central heating, a garden, a garage or a parking space;
- (e) how many rooms suitable for living in there are—
- (i) in the dwelling;
  - (ii) in the dwelling which the claimant shares with any person other than a member of his household, a non-dependant of his, or a person who pays rent to him or his partner;
- (f) how many bedsitting rooms there are in the categories (e)(i) and (ii);
- (g) how many bedrooms there are in the categories (e)(i) and (ii);
- (h) how many bathrooms or toilets there are in the categories (e)(i) and (ii); and
- (i) such other information as the rent officer may reasonably require to make a determination.

(8) In relation to the tenancy to which the claim or award relates, the relevant authority shall provide the following information—

- (a) the information referred to in paragraphs (3)(d) to (f) and (4);
- (b) if the tenancy is furnished, and if so, to what extent;
- (c) the rental period, whether calendar monthly, four weekly, weekly or some other period;
- (d) the length of the tenancy;
- (e) when the tenancy began and, if appropriate, when it ended;
- (h) the landlord's or letting agent's name;
- (i) the landlord's or letting agent's business address;
- (j) whether the landlord is a housing association<sup>1</sup>, private registered provider of social housing<sup>2</sup> or registered social landlord; and
- (k) such other information as the rent officer may reasonably require to make a determination.

<sup>1</sup>Words inserted in reg. 95A(8)(j) by art. 59 of S.I. 2010/671 as from 1.4.10.

(9) In relation to the claimant and the other occupiers of the dwelling to which the claim or award relates, the relevant authority shall provide the following information—

- (a) such information regarding the relationship of the claimant to the occupiers and the occupiers to each other, as is necessary for the rent officer to make the determination;
- (b) the age and sex of each occupier under 18;
- ▶<sup>2</sup>(ba) whether the claimant or the claimant's partner is a person who requires overnight care;◀ and
- (c) any other information that is relevant to the rent officer in making the determination, including visits to the dwelling.

<sup>2</sup>Para. (ba) inserted in reg. 95A(9) by reg. 3(9) of S.I. 2010/2835 as from 1.4.11.

(10) Where a rent officer serves a notice under article 5 (insufficient information) of the Rent Officers Order the relevant authority shall supply the further information

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required under this regulation, or confirm whether information already supplied is correct and, if it is not, supply the correct information.

(11) Where the relevant authority refers a case to the rent officer in accordance with regulation 14 as in force before the coming into force of regulation 8 of the Housing Benefit (State Pension Credit) (Local Housing Allowance and Information Sharing) Amendment Regulations 2007<sup>(a)</sup>, it shall notify the rent officer that the referral is made in accordance with regulation 14 as in force before the coming into force of regulation 8 of those Regulations.

(12) In this regulation—

“tenancy” includes—

- (a) in Scotland, any other right of occupancy; and
- (b) in any other case, a licence to occupy premises,

and reference to a tenant, landlord or any other expression appropriate to a tenancy shall be construed accordingly;

“working day” means any day other than a Saturday, a Sunday, Christmas Day, Good Friday or a day which is a bank holiday under the Banking and Financial Dealings Act 1971<sup>(b)</sup> in the jurisdiction in which the area of the relevant authority is situated.◀

▶◀

<sup>1</sup>Reg. 95 omitted by reg. 3(3) of S.I. 2007/2869 as from 7.4.08.  
<sup>2</sup>Regs. 96 and 97 substituted by reg. 5(3) of S.I. 2008/959 as from 6.10.08.

**▶<sup>2</sup>Information to be supplied by an authority to another authority**

**96.—**(1) This regulation applies for the purposes of section 128A of the Administration Act (duty of an authority to disclose information to another authority).

(2) Information is to be disclosed by one authority to another where—

- (a) there is a mover who is or was in receipt of housing benefit from Authority “A”;
- (b) either the mover’s new dwelling is within the area of another Authority “B” or the mover is liable or treated as liable to make payments in respect of the new dwelling to housing authority B; and
- (c) the mover is entitled to an extended payment in accordance with regulation 72 of the Housing Benefit Regulations 2006.

(3) Authority A shall disclose to Authority B—

- (a) the amount of the extended payment calculated in accordance with regulation 72C(2) of the Housing Benefit Regulations 2006 (amount of extended payment - movers);
- (b) the date that entitlement to the extended payment will commence or has commenced;
- (c) the date that entitlement to the extended payment ceased or will cease;
- (d) the date of the move from Authority A to Authority B;
- (e) where the extended payment will be paid by Authority A to Authority B in accordance with regulation 72C(3)(a) of the Housing Benefit Regulations 2006 (payment of extended payment to the second authority)—
  - (i) the amount that Authority A will pay to Authority B in accordance with that paragraph; and
  - (ii) any other information required by Authority B to enable Authority A to make the payment in accordance with that paragraph; and
- (f) if any deduction was being made in respect of a recoverable overpayment.

(4) Authority B shall disclose to Authority A—

- (a) if a mover’s liability to make payments for the new dwelling is to Authority B; and

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(a) S.I. 2007/2869.  
(b) 1971 c. 80.



(b) where the extended payment will be paid by Authority A to Authority B in accordance with regulation 72C(3)(a) of the Housing Benefit Regulations 2006—

(i) any information required by Authority A to enable Authority A to make the payment in accordance with that paragraph; and

(ii) the date on which Authority B receives any such payment.

**Supply of information - extended payments (qualifying contributory benefits)**

**97.—**(1) This regulation applies for the purposes of section 122E(3) of the Administration Act (duty of an authority to supply information to another authority).

(2) Information must be disclosed by one authority to another where—

(a) there is a mover who is or was in receipt of housing benefit from Authority “A”;

(b) either the mover’s new dwelling is within the area of another Authority “B” or the mover is liable or treated as liable to make payments in respect of the new dwelling to housing authority B; and

(c) the mover is entitled to an extended payment (qualifying contributory benefits) in accordance with regulation 53 of these Regulations or regulation 73 of the Housing Benefit Regulations 2006.

(3) Authority A shall disclose to Authority B—

(a) the amount of the extended payment (qualifying contributory benefits) calculated in accordance with regulation 53C(2) of these Regulations or regulation 73C(2) of the Housing Benefit Regulations 2006 (amount of extended payment - movers);

(b) the date that entitlement to the extended payment will commence or has commenced;

(c) the date that entitlement to the extended payment ceased or will cease;

(d) the date of the move from Authority A to Authority B;

(e) where the extended payment will be paid by Authority A to Authority B in accordance with regulation 53C(3)(a) of these Regulations or regulation 73C(3)(a) of the Housing Benefit Regulations 2006 (payment of the extended payment to the second authority)—

(i) the amount that Authority A will pay to Authority B in accordance with that paragraph; and

(ii) any other information required by Authority B to enable Authority A to make the payment in accordance with that paragraph; and

(f) if any deduction was being made in respect of a recoverable overpayment.

(4) Authority B shall disclose to Authority A—

(a) if a mover's liability to make payments for the new dwelling is to Authority B; and

(b) where the extended payment will be paid by Authority A to Authority B in accordance with regulation 53C(3)(a) of these Regulations or regulation 73C(3)(a) of the Housing Benefit Regulations 2006—

(i) any information required by Authority A to enable Authority A to make the payment in accordance with that paragraph; and

(ii) the date on which Authority B receives any such payment. ◀

**Requiring information from landlords and agents**

**98.** Pursuant to section 126A of the Administration Act<sup>(a)</sup>, where a claim is made to an authority, on which a rent allowance may be awarded, then, in the circumstances prescribed in regulation 99 (circumstances for requiring information), that authority, or any person authorised to exercise any function of the authority relating to housing benefit, may require an appropriate person to supply to that authority or person relevant information, in the manner prescribed in regulation 101 (manner of supply of information).

**Circumstances for requiring information**

**99.—(1)** A person is required to supply information in the following circumstances—

---

(a) Section 126A was inserted by section 11 of the Social Security Administration (Fraud) Act 1997 (c. 47).

- (a) he is an appropriate person in relation to any dwelling in respect of which—
  - (i) housing benefit is being paid to an appropriate person pursuant to regulation 76 or 77 (circumstances in which payment is to be or may be made to a landlord); or
  - (ii) a request has been made by an appropriate person or by the claimant for housing benefit to be so paid; and
- (b) the requirer serves upon that appropriate person, whether by post or otherwise, a written notice stating that the requirer—
  - (i) suspects that there is or may be an impropriety in relation to a claim in respect of any dwelling wherever situated in relation to which he is an appropriate person; or
  - (ii) is already investigating an allegation of impropriety in relation to that person.

(2) Information required to be supplied under paragraph (1) shall be supplied to the requirer at the address specified in the notice.

### **Relevant information**

**100.**—(1) The information the supplier is to supply to the requirer is that prescribed in paragraphs (2) and (3) (referred to in this Part as “the relevant information”).

(2) For a supplier who falls within paragraph (4) or section 126A(2)(b) of the Administration Act (“the landlord”), the information is—

- (a) where the landlord is a natural person—
  - (i) his appropriate details;
  - (ii) the relevant particulars of any residential property in which he has an interest; and
  - (iii) the appropriate details of any body corporate, in which he is a major shareholder or of which he is a director and which has an interest in residential property;
- (b) where the landlord is a trustee, except a trustee of a charity, in addition to any information that he is required to supply in accordance with subparagraph (a) or (c), as the case may be, the relevant particulars of any residential property held by the trust of which he is a trustee and the name and address of any beneficiary under the trust or the objects of that trust, as the case may be;
- (c) where the landlord is a body corporate or otherwise not a natural person, other than a charity—
  - (i) its appropriate details;
  - (ii) the relevant particulars of any residential property in which it has an interest;
  - (iii) the names and addresses of any directors of it;
  - (iv) the appropriate details of any person—
    - (aa) who owns 20 per cent. or more of it; or
    - (bb) of whom it owns 20 per cent. or more; and
  - (v) the names and addresses of its major shareholders;
- (d) where the landlord is a charity or is a recognised body the appropriate details relating to the landlord and particulars of the landlord’s registration as a charity.

(3) For a supplier who falls within section 126A(2)(c) of the Administration Act or paragraph (5) (“the agent”), the information is—

- (a) the name and address of any person (“his principal”)—
  - (i) to whom the agent has agreed to make payments in consequence of being entitled to receive relevant payments; or

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- (ii) for whom the agent is acting on behalf of or in connection with any aspect of the management of a dwelling,  
as the case may be;
- (b) the relevant particulars of any residential property in respect of which the agent—
  - (i) has agreed to make payments in consequence of being entitled to receive relevant payments; or
  - (ii) is acting on behalf of his principal in connection with any aspect of its management;
- (c) where the agent is a natural person—
  - (i) the relevant particulars of any residential property in which he has an interest;
  - (ii) the appropriate details of any body corporate or any person not a natural person, in which he is a major shareholder or of which he is a director and which has any interest in residential property; or
- (d) where the agent is a body corporate or other than a natural person—
  - (i) the relevant particulars of any residential property in which it has an interest;
  - (ii) the names and addresses of any directors of or major shareholders in the agent; and
  - (iii) the appropriate details of any person—
    - (aa) who owns 20 per cent. or more of the agent; or
    - (bb) of whom the agent owns 20 per cent. or more.

(4) A supplier falls within this paragraph (landlord receiving rent), if he falls within section 126A(2)(a) of the Administration Act, but does not fall within paragraph (5).

(5) A supplier falls within this paragraph (agent receiving the rent), if he falls within subsection (2)(a) of section 126A of the Administration Act and has agreed to make payments, in consequence of being entitled to receive relevant payments, to a person falling within subsection (2)(b) of that section.

(6) For the purposes of this regulation—

“appropriate details” means the name of the person and (in the case of a company) its registered office and, in any case, the full postal address, including post code, of the principal place of business of that person and the telephone and facsimile number (if any) of that place;

“charity” means a charity which is registered under section 3 of the Charities Act 1993(a) and is not an exempt charity within the meaning of that Act;

“major shareholder” means, where a body corporate is a company limited by shares, any person holding one tenth or more of the issued shares in that company and, in any other case, all the owners of that body;

“recognised body” has the same meaning as in section 1(7) of the Law Reform (Miscellaneous Provisions) (Scotland) Act 1990(b);

“relevant particulars” means the full postal address, including post code, and number of current lettings of or within that residential property and, if that property includes two or more dwellings, that address and the number of such lettings for each such dwelling;

“residential property” includes any premises, situated within the United Kingdom—

- (i) used or which has, within the last six months, been used; or
- (ii) which may be used or is adapted for use,  
as residential accommodation,

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(a) 1993 c. 10.

(b) 1990 c. 40.

and other expressions used in this regulation and also in the Companies Act 1985(a) shall have the same meaning in this regulation as they have in that Act.

**Manner of supply of information**

**101.**—(1) Subject to paragraph (2), the relevant information shall be supplied—

- (a) in typewritten or printed form; or
- (b) with the written agreement of the inquirer, in electronic or handwritten form,

within a period of 4 weeks commencing on the date on which the notice was sent or given.

(2) Where—

- (a) within a period of 4 weeks commencing on the date on which the notice was sent or given, the supplier requests that the time for the supply of the relevant information be extended; and
- (b) the requirer provides written agreement to that request,

the time for the supply of the relevant information shall be extended to a period of 8 weeks commencing on the date on which the notice was sent or given.

**Criminal offence**

▶<sup>1</sup>**102.** Any supplier who fails to supply relevant information to the requirer as, when and how required under regulations 98 to 101 shall be guilty of an offence under section 113 of the Administration Act ◀

<sup>1</sup>Reg. 102 substituted & reg. 102A inserted by reg. 3(9) & (10) of S.I. 2008/2299 as from 1.10.08.

▶<sup>1</sup>**Supply of benefit administration information between authorities**

**102A.**—(1) For the purpose of section 122E(3) of the Administration Act (supply of information between authorities administering benefit) the circumstances in which information is to be supplied and the information to be supplied are set out in paragraph (2).

(2) Where the functions of an authority (“Authority A”) relating to housing benefit are being exercised, wholly or in part, by another authority (“Authority B”)—

- (a) Authority A must supply to Authority B any benefit administration information it holds which is relevant to, and necessary for, Authority B to exercise those functions; and
- (b) Authority B must supply to Authority A any benefit administration information it holds which is relevant to, and necessary for, Authority A to exercise those functions.

(3) The circumstances in which paragraph (2) applies include cases where the authorities have agreed to discharge functions jointly.

(4) In paragraph (2), “Authority A” and “Authority B” include any person authorised to exercise functions relating to housing benefit on behalf of the authority in question.

(5) This regulation shall not apply if the person or authority to whom the information is to be supplied agrees that the information need not be supplied. ◀

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(a) 1985 c. 6.

(b) Section 113 was substituted by the Social Security Act 1998 (c. 14).

<sup>1</sup>Part. 14 substituted by reg. 20 of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

## ►<sup>1</sup>PART 14

### *Former pathfinder authorities*

#### **Modifications in respect of former pathfinder authorities**

**103.**—(1) In this regulation and in Schedule 9, “former pathfinder authority” means a relevant authority specified in Part 1 of that Schedule.

(2) The provisions of Part 2 of Schedule 9 apply in relation to the area of a former pathfinder authority.◀

*These paragraphs continue to be reproduced as they remain in force in certain cases. See reg. 1 of S.I. 2007/2869 at page 8.3761 for details.*

## PART 14

### *Pathfinder authorities*

Modifications in respect of pathfinder authorities

103.—(1) In this regulation and Schedule 9, “pathfinder authority” means a relevant authority specified in Part 1 of that Schedule.



(2) The provisions of Part 2 of Schedule 9 apply in relation to the area of a pathfinder authority on and after the date specified in Part 1 in relation to that authority.

Signed by authority of the Secretary of State for Work and Pensions.

2nd February 2006

*James Plaskitt*  
Parliamentary Under Secretary of State,  
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## SCHEDULE 1

Regulation 11

### Ineligible service charges

## PART 1

### Service charges other than for fuel

#### Ineligible service charges

1. The following service charges shall not be eligible to be met by housing benefit—
  - (a) charges in respect of day-to-day living expenses including, in particular, all provision of—
    - (i) subject to paragraph 2 meals (including the preparation of meals or provision of unprepared food);
    - (ii) laundry (other than the provision of premises or equipment to enable a person to do his own laundry);
    - ▶<sup>1</sup>(iii) leisure items such as either sports facilities (except a children's play area), or television rental, licence and subscription fees (except radio relay charges and charges made in respect of the conveyance and installation and maintenance of equipment for the conveyance of a television broadcasting service);◀
    - (iv) cleaning of rooms and windows except cleaning of—
      - (aa) communal areas; or
      - (bb) the exterior of any windows where neither the claimant nor any member of his household is able to clean them himself, where a payment is not made in respect of such cleaning by a local authority (including, in relation to England, a county council) or the ▶<sup>2</sup>Welsh Ministers◀ to the claimant or his partner, or to another person on their behalf; and
    - (v) transport;
  - (b) charges in respect of—
    - (i) the acquisition of furniture or household equipment; and
    - (ii) the use of such furniture or equipment where that furniture or household equipment will become the property of the claimant by virtue of an agreement with the landlord;
  - (c) charges in respect of the provision of an emergency alarm system;
  - (d) charges in respect of medical expenses (including the cost of treatment or counselling related to mental disorder, mental handicap, physical disablement or past or present alcohol or drug dependence);
  - (e) charges in respect of the provision of nursing care or personal care (including assistance at meal-times or with personal appearance or hygiene);

<sup>1</sup>Para. 1(a)(iii) substituted by reg. 7 of S.I. 2007/719 as from 2.4.07.

<sup>2</sup>Words substituted in Sch. 1 para. 1(a)(iv) by reg. 6(7) of S.I. 2008/3157 as from 5.1.09.



- (f) charges in respect of general counselling or of any other support services, whoever provides those services;
- (g) charges in respect of any services not specified in sub-paragraphs (a) to (f) which are not connected with the provision of adequate accommodation.

**Amount ineligible for meals**

2.—(1) Where a charge for meals is ineligible to be met by housing benefit under paragraph 1, the amount ineligible in respect of each week shall be the amount specified in the following provisions of this paragraph.

(2) Subject to sub-paragraph (4), where the charge includes provision for at least three meals a day, the amount shall be—

- (a) for a single claimant, ►<sup>1</sup>£26.85◄;
- (b) if the claimant is a member of a family—
  - (i) for the claimant and for each member of his family aged 16 or over, ►<sup>1</sup>£26.85◄;
  - (ii) for each member of his family under age 16, ►<sup>1</sup>£13.60◄.

<sup>1</sup>Amounts in para. 2 of Pt 1 of Sch. 1 substituted by art. 18(4) of S.I. 2015/457. See reg. 1(2)(g) for when to apply.

(3) Except where sub-paragraph (5) applies and subject to sub-paragraph (4), where the charge includes provision for less than three meals a day, the amount shall be—

- (a) for a single claimant, ►<sup>1</sup>£17.85◄;
- (b) if the claimant is a member of a family—
  - (i) for the claimant and for each member of his family aged 16 or over, ►<sup>1</sup>£17.85◄;
  - (ii) for each member of his family under age 16, ►<sup>1</sup>£9.00◄.

(4) For the purposes of sub-paragraphs (2)(b) and (3)(b), a person attains the age of 16 on the first Monday in September following his 16th birthday.

(5) Where the charge for meals includes the provision of breakfast only, the amount for the claimant and, if he is a member of a family, for the claimant and for each member of his family, shall be ►<sup>1</sup>£3.30◄.

(6) Where a charge for meals includes provision for meals for a person who is not a member of the claimant's family sub-paragraphs (2) to (5) shall apply as if that person were a member of the claimant's family.

(7) For the avoidance of doubt where the charge does not include provision for meals for a claimant or, as the case may be, a member of his family, sub-paragraphs (2) to (5) shall not apply in respect of that person.

**Amount of ineligible charges**

3.—(1) Subject to paragraph 2 where an ineligible service charge is not separated from or separately identified within other payments made by the occupier in respect of the dwelling, the appropriate authority shall apportion such charge as is fairly attributable to the provision of that service, having regard to the cost of comparable services and such portion of those payments shall be ineligible to be met by housing benefit.

(2) Subject to paragraph 2, where the relevant authority considers that the amount of any ineligible service charge which is separately identified within other payments made by the occupier in respect of the dwelling is unreasonably low having regard to the service provided, it shall substitute a sum for the charge in question which it considers represents the value of the services concerned and the amount so substituted shall be ineligible to be met by housing benefit.

(3) In sub-paragraph (2) the expression “ineligible service charge” includes any service charge which does not qualify as a periodical payment under regulation 12(1)(e) (rent).

(4) In any other case, the whole amount of the ineligible service charge shall be ineligible to be met by housing benefit.

#### **Excessive service costs**

4. Subject to paragraph 2, where the relevant authority considers that the amount of a service charge to which regulation 12(1)(e) (rent) applies is excessive in relation to the service provided for the claimant or his family, having regard to the cost of comparable services, it shall make a deduction from that charge of the excess and the amount so deducted shall be ineligible to be met by housing benefit.

## PART 2

### *Payments in respect of fuel charges*

5. A service charge for fuel except a charge in respect of services for communal areas shall be ineligible to be met by housing benefit.

6.—(1) Where a charge is ineligible to be met by housing benefit under paragraph 5—

- (a) in the calculation of entitlement to a rent rebate; or
- (b) in the calculation of entitlement to a rent allowance if the amount of the charge is specified or is otherwise readily identifiable (except where the amount of the charge is unrealistically low in relation to the fuel provided or the charge cannot readily be distinguished from a charge for a communal area),

the amount ineligible to be met by housing benefit shall be the full amount of the service charge.

