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WELSH STATUTORY INSTRUMENTS

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**2013 No. 3029 (W. 301)**

**COUNCIL TAX, WALES**

The Council Tax Reduction Schemes and  
Prescribed Requirements (Wales) Regulations 2013

*Made - - - - 27 November 2013  
Coming into force in accordance with  
regulation 1(2)*

THE COUNCIL TAX REDUCTION SCHEMES AND  
PRESCRIBED REQUIREMENTS (WALES) REGULATIONS 2013

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*Status: This is the original version (as it was originally made).*

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*Status: This is the original version (as it was originally made).*

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- 4. (1) If the applicant or, if the applicant has a...

5. (1) £20 is disregarded if the applicant or, if the...
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7. Any amount or the balance of any amount which would...
8. Except where the applicant or the applicant's partner qualifies for...
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4. Any supplementary pension under article 23(2) of the Naval, Military...
5. In the case of a pension awarded at the supplementary...
6. (1) Any payment which is— (a) made under any of...
7. £15 of any widowed parent's allowance to which the applicant...
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9. Where the applicant occupies a dwelling as the applicant's home...
10. If the applicant— (a) owns the freehold or leasehold interest...
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12. (1) Any payment, other than a payment to which sub-paragraph...
13. Any increase in pension or allowance under Part 2 or...
14. Any payment ordered by a court to be made to...
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20. (1) Where an applicant's applicable amount includes an amount by...
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2. Any premises which the applicant intends to occupy as the...
3. Any premises which the applicant intends to occupy as the...
4. Any premises occupied in whole or in part—
5. Any future interest in property of any kind, other than...
6. Where an applicant has ceased to occupy what was formerly...
7. Any premises where the applicant is taking reasonable steps to...
8. All personal possessions.
9. The assets of any business owned in whole or in...
10. The assets of any business owned in whole or in...
11. The surrender value of any policy of life insurance.
12. The value of any funeral plan contract; and for this...
13. Where an ex-gratia payment has been made by the Secretary...
14. (1) Subject to sub-paragraph (2), the amount of any trust...

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- 15. The amount of any payment, other than a war pension,...
- 16. (1) Any payment made under or by—
- 17. (1) An amount equal to the amount of any payment...
- 18. Any amount specified in paragraph 19, 20, 21 or 25...
- 19. Amounts paid under a policy of insurance in connection with...
- 20. So much of any amounts paid to the applicant or...
- 21. (1) Subject to paragraph 22 any amount paid—
- 22. (1) Subject to sub-paragraph (3), any payment of £5,000 or...
- 23. Where a capital asset is held in a currency other...
- 24. The value of the right to receive income from an...
- 25. Any arrears of supplementary pension which is disregarded under paragraph...
- 26. The dwelling occupied as the home; but only one dwelling...
- 27. Where a person elects to be entitled to a lump...
- 28. Any payments made by virtue of regulations made under—  
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- 1. Applicable amounts: persons who are not pensioners
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- 4. Maximum council tax reduction under an authority's scheme: persons who are not pensioners
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- 6. Amount of reduction under an authority's scheme: Classes C and D  
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## CHAPTER 1

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- 8. Circumstances in which capital and income of non dependant is to be treated as applicant's: persons who are not pensioners

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15. Calculation of net earnings of employed earners: persons who are not pensioners
16. Earnings of self-employed earners: persons who are not pensioners
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22. Calculations of average weekly income from tax credits
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24. Calculation of net profit of self-employed earners
25. Calculation of deduction of tax and contributions of self-employed earners

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27. Income treated as capital: persons who are not pensioners
28. Calculation of capital in the United Kingdom: persons who are not pensioners
29. Calculation of capital outside the United Kingdom: persons who are not pensioners
30. Notional capital: persons who are not pensioners
31. Diminishing notional capital rule: persons who are not pensioners
32. Capital jointly held: persons who are not pensioners

