SCOTTISH STATUTORY INSTRUMENTS

2012 No. 303

COUNCIL TAX

The Council Tax Reduction (Scotland) Regulations 2012

Made - - - - 7th November 2012

Laid before the Scottish

Parliament - - 9th November 2012

Coming into force 28th January 2013

THE COUNCIL TAX REDUCTION (SCOTLAND) REGULATIONS 2012

PART 1

General

- 1. Citation and commencement
- 2. Interpretation
- 3. Non-dependents
- 4. Young persons
- 5. Occupation of a dwelling as a home
- 6. Remunerative work

PART 2

Families

- 7. Entitlement of only one member of a family
- 8. Couples: polygamous marriages
- 9. Applicant in receipt of income-related benefit
- 10. Responsibility for another person
- 11. Membership of a household

PART 3

Application of the Regulations

- 12. Application
- 13. Prescribed years

PART 4

Entitlement to council tax reduction

- 14. Conditions of entitlement to council tax reduction
- 14A Conditions of entitlement to council tax reduction dwellings in bands E to H
- 15. Persons not entitled to council tax reduction: absentees
- 16. Persons not entitled to council tax reduction: persons treated as not being in Great Britain
- 17. Persons treated as being in Great Britain
- 18. Temporary absence from Great Britain
- 19. Persons not entitled to council tax reduction: persons subject to immigration control
- 20. Persons not entitled to council tax reduction: students
- 20A Non-recovery of council tax arrears caused by official error

PART 5

Applicable amount

- 21. Applicable amount
- 22. Applicable amount: polygamous marriages.
- 22A Transitional family premium
- 23. Applicable amount: persons who have an award of universal credit

PART 6

Income and capital

CHAPTER 1

General

- 24. Calculation of income and capital of members of applicant's family and of a polygamous marriage
- 25. Circumstances in which capital and income of non-dependant is to be treated as applicant's

CHAPTER 2

Income and capital where there is an award of universal credit

26. Calculation of income and capital: persons who have an award of universal credit

CHAPTER 3

Income

- 27. Calculation of income on a weekly basis
- 28. Treatment of child care charges
- 29. Average weekly earnings of employed earners
- 30. Average weekly earnings of self-employed earners
- 31. Average weekly income other than earnings

- 32. Calculation of average weekly income from ... tax credits
- 33. Calculation of weekly income

CHAPTER 4

Employed earners

- 34. Earnings of employed earners
- 35. Calculation of net earnings of employed earners

CHAPTER 5

Self-employed earners

- 36. Earnings of self-employed earners
- 37. Calculation of net profit of self-employed earners
- 38. Deduction of tax and contributions of self-employed earners

CHAPTER 6

Other income

- 39. Calculation of income other than earnings
- 40. Capital treated as income
- 41. Notional income

CHAPTER 7

Capital

- 42. Capital limit
- 43. Calculation of capital
- 44. Disregard of capital of child and young person
- 45. Income treated as capital
- 46. Calculation of capital in the United Kingdom
- 47. Calculation of capital outside the United Kingdom
- 48. Notional capital
- 49. Diminishing notional capital
- 50. Capital jointly held
- 51. Calculation of tariff income from capital

PART 7

Students

CHAPTER 1

General

- 52. Interpretation: students
- 53. Treatment of students

CHAPTER 2

Income

- 54. Calculation of grant income
- 55. Calculation of covenant income where a contribution is assessed
- 56. Covenant income where no grant income or no contribution is assessed
- 57. Relationship with amounts to be disregarded under Schedule 4
- 58. Other amounts to be disregarded
- 59. Treatment of student loans
- 60. Treatment of fee loans
- 61. Treatment of payments from access funds
- 62. Disregard of contribution
- 63. Further disregard of student's income
- 64. Income treated as capital
- 65. Disregard of changes occurring during summer vacation

PART 8

Amount of reduction

- 66. Maximum council tax reduction
- 67. Non-dependant deductions
- 68. Extended council tax reduction
- 69. Duration of period of entitlement to extended council tax reduction
- 70. Amount of extended council tax reduction
- 71. Extended council tax reduction: movers
- 72. Relationship between council tax reduction and extended council tax reduction
- 73. Extended council tax reduction (qualifying contributory benefits)
- 74. Duration of extended council tax reduction (qualifying contributory benefits)
- 75. Amount of extended council tax reduction (qualifying contributory benefits)
- 76. Extended council tax reduction (qualifying contributory benefits): movers
- 77. Relationship between council tax reduction and extended council tax reduction (qualifying contributory benefits)
- 78. Alternative maximum council tax reduction
- 79. Residents of a dwelling to whom regulation 14(6) does not apply

PART 9

Effective date

- 80. Date on which entitlement is to begin
- 81. Date on which a change of circumstances is to take effect

PART 10

Applications

- 82. Who may apply
- 83. Written applications
- 84. Telephone applications
- 85. Date on which an application is made
- 86. Evidence and information

- 87. Amendment of applications
- 88. Withdrawal of applications

PART 11

Notification of changes of circumstances

- 89. Duty to notify changes of circumstances
- 90. Alternative means of notifying changes of circumstances

PART 11A

Reviews

- 90A Review of determination on an application
- 90B Request for further review
- 90C Panel to conduct further reviews
- 90D Conduct of further reviews

PART 12

Electronic communications

91. Sending documents by electronic communication

PART 13

Consequential and transitional provisions

- 92. Transitional provision
- 93. Savings provision
- 94. Consequential amendments Signature

SCHEDULE 1 Applicable amount

PART 1 Personal Allowances

- 1. The amount specified in column (2) below in respect of...
- 2. For the purposes of paragraph 1 an applicant is entitled...
- 3. The amounts specified in column (2) below in respect of...