(2) In any other case, subject to sub-paragraphs (3) and (4) and paragraph 7, the amount ineligible to be met by housing benefit shall be the following amounts in respect of each week—

- (a) for heating (other than hot water) ►<sup>1</sup>£28.80◄;
- (b) for hot water ►<sup>1</sup>£3.35◄;
- (c) for lighting ►<sup>1</sup>£2.50◄;
- (d) for cooking ►<sup>1</sup>£3.35◄.

(3) Where the accommodation occupied by the claimant or, if he is a member of a family, by the claimant and the members of his family, consists of one room only, the amount ineligible to be met by housing benefit in respect of each week where heating only is, or heating and either hot water or lighting (or both) are, provided, shall be one-half of the aggregate of the amounts specified in sub-paragraphs (2)(a), (b) and (c).

(4) In a case to which sub-paragraph (2) or (3) applies, if a claimant provides evidence on which the actual or approximate amount of the service charge for fuel may be estimated, the amount ineligible to be met by housing benefit under this paragraph shall be that estimated amount.

7.—(1) Where rent is payable other than weekly, any amount ineligible to be met by housing benefit which is specified in this Schedule as a weekly amount shall—

- (a) where rent is payable in multiples of a week, be multiplied by the number equal to the number of weeks in respect of which it is payable; or
- (b) in any other case, be divided by 7 and multiplied by the number of days in the period to be used by the relevant authority for the purpose of calculating the claimant's weekly eligible rent under regulation 61 (calculation of weekly amounts).

<sup>1</sup>Amounts in para. 6(2)(a) to (d) of Pt. 2 to Sch. 1 substituted by art. 18(5)(a)-(c) of S.I. 2015/457. See reg. 1(2)(g),

(2) In a case to which regulation 62 applies (rent free periods), any amount ineligible to be met by housing benefit which is specified in this Schedule as a weekly amount shall, where appropriate, be converted in accordance with sub-paragraph (1) and shall—

- (a) where rent is payable weekly, or in multiples of a week, be multiplied by 52 or 53, whichever is appropriate, and divided by the number equal to the number of weeks in that 52 or 53 week period in respect of which he is liable to pay rent; or
- (b) in any other case, be multiplied by 365 or 366, whichever is appropriate, and divided by the number of days in that 365 or 366 day period in respect of which he is liable to pay rent.

**8.** In this Schedule—

“communal areas” mean areas (other than rooms) of common access (including halls and passageways) and rooms of common use in sheltered accommodation; “fuel” includes gas and electricity and a reference to a charge for fuel includes a charge for fuel which includes an amount in respect of the facility of providing it other than a specified amount for the provision of a heating system.

►<sup>1</sup>**SCHEDULE 2**

Regulation 14

**Excluded tenancies**

<sup>1</sup>Sch. 2 substituted by reg. 18 of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

**1.** An excluded tenancy is any tenancy to which any of the following paragraphs applies.

**2.—(1)** Subject to sub-paragraphs (2) and (3), where a rent officer has made a determination, which relates to the tenancy in question or any other tenancy of the same dwelling this paragraph applies to—

- (a) the tenancy in respect of which that determination was made; and
- (b) any other tenancy of the same dwelling on terms which are substantially the same, other than the term relating to the amount of rent, as those terms were at the time of that determination or, if earlier, at the end of the tenancy.

(2) For the purposes of any claim, notification, request or application under regulation 14(1) (“the later application”), a tenancy shall not be an excluded tenancy by virtue of sub-paragraph (1) by reference to a rent officer’s determination made in consequence of an earlier claim, notification, request or application (“the earlier application”) where—

- (a) the earlier and later applications were made in respect of the same claimant or different claimants; and
- (b) the earlier application was made more than 52 weeks before the later application was made.

(3) Sub-paragraph (1) shall not apply where subsequent to the making of the determination mentioned in that sub-paragraph—

- (a) the number of occupiers of the dwelling has changed and that dwelling is not in a hostel;
- (b) there has been a substantial change in the condition of the dwelling (including the making of improvements) or the terms of the tenancy other than a term relating to rent;
- (c) there has been a rent increase under a term of the tenancy and the term under which that increase was made was either included in the tenancy at the time when the application for that determination was made (or was a term substantially the same as such a term) and that determination was not made under paragraph 1(2), 2(2) or 3(3) of Schedule 1 to the Rent Officers Order;
- (d) in a case where the rent officer has made a determination under paragraph 2(2) of Schedule 1 to the Rent Officers Order (size and rent determinations), but since the date of the application for that determination—
  - (i) a child, who is a member of the household occupying the dwelling, has attained the age of 10 years;
  - (ii) a young person, who is a member of the household occupying that dwelling, has attained the age of 16 years; or
  - (iii) there is a change in the composition of the household occupying the dwelling.

## Sch. 2

<sup>1</sup>Sub-para. (e) inserted into para. 2(3) of Sch. 2 by reg. 3(10) of S.I. 2010/2835 as from 1.4.11.

<sup>2</sup>Para. 2(3)(e) and 2(4) added to Sch. 2 by reg. 3(6)(a) & (b) of S.I. 2013/665 as from 1.4.13.

<sup>3</sup>Para. 2(3)(g) of Sch. 2 inserted by reg. 3(5) of S.I. 2013/2828 as from 4.12.13.

<sup>4</sup>Para. 3 substituted by reg. 3(3) of S.I. 2008/2824 as from 6.4.09.

<sup>5</sup>In Sch. 2, words substituted in para. 3(1) & para. 3(1A) inserted by arts. 60 & 61 of S.I. 2010/671 as from 1.4.10.

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- ▶<sup>1</sup>(e) the claimant or the claimant's partner becomes or ceases to be a person who requires overnight care where that affects the size criteria, as set out in Schedule 2 to the Rent Officers Order, applicable in the claimant's case.◀
- ▶<sup>2</sup>(f) the claimant or the claimant's partner becomes, or ceases to be, a qualifying parent or carer where that affects the size criteria, as set out in Schedule 2 to the Rent Officers Order, applicable in the claimant's case.◀
- ▶<sup>3</sup>(g) an occupier becomes or ceases to be a child who cannot share a bedroom where that affects the size criteria, as set out in Schedule 2 to the Rent Officers Order, applicable in the claimant's case.◀

▶<sup>2</sup>(4) For the purposes of sub-paragraph (3)(d)(iii) it does not amount to a change in the composition of the household where a son, daughter, step-son or step-daughter of the claimant or the claimant's partner who is the claimant's non-dependant ceases to occupy the dwelling as their home because they become a member of the armed forces away on operations, or subsequently resumes occupying the dwelling as their home on ceasing to be a member of the armed forces away on operations.◀

▶<sup>4</sup>3.—(1) Subject to ▶<sup>5</sup>sub-paragraph (1A) and (2)◀, this paragraph applies where the landlord is—

- (a) a registered housing association;
- (b) a county council, with regard to gypsies' and travellers' caravan or mobile home sites and caravans or mobile homes provided on those sites; or
- (c) a housing authority, with regard to caravan or mobile home sites or houseboat moorings, payments in respect of which are to take the form of a rent allowance in accordance with regulation 72A(3).

▶<sup>5</sup>(1A) In relation to a profit-making registered provider of social housing, sub-paragraph (1)(a) only applies to its social housing (within the meaning of sections 68 to 77 of the Housing and Regeneration Act 2008).◀

- (2) Sub-paragraph (1) does not apply where the local authority considers that—
  - (a) the claimant occupies a dwelling larger than is reasonably required by the claimant and any others who occupy that dwelling (including any non-dependants of the claimant and any person paying rent to the claimant); or
  - (b) the rent payable for that dwelling is unreasonably high.
- (3) Where the circumstances set out in head (a) or (b) of sub-paragraph (2) exist, the authority must state this in their application for a determination.
- (4) In this Schedule “gypsies and travellers” means—
  - (a) persons with a cultural tradition of nomadism or of living in a caravan; and
  - (b) all other persons of a nomadic habit of life, whatever their race or origin, including—
    - (i) such persons who, on grounds only of their own or their family's or dependant's educational or health needs or old age, have ceased to travel temporarily or permanently; and
    - (ii) members of an organised group of travelling show people or circus people (whether or not travelling together as such).◀
- 4. This paragraph applies to a tenancy entered into before—
  - (a) in Scotland, 2nd January 1989; and
  - (b) in any other case, 15th January 1989.
- 5. This paragraph applies to a regulated tenancy within the meaning of—
  - (a) in Scotland, the Rent (Scotland) Act 1984(a); and
  - (b) in any other case, the Rent Act 1977(b).
- 6. This paragraph applies to a housing association tenancy which—
  - (a) in Scotland, is a tenancy to which Part 6 of the Rent (Scotland) Act 1984 applies; and
  - (b) in any other case, is a housing association tenancy to which Part 6 of the Rent Act 1977 applies.
- 7. This paragraph applies to a protected occupancy or statutory tenancy within the meaning of the Rent (Agriculture) Act 1976(c).

(a) 1984 c. 58.

(b) 1977 c. 42.

(c) 1976 c. 80.

**8.** This paragraph applies to a tenancy at a low rent within the meaning of Part 1 of the Landlord and Tenant Act 1954(a) or Schedule 10 to the Local Government and Housing Act 1989(b).

**9.** This paragraph applies to a tenancy of any dwelling which is a bail hostel or probation hostel approved by the Secretary of State under <sup>1</sup>section 13 of the Offender Management Act 2007◀

<sup>1</sup>Words in para. 9 of Sch. 2 substituted by reg. 7(6) of S.I. 2008/2767 as from 17.11.08.

**10.** This paragraph applies to a tenancy of a housing action trust established under Part 3 of the Housing Act 1988(c).

**11.—**(1) Subject to sub-paragraphs (2) and (3) this paragraph applies to a tenancy—

- (a) in respect of a dwelling comprised in land which has been disposed of under section 32 of the Housing Act 1985(d) or section 12 of the Housing (Scotland) Act 1987(e);
- (b) in respect of a dwelling comprised in land which has been disposed of with the consent required by section 43 of the Housing Act 1985 or section 12 of the Housing (Scotland) Act 1987;
- (c) in respect of which the fee simple estate has been acquired, under the right conferred by Chapter 2 of Part 1 of the Housing Act 1996(f), otherwise than from a housing action trust within the meaning of Part 3 of the Housing Act 1988(g), or in respect of which the house has been acquired under the right conferred by Part 3 of the Housing (Scotland) Act 1988(h); or
- (d) in respect of a dwelling disposed of under the New Towns (Transfer of Housing Stock) Regulations 1990(i) to a person who is an approved person for the purposes of disposal under those Regulations or in respect of a dwelling disposed of pursuant to powers contained in the New Towns (Scotland) Act 1968(j) to a housing association.

(2) This paragraph shall not apply to a tenancy to which sub-paragraph (1) refers if—

- (a) there has been an increase in rent since the disposal or acquisition, as the case may be, occurred; and
- (b) the local authority stated in the application for determination that—
  - (i) the claimant occupies a dwelling larger than is reasonably required by him and any others who occupy that dwelling (including any non-dependant of his and any person paying rent to him); or
  - (ii) the rent payable for that dwelling is unreasonably high.

(3) Where the disposal or acquisition, as the case may be, took place on or after 7th October 2002, sub-paragraph (2)(b) shall apply to a tenancy to which sub-paragraph (1) refers as if head (i) were omitted.

**12.** This paragraph applies to a shared ownership tenancy.

**13.** In this Schedule, “rent” shall be construed in accordance with paragraph (8) of regulation 14 (interpretation of “tenancy” and other expressions appropriate to a tenancy) and, subject to that paragraph, has the same meaning—

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- (a) 1954 c. 56.
  - (b) 1989 c. 42.
  - (c) 1988 c. 50.
  - (d) 1985 c. 68; section 32 was amended by section 140 of and Schedule 7 to the Housing Act 1988 (c. 50); section 227 of and Schedule 19 to the Housing Act 1996 (c. 52) and S.I. 1997/74. Section 43 was amended by section 132 and 140 of and Schedule 17 to the Housing Act 1988 (c. 50); section 194 of and Schedule 12 to the Local Government and Housing Act 1989 (c. 42); section 78 of and Schedule 10 to the Environment Act 1995 (c. 25) and section 227 of and Schedule 9 to the Housing Act 1996.
  - (e) 1987 c. 26.
  - (f) 1996 c. 52.
  - (g) 1988 c. 50; section 14 was amended by section 104 of and Schedule 8 to the Housing Act 1996 (c. 52) and S.I. 1993/651.
  - (h) 1988 c. 43; section 25 was amended by S.I. 1993/658.
  - (i) S.I. 1990/1700; amended by S.I. 1990/2366 and 1991/1281.
  - (j) 1968 c. 16. Relevant amendments are contained in the Enterprise and New Towns (Scotland) Act 1990 (c. 35) section 33.

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- (a) in Scotland, as in section 25 of the Housing (Scotland) Act 1988, except that the reference to the house in subsection (3) shall be construed as a reference to the dwelling;
  - (b) in any other case, as in section 14 of the Housing Act 1988, except that the reference to the dwelling-house in subsection (4) shall be construed as a reference to the dwelling,
- and—
- (i) other expressions have the same meanings as in regulation 14(8);
  - (ii) in the case of a determination by a rent officer pursuant to a request for such a determination under regulation 14(1)(e), any reference to a “tenancy” shall be taken as a reference to a prospective tenancy and any reference to an “occupier” or any person “occupying” a dwelling shall, in the case of such a determination, be taken to be a reference to a potential occupier or potential occupation of that dwelling.◀

*These paragraphs continue to be reproduced as they remain in force in certain cases. See reg. 1 of S.I. 2007/2869 at page 8.3761 for details.*

**SCHEDULE 2**

Regulation 14

**Excluded tenancies**

1. An excluded tenancy is any tenancy to which any of the following paragraphs applies.

2.—(1) Subject to sub-paragraphs (2) to (3), where a rent officer has made a determination, which relates to the tenancy in question or any other tenancy of the same dwelling this paragraph applies to—

- (a) the tenancy in respect of which that determination was made; and
- (b) any other tenancy of the same dwelling on terms which are substantially the same, other than the term relating to the amount of rent, as those terms were at the time of that determination or, if earlier, at the end of the tenancy.

(2) For the purposes of any claim, notification, request or application under regulation 14(1) (“the later application”), a tenancy shall not be an excluded tenancy by virtue of sub-paragraph (1) by reference to a rent officer’s determination made in consequence of an earlier claim, notification, request or application (“the earlier application”) where—

- (a) the earlier and later applications were made in respect of the same claimant or different claimants; and
- (b) the earlier application was made more than 52 weeks before the later application was made.

(3) Sub-paragraph (1) shall not apply where subsequent to the making of the determination mentioned in that sub-paragraph—

- (a) the number of occupiers of the dwelling has changed and that dwelling is not in a hostel;
- (b) there has been a substantial change in the condition of the dwelling (including the making of improvements) or the terms of the tenancy other than a term relating to rent;
- (c) there has been a rent increase under a term of the tenancy and the term under which that increase was made was either included in the tenancy at the time when the application for that determination was made (or was a term substantially the same as such a term) and that determination was not made under paragraph 1(2), 2(2) or 3(3) of Schedule 1 to the Rent Officers Order;
- (d) in a case where the rent officer has made a determination under paragraph 2(2) of Schedule 1 to the Rent Officers Order (size and rent determinations), but since the date of the application for that determination—
  - (i) a child, who is a member of the household occupying the dwelling, has attained the age of 10 years; or
  - (ii) a young person, who is a member of the household occupying that dwelling, has attained the age of 16 years; or

- (iii) there is a change in the composition of the household occupying the dwelling;
  - (e) the claimant is a young individual, except in a case where the determination mentioned in sub-paragraph (1) was, or was made in conjunction with, a determination of a single room rent pursuant to paragraph 5 of Schedule 1 to the Rent Officers Order on or after 2nd July 2001.
- 3.—(1) This paragraph applies where the landlord is a registered housing association, except in a case where the local authority consider that—
- (a) the claimant occupies a dwelling larger than is reasonably required by him and any others who occupy that dwelling (including any non-dependants of his and any person paying rent to him); or
  - (b) the rent payable for that dwelling is unreasonably high.
- (2) Where the circumstances set out in head (a) or (b) of sub-paragraph (1) above exist, the authority shall so state in their application for a determination.
4. This paragraph applies to a tenancy entered into before—
- (a) in Scotland, 2nd January 1989; and
  - (b) in any other case, 15th January 1989.
5. This paragraph applies to a regulated tenancy within the meaning of—
- (a) in Scotland, the Rent (Scotland) Act 1984(a); and
  - (b) in any other case, the Rent Act 1977(b).
6. This paragraph applies to a housing association tenancy which—
- (a) in Scotland, is a tenancy to which Part 6 of the Rent (Scotland) Act 1984 applies; and
  - (b) in any other case, is a housing association tenancy to which Part 6 of the Rent Act 1977 applies.
7. This paragraph applies to a protected occupancy or statutory tenancy within the meaning of the Rent (Agriculture) Act 1976(c).
8. This paragraph applies to a tenancy at a low rent within the meaning of Part 1 of the Landlord and Tenant Act 1954(d) or Schedule 10 to the Local Government and Housing Act 1989(e).
9. This paragraph applies to a tenancy of any dwelling which is a bail hostel or probation hostel approved by the Secretary of State under section 9(1) of the Criminal Justice and Court Services Act 2000(f).
10. This paragraph applies to a tenancy of a housing action trust established under Part 3 of the Housing Act 1988(g).
- 11.—(1) Subject to sub-paragraphs (2) and (3) this paragraph applies to a tenancy—
- (a) in respect of a dwelling comprised in land which has been disposed of under section 32 of the Housing Act 1985(h) or section 12 of the Housing (Scotland) Act 1987(i);
  - (b) in respect of a dwelling comprised in land which has been disposed of with the consent required by section 43 of the Housing Act 1985(j) or section 12 of the Housing (Scotland) Act 1987;

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(a) 1984 c. 58.

(b) 1977 c. 42.

(c) 1976 c. 80.

(d) 1954 c. 56.

(e) 1989 c. 42.

(f) 2000 c. 43.

(g) 1988 c. 50.

(h) 1985 c. 68; section 32 was amended by section 140 of and Schedule 17 to the Housing Act 1988 (c. 50); section 227 of and Schedule 19 to the Housing Act 1996 (c. 52) and S.I. 1997/74.

(i) 1987 c. 26.

(j) 1985 c. 68; section 43 was amended by section 132 and 140 of and Schedule 17 to the Housing Act 1988 (c. 50); section 194 of and Schedule 12 to the Local Government and Housing Act 1989 (c. 42), section 78 of and Schedule 10 to the Environment Act 1995 (c. 25) and section 227 of and Schedule 9 to the Housing Act 1996.

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- (c) in respect of which the fee simple estate has been acquired, under the right conferred by Chapter 2 of Part 1 of the Housing Act 1996(a), otherwise than from a housing action trust within the meaning of Part 3 of the Housing Act 1988(b) or in respect of which the house has been acquired under the right conferred by Part 3 of the Housing (Scotland) Act 1988; or
- (d) in respect of a dwelling disposed of under the New Towns (Transfer of Housing Stock) Regulations 1990(c) to a person who is an approved person for the purposes of disposal under those Regulations or in respect of a dwelling disposed of pursuant to powers contained in the New Towns (Scotland) Act 1968(d) to a housing association.

(2) This paragraph shall not apply to a tenancy to which sub-paragraph (1) refers if-

- (a) there has been an increase in rent since the disposal or acquisition, as the case may be, occurred; and
- (b) the local authority stated in the application for determination that-
  - (i) the claimant occupies a dwelling larger than is reasonably required by him and any others who occupy that dwelling (including any non-dependant of his and any person paying rent to him); or
  - (ii) the rent payable for that dwelling is unreasonably high.

(3) Where the disposal or acquisition, as the case may be, took place on or after 7th October 2002, sub-paragraph (2)(b) shall apply to a tenancy to which sub-paragraph (1) refers as if head (i) were omitted.

►<sup>1</sup>11A. This paragraph applies to a shared ownership tenancy.◀

12. In this Schedule, "rent" shall be construed in accordance with paragraph (10) of regulation 14 (interpretation of "tenancy" and other expressions appropriate to a tenancy) and, subject to that sub-paragraph, has the same meaning-

- (a) in Scotland, as in section 25 of the Housing (Scotland) Act 1988(e), except that the reference to the house in subsection (3) shall be construed as a reference to the dwelling;
- (b) in any other case, as in section 14 of the Housing Act 1988(f), except that the reference to the dwelling-house in subsection (4) shall be construed as a reference to the dwelling,
- (c) and-
  - (i) other expressions have the same meaning as in regulation 14(10);
  - (ii) in the case of a determination by a rent officer pursuant to a request for such a determination under regulation 14(1)(e), any reference to a "tenancy" shall be taken as a reference to a prospective tenancy and any reference to an "occupier" or any person "occupying" a dwelling shall, in the case of such a determination, be taken to be a reference to a potential occupier or potential occupation of that dwelling.

<sup>1</sup>Para. 11A inserted in Sch. 2 by reg. 3(7) of S.I. 2007/1356 as from 1.10.07.

(a) 1996 c. 52.

(b) 1988 c. 50; section 14 was amended by section 104 of and Schedule 8 to the Housing Act 1996 (c. 52) and S.I. 1993/651.

(c) S.I. 1990/1700; amended by S.I. 1990/2366 and 1991/1281.

(d) 1968 c. 16. Relevant amendments are contained in the Enterprise and New Towns (Scotland) Act 1990 (c. 35) section 33.