*Status: This is the original version (as it was originally made).*

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- 34. Extended reductions: persons who are not pensioners
- 35. Duration of extended reduction: persons who are not pensioners
- 36. Amount of extended reduction: persons who are not pensioners
- 37. Extended reductions-movers: persons who are not pensioners
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- 39. Extended reductions (qualifying contributory benefits): persons who are not pensioners
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- 41. Amount of extended reduction (qualifying contributory benefits): persons who are not pensioners
- 42. Extended reductions (qualifying contributory benefits)-movers: persons who are not pensioners
- 43. Relationship between extended reduction (qualifying contributory benefits) and entitlement to reduction by virtue of falling within class C or D
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- 1. Personal allowances
- 2. For the purposes of paragraph 1, an applicant is entitled...
- 3. (1) The amounts specified in column (2) below in respect...
- PART 2 — Family premium
- 4. (1) The amount for the purposes of paragraphs 1(1)(c) and...
- PART 3 — Premiums
- 5. Except as provided in paragraph 6, the premiums specified in...
- 6. Subject to paragraph 7, where an applicant satisfies the conditions...
- 7. The following premiums, namely— (a) a severe disability premium to...
- 8. (1) Subject to sub-paragraph (2), for the purposes of this...
- 9. Disability premium
- 10. Additional condition for the disability premium
- 11. Severe disability premium
- 12. Enhanced disability premium
- 13. Disabled child premium
- 14. Carer premium
- 15. Persons in receipt of concessionary payments
- 16. Persons in receipt of benefit for another
- PART 4 — Amounts of premiums specified in Part 3
- PART 5 — The components
- 18. Subject to paragraph 20 the applicant is entitled to one,...
- 19. Subject to paragraph 20, the applicant is entitled to one,...
- 20. (1) The applicant has no entitlement under paragraph 21 or...
- 21. The work-related activity component



22. The support component  
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23. The amount of the work-related activity component is £28.45.
24. The amount of the support component is £34.80.  
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26. (1) This paragraph applies where— (a) the applicant’s entitlement to...
27. (1) This paragraph applies where— (a) the applicant’s entitlement to...  
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28. (1) Subject to paragraph 29, the amount of the transitional...
29. (1) Subject to sub-paragraph (2), where there is a change...  
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2. In the case of an applicant who, before the first...
3. In the case of an applicant who has been engaged...
4. (1) In a case to which this paragraph applies and...
5. In a case where the applicant is a lone parent,...
6. (1) In a case to which neither paragraph 4 nor...
7. Where the carer premium is awarded in respect of an...
8. In a case where paragraphs 4, 6, 7 and 9...
9. (1) In a case where paragraphs 4, 6, 7 and...
10. Where the applicant is engaged in one or more employments...
11. In a case to which none of the paragraphs 4...
12. (1) Where— (a) the applicant (or if the applicant is...
13. Any amount or the balance of any amount which would...
14. Where an applicant is on income support, an income-based jobseeker’s...
15. Any earnings derived from employment which are payable in a...
16. Where a payment of earnings is made in a currency...
17. Any earnings of a child or young person.
18. (1) In a case where the applicant is a person...
19. In this Schedule “part-time employment” (“cyflogaeth ran-amser”) means employment in...  
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2. Any payment made to the applicant in respect of any...
3. Any payment made to the applicant in respect of any...
4. Any amount paid by way of tax on income which...
5. Any payment in respect of any expenses incurred or to...
6. Any payment in respect of expenses arising out of the...
7. In the case of employment as an employed earner, any...
8. Where an applicant is on income support, an income-based jobseeker’s...
9. Where the applicant is a member of a joint-claim couple...
10. Where the applicant, or the person who was the partner...
11. Any disability living allowance, personal independence payment, or AFIP.
12. Any concessionary payment made to compensate for the non-payment of—...

