



Title/Status-	PROCEDURE- Payment of Council Tax for Care Leavers of Leicestershire County Council who live outside Leicestershire County Council
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**Leicestershire Procedure for: Payment of Council Tax for Care Leavers of Leicestershire County Council who live outside Leicestershire County Council**

**Applies to: Children in Particular Circumstances**



# Payment of Council Tax for Care Leavers of Leicestershire County Council who live outside Leicestershire.

April 2024

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## 1. About This Document

1.1 The purpose of this procedure is to specify if, when and how Leicestershire County Council (LCC) MAY support care leavers under the age of 25 years with payments towards their council tax when they live outside of Leicestershire, and to indicate the criteria which must be met when determining when payment of council tax will be made.

1.2 LCC intends to provide on-going support to care leavers under the age of 25, by reducing the financial burden of council tax liability during their initial years of independence, where assessed. Each application will be dealt with on its merits and all individuals that apply will be treated equally and fairly. The scheme is a discretionary scheme and relies on the care leaver working with staff in the care leavers team to provide relevant and accurate details in order to process the claim.

## 2. Qualifying Criteria

2.1 The scheme will be effective from 1st April 2024. No award will be made prior to this date.

2.2 Any reimbursement will only apply to an account for a property at which the care leaver is liable as a resident under Section 6 of the Local Government Finance Act 1992.

2.3 To qualify for the council tax reimbursement: a) The individual must be a liable person for council tax and resident at the property; b) The individual must be under the age of 25 years; and c) You must be a former relevant child means that you are aged 18 to 25 years old and you have either been an eligible child or relevant child or both.

## 3. Making An Application

3.1 Leicestershire County Council (LCC) will accept applications made verbally, in writing or using the provided application form. LCC will issue application forms on request or in circumstances where it is considered an individual may be entitled to any reimbursement.

3.2 An application should be completed by the care leaver or a person authorised to act on their behalf.

3.3 The application is to determine the care leavers personal circumstances, council tax liability, and whether any exemptions, discounts or council tax support can be applied to their council tax, these must be applied before a reimbursement can be considered.

3.4 Leicestershire County Council will reimburse the council tax bill when it is satisfied that the care leaver has met the qualifying criteria as set out in this document.

## 4. How Much Will Be Awarded

4.1 Where the qualifying care leaver is determined to be liable for council tax, a reimbursement may be granted on the council tax account for the full amount if in a Band A property. If the care leaver is in a Band B (or above) property the maximum that will be reimbursed is the equivalent to the

amount in a Band A property. If a qualifying individual is jointly liable with another person for council tax, a 100% reimbursement may still be awarded for the property. If the care leaver's council tax is increased or decreased at any time while entitled to this reduction, any reimbursement will be amended so that any award does not exceed the Council Tax Liability.

4.2 The care leaver's council tax reimbursement will be applied after all other statutory discounts and exemptions have been applied. For example, if a care leaver is entitled to single person discount, this 25% statutory discount will be awarded, and the care leavers' reimbursement will apply to the remaining 75% liability. If they are entitled to Council Tax Support this must be claimed first and the remainder of the bill reimbursed. If the council provides an exemption for care leavers this should be claimed.

## 5. Who Pays for the Reimbursement Granted?

5.1 The full cost of the reimbursement may be met by Leicestershire County Council.

## 6. Period Of the Award

6.1 The scheme will be effective from 1st April 2024. No award will be made prior to this date.

6.2 Any award of the reimbursement can be backdated to 1st April of the financial year in which the application is received. If liability for council tax commences after the 1st April of that year, any reimbursement will be awarded from the start date of occupation.

6.3 Any reimbursement will not be backdated into previous financial years.

6.4 Where awarded, the reimbursement will end if/when: a) The care leaver ceases to be liable for council tax; b) The care leaver ceases to be resident in the property giving rise to the liability; and/or c) The care leaver reaches the age of 25.

## 7. How Will Payment Be Made

7.1 The care leaver will be required to provide their PA or other agreed staff member a copy of their council tax bill for the financial year. The Care Leavers Team may then pay the relevant council directly for the relevant amount.

## 8. Review of the Scheme

8.1 The scheme will be reviewed periodically, taking into account Council policies and priorities and any changes in legislation.

8.2 This is a discretionary scheme and Leicestershire County Council reserve the right to alter the terms of the scheme or cease the scheme at any point.



**APPLICATION FORM - Leicestershire Care Leavers Council Tax Exemption form for people living outside of Leicestershire.**

<b>Name</b>	
<b>Address (incl postcode)</b>	

<b>Local Authority/Council that has sent you a council tax bill</b>	
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**Do you live alone?**

<b>If Yes do you get a 25% reduction on your council tax bill</b>	<b>YES I get a 25% reduction</b> <b>NO I don't get a 25% reduction</b>
<b>If No please give details of the people who live with you, their relationship to you (e.g. partner, friend, lodger etc) and whether their names appear on the council tax bill</b>	

<b>Do you receive Universal Credit? (please circle)</b>	<b>YES</b>	<b>NO</b>
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<b>Have you claimed Council Tax Support? (please circle)</b>	<b>YES</b>	<b>NO</b>
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<b>Do you receive any other benefits? Please give details</b>	
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<b>Are you in education? (please circle)</b>	<b>YES</b>	<b>NO</b>
<b>If Yes please give details e.g is it part-time or full-time, what level is the course e.g. "A"level, Btec, degree</b>		

<b>Are you working? Please give details e.g. how many hours per week, if possible give monthly wage</b>	
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