(e) 1988 c. 43; section 25 was amended by S.I. 1993/658.

(f) 1988 c. 50; section 14 was amended by section 104 of and Schedule 8 to the Housing Act 1996 (c. 52) and S.I. 1993/651.



**SCHEDULE 3**

Regulation 22

Applicable amounts

**PART 1**

*Personal allowances*

1. The amount specified in column (2) below in respect of each person or couple specified in column (1) shall be the amount specified for the purposes of regulation 22–

<i>Column (1)</i> <i>Person, couple or polygamous marriage</i>	<i>Column (2)</i> <i>Amount</i>	
(1) Single claimant or lone parent– (a) aged under 65; (b) aged 65 or over.	(1) – (a) ► <sup>1</sup> £155.60;◄ (b) ► <sup>1</sup> £168.70.◄	<sup>1</sup> Amounts in col. (2) of Part 1 of Sch. 3 substituted by reg. 6(3)(a)-(d) of S.I. 2016/242. See reg. 1(2)(f) for when to apply.
(2) Couple– (a) both members aged under 65; (b) one member or both members aged 65 or over.	(2) – (a) ► <sup>1</sup> £237.55;◄ (b) ► <sup>1</sup> £252.30.◄	
(3) If the claimant is a member of a polygamous marriage and none of the members of the marriage have attained the age of 65– (a) for the claimant and the other party to the marriage; (b) for each additional spouse who is a member of the same household as the claimant.	(3) – (a) ► <sup>1</sup> £237.55;◄ (b) ► <sup>1</sup> £81.95.◄	
(4) If the claimant is a member of a polygamous marriage and one or more members of the marriage are aged 65 or over– (a) for the claimant and the other party to the marriage; (b) for each additional spouse who is a member of the same household as the claimant.	(4) – (a) ► <sup>1</sup> £252.30;◄ (b) ► <sup>1</sup> £83.60.◄	



2.—(1) The amounts specified in column (2) below in respect of each person specified in column (1) shall, for the relevant period specified in column (1), be the amounts specified for the purposes of regulation 22—

<i>Column (1)</i> <i>Child or young person</i>	<i>Column (2)</i> <i>Amount</i>
Person in respect of the period—	
(a) beginning on that person’s date of birth and ending on the day preceding the first Monday in September following that person’s sixteenth birthday;	▶ <sup>1</sup> £66.90;◀
(b) beginning on the first Monday in September following that persons 16th birthday and ending on the day preceding that person’s ▶ <sup>2</sup> twentieth◀ birthday.	▶ <sup>1</sup> £66.90.◀

<sup>1</sup>Amounts in col. (2) of Part 1 of Sch. 3 substituted by art. 18(6) & Sch. 7 to S.I. 2015/457. See reg. 1(2)(g) for when to apply.

<sup>2</sup>Word substituted in para. 2(1)(b) by reg. 4(4) of S.I. 2006/718 as from 10.4.06 immediately after art. 16(3) of 2006/645.

(2) In column (1) of the Table above, “the first Monday in September” means the Monday which first occurs in the month of September in any year.

▶<sup>3</sup>◀

*Part 2 of Sch. 3 remains in force for transitional purposes only, see reg. 4 of S.I. 2015/1857 for when to apply.*

<sup>3</sup>Part 2 of Sch. 3 omitted by reg. 2(2)(b) of S.I. 2015/1857 as from 1.5.16. See reg. 4 of this S.I. for when to apply.

## PART 2

### *Family premium*

3.—(1) The amount for the purposes of regulations 22(1)(c) and (d) in respect of a family of which at least one member is a child or young person shall be ▶<sup>4</sup>£17.45◀.

▶<sup>5</sup>◀

<sup>4</sup>Amount £17.45 remains unchanged by art. 18(7) of S.I. 2015/457. See reg. 1(2)(g) for when to apply.

<sup>5</sup>In Sch. 3, para. 3(2) omitted by reg. 20(10)(a) of S.I. 2011/2425 as from 30.10.11.

## PART 3

### *Premiums*

4. The premiums specified in Part 4 shall, for the purposes of regulation 22(1)(e), be applicable to a claimant who satisfies the condition specified in this Part in respect of that premium.

5.—(1) Subject to sub-paragraph (2), for the purposes of this Part of this Schedule, once a premium is applicable to a claimant under this Part, a person shall be treated as being in receipt of any benefit for—

- (a) in the case of a benefit to which the Social Security (Overlapping Benefits) Regulations 1979(a) applies, any period during which, apart from the provisions of those Regulations, he would be in receipt of that benefit; and
- (b) any period spent by a person in undertaking a course of training or instruction provided or approved by the Secretary of State under section 2 of the 1973 Act(b), or by ▶<sup>6</sup>Skills Development Scotland,◀ Scottish Enterprise or Highlands

<sup>6</sup>Words inserted in para. 5(1)(b) by reg. 7(3)(c) of S.I. 2009/583 as from 6.4.09.

(a) S.I. 1979/597; amending instruments are S.I. 1991/547, /1617, 1992/589, 1993/965, 1996/1803, 2000/799, 2003/136 and 2004/565.

(b) 1973 c. 50.

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and Islands Enterprise under section 2 of the Enterprise and New Towns (Scotland) Act 1990(a) or for any period during which he is in receipt of a training allowance.

<sup>1</sup>Words in para. 5(2) & 6(2) of Sch. 3 substituted and inserted by para. 37(7) of Sch. to S.I. 2013/388 as from 8.4.13.

<sup>2</sup>Word omitted in para. 5(2)(b), para. 5(2)(d) & words inserted in para. 6(2)(a)(i) & (b)(i) of Sch. 3 by para. 35(7)(a)-(b)(ii) of Sch. to S.I. 2013/591 as from 8.4.13.

<sup>3</sup>Words in para. 6(2)(a)(ii), (2)(b) of Sch. 3 inserted by reg. 18(2) of S.I. 2015/1754 as from 3.11.15.

<sup>4</sup>Para. 6(4) substituted by reg. 3(6)(b)(i) of S.I. 2014/2888 as from 26.11.14.

►<sup>1</sup>(2) For the purposes of the carer premium under paragraph 9, a person shall be treated as being in receipt of a carer's allowance under section 70 of the Act by virtue of sub-paragraph (1)(a) only if and for so long as the person in respect of whose care the allowance has been claimed remains in receipt of—

- (a) attendance allowance;
- (b) the care component of disability living allowance at the highest or middle rate prescribed in accordance with section 72(3) of the Act; ►<sup>2</sup>◄
- (c) the daily living component of personal independence payment at the standard or enhanced rate in accordance with section 78(3) of the 2012 Act►<sup>2</sup>; or
- (d) armed forces independence payment◄◄.

**Severe disability premium**

6.—(1) The condition is that the claimant is a severely disabled person.

(2) For the purposes of sub-paragraph (1), a claimant shall be treated as being a severely disabled person if, and only if—

- (a) in the case of a single claimant, lone parent or a claimant who is treated as having no partner in consequence of sub-paragraph (3)—
  - (i) he is in receipt of attendance allowance►<sup>1</sup>, the care component of disability living allowance at the highest or middle rate prescribed in accordance with section 72(3) of the Act or the daily living component of personal independence payment at the standard or enhanced rate in accordance with section 78(3) of the 2012 Act◄ ►<sup>2</sup>or armed forces independence payment◄; and
  - (ii) subject to sub-paragraph (6), he has no non-dependants aged 18 or over normally residing with him or with whom he is normally residing; and
  - (iii) no person is entitled to, and in receipt of, a carer's allowance ►<sup>3</sup>under section 70 of the Act or has an award of universal credit which includes the carer element under regulation 29 of the Universal Credit Regulations 2013◄ in respect of caring for him;
- (b) in the case of a claimant who has a partner—
  - (i) the claimant is in receipt of attendance allowance►<sup>1</sup>, the care component of disability living allowance at the highest or middle rate prescribed in accordance with section 72(3) of the Act or the daily living component of personal independence payment at the standard or enhanced rate in accordance with section 78(3) of the 2012 Act◄ ►<sup>2</sup>or armed forces independence payment◄; and
  - (ii) his partner is also in receipt of such an allowance ►<sup>1</sup>or payment◄ or, if the claimant is a member of a polygamous marriage, each other member of that marriage is in receipt of such an allowance ►<sup>1</sup>or payment◄; and
  - (iii) subject to sub-paragraph (6), the claimant has no non-dependants aged 18 or over normally residing with him or with whom he is normally residing,

and either a person is entitled to and in receipt of a carer's allowance ►<sup>3</sup>or has an award of universal credit that includes the carer element◄ in respect of caring for only one of the couple or, if he is a member of a polygamous marriage, for one or more but not all the members of the marriage, or as the case may be, no person is entitled to and in receipt of such an allowance ►<sup>3</sup>or has such an award of universal credit◄ in respect of caring for either member of a couple or any of the members of the marriage.

(3) Where a claimant has a partner who does not satisfy the condition in sub-paragraph (2)(b)(ii), and that partner is blind or is treated as blind within the meaning of sub-paragraph (4), that partner shall be treated for the purposes of sub-paragraph (2) as if he were not a partner of the claimant.

►<sup>4</sup>(4) For the purposes of sub-paragraph (3), a person is blind if he is certified as severely sight impaired or blind by a consultant ophthalmologist.◄

(a) 1990 c. 35.

►<sup>1</sup>(5) For the purposes of sub-paragraph (4), a person who has ceased to be certified as severely sight impaired or blind on regaining his eyesight shall nevertheless be treated as blind and as satisfying the additional condition set out in that sub-paragraph for a period of 28 weeks following the date on which he ceased to be so certified. ◀

<sup>1</sup>Para. 6(5) of Sch. 3 substituted by reg. 3(5)(b)(ii) of S.I. 2014/2888 as from 26.11.14.

(6) For the purposes of sub-paragraph (2)(a)(ii) and (2)(b)(iii) no account shall be taken of—

- (a) a person receiving attendance allowance►<sup>2</sup>, the care component of disability living allowance at the highest or middle rate prescribed in accordance with section 72(3) of the Act or the daily living component of personal independence payment at the standard or enhanced rate in accordance with section 78(3) of the 2012 Act◀►<sup>3</sup>or armed forces independence payment◀; or
- (b) a person who is blind or is treated as blind within the meaning of sub-paragraphs (4) and (5).

<sup>2</sup>Words substituted in paras. 6(6)(a) & 7(1) & para. 6(7)(c) inserted by para. 37(7)(b) of Sch. to S.I. 2013/388 as from 8.4.13.

<sup>3</sup>Words inserted in para. 6(6)(a) & 7(1)(b) of Sch. 3 by para. 35(7)(b)(iii) & (c) of Sch. to S.I. 2013/591 as from 8.4.13.

(7) For the purposes of sub-paragraph (2)(b) a person shall be treated—

- (a) as being in receipt of attendance allowance, or the care component of disability living allowance at the highest or middle rate prescribed in accordance with section 72(3) of the Act, if he would, but for his being a patient for a period exceeding 28 days, be so in receipt;
- (b) as being entitled to and in receipt of a carer's allowance ►<sup>4</sup>or having an award of universal credit which includes the carer element◀ if he would, but for the person for whom he was caring being a patient in hospital for a period exceeding 28 days, be so entitled and in receipt ►<sup>4</sup>or have such an award of universal credit◀►<sup>2</sup>;
- (c) as being in receipt of the daily living component of personal independence payment at the standard or enhanced rate in accordance with section 78 of the 2012 Act, if he would, but for ►<sup>5</sup>payment ceasing by virtue of◀ regulations made under section 86(1) (hospital in-patients) of the 2012 Act, be so in receipt. ◀

<sup>4</sup>Words inserted in para. 6(8)(a) & (b) by reg. 18(2)(d) & (e) of S.I. 2015/1754 as from 3.11.15.

<sup>5</sup>Words inserted & substituted in Sch. 3 para. 6(7)(c) and 7(1)(b) by reg. 4(5)(a) & (b) of S.I. 2014/213 as from 1.4.14 & 7.4.14 (ibid see reg. 1(3)).

(8) For the purposes of sub-paragraph (2)(a)(iii) and (2)(b)—

- (a) no account shall be taken of an award of a carer's allowance ►<sup>4</sup>or an award of universal credit which includes the carer element◀ to the extent that payment of such an award is backdated for a period before ►<sup>6</sup>the date on which the award is first paid◀; and
- (b) references to a person being in receipt of a carer's allowance ►<sup>4</sup>or having an award of universal credit which includes the carer element◀ shall include references to a person who would have been in receipt of that allowance ►<sup>4</sup>or had such an award of universal credit◀ but for the application of a restriction under section ►<sup>7</sup>6B or◀ 7 of the Social Security Fraud Act 2001(a) (loss of benefit).

<sup>6</sup>Words substituted in para. (8)(a) by reg. 4(2) of S.I. 2007/719 as from 2.4.07.

<sup>7</sup>Words inserted in para. 6(8)(b) of Sch. 3 by reg. 5(3) of S.I. 2010/1160 as from 1.4.10.

### Enhanced disability premium

7.►<sup>8</sup>(1) Subject to sub-paragraph (2), the condition is that—

- (a) the care component of disability living allowance is, or would, but for a suspension of benefit in accordance with regulations under section 113(2) of the Act or but for an abatement as a consequence of hospitalisation, be payable at the highest rate prescribed under section 72(3) of the Act; or
- (b) the daily living component of personal independence payment is, ►<sup>5</sup>payable or has ceased to be payable by virtue of◀ regulations made under section 86(1) (hospital in-patients) of the 2012 Act, be payable at the enhanced rate under section 78(2) of the 2012 Act; ►<sup>3</sup>or
- (c) armed forces independence payment is payable. ◀

<sup>8</sup>Words inserted & substituted in para. 7 & para. 7(2) inserted by reg. 13(2) of S.I. 2011/674 as from 4.4.11 in relation to any case where rent is payable at intervals of a week or any multiple of whole weeks, and in any other case on 1.4.11.

in respect of a child or young person who is a member of the claimant's family.

(a) 2001 c. 11; section 7 was amended by the State Pension Credit Act 2002, section 14 and Schedule 2 and by the Tax Credits Act 2002, section 60 and Schedule 6.

**Sch. 3**

<sup>1</sup>Words inserted in para. 6(8)(b) of Sch. 3 by reg. 5(3) of S.I. 2010/1160 as from 1.4.10.

<sup>2</sup>Words inserted in Sch. 3, para. 7(2) by reg. 20(10)(b) of S.I. 2011/2425 as from 30.10.11.

<sup>3</sup>Para. 8(c) substituted by reg. 13(3) of S.I. 2011/674 as from 4.4.11 in relation to any case where rent is payable at intervals of a week or any multiple of whole weeks, and in any other case on 1.4.11.

<sup>4</sup>Para. 8(d) inserted in Sch. 3 by para. 37(7)(d) of Sch. to S.I. 2013/388 as from 8.4.13.

<sup>5</sup>Words inserted in Sch. 3 para. 8(d) by reg. 4(5)(c) of S.I. 2014/213 as from 1.4.14 & 7.4.14 (ibid see reg. 1(3)).

<sup>6</sup>Word & para. 8(e) inserted in Sch. 3 by para. 35(7)(d) of Sch. to S.I. 2013/591 as from 8.4.13.

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►<sup>1</sup>(2) Where the condition in sub-paragraph (1) ceases to be satisfied because of the death of a child or young person, the condition is that the claimant ►<sup>2</sup>or partner◄ is entitled to child benefit in respect of that person under section 145A of the Act (entitlement after death of child or qualifying young person).◄

**Disabled child premium**

**8.** The condition is that a child or young person for whom the claimant or a partner of his is responsible and who is a member of the claimant's household—

(a) is in receipt of disability living allowance or is no longer in receipt of such allowance because he is a patient, provided that the child or young person continues to be a member of the family; or

(b) is blind within the meaning of paragraph 6(4) or is treated as blind in accordance with paragraph 6(5);

►<sup>3</sup>(c) is a child or young person in respect of whom section 145A of the Act (entitlement after death of child or qualifying young person) applies for the purposes of entitlement to child benefit but only for the period prescribed under that section, and in respect of whom a disabled child premium was included in the claimant's applicable amount immediately before the death of that child or young person, or ceased to be included in the claimant's applicable amount because of that child or young person's death►<sup>4</sup>; or

(d) is a young person who is in receipt of personal independence payment or who would, but for ►<sup>5</sup>payment ceasing by virtue of◄ regulations made under section 86(1) (hospital in-patients) of the 2012 Act be so in receipt, provided that the young person continues to be a member of the family◄<sup>6</sup>; or

(e) is a young person who is in receipt of armed forces independence payment.◄◄

**Carer premium**

**9.—(1)** The condition is that the claimant or his partner is, or both of them are, entitled to a carer's allowance.

(2) Where a carer premium has been awarded but—

(a) the person in respect of whose care the carer's allowance has been awarded dies; or

(b) the person in respect of whom the premium was awarded ceases to be entitled, or ceases to be treated as entitled, to a carer's allowance,

this paragraph shall be treated as satisfied for a period of eight weeks from the relevant date specified in sub-paragraph (3).

(3) The relevant date for the purposes of sub-paragraph (2) is—

(a) the Sunday following the death of the person in respect of whose care the carer's allowance has been awarded (or beginning with the date of death if the date occurred on a Sunday);

(b) where head (a) above does not apply, the date on which that person who was entitled to a carer's allowance ceases to be entitled to it.

(4) For the purposes of this paragraph, a person shall be treated as being entitled to and in receipt of a carer's allowance for any period not covered by an award but in respect of which a payment is made in lieu of an award.

**Persons in receipt of concessionary payments**

**10.** For the purpose of determining whether a premium is applicable to a person under paragraphs 6 to 9, any concessionary payment made to compensate that person for the non-payment of any benefit mentioned in those paragraphs shall be treated as if it were a payment of that benefit.

**Person in receipt of benefit**

**11.** For the purposes of this Part of this Schedule, a person shall be regarded as being in receipt of any benefit if, and only if, it is paid in respect of him and shall be so regarded only for any period in respect of which that benefit is paid.

**PART 4**

*Amounts of premiums specified in Part 3*

<i>Premium</i>	<i>Amount</i>
<p><b>12.—</b>(1) Severe disability premium—</p> <p>(a) where the claimant satisfies the condition in paragraph 6(2)(a);</p> <p>(b) where the claimant satisfies the condition in paragraph 6(2)(b)—</p> <p>(i) in a case where there is someone in receipt of a carer’s allowance <sup>2</sup>or who has an award of universal credit which includes the carer element under regulation 29 of the Universal Credit Regulations 2013, <sup>1</sup> or if he or any partner satisfies that condition only by virtue of paragraph 6(7);</p> <p>(ii) in a case where there is no-one in receipt of such an allowance <sup>2</sup>or such an award of universal credit <sup>1</sup></p>	<p>(1)</p> <p>(a) <sup>1</sup>▶£61.85;◀</p> <p>(b)(i) <sup>1</sup>▶£61.85;◀</p> <p>(b)(ii) <sup>1</sup>▶£123.70.◀</p>
<p>(2) Enhanced disability premium.</p>	<p>(2) <sup>1</sup>▶£24.43◀ in respect of each child or young person in respect of whom the conditions specified in paragraph 7 are satisfied.</p>
<p>(3) Disabled child premium.</p>	<p>(3) <sup>1</sup>▶£60.06◀ in respect of each child or young person in respect of whom the condition specified in paragraph 8 is satisfied.</p>
<p>(4) Carer premium.</p>	<p>(4) <sup>1</sup>▶£34.60◀ in respect of each person who satisfies the condition specified in paragraph 9.</p>

<sup>1</sup>Amounts in col. 2 of Part 4 of Sch. 3 substituted by art. 18(8) & Sch. 8 of S.I. 2015/457. See reg. 1(2)(g) for when to apply.

<sup>2</sup>Words inserted in para. 12(1)(b)(i) & (ii) of Part 4 of Sch. 3 by reg. 18(3) of S.I. 2015/1754 as from 3.11.15.

**SCHEDULE 4**

Regulation 36(1)

**Sums disregarded from claimant’s earnings**

**1.** Where two or more of paragraphs 2 to 5 apply in any particular case the overall maximum sum which falls to be disregarded in that case under those paragraphs is restricted to—

- (a) £25 in the case of a lone parent;
- (b) £20 in any other case.

**2.** In a case where a claimant is a lone parent, £25 of earnings.

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**3.—(1)** In a case of earnings from any employment or employments to which sub-paragraph (2) applies, £20.

(2) This paragraph applies to employment—

<sup>1</sup>Para. (a) & (b) substituted by para. 12(5) of S.I. 2013/2536 as from 29.10.13.

▶<sup>1</sup>(a)-(b) a part-time fire-fighter employed by a fire and rescue authority under the Fire and Rescue Services Act 2004 or by the Scottish Fire and Rescue Service established under section 1A of the Fire (Scotland) Act 2005;◀

(c) as an auxiliary coastguard in respect of coast rescue activities;

(d) in the manning or launching of a lifeboat if the employment is part-time;

(e) as a member of any territorial or reserve force prescribed in Part 1 of Schedule 6 to Social Security (Contributions) Regulations 2001(a).

(3) If—

(a) any of the earnings of the claimant or, if he has a partner, his partner, or both of them, are disregarded under sub-paragraph (1); and

(b) either of them has, or they both have, other earnings,

so much of those other earnings as would not, in aggregate with the earnings disregarded under that sub-paragraph, exceed £20.

**4.—(1)** If the claimant or, if he has a partner, his partner is a carer, or both are carers, £20 of any earnings received from his or their employment.