*Status: This is the original version (as it was originally made).*

13. Any mobility supplement under article 20 of the Naval, Military...
14. Any attendance allowance.
15. Any payment to the applicant as holder of the Victoria...
16. (1) Any payment— (a) by way of an education maintenance...
17. Any payment made to the applicant by way of a...
18. (1) Any payment made pursuant to section 2 of the...
19. (1) Subject to sub-paragraph (2), any of the following payments—...
20. Subject to paragraph 40, £10 of any of the following,...
21. Subject to paragraph 40, £15 of any—
22. (1) Any income derived from capital to which the applicant...
23. Where the applicant makes a parental contribution in respect of...
24. (1) Where the applicant is the parent of a student...
25. Any payment made to the applicant by a child or...
26. Where the applicant occupies a dwelling as the applicant's home...
27. Where the applicant occupies a dwelling as the applicant's home...
28. (1) Any income in kind, except where paragraph 17(10)(b) of...
29. Any income which is payable in a country outside the...
30. (1) Any payment made to the applicant in respect of...
31. Any payment made to an applicant with whom a person...
32. Any payment made to the applicant or the applicant's partner...
33. Any payment made by a local authority in accordance with...
34. (1) Subject to sub-paragraph (2), any payment (or part of...
35. (1) Subject to sub-paragraph (2), any payment received under an...
36. Any payment of income which by virtue of paragraph 27...
37. Any— (a) social fund payment made pursuant to Part 8...
38. Any payment under Part 10 of the SSCBA (Christmas bonus...
39. Where a payment of income is made in a currency...
40. The total of an applicant's income or, if the applicant...
41. (1) Any payment made under or by any of the...
42. Any housing benefit.
43. Any payment made by the Secretary of State to compensate...
44. Any payment to a juror or witness in respect of...
45. Any payment in consequence of a reduction of council tax...
46. (1) Any payment or repayment made— (a) as respects England,...
47. Any payment made to such persons entitled to receive benefits...
48. Any payment made by either the Secretary of State for...
49. (1) Where an applicant's applicable amount includes an amount by...
50. (1) Any payment of child maintenance made or derived from...
51. Any payment (other than a training allowance) made, whether by...
52. Any guardian's allowance.
53. (1) If the applicant is in receipt of any benefit...
54. Any supplementary pension under article 23(2) of the Naval, Military...
55. In the case of a pension awarded at the supplementary...
56. (1) Any payment which is— (a) made under any of...
57. Any reduction under an authority's scheme to which the applicant...
58. Except in a case which falls under sub-paragraph (1) of...
59. Any payment made under section 12B of the Social Work...
60. (1) Subject to sub-paragraph (2), in respect of a person...
61. (1) Any payment of a sports award except to the...
62. Where the amount of subsistence allowance paid to a person...
63. In the case of an applicant participating in an employment...

64. Any discretionary housing payment paid pursuant to regulation 2(1) of...
65. Any payment made by a local authority or by the...
66. Any payment of child benefit.
- SCHEDULE Capital disregards: persons who are not pensioners
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1. Any payment made to the applicant in respect of any...
2. Any payment made to the applicant in respect of any...
3. Any payment made to the applicant in respect of any...
4. The dwelling together with any garage, garden and outbuildings, normally...
5. Any premises acquired for occupation by the applicant which the...
6. Any sum directly attributable to the proceeds of sale of...
7. Any premises occupied in whole or in part—
8. Where an applicant is on income support, an income-based jobseeker's...
9. Where the applicant is a member of a joint-claim couple...
10. Any future interest in property of any kind, other than...
11. (1) The assets of any business owned in whole or...
12. (1) Subject to sub-paragraph (2), any arrears of, or any...
13. Any sum— (a) paid to the applicant in consequence of...
14. Any sum— (a) deposited with a housing association as defined...
15. Any personal possessions except those which have been acquired by...
16. The value of the right to receive any income under...
17. Where the funds of a trust are derived from a...
18. (1) Any payment made to the applicant or the applicant's...
19. The value of the right to receive any income under...
20. The value of the right to receive any income which...
21. The surrender value of any policy of life insurance.
22. Where any payment of capital falls to be made by...
23. Any payment made by a local authority in accordance with...
24. (1) Subject to sub-paragraph (2), any payment (or part of...
25. Any— (a) social fund payment made pursuant to Part 8...
26. Any refund of tax which falls to be deducted under...
27. Any capital which by virtue of paragraph 18 of Schedule...
28. Where any payment of capital is made in a currency...
29. (1) Any payment made under or by the Trusts, the...
30. (1) Where an applicant has ceased to occupy what was...
31. Any premises where the applicant is taking reasonable steps to...
32. Any premises which the applicant intends to occupy as the...
33. Any premises which the applicant intends to occupy as the...
34. Any payment made by the Secretary of State to compensate...
35. The value of the right to receive an occupational or...
36. The value of any funds held under a personal pension...
37. The value of the right to receive any rent except...
38. Any payment in kind made by a charity or under...
39. Any payment made pursuant to section 2 of the Employment...
40. Any payment in consequence of a reduction of council tax...
41. Any grant made in accordance with a scheme made under...
42. Any arrears of supplementary pension which is disregarded under paragraph...
43. (1) Any payment or repayment made— (a) as respects England,...

*Status: This is the original version (as it was originally made).*

- 44. Any payment made to such persons entitled to receive benefits...
- 45. Any payment made either by the Secretary of State for...
- 46. Any payment (other than a training allowance) made, whether by...
- 47. Any payment made by a local authority under section 3...
- 48. (1) Any sum of capital to which sub-paragraph (2) applies...
- 49. Any sum of capital administered on behalf of a person...
- 50. Any payment to the applicant as holder of the Victoria...
- 51. In the case of a person who is receiving, or...
- 52. (1) Any payment of a sports award for a period...
- 53. (1) Any payment— (a) by way of an education maintenance...
- 54. In the case of an applicant participating in an employment...
- 55. Any arrears of subsistence allowance paid as a lump sum...
- 56. Where an ex-gratia payment of £10,000 has been made by...
- 57. (1) Subject to sub-paragraph (2), the amount of any trust...
- 58. The amount of any payment, other than a war pension,...
- 59. Any payment made by a local authority, or by the...
- 60. Any payment made under regulations made under section 57 of...
- 61. Any payment made to the applicant pursuant to regulations under...
- 62. Any payment made to the applicant in accordance with regulations...