(2) Where the carer premium is awarded in respect of the claimant and of any partner of his, their earnings shall for the purposes of this paragraph be aggregated, but the amount to be disregarded in accordance with sub-paragraph (1) shall not exceed £20 of the aggregated amount.

(3) In this paragraph the claimant or his partner is a carer if paragraph 9 of Part 3 of Schedule 3 (amount applicable for carers) is satisfied in respect of him.

**5.—(1)** £20 is disregarded if the claimant or, if he has a partner, his partner—

(a) is in receipt of—

(i) long-term incapacity benefit under Section 30A of the Act(b);

(ii) severe disablement allowance under section 68 of the Act(c);

(iii) attendance allowance;

(iv) disability living allowance under sections 71 to 76 of the Act(d);

(v) any mobility supplement under ▶<sup>2</sup>article 20 of the Naval, Military and Air Forces Etc. (Disablement and Death) Service Pensions Order 2006◀ (including such a supplement by virtue of any other scheme or order) or under article 25A of the Personal Injuries (Civilians) Scheme 1983(e); ▶<sup>3</sup>◀

(vi) the disability element or the severe disability element of working tax credit under Schedule 2 to the Working Tax Credit Regulations(f);

▶<sup>3</sup>(vii) main phase employment and support allowance; ▶<sup>4</sup>◀◀

▶<sup>4</sup>(viii) personal independence payment; ▶<sup>5</sup>◀◀

▶<sup>5</sup>(xi) armed forces independence payment; or◀

<sup>2</sup>Words substituted in para. 5(1)(v) by reg. 6(8) of S.I. 2008/3157 as from 5.1.09.

<sup>3</sup>Words in para. 5(1)(a)(v) omitted & sub-para. (vii) inserted by reg. 40(a) & (b) of S.I. 2008/1082 as from 27.10.08.

<sup>4</sup>Para. 5(viii) inserted to Sch. 4 by para. 37(8) of Sch. to S.I. 2013/388 as from 8.4.13.

<sup>5</sup>Word omitted & para. 5(1)(ix) inserted in Sch. 4 by para. 35(8) of Sch. to S.I. 2013/591 as from 8.4.13.

(a) S.I. 2001/1004.

(b) Section 30A was inserted by Social Security (Incapacity for Work) Act 1994 (c. 18) and amended by the Welfare Reform and Pensions Act 1999 (c. 30), section 64 and the Civil Partnership Act 2004 (c. 33), section 254 and Schedule 24, paragraph 14.

(c) Saved by S.I. 2000/2958, article 4.

(d) Sections 71, 72 and 73 are amended by the Welfare Reform and Pensions Act 1999 (c. 30), section 67.

(e) S.I. 1983/686; amended by S.I. 1983/1164 and /1540 and 1986/628, 1990/1300, 1991/708, 1992/702, 1995/445, 1997/812 and 2001/420.

(f) Schedule 2 was substituted by S.I. 2005/681.



- ▶<sup>1</sup>(b) is or are certified as severely sight impaired or blind in a consultant ophthalmologist; or◀
- (c) is, or is treated as, incapable of work in accordance with the provisions of, and regulations made under, Part 12A of the Act<sup>(a)</sup> (incapacity for work), and has been incapable, or has been treated as incapable, of work for a continuous period of not less than—
  - (i) in the case of a claimant who is terminally ill within the meaning of section 30B(4) of that Act<sup>(b)</sup>, 196 days;
  - (ii) in any other case, 364 days▶<sup>2</sup>; or
- (d) has, or is treated as having, limited capability for work within the meaning of section 1(4) of the Welfare Reform Act or limited capability for work-related activity within the meaning of section 2(5) of that Act and either—
  - (i) the assessment phase as defined in section 24(2) of the Welfare Reform Act has ended; or
  - (ii) regulation 7 of the Employment and Support Allowance Regulations ▶<sup>3</sup>or regulation 7 of the Employment and Support Allowance Regulations 2013◀ (circumstances where the condition that the assessment phase has ended before entitlement to the support component or the work-related activity component arises does not apply) applies.◀

<sup>1</sup>Para. 5(1)(b) substituted by reg. 3(6)(c) of S.I. 2014/2888 as from 26.11.14.

<sup>2</sup>Word “or” inserted in para. 5(1)(c) and sub-para (d) added by reg. 7(7)(a) of S.I. 2009/583 as from 6.4.09.

<sup>3</sup>Words in Sch. 4, para. 5(1)(d)(ii) inserted by 36(7)(a) of S.I. 2013/630 as from 29.4.13.

*The following words in Schedule 4, paragraph 5(1)(d)(ii) continues to be reproduced as it is maintained in force in certain circumstances. See Explanatory Note of S.I. 2013/630 for when to apply.*

- (ii) regulation 7 of the Employment and Support Allowance Regulations ▶<sup>3</sup>or regulation 7 of the Employment and Support Allowance Regulations 2013◀ (circumstances where the condition that the assessment phase has ended before entitlement to the support component or the work-related activity component arises does not apply) applies.◀

(2) Subject to sub-paragraph (3), £20 is disregarded if the claimant or, if he has a partner, his partner has, within a period of 8 weeks ending on the day in respect of which the claimant or his partner attains the qualifying age for state pension credit, had an award of housing benefit ▶<sup>4</sup>◀ and—

- (a) £20 was disregarded in respect of earnings taken into account in that award;
- (b) the person whose earnings qualified for the disregard continues in employment after the termination of that award.

<sup>4</sup>Words in Sch. 4, para. 5(2) revoked by Sch. 1 of S.I. 2013/458 as from 1.4.13.

(3) The disregard of £20 specified in sub-paragraph (2) applies so long as there is no break, other than a break which does not exceed 8 weeks, in a person’s entitlement to housing benefit ▶<sup>5</sup>◀ or in employment following the first day in respect of which that benefit is awarded.

<sup>5</sup>Words in Sch. 4, para. 5(3) revoked by Sch. 1 of S.I. 2013/458 as from 1.4.13.

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(a) Part 12A was inserted by the Social Security (Incapacity for Work) Act 1994 (c. 18), section 5 and amended by the Welfare Reform and Pensions Act 1999 (c. 30), section 61 and by the Social Security Act 1998 (c. 14), section 86(1) and Schedule 7, paragraphs 75 and 76.

(b) Section 30B was inserted by the Social Security (Incapacity for Work) Act 1994 (c. 18), section 2 and amended by the Pensions Act 1995 (c. 26), section 126 and Schedule 4, paragraph 18; the Welfare Reform and Pensions Act 1999 (c. 30), section 70 and Schedule 8, paragraph 22; the Tax Credits Act 2002 (c. 21), section 60, Schedule 6; and the Civil Partnership Act 2004 (c. 33) section 254 and Schedule 24, paragraph 13.

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(4) £20 is the maximum amount which may be disregarded under this paragraph, notwithstanding that, where the claimant has a partner, both the claimant and his partner satisfy the requirements of this paragraph.

<sup>1</sup>Para. 5A inserted in Sch. 4 by reg. 3(5) of S.I. 2009/2608. See reg. 1(3) of that S.I. for the relevant commencement date.

►<sup>1</sup>5A.—(1) Where—

- (a) the claimant (or if the claimant is a member of a couple, at least one member of that couple) is a person to whom sub-paragraph (5) applies;
- (b) the Secretary of State is satisfied that that person is undertaking exempt work as defined in sub-paragraph (6); and
- (c) regulation 26 does not apply,

the amount specified in sub-paragraph (7) (“the specified amount”).

(2) Where this paragraph applies, paragraphs 1 to 5 and 7 do not apply; but in any case where the claimant is a lone parent, and the specified amount would be less than the amount specified in paragraph 2, then paragraph 2 applies instead of this paragraph.

(3) Notwithstanding regulation 23 (calculation of income and capital of members of claimant’s family and of a polygamous marriage), if sub-paragraph (1) applies to one member of a couple (“A”) it shall not apply to the other member of that couple (“B”) except to the extent provided in sub-paragraph (4).

(4) Where A’s earnings are less than the specified amount, there shall also be disregarded so much of B’s earnings as would not when aggregated with A’s earnings exceed the specified amount; but the amount of B’s earnings which may be disregarded under this sub-paragraph is limited to a maximum of £20 unless the Secretary of State is satisfied that B is also undertaking exempt work.

(5) This sub-paragraph applies to a person who is—

- (a) in receipt of a contributory employment and support allowance;
- (b) in receipt of incapacity benefit;
- (c) in receipt of severe disablement allowance; or
- (d) being credited with earnings on the grounds of incapacity for work or limited capability for work under regulation 8B of the Social Security (Credits) Regulations 1975(a).

(6) “Exempt work” means work of the kind described in—

- (a) regulation 45(2), (3) or (4) of the Employment and Support Allowance Regulations ►<sup>2</sup>or regulation 39(1)(a), (b) or (c) of the Employment and Support Allowance Regulations 2013◄; or (as the case may be)

*The following words in Schedule 4, paragraph 5A(6)(a) continues to be reproduced as it is maintained in force in certain circumstances. See Explanatory Note of S.I. 2013/630 for when to apply.*

- (a) regulation 45(2), (3) or (4) of the Employment and Support Allowance Regulations; or (as the case may be)
- (b) regulation 17(2), (3) or (4) of the Social Security (Incapacity for Work) (General) Regulations 1995(b),

and, in determining for the purposes of this paragraph whether a claimant or a member of a couple is undertaking any type of exempt work, it is immaterial whether that person or their partner is also undertaking other work.

(7) The specified amount is the amount of money from time to time mentioned in any provision referred to in sub-paragraph (6) by virtue of which the work referred to in sub-paragraph (1) is exempt (or, where more than one such provision is relevant and those provisions mention different amounts of money, the highest of those amounts).◄

<sup>2</sup>Words in Sch. 4, para. 5A(6)(a) inserted by reg. 36(7)(b) of S.I. 2013/630 as from 29.4.13.

(a) S.I. 1975/556. Regulation 8B was inserted by S.I. 1996/2367. Relevant amending instruments are S.I. 2000/3120, 2003/521, 2007/1749 and 2008/1554.

(b) S.I. 1995/311. Relevant amending instruments are S.I. 2006/757, 2008/2365 and 2008/2683.

6. Any amount or the balance of any amount which would fall to be disregarded under paragraph 18 or 19 of Schedule 5 had the claimant's income which does not consist of earnings been sufficient to entitle him to the full disregard thereunder.

7. Except where the claimant or his partner qualifies for a £20 disregard under the preceding provisions of this Schedule—

- (a) £5 shall be disregarded if a claimant who has no partner has earnings;
- (b) £10 shall be disregarded if a claimant who has a partner has earnings.

<sup>1</sup>Words inserted in para. 8 by reg. 7(7)(b) of S.I. 2009/583. See reg. 1 to this S.I. for relevant effective dates.

<sup>2</sup>Amounts in para. 9(1) & (3)(c) remains unchanged by art. 20(9) of S.I. 2013/574 as from 1.4.13.

<sup>3</sup>Para. 9(2)(b)(ii)(bb) of Sch. 4 substituted by reg. 2(2)(c) of S.I. 2015/1857 as from 1.5.16.

8. Any earnings, other than earnings referred to in regulation 33(8)(b) (copyright, <sup>1</sup>design, <sup>1</sup>patent or trade mark), derived from employment which ended before the day in respect of which the claimant first satisfies the conditions for entitlement to housing benefit.

9.—(1) In a case where the claimant is a person who satisfies at least one of the conditions set out in sub-paragraph (2), and his net earnings equal or exceed the total of the amounts set out in sub-paragraph (3), the amount of his earnings that falls to be disregarded under this Schedule shall be increased by <sup>2</sup>£17.10. <sup>3</sup>

(2) The conditions of this sub-paragraph are that—

- (a) the claimant, or if he has a partner, either the claimant or his partner, is a person to whom regulation 20(1)(c) of the Working Tax Credit Regulations applies; or
- (b) the claimant—
  - (i) is, or any partner of his is, aged at least 25 and is engaged in remunerative work for on average not less than 30 hours per week; or
  - (ii) if he is a member of a couple—
    - (aa) at least one member of that couple is engaged in remunerative work for on average not less than 16 hours per week; and
    - <sup>3</sup>(bb) his family includes at least one child or young person; <sup>4</sup>

*Para. 9(2)(b)(ii) of Sch. 4 remains in force for transitional purposes only. See reg. 4 of S.I. 2015/1857 as from 1.5.16.*

- (bb) his applicable amount includes a family premium under paragraph 3 of Schedule 3; or
- (iii) is a lone parent who is engaged in remunerative work for on average not less than 16 hours per week; or
- (iv) is, or if he has a partner, one of them is, engaged in remunerative work for on average not less than 16 hours per week, and paragraph 5(1) above is satisfied in respect of that person; or
- (c) the claimant is, or, if he has a partner, one of them is, a person to whom regulation 18(3) of the Working Tax Credit Regulations (a) (eligibility for 50 plus element) applies, or would apply if an application for working tax credit were to be made in his case.

(3) The following are the amounts referred to in sub-paragraph (1)—

- (a) any amount disregarded under this Schedule;
- (b) the amount of child care charges calculated as deductible under regulation 31(1)(c) (treatment of child care charges); and
- (c) <sup>2</sup>£17.10. <sup>3</sup>

(4) The provisions of regulation 6 (remunerative work) shall apply in determining whether or not a person works for on average not less than 30 hours per week, but as if the reference to 16 hours in paragraph (1) of that regulation was a reference to 30 hours.

10. Where a payment of earnings is made in a currency other than Sterling any banking charge or commission payable in converting that payment into Sterling.

## SCHEDULE 5

Regulation 33(9)

### Amounts to be disregarded in the calculation of income other than earnings

1. In addition to any sum which falls to be disregarded in accordance with paragraphs 2 to 6, £10 of any of the following, namely—

(a) Amended by S.I. 2003/3815.

- (a) a war disablement pension (except insofar as such a pension falls to be disregarded under paragraph 2 or 3);
- (b) <sup>1</sup>a war widow's pension or <sup>2</sup>war widower's pension<sup>4</sup>; <sup>4</sup>
- (c) a pension payable to a person as a widow, widower or surviving civil partner under <sup>3</sup>any power of Her Majesty otherwise than under an enactment to make provision about pensions for or in respect of persons who have been disabled or have died in consequence of service as members of the armed forces of the Crown;
- (d) a guaranteed income payment <sup>3</sup>and, if the amount of that payment has been abated to less than £10 by a <sup>2</sup>pension or payment falling within article 31(1)(a) or (b) of the Armed Forces and Reserve Forces (Compensation Scheme) Order 2005<sup>4</sup>, so much of <sup>2</sup>that pension or payment<sup>4</sup> as would not, in aggregate with the amount of <sup>2</sup>any<sup>4</sup> guaranteed income payment disregarded, exceed £10<sup>4</sup>;
- (e) a payment made to compensate for the non-payment of such a pension or payment as is mentioned in any of the preceding sub-paragraphs;
- (f) a pension paid by the government of a country outside Great Britain which is analogous to any of the pensions or payments mentioned in sub-paragraphs (a) to (d) above;
- (g) a pension paid to victims of National Socialist persecution under any special provision made by the law of the Federal Republic of Germany, or any part of it, or of the Republic of Austria.

<sup>1</sup>Words in para. 1(b) substituted by reg. 4(8)(a) of S.I. 2008/1042 as from 19.5.08.  
<sup>2</sup>Words substituted in para. 1(b) & (d) by reg. 7(5)(a) & (b) of S.I. 2009/2655 as from 2.11.09.  
<sup>3</sup>Words omitted in para. 1(c), inserted in para. (1)(d) & paras. 3, 4 & 6(b) of Sch. 5 substituted by reg. 6(8)(a)(i) & (ii), (b) & (c) of S.I. 2008/3157 as from 5.1.09.

**2.** The whole of any amount included in a pension to which paragraph 1 relates in respect of—

- (a) the claimant's need for constant attendance;
- (b) the claimant's exceptionally severe disablement.

**3.** Any mobility supplement under <sup>3</sup>article 20 of the Naval, Military and Air Forces Etc. (Disablement and Death) Service Pensions Order 2006<sup>4</sup> (including such a supplement by virtue of any other scheme or order) or under article 25A of the Personal Injuries (Civilians) Scheme 1983<sup>(a)</sup> or any payment intended to compensate for the non-payment of such a supplement.

<sup>3</sup>**4.** Any supplementary pension under article 23(2) of the Naval, Military and Air Forces Etc. (Disablement and Death) Service Pensions Order 2006 (pensions to surviving spouses and surviving civil partners) and any analogous payment made by the Secretary of State for Defence to any person who is not a person entitled under that Order.<sup>4</sup>

**5.** In the case of a pension awarded at the supplementary rate under article 27(3) of the Personal Injuries (Civilians) Scheme 1983<sup>(b)</sup> (pensions to widows, widowers or surviving civil partners), the sum specified in paragraph 1(c) of Schedule 4 to that Scheme.

**6.—(1)** Any payment which is—

- (a) made under any of the Dispensing Instruments to a widow, widower or surviving civil partner of a person—
  - (i) whose death was attributable to service in a capacity analogous to service as a member of the armed forces of the Crown; and
  - (ii) whose service in such capacity terminated before 31st March 1973; and
- <sup>3</sup>(b) equal to the amount specified in article 23(2) of the Naval, Military and Air Forces Etc. (Disablement and Death) Service Pensions Order 2006.<sup>4</sup>

(a) S.I. 1983/686; by amended by S.I. 1983/1164 and 1540 and 1986/628, 1990/1300, 1991/708, 1992/702, 1995/445, 1997/812 and 2001/420.

(b) S.I. 1983/686; the relevant amending Instruments are S.I. 1994/715 and 1994/2021.

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(2) In this paragraph “the Dispensing Instruments” means the Order in Council of 19th December 1881, the Royal Warrant of 27th October 1884 and the Order by His Majesty of 14th January 1922 (exceptional grants of pay, non-effective pay and allowances).

**7.** £15 of any widowed parent’s allowance to which the claimant is entitled under section 39A of the Act **(a)**.

**8.** £15 of any widowed mother’s allowance to which the claimant is entitled under section 37 of the Act **(b)**.

**9.** Where the claimant occupies a dwelling as his home and he provides in that dwelling board and lodging accommodation, an amount, in respect of each person for whom such accommodation is provided for the whole or any part of a week, equal to—

- (a) where the aggregate of any payments made in respect of any one week in respect of such accommodation provided to such person does not exceed £20, 100 per cent. of such payments; or
- (b) where the aggregate of any such payments exceeds £20, £20 and 50 per cent. of the excess over £20.

**10.** If the claimant—

- (a) owns the freehold or leasehold interest in any property or is a tenant of any property; and
- (b) occupies a part of that property; and
- (c) has an agreement with another person allowing that person to occupy another part of that property on payment of rent and—
  - (i) the amount paid by that person is less than £20 per week, the whole of that amount; or
  - (ii) the amount paid is £20 or more per week, £20.

**11.** Where a claimant receives income under an annuity purchased with a loan, which satisfies the following conditions—

- (a) that the loan was made as part of a scheme under which not less than 90 per cent. of the proceeds of the loan were applied to the purchase by the person to whom it was made of an annuity ending with his life or with the life of the survivor of two or more persons (in this paragraph referred to as “the annuitants”) who include the person to whom the loan was made;
- (b) that at the time the loan was made the person to whom it was made or each of the annuitants had attained the age of 65;
- (c) that the loan was secured on a dwelling in Great Britain and the person to whom the loan was made or one of the annuitants owns an estate or interest in that dwelling;
- (d) that the person to whom the loan was made or one of the annuitants occupies the dwelling on which it was secured as his home at the time the interest is paid; and
- (e) that the interest payable on the loan is paid by the person to whom the loan was made or by one of the annuitants,

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**(a)** Section 39A was inserted by section 55 of the Welfare Reform and Pensions Act 1999 (c. 30) and amended by section 47 of and Schedule 3 to the Tax Credits Act 2002 (c. 21) and sections 254(1) and 261(4) of and Schedules 24 and 30 to the Civil Partnership Act 2004 (c. 33).

**(b)** Section 37 was amended by section 47 of and Schedule 3 to the Tax Credits Act 2002 (c. 21), section 254(1) of and Schedule 24 to the Civil Partnership Act 2004 (c. 33) and section 1(3) of and Schedule 1 to the Child Benefit Act 2005 (c. 6).

the amount, calculated on a weekly basis, equal to—

- (i) where, or insofar as, section 369 of the Income and Corporation Taxes Act 1988<sup>(a)</sup> (mortgage interest payable under deduction of tax) applies to the payments of interest on the loan, the interest which is payable after deduction of a sum equal to income tax on such payments at the applicable percentage of income tax within the meaning of section 369(1A) of that Act;
- (ii) in any other case, the interest which is payable on the loan without deduction of such a sum.

**12.**—(1) Any payment, other than a payment to which sub-paragraph (2) applies, made to the claimant by Trustees in exercise of a discretion exercisable by them.

(2) This sub-paragraph applies to payments made to the claimant by Trustees in exercise of a discretion exercisable by them for the purpose of—

- (a) obtaining food, ordinary clothing or footwear or household fuel;
- (b) the payment of rent, council tax or water charges for which that claimant or his partner is liable;
- (c) meeting housing costs of a kind specified in Schedule 2 to the State Pension Credit Regulations 2002<sup>(b)</sup>.

(3) In a case to which sub-paragraph (2) applies, £20 or—

- (a) if the payment is less than £20, the whole payment;
- (b) if, in the claimant's case, £10 is disregarded in accordance with paragraph 1(a) to (g), £10 or the whole payment if it is less than £10; or
- (c) if, in the claimant's case, £15 is disregarded under paragraph 7 or paragraph 8 and—
  - (i) he has no disregard under paragraph 1(a) to (g), £5 or the whole payment if it is less than £5;
  - (ii) he has a disregard under paragraph 1(a) to (g), nil.

(4) For the purposes of this paragraph—

►<sup>1</sup>“ordinary clothing or footwear”◄ means clothing or footwear for normal daily use, but does not include school uniforms, or clothing and footwear used solely for sporting activities; and  
“rent” means eligible rent for the purposes of these Regulations less any deductions in respect of non-dependants which fall to be made under regulation 55 (non-dependant deductions).

<sup>1</sup>Words substituted in para. 12(4) by reg. 4(8)(b) of S.I. 2008/1042 as from 19.5.08.

**13.** Any increase in ►<sup>2</sup>pension or allowance under Part 2 or 3 of the Naval, Military and Air Forces Etc. (Disablement and Death) Service Pensions Order 2006◄ paid in respect of a dependent other than the pensioner's ►<sup>2</sup>◄ partner.

<sup>2</sup>Words substituted & omitted in para. 13 of Sch. 5 by reg. 6(9)(e)(i) & (ii) of S.I. 2008/3157 as from 5.1.09.

**14.** Any payment ordered by a court to be made to the claimant or the claimant's partner in consequence of any accident, injury or disease suffered by the person or a child of the person to or in respect of whom the payments are made.

**15.** Periodic payments made to the claimant or the claimant's partner under an agreement entered into in settlement of a claim made by the claimant or, as the case may be, the claimant's partner for an injury suffered by him.

**16.** Any income which is payable outside the United Kingdom for such period during which there is a prohibition against the transfer to the United Kingdom of that income.

(a) 1988 c. 1; subsection (1A) was inserted by the Finance Act 1994 (c. 9).

(b) S.I. 2002/1792; the relevant amending instruments are S.I. 2002/3019, and 2002/3197 and S.I. 2003/1195 and 2003/2274, 2004/2327 and 2000/2825 and 2005/522.

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**17.** Any banking charges or commission payable in converting to Sterling payments of income made in a currency other than Sterling.

**18.** Where the claimant makes a parental contribution in respect of a student attending a course at an establishment in the United Kingdom or undergoing education in the United Kingdom, which contribution has been assessed for the purposes of calculating—

- (a) under, or pursuant to regulations made under powers conferred, by section 1 or 2 of the Education Act 1962<sup>(a)</sup>, or section 22 of the Teaching and Higher Education Act 1998<sup>(b)</sup>, that student's award;
- (b) under regulations made in exercise of the powers conferred by section 49 of the Education (Scotland) Act 1980<sup>(c)</sup>, that student's bursary, scholarship, or other allowance under that section or under regulations made in exercise of the powers conferred by section 73 of that Act of 1980, any payment to that student under that section; or
- (c) the student's student loan,

an amount equal to the weekly amount of that parental contribution, but only in respect of the period for which that contribution is assessed as being payable.

**19.—(1)** Where the claimant is the parent of a student aged under 25 in advanced education who either—

- (a) is not in receipt of any award, grant or student loan in respect of that education; or
- (b) is in receipt of an award under section 2 of the Education Act 1962 (discretionary awards) or an award bestowed by virtue of the Teaching and Higher Education Act 1998, or regulations made thereunder, or a bursary, scholarship or other allowance under section 49(1) of the Education (Scotland) Act 1980<sup>(d)</sup>, or a payment under section 73 of that Act of 1980,

and the claimant makes payments by way of a contribution towards the student's maintenance, other than a parental contribution falling within paragraph 18, an amount specified in sub-paragraph (2) in respect of each week during the student's term.

(2) For the purposes of sub-paragraph (1), the amount shall be equal to—

- (a) the weekly amount of the payments; or
- (b) the amount by way of a personal allowance for a single claimant under 25 less the weekly amount of any award, bursary, scholarship, allowance or payment referred to in sub-paragraph (1)(b),

whichever is less.

<sup>1</sup>Words in para. 20(1) of Sch. 5 substituted by reg. 2(2)(d) of S.I. 2015/1857 as from 1.5.16.

**20.—(1)** <sup>1</sup>Where a claimant's family includes at least one child or young person, <sup>1</sup>£15 of any payment of maintenance, whether under a court order or not, which is made or due to be made by the claimant's spouse, civil partner, former spouse or former civil partner or the claimant's partner's spouse, civil partner, former spouse, or former civil partner.

*Para. 20(1) of Sch. 5 remains in force for transitional purposes only. See reg. 4 of S.I. 2015/1857 as from 1.5.16.*

20.—(1) Where a claimant's applicable amount includes an amount by way of a family premium, £15 of any payment of maintenance, whether under a court order or not, which is made or due to be made by the claimant's spouse, civil partner, former spouse or former civil partner or the claimant's partner's spouse, civil partner, former spouse, or former civil partner.

(2) For the purposes of sub-paragraph (1), where more than one maintenance payment falls to be taken into account in any week, all such payments shall be aggregated and treated as if they were a single payment.

- (a) 1962 c. 12, section 1 was amended by the Education Act 1996 (c. 56), Schedule 37, paragraph 4.
- (b) 1998 c. 30.
- (c) 1980 c. 44.
- (d) 1980 c. 44.



**21.** Except in a case which falls under paragraph 9 of Schedule 4, where the claimant is a person who satisfies ►<sup>1</sup>any of◄ the conditions of sub-paragraph (2) of that paragraph, any amount of working tax credit up to ►<sup>2</sup>£17.10.◄

**22.** Except in the case of income from capital specified in Part 2 of Schedule 6, any actual income from capital.

**23.** ►<sup>1</sup>◄

►<sup>3</sup>**24.** Where the total value of any capital specified in Part 2 (capital disregarded only for the purposes of determining deemed income) of Schedule 6 does not exceed £10,000, any income actually derived from such capital.◄

<sup>1</sup>Words inserted in para. 21 & para. 23 omitted by reg. 6(9)(f) & (g) of S.I. 2008/3157 as from 5.1.09.

<sup>2</sup>Amount in para. 21 of Sch. 5 remains unchanged by art. 18(10) of S.I. 2015/457. See art. 1(2)(g) to this S.I. for when to apply.

<sup>3</sup>Para. 24 of Sch. 5 substituted by reg. 6(2) of S.I. 2009/1676 as from 2.11.09.

## SCHEDULE 6

Regulation 44(2)

### Capital to be disregarded

## PART 1

### *Capital to be disregarded generally*

**1.** Any premises acquired for occupation by the claimant which he intends to occupy as his home within 26 weeks of the date of acquisition or such longer period as is reasonable in the circumstances to enable the claimant to obtain possession and commence occupation of the premises.

**2.** Any premises which the claimant intends to occupy as his home, and in respect of which he is taking steps to obtain possession and has sought legal advice, or has commenced legal proceedings, with a view to obtaining possession, for a period of 26 weeks from the date on which he first sought such advice or first commenced such proceedings whichever is the earlier, or such longer period as is reasonable in the circumstances to enable him to obtain possession and commence occupation of those premises.

**3.** Any premises which the claimant intends to occupy as his home to which essential repairs or alterations are required in order to render them fit for such occupation, for a period of 26 weeks from the date on which the claimant first takes steps to effect those repairs or alterations, or such longer period as is necessary to enable those repairs or alterations to be carried out.

**4.** Any premises occupied in whole or in part—

- (a) by a person who is a relative of the claimant or of his partner as his home ►<sup>4</sup>where that person has attained the qualifying age for state pension credit or is incapacitated◄;
- (b) by the former partner of the claimant as his home; but this provision shall not apply where the former partner is a person from whom the claimant is estranged or divorced or with whom he had formed a civil partnership that has been dissolved.

<sup>4</sup>Words substituted in para. 4(a) of Sch. 6 by reg. 31 of S.I. 2009/1488 as from 6.4.10.

**5.** Any future interest in property of any kind, other than land or premises in respect of which the claimant has granted a subsisting lease or tenancy, including sub-leases or sub-tenancies.

**6.** Where a claimant has ceased to occupy what was formerly the dwelling occupied as the home following his estrangement or divorce from his former partner or the dissolution of a civil partnership with his former partner, that dwelling for a period of 26 weeks from the date on which he ceased to occupy that dwelling or, where the dwelling is occupied as the home by the former partner who is a lone parent, for so long as it is so occupied.

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7. Any premises where the claimant is taking reasonable steps to dispose of the whole of his interest in those premises, for a period of 26 weeks from the date on which he first took such steps, or such longer period as is reasonable in the circumstances to enable him to dispose of those premises.

8. All personal possessions.

9. The assets of any business owned in whole or in part by the claimant and for the purposes of which he is engaged as a self-employed earner or, if he has ceased to be engaged, for such period as may be reasonable in the circumstances to allow for disposal of those assets.

10. The assets of any business owned in whole or in part by the claimant if—

- (a) he is not engaged as a self-employed earner in that business by reason of some disease or bodily or mental disablement; but
- (b) he intends to become engaged (or, as the case may be, re-engaged) as a self-employed earner in that business as soon as he recovers or is able to become engaged, or re-engaged, in that business,

for a period of 26 weeks from the date on which the claim for housing benefit is made or, if it is unreasonable to expect him to become engaged or re-engaged in that business within that period, for such longer period as is reasonable in the circumstances to enable him to become so engaged or re-engaged.

11. The surrender value of any policy of life insurance.

12. The value of any funeral plan contract; and for this purpose, “funeral plan contract” means a contract under which—

- (a) the claimant makes one or more payments to another person (“the provider”);
- (b) the provider undertakes to provide, or secure the provision of, a funeral in the United Kingdom for the claimant on his death; and
- (c) the sole purpose of the plan is to provide or secure the provision of a funeral for the claimant on his death.

13. Where an ex-gratia payment has been made by the Secretary of State on or after 1st February 2001 in consequence of the imprisonment or internment of—

- (a) the claimant;
- (b) the claimant’s partner;
- (c) the claimant’s deceased spouse or deceased civil partner; or
- (d) the claimant’s partner’s deceased spouse or deceased civil partner,

by the Japanese during the Second World War, an amount equal to that payment.

14.—(1) Subject to sub-paragraph (2), the amount of any trust payment made to a claimant or a claimant’s partner who is—

- (a) a diagnosed person;
- (b) a diagnosed person’s partner or was a diagnosed person’s partner at the time of the diagnosed person’s death;
- (c) a parent of a diagnosed person, a person acting in place of the diagnosed person’s parents or a person who was so acting at the date of the diagnosed person’s death.

(2) Where a trust payment is made to—

- (a) a person referred to in sub-paragraph (1)(a) or (b), that sub-paragraph shall apply for the period beginning on the date on which the trust payment is made and ending on the date on which that person dies;
- (b) a person referred to in sub-paragraph (1)(c), that sub-paragraph shall apply for the period beginning on the date on which the trust payment is made and ending two years after that date.

(3) Subject to sub-paragraph (4), the amount of any payment by a person to whom a trust payment has been made or of any payment out of the estate of a person to whom a trust payment has been made, which is made to a claimant or a claimant's partner who is—

- (a) the diagnosed person;
- (b) a diagnosed person's partner or was a diagnosed person's partner at the date of the diagnosed person's death; or
- (c) a parent of a diagnosed person, a person acting in place of the diagnosed person's parents or a person who was so acting at the date of the diagnosed person's death.

(4) Where a payment such as referred to in sub-paragraph (3) is made to—

- (a) a person referred to in sub-paragraph (3)(a) or (b), that sub-paragraph shall apply for the period beginning on the date on which the payment is made and ending on the date on which that person dies;
- (b) a person referred to in sub-paragraph (3)(c), that sub-paragraph shall apply for the period beginning on the date on which the payment is made and ending two years after that date.

(5) In this paragraph, a reference to a person—

- (a) being the diagnosed person's partner;
- (b) acting in place of the diagnosed person's parents,

at the date of the diagnosed person's death shall include a person who would have been such a person or a person who would have been so acting, but for the diagnosed person residing in a care home or an independent hospital.

(6) In this paragraph—

“diagnosed person” means a person who has been diagnosed as suffering from, or who, after his death, has been diagnosed as having suffered from, variant Creutzfeldt-Jakob disease;

“relevant trust” means a trust established out of funds provided by the Secretary of State in respect of persons who suffered, or who are suffering, from variant Creutzfeldt-Jakob disease for the benefit of persons eligible for payments in accordance with its provisions;

“trust payment” means a payment under a relevant trust.

**15.** The amount of any payment, other than a <sup>1</sup>war pension<sup>1</sup>, to compensate for the fact that the claimant, the claimant's partner, the claimant's deceased spouse or civil partner or the claimant's partner's deceased spouse or civil partner—

- (a) was a slave labourer or a forced labourer;
- (b) had suffered property loss or had suffered personal injury; or
- (c) was a parent of a child who had died,

during the Second World War.

**16.—**(1) Any payment made under—

- (a) the Macfarlane Trust, the Macfarlane (Special Payments) Trust, the Macfarlane (Special Payments) (No. 2) Trust, the Fund, the Eileen Trust<sup>2</sup>,

<sup>1</sup>Words substituted in para. 15 by reg. 6(10)(a) of S.I. 2008/3157 as from 5.1.09.

<sup>2</sup>Words inserted in para. 16(1)(a) of Sch. 6 by reg. 9(3)(d) of S.I. 2010/641 as from 5.4.10.

## Sch. 6

<sup>1</sup>Words in para. 16(1)(a) of Sch. 6 inserted by reg. 20(8) of S.I. 2011/2425 as from 30.10.11.

<sup>2</sup>Words in para. 16(1)(b) substituted by reg. 7(5)(b) of S.I. 2008/2767 as from 17.11.08.

<sup>3</sup>Words in para. 16(1)-(5) of Sch. 6 inserted by reg. 9(5)(c) of S.I. 2010/641 as from 1.4.10.

MFET Limited<sup>1</sup>, the Skipton Fund<sup>1</sup>, the Caxton Foundation<sup>1</sup> or the London Bombings Relief Charitable Fund (collectively referred to in this paragraph as “the Trusts”); or

(b) the Independent Living <sup>2</sup>Fund (2006)<sup>1</sup>

(2) Any payment by or on behalf of a person who is suffering or who suffered from haemophilia or who is or was a qualifying person, which derives from a payment made under <sup>3</sup>or by<sup>1</sup> any of the Trusts and which is made to or for the benefit of that person’s partner or former partner from whom he is not, or where that person has died was not, estranged or divorced or with whom he has formed a civil partnership that has not been dissolved or, where that person has died, had not been dissolved at the time of that person’s death.

(3) Any payment by or on behalf of the partner or former partner of a person who is suffering or who suffered from haemophilia or who is or was a qualifying person provided that the partner or former partner and that person are not, or if either of them has died were not, estranged or divorced or, where the partner or former partner and that person have formed a civil partnership, the civil partnership has not been dissolved or, if either of them has died, had not been dissolved at the time of the death, which derives from a payment made under <sup>3</sup>or by<sup>1</sup> any of the Trusts and which is made to or for the benefit of the person who is suffering from haemophilia or who is a qualifying person.

(4) Any payment by a person who is suffering from haemophilia or who is a qualifying person, which derives from a payment under <sup>3</sup>or by<sup>1</sup> any of the Trusts, where—

(a) that person has no partner or former partner from whom he is not estranged or divorced or with whom he has formed a civil partnership that has not been dissolved nor any child who is or had been a member of that person’s household; and

(b) the payment is made either—

(i) to that person’s parent or step-parent; or

(ii) where that person at the date of the payment is a child or a student who has not completed his full-time education and has no parent or step-parent, to any person standing in the place of his parent,

but only for a period from the date of the payment until the end of two years from that person’s death.

(5) Any payment out of the estate of a person who suffered from haemophilia or who was a qualifying person, which derives from a payment under <sup>3</sup>or by<sup>1</sup> any of the Trusts, where—

(a) that person at the date of his death (“the relevant date”) had no partner or former partner from whom he was not estranged or divorced or with whom he had formed a civil partnership that had not been dissolved, nor any child who was or had been a member of his household; and

(b) the payment is made either—

(i) to that person’s parent or step-parent; or

(ii) where that person at the relevant date was a child or a student who had not completed his full-time education and had no parent or step-parent, to any person standing in place of his parent,

but only for a period of two years from the relevant date.

(6) In the case of a person to whom or for whose benefit a payment referred to in this paragraph is made, any capital resource which derives from any payment of income or capital made under or deriving from any of the Trusts.

**17.—(1)** An amount equal to the amount of any payment made in consequence of any personal injury to the claimant or, if the claimant has a partner, to the partner.

(2) Where the whole or part of the payment is administered—

- ▶<sup>1</sup>(a) by the High Court or the County Court under Rule 21.11(1) of the Civil Procedure Rules 1998, or the Court of Protection, or on behalf of a person where the payment can only be disposed of by order or direction of any such court; ◀
- (b) in accordance with an order under Rule 36.14 of the Ordinary Cause Rules 1993(a) or under Rule 128 of those Rules; or
- (c) in accordance with the terms of a trust established for the benefit of the claimant or his partner,

<sup>1</sup>Para. 17(2)(a) substituted by reg. 16(4) of S.I. 2006/2378. See reg. 1 to this S.I. for relevant effective dates.

the whole of the amount so administered.

**18.** Any amount specified in paragraphs 19, 20▶<sup>2</sup>, 21 or 26B◀ for a period of one year beginning with the date of receipt.

<sup>2</sup>Words substituted in paras. 18 & 21(e) of Sch. 6 by reg. 6(10)(b) & (c) of S.I. 2008/3157 as from 5.1.09.

**19.** Amounts paid under a policy of insurance in connection with the loss of or damage to the property occupied by the claimant as his home and to his personal possessions.

**20.** So much of any amounts paid to the claimant or deposited in the claimant's name for the sole purpose of—

- (a) purchasing premises which the claimant intends to occupy as his home; or
- (b) effecting essential repairs or alterations to the premises occupied or intended to be occupied by the claimant as his home.

**21.—**(1) Subject to paragraph 22 any amount paid—

- (a) by way of arrears of benefit;
- (b) by way of compensation for the late payment of benefit;
- (c) in lieu of the payment of benefit;
- (d) to rectify, or compensate for, an official error, as defined for the purposes of paragraph 22, being an amount to which that paragraph does not apply;
- (e) by a local authority (including, in relation to England, a county council), or by the ▶<sup>2</sup>Welsh Ministers◀, to or on behalf of the claimant or his partner relating to a service which is provided to develop or sustain the capacity of the claimant or his partner to live independently in his accommodation.

▶<sup>3</sup>(f) by way of local welfare provision including arrears and payments in lieu of local welfare provision.◀

<sup>3</sup>Sub-para. (1)(f) inserted by reg. 8(4)(a) of S.I. 2013/443 as from 2.4.13.

(2) In sub-paragraph (1), “benefit” means—

- (a) attendance allowance under section 64 of the Act;
- (b) disability living allowance;

▶<sup>4</sup>(ba) personal independence payment;◀

▶<sup>5</sup>(bb) armed forces independence payment;◀

- (c) income support;
- (d) income-based jobseeker's allowance;
- (e) state pension credit;
- (f) housing benefit;
- (g) council tax benefit;
- (h) child tax credit;
- (i) an increase of a disablement pension under section 104 of the Act (increase where constant attendance is needed), and any further increase of such a pension under section 105 of the Act (increase for exceptionally severe disablement);
- (j) any amount included on account of the claimant's exceptionally severe disablement or need for constant attendance in a war disablement pension or a war widow's or widower's pension.

<sup>4</sup>Para. 21(2)(ba) inserted in Sch. 6 by para. 37(9) of Sch. to S.I. 2013/388 as from 8.4.13.

<sup>5</sup>Para. 21(2)(bb) inserted by para. 35(9) of Sch. to S.I. 2013/591 as from 8.4.13.

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(a) First Schedule to the Sheriff Courts (Scotland) Act 1907 (c. 51) as substituted in respect of causes commenced on or after 1 January 1994 by S.I. 1993/1956; the relevant amending Instrument is S.I. 1996/2167.

<sup>1</sup>Sub-paras. (k) & (l) inserted in para. 21 of Sch. 6 by reg. 2(17) of S.I. 2005/2502 as from 1.4.06.

\*See page 8.2901.

<sup>2</sup>Words omitted in para. 21(2)(k), sub-para. (m) inserted & para. 22(2)(e) added by reg. 41(a) & (b) of S.I. 2008/1082 as from 27.10.08.

<sup>3</sup>Words omitted & sub-para. (o) added by reg. 36(8) of S.I. 2013/630 as from 29.4.13.

<sup>4</sup>Sub-para. (n) added by reg. 8(4)(iii) of S.I. 2013/443 as from 2.4.13.

<sup>5</sup>Words in para. 22(2)(c) substituted by reg. 4(9) of S.I. 2008/1042 as from 19.5.08.

<sup>6</sup>Para. 22(2)(f) inserted by reg. 12(6) of 2013/2536 as from 29.10.13.

<sup>7</sup>Words in para. 22(4)(a) revoked by Sch. 1 of S.I. 2013/458 as from 1.4.13.

- ▶<sup>1</sup>(k) any discretionary housing payment paid pursuant to regulation 2(1) of the Discretionary Financial Assistance Regulations 2001(a); ▶<sup>2</sup>◀
  - (l) working tax credit.◀
  - ▶<sup>3</sup>◀
  - (m) income-related employment and support allowance.◀
  - ▶<sup>4</sup>(n) social fund payments◀▶<sup>3</sup>; or
  - (o) universal credit.◀

**22.—**(1) Subject to sub-paragraph (3), any payment of £5,000 or more which has been made to rectify, or to compensate for, an official error relating to a relevant benefit and has been received by the claimant in full on or after the day on which he became entitled to benefit under these Regulations or the Housing Benefit Regulations 2006.