SCHEDULE

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- 1. Interpretation
- 2. Treatment of Students
- 3. Students who are excluded from entitlement to a council tax reduction under an authority's scheme

PART 2 — Income

- 4. Calculation of grant income
- 5. Calculation of covenant income where a contribution is assessed
- 6. Covenant income where no grant income or no contribution is assessed
- 7. Relationship with amounts to be disregarded under Schedule 9
- 8. Other amounts to be disregarded
- 9. Treatment of student loans
- 10. Treatment of fee loans
- 11. Treatment of payments from access funds
- 12. Disregard of contribution
- 13. Further disregard of student's income
- 14. Income treated as capital
- 15. Disregard of changes occurring during summer vacation

SCHEDULE

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PART 1 — Procedure for an application for a reduction under an authority's scheme

- 1. Procedure by which a person may apply for a reduction under an authority's scheme
- 2. An application may be made— (a) in writing,
- 3. (1) An application which is made in writing must be...
- 4. (1) Where an application made in writing is defective because—...
- 5. (1) If an application made by electronic communication is defective...
- 6. In a particular case the authority may determine that an...
- 7. (1) If an application made by telephone is defective the...

- PART 2 — Procedure for making an appeal
- 8. Procedure by which a person may make an appeal against certain decisions of the authority
- 9. The authority must— (a) consider the matter to which the...
- 10. Where, following notification under paragraph 9(b)(i) or (ii), the person...
- PART 3 — Procedure for applying for a discretionary reduction
- 11. Procedure for an application to an authority for a reduction under section 13A(1)(c) of the 1992 Act
- PART 4 — Electronic communication
- 12. Interpretation
- 13. Conditions for the use of electronic communication
- 14. Use of intermediaries
- 15. Effect of delivering information by means of electronic communication
- 16. Proof of identity of sender or recipient of information
- 17. Proof of delivery of information
- 18. Proof of content of information
- SCHEDULE 13 All applicants: matters that must be included in an authority's scheme — other matters
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- 2. Date on which an application is made
- 3. Back-dating of applications: pensioners
- 4. Back-dating of applications: persons who are not pensioners
- 5. Evidence and information
- 6. Amendment and withdrawal of application
- 7. Duty to notify changes of circumstances
- PART 2 — Decisions by an authority
- 8. Decision by an authority
- 9. Notification of decision
- PART 3 — Award or payment of reduction
- 10. The award or payment of a reduction under a scheme
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- PART 1 — General
- 1. The matters to be included in any notification issued by...
- 2. Every notification must include a statement as to the right...
- 3. Every notification must include a statement as to the right...
- PART 2 — Awards of reductions where state pension credit or extended reduction (qualifying contributory benefits) is payable: pensioners
- 4. (1) Where a pensioner who is in receipt of state...
- PART 3 — Awards of reductions where state pension credit not in payment: pensioners
- 5. Where a pensioner who is not in receipt of state...
- PART 4 — Notification where no award of a reduction is made: pensioners
- 6. Where a pensioner is not awarded a reduction under an...
- PART 5 — Awards of reductions where income support, income-based jobseeker's allowance, income related employment and support allowance, an extended reduction or an extended reduction (qualifying contributory benefits) is payable: persons who are not pensioners
- 7. (1) Where a person who is not a pensioner and...

**Status:** This is the original version (as it was originally made).

- PART 6 — Awards of reduction where universal credit is payable: persons who are not pensioners
- 8. Where a person who is not a pensioner and who...
  - PART 7 — Awards of reduction where no income support, income-based jobseeker's allowance, income related employment and support allowance or universal credit is payable: persons who are not pensioners
- 9. Where a person who is not a pensioner and who...
  - PART 8 — Notification where no award of a reduction is made: persons who are not pensioners
- 10. Where a person who is not a pensioner is not...
  - PART 9 — Notification where income of non-dependant is treated as applicant's income: pensioners and persons who are not pensioners
- 11. Where an authority makes a decision under its scheme to...
  - Explanatory Note