(2) Subject to sub-paragraph (3), the total amount of any payments disregarded under—

- (a) paragraph 7(2) of Schedule 10 to the Income Support Regulations(b);
- (b) paragraph 12(2) of Schedule 8 to the Jobseeker's Allowance Regulations(c);
- (c) paragraph 9(2) of ▶<sup>5</sup>Schedule 6◀ to the Housing Benefit Regulations 2006;
- (d) paragraph 20A of Schedule 5 to the State Pension Credit Regulations 2002(d),
- ▶<sup>2</sup>(e) paragraph 11(2) of Schedule 9 to the Employment and Support Allowance Regulations,◀
- ▶<sup>6</sup>(f) paragraph 18 of Schedule 10 to the Universal Credit Regulations 2013;◀

where the award in respect of which the payments last fell to be disregarded under those Regulations either terminated immediately before the relevant date or is still in existence at that date.

(3) Any disregard which applies under sub-paragraph (1) or (2) shall have effect until the award comes to an end.

(4) In this paragraph—

“the award”, except in sub-paragraph (2), means—

- (a) the award of benefit under these Regulations during which the relevant sum or, where it is paid in more than one instalment, the first instalment of that sum is received; and
- (b) where that award is followed by one or more further awards which, or each of which, begins immediately after the previous award ends, such further awards until the end of the last such award, provided that, for such further awards, the claimant—
  - (i) is the person who received the relevant sum;
  - (ii) is the partner of that person; or
  - (iii) was the partner of that person at the date of his death;

“official error”—

- (a) where the error relates to housing benefit ▶<sup>7</sup>◀, has the meaning given by regulation 1(2) of the Decisions and Appeals Regulations(e);
- (b) where the error relates to any other relevant benefit, has the meaning given by regulation 1(3) of the Social Security and Child Support (Decisions and Appeals) Regulations 1999(f);

“the relevant date” means—

- (a) in the case of an existing award of benefit under these Regulations or the Housing Benefit Regulations 2006, 6th October 2003; and

(a) S.I. 2001/1167.

(b) Paragraph 7(2) was inserted by S.I. 2002/2380.

(c) Paragraph 12(2) was inserted by S.I. 2002/2380.

(d) S.I. 2002/1792. Paragraph 20A was inserted by S.I. 2002/3197, and substituted by S.I. 2003/2274.

(e) S.I. 2001/1002. Regulation 1(2) was amended by S.I. 2002/1379 and 2002/1703.

(f) S.I. 1999/991. Regulation 1(3) was amended by S.I. 2002/1379.

(b) in any other case, the date on which the claim for benefit under these Regulations or the Housing Benefit Regulations 2006 was made; “relevant benefit” means any benefit specified in paragraph 21(2); and “the relevant sum” means the payment referred to in sub-paragraph (1) or the total amount referred to in sub-paragraph (2).

**23.** Where a capital asset is held in a currency other than Sterling, any banking charge or commission payable in converting that capital into Sterling.

**24.** The value of the right to receive income from an occupational pension scheme or a personal pension scheme.

**25.** ▶<sup>1</sup>◀

**26.** The dwelling occupied as the home; but only one dwelling shall be disregarded under this paragraph.

▶<sup>2</sup>**26A.** Where a person elects to be entitled to a lump sum under Schedule 5 or 5A to the Contributions and Benefits Act or under Schedule 1 to the Graduated Retirement Benefit Regulations, or is treated as having made such an election, and a payment has been made pursuant to that election, an amount equal to—

- (a) except where sub-paragraph (b) applies, the amount of any payment or payments made on account of that lump sum;
- (b) the amount of that lump sum,

but only for so long as that person does not change that election in favour of an increase of pension or benefit.◀

▶<sup>3</sup>**26AA.** Where a person chooses a lump sum under section 8(2) of the Pensions Act 2014 or in accordance with Regulations made under section 10 of the Act which include provision corresponding or similar to section 8(2) of that Act, or fails to make a choice, and a lump sum payment has been made, an amount equal to—

- (a) except where sub-paragraph (b) applies, the amount of any payment or payments made on account of that lump sum;
- (b) the amount of that lump sum,

but only for so long as that person does not alter that choice in favour of an increase of pension.◀

▶<sup>4</sup>**26B.** Any arrears of supplementary pension which is disregarded under paragraph 4 of Schedule 5 (amounts to be disregarded in the calculation of income other than earnings) or of any amount which is disregarded under paragraph 5 or 6 of that Schedule.◀

▶<sup>5</sup>**26C.** Any payment made under Part 8A of the Act (entitlement to health in pregnancy grant).◀

▶<sup>6</sup>**26D.** Any payments made by virtue of regulations made under—

- (a) section 57 of the Health and Social Care Act 2001 (direct payments)(a)
- (b) section 12B of the Social Work (Scotland) Act 1968 (direct payments in respect of community care services)(b); or
- (c) sections 12A to 12C of the National Health Services Act 2006 (direct payments for health care)(c).◀

<sup>1</sup>Para. 25 of Sch. 6 omitted by reg. 5(6) of S.I. 2007/1749 as from 16.7.07.

<sup>2</sup>Para. 26A inserted in Sch. 6 by reg. 11(4) of S.I. 2005/2677 as from 6.4.06. \*See page 8.2901.

<sup>3</sup>Para. 26AA inserted by art. 29(5) of S.I. 2015/1985 as from 6.4.16.

<sup>4</sup>Para. 26B inserted by reg. 6(10)(d) of S.I. 2008/3157 as from 5.1.09.

<sup>5</sup>Para. 26C inserted into Sch. 6 by reg. 7(8) of S.I. 2009/583. See reg. 1 to this S.I. for when to apply.

<sup>6</sup>Para. 26D inserted in Part 1 of Sch. 6 by reg. 20(11) of S.I. 2011/2425 as from 30.10.11.

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(a) 2001 c. 15; section 57 was amended by the Health and Social Care Act 2008 (c. 14), section 146(1) to (7). In relation to Wales it was amended by the Social Care Charges (Wales) Measure 2010 (2010 nawm 2), section 16.

(b) 1968 c. 49; section 12B was inserted by the Community Care (Direct Payments) Act 1996 (c. 30), section 4; it was amended by the Regulation of Care (Scotland) Act 2001 (202 asp. 8), section 70; the Community Care and Health (Scotland) Act 2002 (2002 asp. 5), section 7 and Schedule 2, paragraph 1(2); and the Adult Support and Protection (Scotland) Act 2007 (2007 asp. 10), section 63.

(c) 2006 c. 41; sections 12A to 12C were inserted by the Health Act 2009 (c. 21), section 11.

**HOUSING BENEFIT (PERSONS WHO HAVE ATTAINED THE QUALIFYING AGE FOR STATE PENSION CREDIT) REGULATIONS 2006**

►<sup>1</sup>**26F.** Any payments to a claimant made under section 49 of the Children and Families Act 2014 (personal budgets and direct payments);◄

<sup>1</sup>Para. 26F inserted in Sch. 6 by art. 21 to S.I. 2014/2103 as from 1.9.14.

**PART 2**

*Capital disregarded only for the purposes of determining deemed income*

**27.** The value of the right to receive any income under a life interest or from a life rent.

**28.** The value of the right to receive any rent except where the claimant has a reversionary interest in the property in respect of which rent is due.

**29.** The value of the right to receive any income under an annuity or the surrender value (if any) of such an annuity.

**30.** Where property is held under a trust, other than—

(a) a charitable trust within the meaning of the Charities Act 1993(a); or

(b) a trust set up with any payment to which paragraph 16 of this Schedule applies,

and under the terms of the trust, payments fall to be made, or the trustees have a discretion to make payments, to or for the benefit of the claimant or the claimant's partner, or both, that property.

►<sup>2</sup>◄

**SCHEDULE 8**

Regulation 71

Matters to be included in decision notice

<sup>2</sup>Sch. 7 omitted by reg. 6(4)(d) of S.I. 2008/959 as from 6.10.08.

**PART 1**

*General*

**1.** The statement of matters to be included in any decision notice issued by a relevant authority to a person, and referred to in regulation 71 (notification of decisions) and in regulation 10 of the Decisions and Appeals Regulations are those matters set out in the following provisions of this Schedule.

**2.** Every decision notice shall include a statement as to the right of any person affected by that decision to request a written statement under regulation 71(2) (requests for statement of reasons) and the manner and time in which to do so.

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(a) 1993 c. 10.



3. Every decision notice shall include a statement as to the right of any person affected by that decision to make an application for a revision in accordance with regulation 4(1)(a) of the Decisions and Appeals Regulations<sup>(a)</sup> and, where appropriate, to appeal against that decision and the manner and time in which to do so.

4. Every decision notice following an application for a revision in accordance with regulation 4(1)(a) of the Decisions and Appeals Regulations shall include a statement as to whether the original decision in respect of which the person made his representations has been confirmed or revised and where the relevant authority has not revised the decision the reasons why not.

5. Every decision notice following an application for a revision in accordance with regulation 4(1)(a) of the Decisions and Appeals Regulations shall, if the original decision has been revised, include a statement as to the right of any person affected by that decision to apply for a revision in accordance with regulation 4(1)(a) of those Regulations and the manner and time in which to do so.

6. An authority may include in the decision notice any other matters not prescribed by this Schedule which it sees fit, whether expressly or by reference to some other document available without charge to the person.

7. Parts 2, 3 and 6 of this Schedule shall apply only to the decision notice given on a claim.

8. Where a decision notice is given following a revision of an earlier decision—
- (a) made of the authority's own motion which results in a revision of that earlier decision; or
  - (b) made following an application for a revision in accordance with regulation 4(1)(a) of the Decisions and Appeals Regulations, whether or not resulting in a revision of that earlier decision,

that notice shall, subject to paragraph 6, contain a statement only as to all the matters revised.

## PART 2

### Awards where state pension credit is payable

9.—(1) Where a person on state pension credit <sup>1</sup>or an extended payment (qualifying contributory benefits) <sup>2</sup>is awarded housing benefit, the decision notice shall include a statement as to—

- (a) his weekly eligible rent, if any; and
- (b) the amount and an explanation of any deduction made under paragraph 6(2) or (3) of Schedule 1 (fuel deductions), if any, and that the deduction may be varied if he provides to the authority evidence on which it may estimate the actual or approximate amount of that service charge; and
- (c) the amount of and the category of non-dependant deductions made under regulation 55 (non-dependant deductions), if any; and
- (d) the normal weekly amount of rent allowance, or rent rebate as the case may be, to which he is entitled; and
- (e) in the case of a rent allowance and a <sup>2</sup>rent rebate <sup>3</sup>paid as if it were a rent allowance, the day of payment, and the period in respect of which payment of that allowance is to be made; and
- (f) the first day of entitlement to an allowance or rebate; and
- (g) his duty to notify any change of circumstances which might affect his entitlement to, or the amount of, housing benefit and (without prejudice to

<sup>1</sup>Words inserted in para. 9 by reg. 6(5)(a) of S.I. 2008/959 as from 6.10.08.

<sup>2</sup>Words in para. 9(1)(e) substituted by reg. 4(10) of S.I. 2008/1042 as from 19.5.08.

(a) Regulation 4(1)(a) was amended by S.I. 2002/1379.

the extent of the duty owed under regulation 69 (duty to notify changes of circumstances)) the kind of change of circumstances which is to be notified, either upon the notice or by reference to some other document available to him on application and without charge.

(2) In a case where a person on state pension credit has entitlement only to the savings credit, the following additional matters shall also be set out—

- (a) the applicable amount and the basis of calculation;
- (b) the amount of the savings credit <sup>1</sup> taken into account;
- (c) the amount of the person's income and capital as notified to the local authority by the Secretary of State and taken into account for the purposes of the housing benefit assessment;
- (d) any modification of the claimant's income or capital made in accordance with regulation 27 (calculation of claimant's income in savings credit only cases); and
- (e) the amount of the claimant's capital if paragraph (7) of regulation 27 applies in his case.

<sup>1</sup>Words omitted from para. 9(2)(b) by reg. 2(18) of S.I. 2005/2502 as from 1.4.06.  
\*See page 8.2901.

<sup>2</sup>Sub-para. (3) added to para. 9 by reg. 6(5)(b) of S.I. 2008/959 as from 6.10.08.

<sup>2</sup>(3) Where a claimant is entitled to an extended payment (qualifying contributory benefits) in accordance with regulation 53, the decision notice shall include a statement as to the matters set out in paragraph 9(1).<sup>4</sup>

## PART 3

Awards where no state pension credit is payable

**10.** Where a person is not on state pension credit but is awarded housing benefit, the decision notice shall include a statement as to—

- (a) the matters set out in paragraph 9; and
- (b) his applicable amount and how it is calculated; and
- (c) his weekly earnings; and
- (d) his weekly income other than earnings.

## PART 4

Awards where direct payments made to landlords

**11.** Where a decision has been made under regulation 76 or 77 (circumstances in which payment is to be made, or may be made, direct to a landlord), the decision notice shall include a statement—

- (a) as to the amount of housing benefit which is to be paid direct to the landlord and the date from which it is to be paid; and
- (b) informing the landlord of the duty imposed upon him to notify the local authority of—
  - (i) any change in circumstances which might affect the claimant's entitlement to housing benefit, or the amount of housing benefit payable in his case; and
  - (ii) the kind of change of circumstances which is to be notified, and the notice shall be sent both to the claimant and to the landlord; and
- (c) informing both landlords and claimants that where a payment of housing benefit is recoverable from a landlord and the recovery is made from housing benefit payable to the landlord to discharge (in whole or in part) an obligation

owed to him by a claimant, then, in a case where that claimant is not the person on whose behalf the recoverable amount was paid, that obligation shall nonetheless be taken to be discharged by the amount so recovered.

**12.** In this Schedule, “landlord” has the same meaning as in regulation 76.

## PART 5

Notice where income of non-dependant is treated as claimant’s

**13.** Where an authority makes a decision under regulation 24 (circumstances in which income of non-dependant is to be treated as claimant’s) the decision notice shall contain a statement as to—

- (a) the fact that a decision has been made by reference to the income and capital of the claimant’s non-dependant; and
- (b) the relevant authority’s reasons for making that decision.

## PART 6

Notice where no award is made

**14.** Where a person is not awarded housing benefit

- (a) either on grounds of income or because the amount of any housing benefit is less than the minimum housing benefit prescribed by regulation 56, the decision notice shall include a statement as to—
  - (i) the matters set out in paragraphs 9(1)(a) to (c), and in a case where the amount of entitlement is less than the minimum amount of housing benefit prescribed, paragraph 9(1)(d) also; and
  - (ii) the matters set out in paragraphs 10(b) to (d) where the person is not on <sup>1</sup>state pension credit<sup>2</sup>; and
  - (iii) where the amount of entitlement is less than the minimum amount of housing benefit prescribed, that fact and that such entitlement is not payable;
- (b) for any reason other than one mentioned in sub-paragraph (a), the decision notice shall include a statement as to the reason why no award has been made.

<sup>1</sup>Words substituted in Sch. 8 para. 14(a)(ii) by reg. 7(7) of S.I. 2008/2767 as from 6.4.09.

## PART 7

Notice where recoverable overpayment

**15.—(1)** Where the appropriate authority makes a decision that there is a recoverable overpayment within the meaning of regulation 81 (recoverable overpayments), the decision notice shall include a statement as to—

- (a) the fact that there is a recoverable overpayment; and
- (b) the reason why there is a recoverable overpayment; and
- (c) the amount of the recoverable overpayment; and
- (d) how the amount of the recoverable overpayment was calculated; and
- (e) the benefit weeks to which the recoverable overpayment relates; and
- (f) where recovery of the recoverable overpayment is to be made by deduction

from a rent allowance or rebate, as the case may be, that fact and the amount of the deduction.

- (2) In a case where it is—
- (a) determined that there is a recoverable overpayment;
  - (b) determined that that overpayment is recoverable from a landlord; and
  - (c) decided that recovery of that overpayment is to be made by deduction from a rent allowance paid to that landlord to discharge (in whole or in part) an obligation owed to him by a claimant (“claimant A”), not being the claimant on whose behalf the recoverable amount was paid,

the decision notice sent to that landlord shall identify both—

- (i) the person on whose behalf the recoverable amount was paid to that landlord; and
- (ii) claimant A.

<sup>1</sup>Sch. 9 substituted by reg. 20(1) of S.I. 2007/2869. See reg. 1 to this S.I. for when to apply.

## ►<sup>1</sup>SCHEDULE 9

Regulation 103

### Former pathfinder authorities

## PART 1

### Former pathfinder authorities

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*Former pathfinder authorities*

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Argyll and Bute  
Blackpool  
Brighton and Hove  
Conwy  
Coventry  
East Riding of Yorkshire  
Edinburgh  
Guildford  
Leeds  
Lewisham  
North East Lincolnshire  
Norwich  
Pembrokeshire  
St Helens  
Salford  
South Norfolk  
Teignbridge  
Wandsworth

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## PART 2

### Application of the Regulations

1. These Regulations shall apply to former pathfinder authorities subject to the provisions of this Part of this Schedule.

#### Amendment of regulation 2

2. In regulation 2(1) (interpretation)–
- (a) in the definition of “eligible rent”, in sub-paragraph (a) for “or 12D (eligible rent and maximum rent (LHA))” substitute “, 12D (eligible rent and maximum rent (LHA)) or any of regulations 12E to 12K (transitional protection for pathfinder cases)”;
  - (b) after the definition of “maximum rent (LHA)” insert–  
““maximum rent (standard local rent)” means a maximum rent (standard local rate) determined in accordance with regulation 13A;”.

#### Amendment of regulation 11

3. In regulation 11(1)(a) (eligible housing costs)–
- (a) in paragraph (c) omit “or”; and
  - (b) after sub-paragraph (d) insert–  
“; or
  - (e) any of regulations 12E to 12K (transitional protection for pathfinder cases), and regulations 13C (when a maximum rent (LHA) is to be determined) and 13D (determination of a maximum rent (LHA))”.

#### Amendment of regulation 12B

4. In regulation 12B(1)(b) (eligible rent) for “or 12D (eligible rent and maximum rent (LHA))” substitute “, 12D (eligible rent and maximum rent (LHA)) or any of regulations 12E to 12K (transitional protection for pathfinder cases)”.

#### Amendment of regulation 12D

5. In regulation 12D(c) (eligible rent and maximum rent (LHA)) before paragraph (1) insert–  
“(A1) This regulation shall not apply where any of regulations 12E to 12K (transitional protection for pathfinder cases) apply.”

#### Insertion of regulations 12E to 12K

6. After regulation 12D (eligible rent and maximum rent (LHA)) insert–  
“Basic transitional protection for pathfinder cases
- 12E.**—(1) This regulation applies where–
- (a) reference was made to a maximum rent (standard local rate) in determining the amount of the eligible rent which applied immediately before 7th April 2008;
  - (b) on 7th April 2008 the local authority determines a maximum rent (LHA) by virtue of regulation 13C(4A)(a)(d); and

- 
- (a) Regulation 11(1) is substituted by regulation 4(3)(a) of these Regulations.
  - (b) Regulation 12B is inserted by regulation 5 of these Regulations.
  - (c) Regulation 12D is inserted by regulation 5 of these Regulations.
  - (d) Regulation 13C is inserted by regulation 7 of these Regulations. Paragraph (4A) is inserted into regulation 13C by paragraph 7 of Schedule 9 to the Housing Benefit (Persons who have attained the qualifying ages for state pension credit) Regulations 2006 as inserted by regulation 20 of these Regulations.

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- (c) regulations 12F (cases where the claimant enjoyed protection on death before 7th April 2008) and 12G (cases where the claimant enjoyed 13 week protection before 7th April 2008) do not apply.
- (2) Where this regulation applies, the claimant's eligible rent is—
- (a) the maximum rent (LHA) where that is higher than the eligible rent which applied immediately before 7th April 2008; or
  - (b) the amount of the eligible rent which applied immediately before 7th April 2008.
- (3) Where the eligible rent is the amount of the eligible rent which applied immediately before 7th April 2008, it will continue to apply until, on or after 7th April 2008, the first of the following events occurs—
- (a) the relevant authority is required to determine a maximum rent (LHA) by virtue of regulation 13C(2)(d)(i) (change of category of dwelling) because the claimant has become entitled to a larger category of dwelling and the maximum rent (LHA) is higher than that eligible rent;
  - (b) the relevant authority is required to determine a maximum rent (LHA) by virtue of regulation 13C(2)(d)(i) (change of category of dwelling) because the claimant has become entitled to a smaller category of dwelling;
  - (c) the relevant authority is required to determine an eligible rent following a change of dwelling;
  - (d) the relevant authority is required to determine an eligible rent in accordance with regulation 12H (cases where a death occurs in the first year on or after 7th April 2008) following the death of a linked person;
  - (e) the relevant authority determines a maximum rent (LHA) on 7th April 2009 by virtue of regulation 13C(4A)(b).
- (4) Where the eligible rent is the maximum rent (LHA), it shall be treated as if it had been determined in accordance with regulation 12D(2)(a) (eligible rent is maximum rent (LHA)) and shall apply according to the provisions of regulation 12D (eligible rent and maximum rent (LHA)).

**Cases where the claimant enjoyed protection on death before 7th April 2008**

- 12F.**—(1) This regulation applies where—
- (a) immediately before 7th April 2008 the claimant enjoyed protection on death in accordance with regulation 12A(4)(a)(ii) (pathfinder protection on death based on reckonable rent); and
  - (b) on 7th April 2008 the local authority determines a maximum rent (LHA) by virtue of regulation 13C(4A)(a).
- (2) Where this regulation applies, the claimant's eligible rent is—
- (a) the maximum rent (LHA) where that is higher than the eligible rent which applied immediately before 7th April 2008; or
  - (b) the amount of the eligible rent which applied immediately before 7th April 2008.
- (3) Where the eligible rent is the amount of the eligible rent which applied immediately before 7th April 2008, it will continue to apply until, on or after 7th April 2008, the first of the following events occurs—
- (a) the end of 12 months after the death to which the protection relates;
  - (b) the relevant authority is required to determine a maximum rent (LHA) by virtue of regulation 13C(2)(d)(i) (change of category of dwelling) and it is higher than that eligible rent;
  - (c) the relevant authority is required to determine an eligible rent following a change of dwelling;

- (d) the relevant authority is required to determine an eligible rent in accordance with regulation 12H (cases where a death occurs in the first year on or after 7th April 2008) following the death of a linked person;

(4) Where the eligible rent ceases to apply because of paragraph (3)(a), the eligible rent will be the maximum rent (LHA) which would have applied but for the transitional protection.

(5) Where the eligible rent is the maximum rent (LHA), it shall be treated as if it had been determined in accordance with regulation 12D(2)(a) (eligible rent is maximum rent (LHA)) and shall apply according to the provisions of regulation 12D (eligible rent and maximum rent (LHA)).

**Cases where the claimant enjoyed 13 week protection before 7th April 2008**

**12G.**—(1) This regulation applies where—

- (a) immediately before 7th April 2008 the claimant enjoyed 13 week protection in accordance with regulation 12A(6)(a) (local housing allowance pathfinder 13 week protection); and
- (b) on 7th April 2008 the local authority determines a maximum rent (LHA) by virtue of regulation 13C(4A)(a).

(2) Where this regulation applies, the claimant's eligible rent is—

- (a) the maximum rent (LHA) where that is higher than the eligible rent which applied immediately before 7th April 2008; or
- (b) the amount of the eligible rent which applied immediately before 7th April 2008.

(3) Where the eligible rent is the amount of the eligible rent which applied immediately before 7th April 2008, it will continue to apply until, on or after 7th April 2008, the first of the following events occurs—

- (a) the end of the day when the protection expires, namely 13 weeks after the date of the claim;
- (b) the relevant authority is required to determine a maximum rent (LHA) by virtue of regulation 13C(2)(d)(i) (change of category of dwelling) and it is higher than that eligible rent;
- (c) the relevant authority is required to determine an eligible rent following a change of dwelling;
- (d) the relevant authority is required to determine an eligible rent in accordance with regulation 12H (cases where a death occurs in the first year on or after 7th April 2008) following the death of a linked person.

(4) Where the eligible rent ceases to apply because of paragraph (3)(a), the eligible rent will be the maximum rent (LHA) which would have applied but for the transitional protection.

(5) Where the eligible rent is the maximum rent (LHA), it shall be treated as if it had been determined in accordance with regulation 12D(2)(a) (eligible rent is maximum rent (LHA)) and shall apply according to the provisions of regulation 12D (eligible rent and maximum rent (LHA)).

**Cases where a death occurs in the first year on or after 7th April 2008**

**12H.**—(1) This regulation applies where—

- (a) the eligible rent is that specified in regulation 12E(2)(b) (basic transitional protection for pathfinder cases), 12F(2)(b) (transitional protection where the claimant enjoyed protection on death before 7th April 2008), 12G(2)(b) (transitional protection where the claimant enjoyed 13 week protection before 7th April 2008) or paragraph (2)(b) of this regulation;

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- (b) a linked person dies on or after 7th April 2008 and before 7th April 2009;
  - (c) the claimant occupies the same dwelling as the linked person at the date of death; and
  - (d) the relevant authority determines a maximum rent (LHA) by virtue of regulation 13C(2)(d)(i) or (ii) (change of category of dwelling or death of a linked person).
- (2) Where this regulation applies, the claimant's eligible rent is—
- (a) the maximum rent (LHA) where that is higher than the eligible rent which applied immediately before the date of the death; or
  - (b) the amount of the eligible rent which applied immediately before the date of the death.
- (3) Where the eligible rent is the amount of the eligible rent which applied immediately before the date of death, it will continue to apply until, on or after the date of the death, the first of the following events occurs—
- (a) the end of 12 months from the date of the death;
  - (b) the relevant authority is required to determine a maximum rent (LHA) by virtue of regulation 13C(2)(d)(i) (change of category of dwelling) and it is higher than that eligible rent;
  - (c) the relevant authority is required to determine an eligible rent following a change of dwelling;
  - (d) the relevant authority is required to determine an eligible rent in accordance with this regulation following the death of another linked person.
- (4) Where the eligible rent is the maximum rent (LHA), it shall be treated as if it had been determined in accordance with regulation 12D(2)(a) (eligible rent is maximum rent (LHA)) and shall apply according to the provisions of regulation 12D (eligible rent and maximum rent (LHA)).
- (5) For the purposes of paragraph (1)(c), a claimant shall be treated as occupying the dwelling if regulation 7(13) is satisfied and for that purpose paragraph (13) of regulation 7 shall have effect as if sub-paragraph (b) were omitted.

**Basic transitional protection in the second year and subsequent years after 7th April 2008**

- 12I.**—(1) This regulation applies where—
- (a) immediately before 7th April 2009 the claimant was enjoying basic transitional protection under regulation 12E; and
  - (b) the local authority determines a maximum rent (LHA) by virtue of 13C(4A)(b) on 7th April 2009.
- (2) Where this regulation applies, the claimant's eligible rent is—
- (a) the maximum rent (LHA) where it is higher than the eligible rent applying immediately before 7th April 2008; or
  - (b) in any other case, the lower of—
    - (i) the amount of the eligible rent applying immediately before 7th April 2008; or
    - (ii) the amount of the cap rent by reference to which the maximum rent (LHA) was determined, ►<sup>1</sup>◄.
- (3) Where the claimant's eligible rent is determined in accordance with paragraph (2)(b), it continues to apply until, on or after 7th April 2009, the first of the following events occurs—
- (a) the relevant authority is required to determine a maximum rent (LHA) by virtue of regulation 13C(2)(d)(i) (change of category of dwelling) because

<sup>1</sup>Words in reg. 12I(2)(b) (ii) omitted by reg. 3(11) of S.I. 2010/2835 as from 1.4.11.



the claimant has become entitled to a larger category of dwelling or 13C(3) (anniversary of the LHA date) and the maximum rent (LHA) is higher than that eligible rent;

- (b) the relevant authority is required to determine a maximum rent (LHA) by virtue of regulation 13C(2)(d)(i) (change of category of dwelling) because the claimant has become entitled to a smaller category of dwelling;
- (c) the relevant authority is required to determine an eligible rent following a change of dwelling;
- (d) the relevant authority is required to determine an eligible rent in accordance with regulation 12K (protection on death in the second and subsequent years after 7th April 2008) following the death of a linked person.

(4) Where the eligible rent is the maximum rent (LHA), it shall be treated as if it had been determined in accordance with regulation 12D(2)(a) (eligible rent is maximum rent (LHA)) and shall apply according to the provisions of regulation 12D (eligible rent and maximum rent (LHA)).

**Transitional protection in the second year after 7th April 2008 where the claimant is already enjoying protection on death**

**12J.**—(1) This regulation applies where—

- (a) immediately before 7th April 2009 the claimant was enjoying transitional protection on death under regulation 12H (cases where a death occurs in the first year on or after 7th April 2008); and
- (b) the local authority determines a maximum rent (LHA) by virtue of regulation 13C(4A)(b) on 7th April 2009.

(2) Where this regulation applies, the claimant's eligible rent is—

- (a) the maximum rent (LHA) where that is higher than the eligible rent which applied immediately before the date of the death to which the protection relates; or
- (b) the amount of the eligible rent which applied immediately before the date of the death.

(3) Where the eligible rent which applies is the one that applied immediately before the date of the death, it continues to apply until, on or after the date of the death, the first of the following events occurs—

- (a) the end of 12 months after the date of the death to which the protection relates;
- (b) the relevant authority is required to determine a maximum rent (LHA) by virtue of regulation 13C(2)(d)(i) (change of category of dwelling) and it is higher than that eligible rent;
- (c) the relevant authority is required to determine an eligible rent following a change of dwelling;
- (d) the relevant authority is required to determine an eligible rent in accordance with regulation 12K (protection on death in the second and subsequent years after 7th April 2008) following the death of a linked person.

(4) Where the eligible rent ceases to apply because of paragraph (3)(a) the eligible rent is the one that would have applied if the relevant authority not determined an eligible rent in accordance with regulation 12H(2)(b) (transitional protection where a death occurs in the first year on or after 7th April 2008).

(5) Where the eligible rent is the maximum rent (LHA), it shall be treated as if it had been determined in accordance with regulation 12D(2)(a) (eligible rent is maximum rent (LHA)) and shall apply according to the provisions of regulation 12D (eligible rent and maximum rent (LHA)).

**Protection on death in the second and subsequent years after 7th April 2008**

- 12K.**—(1) This regulation applies where—
- (a) the claimant’s eligible rent is that specified in regulation 12I(2)(b) (basic transitional protection in the second and subsequent years after 7th April 2008), 12J(2)(b) (transitional protection in the second year after 7th April 2008 where the claimant is already enjoying protection on death) or paragraph (2)(b) of this regulation; and
  - (b) a linked person dies on or after 7th April 2009;
  - (c) the claimant occupies the same dwelling as the linked person at the date of death; and
  - (d) the relevant authority determines a maximum rent (LHA) by virtue of regulation 13C(2)(d)(i) or (ii) (change of category of dwelling or death of a linked person).
- (2) Where this regulation applies, the claimant’s eligible rent is—
- (a) the maximum rent (LHA) where that is higher than the eligible rent which applied immediately before the date of the death; or
  - (b) the amount of eligible rent which applied immediately before the death.
- (3) Where the eligible rent which applies is the one that applied immediately before the date of the death, it will continue to apply until, on or after the date of the death, the first of the following events occurs—
- (a) the end of 12 months from the date of the death;
  - (b) the relevant authority is required to determine a maximum rent (LHA) by virtue of regulation 13C(2)(d)(i) or (3) (change of category of dwelling or anniversary of the LHA date) and it is higher than that eligible rent;
  - (c) the relevant authority is required to determine an eligible rent following a change of dwelling;
  - (d) the relevant authority is required to determine an eligible rent in accordance with this regulation following the death of another linked person.
- (4) Where the eligible rent ceases to apply because of paragraph (3)(a) the eligible rent is the one that would have applied but had the relevant authority not determined an eligible rent in accordance with this regulation.
- (5) Where the eligible rent is the maximum rent (LHA), it shall be treated as if it had been determined in accordance with regulation 12D(2)(a) (eligible rent is maximum rent (LHA)) and shall apply according to the provisions of regulation 12D (eligible rent and maximum rent (LHA)).
- (6) For the purposes of paragraph (1)(c), a claimant shall be treated as occupying the dwelling if regulation 7(13) is satisfied and for that purpose paragraph (13) of regulation 7 shall have effect as if sub-paragraph (b) were omitted.”

**Amendment of regulation 13C**

- 7.** In regulation 13C(a) (when a maximum rent (LHA) is to be determined)—
- (a) in paragraph (1) for “paragraphs (2) or (3)” substitute “paragraphs (2), (3) or (4A)”;
  - (b) in paragraph (3) after “LHA date” insert “except where paragraph (4A)(b) applies”;
  - (c) after paragraph (4) insert—  
“(4A) This paragraph applies where it is—

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(a) Regulation 13C is inserted by regulation 7 of these Regulations.

- (a) 7th April 2008 and reference was made to a maximum rent (standard local rate) in determining the amount of the eligible rent which applied immediately before 7th April 2008; or
- (b) 7th April 2009 and the eligible rent which applies on that date was determined in accordance with regulation 12E(2)(b) (basic transitional protection for pathfinder cases) or 12H(2)(b) (transitional protection where a death occurs in the first year on or after 7th April 2008)."

**Amendment of regulation 13D**

**8.** In regulation 13D(12)(a) (determination of a maximum rent (LHA)) in the definition of "relevant date" after sub-paragraph (c) insert—

- "(d) 7th April 2008;
- (e) 7th April 2009."◀

*These paragraphs continue to be reproduced as they remain in force in certain cases. See reg. 1 of S.I. 2007/2869 at page 8.3761 for details.*

SCHEDULE 9 Regulation 103

Pathfinder authorities

PART 1

Commencement date in relation to each pathfinder authority

Pathfinder authority	Commencement date
Argyll and Bute	30th May 2005
Blackpool	17th November 2003
Brighton and Hove	2nd February 2004
Conwy	9th February 2004
Coventry	12th January 2004
East Riding of Yorkshire	18th April 2005
Edinburgh	9th February 2004
Guildford	4th July 2005
Leeds	9th February 2004
Lewisham	1st December 2003
North East Lincolnshire	9th February 2004
Norwich	13th June 2005
Pembrokeshire	20th June 2005
St Helens	23rd May 2005
Salford	25th July 2005
South Norfolk	6th June 2005
Teignbridge	12th January 2004
Wandsworth	11th April 2005

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(a) Regulation 13D is inserted by regulation 7 of these Regulations.

## PART 2

## Application of the Regulations

1. These Regulations shall apply to pathfinder authorities subject to the provisions of this Part of this Schedule.

2. In regulation 2(1) (interpretation), at the appropriate places, insert—

“amended determination” means a determination made in accordance with article 7A of the Rent Officers Order(a);

“broad rental market area” has the meaning specified in paragraph 4 of Part 1 of Schedule 3A to the Rent Officers Order(b);

“broad rental market area determination” means a determination made in accordance with article 4B(1) of the Rent Officers Order(c);

“commencement date” means in relation to a pathfinder authority specified in Part 1 of Schedule 9, the date specified in that Part in relation to that authority;

“local housing allowance” means an allowance determined in accordance with paragraph 2 or 3 of Part 1 of Schedule 3A to the Rent Officers Order;

“local housing allowance determination” means a determination made in accordance with article 4B(2) of the Rent Officers Order;

“maximum rent (standard local rate)” means the amount determined in accordance with regulation 13A;

“pathfinder authority” means a relevant authority specified in Part 1 of Schedule 9;

“relevant date” means, as the case may require—

- (a) the commencement date in relation to a pathfinder authority specified in Part 1 of Schedule 9;
- (b) the date of the claim to which the claim or relevant information relates;
- (c) the date of the change relating to a rent allowance, or the change which affects the category of dwelling, date of death or rent increase, to which a notification referred to in regulation 13A(1)(b)(iii) or (iv) relate; or
- (d) the date on which the period mentioned in regulation 14(1)(f) or (g) has elapsed;”

## Amendment of regulation 11

3. In regulation 11(1) (eligible housing costs), for the words “regulations 12(3),” to the end of the paragraph substitute “regulations 12 and 13 or regulations 12 and 13A, whichever is applicable in his case.”

## Insertion of regulation 11A

4. After regulation 11 (eligible housing costs), insert the following regulation—

“Cases where maximum housing benefit expires

11A. A maximum housing benefit shall not have effect for any benefit week which begins on or after the day which is the first anniversary of the day by reference to which the local housing allowance most recently applicable for the purpose of determining that maximum housing benefit in accordance with regulation 12A(1) to (9) was identified.”

## Amendment of regulation 12

5. In regulation 12(3)(b), after the words “except where sub-paragraph (a);” insert “or regulation 12A(1), (3) or (4)”.

(a) Article 7A was inserted by S.I. 2000/1 and amended by S.I. 2003/2398.

(b) Schedule 3A was inserted by S.I. 2003/2395.

(c) Article 4B was inserted by S.I. 2003/2395.

Insert regulation 12A

6. After regulation 12 (rent), insert the following regulation—

“Eligible rent and the maximum rent (standard local rate)  
12A.—(1) Where, by virtue of paragraph (1) of regulation 13A, a maximum rent (standard local rate) has been, or falls to be, determined in accordance with that regulation, then, except where paragraph (3)(a)(ii), (b)(ii) or (c)(ii), (4)(a) or (6)(a) applies—

- (a) the amount of a person’s eligible rent shall be the maximum rent (standard local rate); and
- (b) it shall apply until the earlier of—
  - (i) the determination of a maximum rent (standard local rate) by virtue of regulation 13A(1)(b)(iv); or
  - (ii) the determination of a maximum rent (standard local rate) which relates to the local housing allowance applicable to the case on the first anniversary of the day by reference to which the local housing allowance which was applicable for the purpose of determining the eligible rent in sub-paragraph (a), was identified.

(2) This paragraph applies where a pathfinder authority is required to determine a maximum rent (standard local rate) by virtue of regulation 13A(1)(a) or (b)(i), (ii) or (iii)(aa) or (c) and the claimant has been continuously entitled to and in receipt of housing benefit in respect of the dwelling he occupies as his home for a period which includes the commencement date.

(3) Where paragraph (2) applies, subject to paragraph (9)—

- (a) except where sub-paragraph (b) or (c) applies, the amount of a person’s eligible rent shall be—
  - (i) the eligible rent determined in accordance with paragraph (1) where that is not less than the eligible rent which applied on the day before the relevant date; or
  - (ii) the eligible rent which applied on the day before the relevant date;
- (b) where the eligible rent to which the person was entitled on the day before the relevant date was determined by reference to a maximum rent determined in accordance with regulation 13(11)(b), the person’s eligible rent shall be—
  - (i) the eligible rent determined in accordance with paragraph (1), where that is not less than the eligible rent which applied on the day before the relevant date; or
  - (ii) the eligible rent which applied on the day before the relevant date; or
- (c) where the eligible rent to which the person was entitled on the day before the relevant date was, by virtue of regulation 13(14), determined in accordance with regulation 12(3)(b), the person’s eligible rent shall be—
  - (i) the eligible rent determined in accordance with paragraph (1), where that is not less than the eligible rent which applied on the day before the relevant date; or
  - (ii) the eligible rent which applied on the day before the relevant date.

(4) Subject to paragraph (9), where the pathfinder authority is required to determine a maximum rent (standard local rate) by virtue of regulation 13A(1)(b)(i), (ii) or (iv)(aa) to (cc) and the claimant occupies a dwelling which is the same as that occupied by him at the date of death of any person to whom any of sub-paragraphs (b) to (d) of paragraph (8) applied or, had a claim been made, would have applied, the eligible rent shall be—

- (a) either—

**HOUSING BENEFIT (PERSONS WHO HAVE ATTAINED THE QUALIFYING AGE FOR STATE PENSION CREDIT) REGULATIONS 2006**

- (i) the eligible rent which applied on the day before the death occurred; or
- (ii) in a case where there was no eligible rent, subject to regulation 12(4) and (7), the reckonable rent due on that day; or
- (b) the eligible rent determined in accordance with paragraph (1), where it is not less than the eligible rent determined in accordance with sub-paragraph (a).

(5) For the purpose of paragraph (4), a claimant shall be treated as occupying the dwelling if paragraph (13) of regulation 7 (circumstances in which a person is or is not to be treated as occupying a dwelling as his home) is satisfied and for that purpose that paragraph (13) shall have effect as if sub-paragraph (b) of that paragraph were omitted.

(6) Subject to paragraphs (7) and (9), where a pathfinder authority is required to determine a maximum rent (standard local rate) by virtue of regulation 13A(1)(b)(i) or (ii) and the pathfinder authority is satisfied that a person to whom paragraph (8) applies was able to meet the financial commitments for his dwelling when they were entered into, the eligible rent shall be—

- (a) an eligible rent determined in accordance with regulation 12(3)(b); or
- (b) the eligible rent determined in accordance with paragraph (1), where it is not less than the eligible rent referred to in sub-paragraph (a).

(7) Paragraph (6) shall not apply in the case of any claim for housing benefit where the claimant was previously entitled to housing benefit in respect of any period which ended less than 52 weeks before the commencement of the period to which the claim relates.

(8) This paragraph applies to the following persons—

- (a) the claimant;
- (b) any member of his family;
- (c) if the claimant is a member of a polygamous marriage, any partners of his and any child or young person for whom he or a partner is responsible and who is a member of the same household;
- (d) any relative of the claimant or his partner who occupies the same dwelling as the claimant, whether or not they reside with him, except for a relative who has a separate right of occupation of the dwelling which would enable them to continue to occupy it even if the claimant ceased his occupation of it.

(9) Where a person's eligible rent has been determined in accordance with—

- (a) paragraph (3)(a)(ii), it shall continue to apply until such time as the pathfinder authority determines an eligible rent—
  - (i) in accordance with paragraph (1) which is equal to or exceeds it or is based on a maximum rent (standard local rate) determined by virtue of regulation 13A(1)(b)(iv)(dd); or
  - (ii) where the maximum rent (standard local rate) on which it is based relates to the local housing allowance applicable to the case on the anniversary of the day by reference to which the local housing allowance which was applicable for the purpose of determining the eligible rent in paragraph (3)(a)(i) was identified, which is equal to or exceeds it,

whichever first occurs;

- (b) paragraph (3)(b)(ii), and—

- (i) the pathfinder authority determined a maximum rent (standard local rate) following receipt of a notification of change relating to a rent allowance that falls within paragraph 2(3)(a) of Schedule 2 as a result of the death of one of the occupiers to whom any of sub-

paragraphs (b) to (d) of regulation 13(16) applied, it shall continue to apply until—

(aa) the period of 12 months from the date of death has expired; or

(bb) the pathfinder authority determines an eligible rent in accordance with paragraph (1) which is equal to or exceeds it or is based on a maximum rent (standard local rate) determined by virtue of regulation 13A(1)(b)(iv)(dd),

whichever first occurs; or

(ii) in any other case, it shall continue to apply until—

(aa) the date on which the eligible rent which applied on the day before the relevant date would have ceased to apply; or

(bb) the pathfinder authority determines an eligible rent in accordance with paragraph (1) which is equal to or exceeds it or is based on a maximum rent (standard local rate) determined by virtue of regulation 13A(1)(b)(iv)(dd),

whichever first occurs;

(c) paragraph (3)(c)(ii), it shall continue to apply until—

(i) the date on which the eligible rent which applied on the day before the relevant date would have ceased to apply; or

(ii) the pathfinder authority determines an eligible rent in accordance with paragraph (1) which is equal to or exceeds it or is based on a maximum rent (standard local rate) determined by virtue of regulation 13A(1)(b)(iv)(dd),

whichever first occurs;

(d) paragraph (4)(a), it shall continue to apply until—

(i) the period of 12 months from the date of death has expired; or

(ii) the pathfinder authority determines an eligible rent in accordance with paragraph (1) which is equal to or exceeds it or is based on a maximum rent (standard local rate) determined by virtue of regulation 13A(1)(b)(iv)(dd),

whichever first occurs;

(e) paragraph (6)(a), it shall continue to apply until—

(i) the first 13 weeks of the claimant's award of housing benefit have expired; or

(ii) the pathfinder authority determines an eligible rent in accordance with paragraph (1) which is equal to or exceeds it or is based on a maximum rent (standard local rate) determined by virtue of regulation 13A(1)(b)(iv)(dd),

whichever first occurs; and

(f) paragraph (1)(b)(ii), or sub-paragraph (a)(ii) or this sub-paragraph, that eligible rent ("the earlier eligible rent") shall continue to apply until—

(i) the determination of a maximum rent (standard local rate) by virtue of regulation 13A(1)(b)(iv); or

(ii) the determination of an eligible rent where the maximum rent (standard local rate) on which it is based relates to the local housing allowance applicable to the case on the first anniversary of the day by reference to which the local housing allowance which was applicable for the purpose of determining the earlier eligible rent was identified,

whichever first occurs.

(10) Where an eligible rent ceases to apply by virtue of sub-paragraph (b)(i)(aa), (b)(ii)(aa), (c)(i), (d)(i) or (e)(i) of paragraph (9), the eligible rent that shall apply instead shall be the one which would have applied but for paragraphs (3)(b)(ii), (3)(c)(ii), (4)(a) and (6)(a).

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(11) In paragraph (4) "reckonable rent" has the same meaning as in regulation 13."

Insertion of regulation 13A and 13B

7. After regulation 13 (maximum rent) insert the following regulations—

"Maximum rent (standard local rate)

13A.—(1) Subject to paragraph (2), where—

- (a) the relevant authority is a pathfinder authority specified in Part 1 of Schedule 9 and it is the commencement date for that pathfinder authority; or
- (b) a pathfinder authority has received—
  - (i) a claim on which a rent allowance may be awarded, where the date of claim falls on or after the commencement date;
  - (ii) relevant information regarding a claim on which a rent allowance may be awarded, where the date of claim falls on or after the commencement date;
  - (iii) in relation to an award of housing benefit where the maximum rent was determined in accordance with regulation 13—
    - (aa) a notification of a change relating to a rent allowance where the change occurs on or after the commencement date; or
    - (bb) a notification of a change of dwelling where the change occurs on or after 9th April 2004; or
  - (iv) in relation to an award of housing benefit where a maximum rent (standard local rate) was determined in accordance with this regulation—
    - (aa) notification of a change of a kind which affects the category of dwelling applicable to the claim;
    - (bb) notification of the death of an occupier of the dwelling to whom any of sub-paragraphs (b) to (d) of regulation 12A(8) applies, where the notification does not fall within sub-head (aa);
    - (cc) notification that there has been a rent increase under a term of the tenancy to which the claim relates and the term under which that increase was made was either included in the tenancy at the date of the claim or is a term substantially the same as such a term; or
    - (dd) notification of a change of dwelling; or
- (c) a pathfinder authority is required to apply to a rent officer for a determination in accordance with regulation 14(1)(f) or (g),

the pathfinder authority shall determine a maximum rent (standard local rate) in accordance with paragraphs (3) to (8).

(2) Paragraph (1) shall not apply in a case where—

- (a) the landlord is a registered social landlord;
- (b) paragraph 4(1)(b) of Schedule 3 to the Consequential Provisions Regulations applies;
- (c) the tenancy is an excluded tenancy of a type falling within any of paragraphs 4 to 10 of Schedule 2;
- (d) the claim or award relates to—
  - (i) periodical payments of a kind falling within regulation 12(1) which a person is liable to make in relation to a houseboat, caravan or mobile home which he occupies as his home; or
  - (ii) rent payable in relation to a hostel; or
- (e) rent under the tenancy is attributable to board and attendance, and—



- (i) the pathfinder authority has made an application to the rent officer in accordance with paragraph (6), regulation 15 or 17; and
  - (ii) the rent officer has determined that a substantial part of the rent under the tenancy is fairly attributable to board and attendance and has notified the pathfinder authority of this in accordance with article 4C, 4D or 4E of the Rent Officers Order(a).
- (3) The maximum rent (standard local rate) shall be the local housing allowance determined by the rent officer which is applicable to—
- (a) the broad rental market area in which the dwelling to which the claim or award of housing benefit relates is situated at the relevant date; and
  - (b) the category of dwelling—
    - (i) specified in paragraph 1(1)(a) of Part 1 of Schedule 3A to the Rent Officers Order where—
      - (aa) the claimant is a young individual who has no non-dependant residing with him and to whom paragraph 6 of Schedule 3 (severe disability premium) does not apply; or
      - (bb) the category of dwelling specified in paragraph 1(1)(b) of Part 1 of Schedule 3A to the Rent Officers Order would apply in the claimant's case but neither requirement in head (i)(aa) or (bb) is satisfied in his case;
    - (ii) specified in paragraph 1(1)(b) of Part 1 of Schedule 3A to the Rent Officers Order where that applies in the claimant's case at the relevant date in accordance with the size criteria and he is not a person to whom head (i)(aa) applies and where—
      - (aa) the claimant (together with his partner where he has one) has the exclusive use of two or more rooms; or
      - (bb) the claimant (together with his partner where he has one) has the exclusive use of one room, a bathroom and toilet and a kitchen or facilities for cooking;
    - (iii) in any other case, which applies in the claimant's case at the relevant date in accordance with the size criteria.
- (4) Where no local housing allowance applicable to a claim or award of housing benefit falling within paragraph (3)(b)(iii) has been determined, the pathfinder authority shall—
- (a) apply to the rent officer for local housing allowance determinations for the category of dwelling applicable to the claim or award of housing benefit for each broad rental market area falling within its area, in whole or in part, at the relevant date, which shall be specified in the application; and
  - (b) apply the local housing allowance so determined for the broad rental market area in which the dwelling to which the claim or award of housing benefit relates is situated at the relevant date.
- (5) Where—
- (a) a pathfinder authority receives a request on a properly completed form approved for the purpose by the pathfinder authority from a person stating that he is contemplating occupying as his home a dwelling containing a specified number of rooms, exceeding six, within the area of the pathfinder authority and that, if he does so, he is likely to claim housing benefit; and

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(a) S.I. 1997/1984 and 1995. Relevant amending Instruments to S.I. 1997/1984 are S.I. 2000/1 and 2003/2398; relevant amending Instruments to S.I. 1997/1995 are S.I. 2000/3 and 2003/2398.

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- (b) no local housing allowance determination is in effect for a broad rental market area, falling within, in whole or in part, the area of the pathfinder authority for the category of dwelling containing the number of rooms specified in the form,

the pathfinder authority shall apply to the rent officer for local housing allowance determinations for each broad rental market area for the category of dwelling containing the number of rooms specified in the form.

(6) In a case where—

- (a) the pathfinder authority is required to determine a maximum rent (standard local rate) by virtue of paragraph (1); and
- (b) part of the rent under the tenancy appears to the pathfinder authority to be likely to be attributable to board and attendance,

the pathfinder authority shall apply to the rent officer for a board and attendance determination to be made in accordance with article 4C of the Rent Officers Order.

(7) Where an application to a rent officer is required in accordance with paragraph (6)—

- (a) it shall contain—
  - (i) a statement that the application is made in accordance with paragraph (6); and
  - (ii) such other statements, information and notifications as would be required were the application to be made in accordance with regulation 14(1); and
- (b) it shall be made within the same period following the day on which the pathfinder authority becomes obliged to determine a maximum rent (standard local rate) by virtue of paragraph (1) as would be required if it were to be made under regulation 14(1).

(8) Where the maximum rent (standard local rate) exceeds the rent, the claimant shall be treated as liable to make payments in respect of the dwelling of an amount equal to the amount by which the maximum rent (standard local rate) exceeds the rent, except for the purposes of calculating any amount by which a rent allowance exceeds the amount which a claimant is liable to pay his landlord as rent, or rent and any arrears of rent, in accordance with regulation 76(2A).

(9) In this regulation—

“change of dwelling” has the same meaning as in regulation 14;

“change relating to a rent allowance” has the same meaning as in regulation 14;

“occupiers” means the persons whom the pathfinder authority is satisfied occupy as their home the dwelling to which the claim or award relates except for any joint tenant who is not a member of the claimant’s household;

“registered social landlord” has the same meaning as in Part 1 of the Housing Act 1996(a) and, in Scotland, sections 57 and 59 of the Housing (Scotland) Act 2001(b);

“room” has the meaning specified in paragraph 1(2) of Part 1 of Schedule 3A to the Rent Officers Order;

“size criteria” has the meaning specified in article 2 of the Rent Officers Order except that the word “occupier” is to be construed in accordance with the definition of “occupiers” in this paragraph.

Publication of local housing allowances

13B. A pathfinder authority shall take such steps as appear to it to be appropriate for the purpose of securing that information in relation to broad rental market areas falling in whole or in part within its area, and local housing allowances applicable to such broad rental market areas, is brought to the attention of persons who may be entitled to housing benefit from the authority.”

(a) 1996 c. 52.

(b) 2001 asp 10.

Amendment of regulation 14

8. In regulation 14 (requirement to refer to rent officers) after paragraph (5), insert the following paragraphs—

“(5A) An application shall not be required under paragraph (1)(a), (b), (c), (d) or (e) where the claim, relevant information, notification or request is received by a pathfinder authority, unless it is—

- (a) a claim, relevant information or notification to which any of the circumstances specified in regulation 13A(2)(a) to (e) apply; or
- (b) a request, and any of the circumstances in regulation 13A(2)(a) to (d) would apply were a claim to be made by the prospective occupier in relation to the dwelling which is the subject of the request,

and a referral would fall to be made were the claim, relevant information, notification or request made to a relevant authority which is not a pathfinder authority.

(5B) An application shall not be required in accordance with paragraph (1)(f) or (g) unless—

- (a) it is a case to which regulation 13A(2) applies; and
- (b) a referral would fall to be made were the relevant authority not a pathfinder authority.”

Amendment of regulation 15

9. In regulation 15(1)(a) (applications to the rent officers for redeterminations) after the words “reference made under” insert “regulation 13A(6) or”.

Amendment of regulation 16

10. In regulation 16 (application for redetermination by rent officer)—

- (a) in paragraph (1)(b) after the words “the Housing Act functions” insert the words “except for functions relating to broad rental market area determinations and local housing allowance determinations or amended determinations”;
- (b) in paragraphs (3) and (4)(b) after the words “application under regulation” insert the words “13A(6) or”;
- (c) in paragraph (5) after the words “the Housing Act functions” insert the words “(except for those relating to broad rental market area determinations and local housing allowance determinations or amended determinations)”.

Amendment of regulation 17

11. In regulation 17 (substitute determinations or substitute redeterminations)—

- (a) in paragraph (1)(b)—
  - (i) for the words “article 7A” substitute the words “article 7A(1) or (2)”;
  - (ii) for the words “or substitute redetermination” substitute “; substitute redetermination, substitute board and attendance determination or substitute board and attendance redetermination”;
- (b) in paragraph (2) for the words “or substitute redetermination” substitute “; substitute redetermination, board and attendance redetermination, substitute board and attendance determination or substitute board and attendance redetermination”.

Insertion of regulation 18A

12. After regulation 18 (application of provisions to substitute determinations or substitute redeterminations) insert the following regulation—

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"Amended determinations

18A. Where a decision has been revised in consequence of an amended broad rental market area determination or amended local housing allowance determination by a rent officer and that amended determination has led to-

- (a) a reduction in the maximum rent (standard local rate) applicable to a claimant, the amended determination shall be a change of circumstances in relation to that claimant; and
- (b) an increase in the maximum rent (standard local rate) applicable to a claimant, the amended determination shall have effect in place of the original determination."

Amendment of regulations 76 and 77

13.—(1) In regulation 76 (circumstances in which payment is to be made to a landlord) after paragraph (2) insert the following paragraph-

"(2A) In a case where-

- (a) a pathfinder authority has determined a maximum rent (standard local rate) in accordance with regulation 13A(1); and
- (b) the rent allowance exceeds the amount which the claimant is liable to pay his landlord by way of rent,

any payment of rent allowance made to a landlord pursuant to this regulation or to regulation 77 may include all or part of any amount by which the rent allowance exceeds the amount which the claimant is liable to pay his landlord as rent but shall not include any amount by which the rent allowance exceeds the amount which the claimant is liable to pay his landlord as rent and arrears of rent."

(2) In regulation 77 (circumstances in which payment may be made to a landlord)-

- (a) in paragraph (1) for the words "paragraph (3)" substitute the words "paragraphs (3) and (3A)";
- (b) in sub-paragraph (a) of paragraph (3) after the words "paragraph (1)" insert the words "or (3A)";

(c) after paragraph (3) insert the following paragraph-

"(3A) In a case where a pathfinder authority has determined a maximum rent (standard local rate) in accordance with regulation 13A-

- (a) sub-paragraphs (a) and (b) of paragraph (1) shall not apply; and
- (b) payment of a rent allowance to a person's landlord may be made where-
  - (i) the eligible rent was determined by reference to a maximum rent (standard local rate) which was determined by virtue of regulation 13A(1)(a) and-
    - (aa) the maximum rent (standard local rate) was determined less than six months previously;
    - (bb) no subsequent maximum rent (standard local rate) has been determined in accordance with regulation 13A(1); and
    - (cc) the claimant has, since the date the maximum rent (standard local rate) was determined, been continuously entitled to, and in receipt of, housing benefit in relation to the dwelling he occupied as his home at that date;
  - (ii) the pathfinder authority considers that the claimant is likely to have difficulty in managing his affairs;
  - (iii) the pathfinder authority considers that it is improbable that the claimant will pay his rent; or
  - (iv) a direct payment has previously been made by the pathfinder authority to the landlord in accordance with regulation 76 in respect of the current award of housing benefit."

►<sup>1</sup>**SCHEDULE 10**

**Electronic Communication**

<sup>1</sup>Sch. 10 inserted by art. 3(5) of S.I. 2006/2968 as from 20.12.06

**PART 1**

**Introduction**

**Interpretation**

1. In this Schedule “official computer system” means a computer system maintained by or on behalf of the relevant authority or of the Secretary of State for sending, receiving, processing or storing of any claim, certificate, notice, information or evidence.

**PART 2**

**Electronic Communication – General Provisions**

**Conditions for the use of electronic communication**

2.—(1) The relevant authority may use an electronic communication in connection with claims for, and awards of, benefit under these Regulations.

(2) A person other than the relevant authority may use an electronic communication in connection with the matters referred to in sub-paragraph (1) if the conditions specified in sub-paragraphs (3) to (6) are satisfied.

(3) The first condition is that the person is for the time being permitted to use an electronic communication by an authorisation given by means of a direction of the Chief Executive of the relevant authority.

(4) The second condition is that the person uses an approved method of—

- (a) authenticating the identity of the sender of the communication;
- (b) electronic communication;
- (c) authenticating any claim or notice delivered by means of an electronic communication; and
- (d) subject to sub-paragraph (7), submitting to the relevant authority any claim, certificate, notice, information or evidence.

(5) The third condition is that any claim, certificate, notice, information or evidence sent by means of an electronic communication is in a form approved for the purposes of this Schedule.

(6) The fourth condition is that the person maintains such records in written or electronic form as may be specified in a direction given by the Chief Executive of the relevant authority.

(7) Where the person uses any method other than the method approved of submitting any claim, certificate, notice, information or evidence, that claim, certificate, notice, information or evidence shall be treated as not having been submitted.

(8) In this paragraph “approved” means approved by means of a direction given by the Chief Executive of the relevant authority for the purposes of this Schedule.

**Use of intermediaries**

3. The relevant authority may use intermediaries in connection with—
- (a) the delivery of any claim, certificate, notice, information or evidence by means of an electronic communication; and
  - (b) the authentication or security of anything transmitted by such means,
- and may require other persons to use intermediaries in connection with those matters.

## PART 3

### Electronic Communication – Evidential Provisions

**Effect of delivering information by means of electronic communication**

- 4.—(1) Any claim, certificate, notice, information or evidence which is delivered by means of an electronic communication shall be treated as having been delivered in the manner or form required by any provision of these Regulations, on the day the conditions imposed—
- (a) by this Schedule; and
  - (b) by or under an enactment,

are satisfied.

(2) The relevant authority may, by a direction, determine that any claim, certificate, notice, information or evidence is to be treated as delivered on a different day (whether earlier or later) from the day provided for in sub-paragraph (1).

(3) Information shall not be taken to have been delivered to an official computer system by means of an electronic communication unless it is accepted by the system to which it is delivered.

**Proof of identity of sender or recipient of information**

5. If it is necessary to prove, for the purpose of any legal proceedings, the identity of—
- (a) the sender of any claim, certificate, notice, information or evidence delivered by means of an electronic communication to an official computer system; or
  - (b) the recipient of any such claim, certificate, notice, information or evidence delivered by means of an electronic communication from an official computer system,

the sender or recipient, as the case may be, shall be presumed to be the person whose name is recorded as such on that official computer system.

**Proof of delivery of information**

- 6.—(1) If it is necessary to prove, for the purpose of any legal proceedings, that the use of an electronic communication has resulted in the delivery of any claim, certificate, notice, information or evidence this shall be presumed to have been the case where—
- (a) any such claim, certificate, notice, information or evidence has been delivered to the relevant authority, if the delivery of that claim, certificate, notice, information or evidence has been recorded on an official computer system; or

(b) any such claim, certificate, notice, information or evidence has been delivered by the relevant authority, if the delivery of that certificate, notice, information or evidence has been recorded on an official computer system.

(2) If it is necessary to prove, for the purpose of any legal proceedings, that the use of an electronic communication has resulted in the delivery of any such claim, certificate, notice, information or evidence, this shall be presumed not to be the case, if that claim, certificate, notice, information or evidence delivered to the relevant authority has not been recorded on an official computer system.

(3) If it is necessary to prove, for the purpose of any legal proceedings, when any such claim, certificate, notice, information or evidence sent by means of an electronic communication has been received, the time and date of receipt shall be presumed to be that recorded on an official computer system.

**Proof of content of information**

7. If it is necessary to prove, for the purpose of any legal proceedings, the content of any claim, certificate, notice, information or evidence sent by means of an electronic communication, the content shall be presumed to be that recorded on an official computer system.◀

**EXPLANATORY NOTE**

*(This note is not part of the Regulations)*

These Regulations consolidate existing provisions relating to housing benefit for claimants who have attained the qualifying age for state pension credit. In the case of a woman that age is pensionable age and in the case of a man it is the age which is pensionable age in the case of a woman born on the same day as the man (section 1(6) of the State Pension Credit Act 2002). These Regulations do not however apply if either the claimant or the claimants partner in receipt of income support or an income-based jobseeker's allowance, notwithstanding that the claimant has attained the qualifying age for state pension credit. Provisions relating to those claimants and others who have not attained the qualifying age for state pension credit are contained in the Housing Benefit Regulations 2006.

Part 1 of the Regulations contains general provisions relevant to these Regulations. The Regulations consolidated by these Regulations are revoked, in consequence of the consolidation, by the Housing Benefit and Council Tax Benefit (Consequential Provisions) Regulations 2006 ("the Consequential Provisions Regulations"). These Regulations are to be read, where appropriate, with the Consequential Provisions Regulations.

Part 2 makes provision in regard to the circumstances in which a person is or is not to be treated as occupying a dwelling as his home and is or is not to be treated as liable to make payments for a dwelling.

Part 3 specifies those payments by way of rent which are to be eligible for the payment of housing benefit and for determinations and redeterminations by rent officers in rent allowance cases.

Part 4 specifies the circumstances in which a person is or is not to be treated as responsible for another person and who is to be treated as a member of the same household as a claimant for housing benefit.

Part 5 provides for the calculation of the applicable amount in respect of a person's entitlement to housing benefit, by reference to which the amount of his benefit is calculated (regulation 22 and Schedule 3).

Part 6 contains provisions enabling the income and capital of a person to whom these Regulations apply to be determined. They provide in particular—

- that a person entitled to a guarantee credit in state pension credit is to be treated as having neither income nor capital;
- that a person whose entitlement to state pension credit is restricted to the savings credit will have his income calculated by reference to the assessment made by the Secretary of State for the purpose of determining the award of state pension credit. This figure is subject to certain adjustments the determining authority is