PART 2 Family Premium

4. (1) The amount for the purposes of regulations 21(c) and...

PART 3 Disability premiums

- 5. Except as provided in paragraph 6, a premium 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 disability premiums

17. The premiums referred to in regulation 21(d) (applicable amount) and...

PART 5 Components

- 18. Components
- 19. Subject to paragraph 20, the applicant is entitled to one,...
- 20. (1) The applicant has no entitlement under paragraph 21 or...
- 21. Work-related activity component
- 22. Support component
- 23. Amount of components
- 24. The amount of the support component is £39.40.

PART 6 Transitional addition

- 25. (1) The applicant is entitled to a transitional addition calculated...
- 26. (1) This paragraph applies where— (a) the applicant's entitlement to...
- 27. (1) This paragraph applies where—(a) the applicant's entitlement to...
- 28. Amount of transitional addition
- 29. (1) Subject to sub-paragraph (2), where there is a change...
- 30. Interpretation of Part 6

SCHEDULE 2 Amount of alternative maximum council tax reduction

- 1. Subject to paragraphs 2 and 3, the alternative maximum council...
- 2. In determining a second adult's gross income for the purposes...
- 3. Where there are two or more second adults residing with...
- 4. In this Schedule—" council tax due in respect of...

SCHEDULE 3 Sums to be disregarded in the calculation of earnings

- 1. In the case of an applicant who has been engaged...
- 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, 5, 6 and...
- 10. Where the applicant is engaged in one or more employments...
- 11. In a case to which none of paragraphs 4 to...
- 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" means employment in...

SCHEDULE 4 Sums to be disregarded in the calculation of income other than earnings

- 1. Any payment made to the applicant in respect of any...
- 2. Any payment made to the applicant in respect of any...
- 3. Any amount paid by way of tax on income which...
- 4. Any payment in respect of any expenses incurred or to...
- 5. Any payment in respect of expenses arising out of the...
- 6. In the case of employment as an employed earner, any...
- 7. Where the applicant is on income support, an income-based jobseeker's...
- 8. Where the applicant is a member of a joint-claim couple...
- 9. Where the applicant, or a person who was the applicant's...
- 10. Any disability living allowance, child disability payment, adult...

- 11. Any concessionary payment made to compensate for the non-payment of —...
- 12. Any mobility supplement under article 20 of the Naval, Military...
- 13. Any attendance allowance.
- 14. Any payment as holder of the Victoria Cross or of...
- 15. (1) Any payment— (a) by way of an education maintenance...
- 16. Any payment made by way of a repayment under regulation...
- 17. (1) Any payment made pursuant to section 2 of the...
- 18. (1) Subject to sub-paragraph (2), any of the following payments—...
- 19. Any of the following payments—(a) a war disablement pension...
- 20. Subject to paragraph 40, £15 of any—
- 20A Any payment of bereavement support payment under section 30 of...
- 21. (1) Any income derived from capital to which the applicant...
- 22. Where the applicant makes a parental contribution in respect of...
- 23. (1) Where the applicant is the parent of a student...
- 24. Any payment made to the applicant by a child or...
- 25. Where the applicant occupies a dwelling as the applicant's home...
- 26. (1) Where the applicant occupies a dwelling as the applicant's...
- 27. (1) Any income in kind, except where regulation 39(11)(b) (calculation...
- 28. Any income which is payable in a country outside the...
- 29. (1) Any payment made in respect of a person who...
- 30. Any payment made to the applicant by virtue of arrangements...
- 31. Any payment for a person ("the person concerned"),...
- 32. Any payment made by a local authority in accordance with...
- 33. (1) Subject to sub-paragraph (2), any payment (or part of...
- 34. (1) Subject to sub-paragraph (2), any payment received under an...
- 35. Any payment of income which by virtue of regulation 45...
- 36. Any social fund payment made pursuant to Part 8 of...
- 37. A crisis payment made for the purpose of meeting an...
- 38. Any payment under Part 10 of the 1992 Act (Christmas...
- 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 the Trusts, the...
- 42. Any housing benefit.
- 43. Any payment made by the Secretary of State to compensate...
- 44. Any payment in consequence of a reduction of council tax...
- 45. (1) Any payment or repayment made—(a) under regulation 3,...
- 46. Any payment made to such persons entitled to receive benefits...
- 47. Any payment made by the Scottish Ministers or the Secretary...
- 48. (1) Where an applicant's family includes at least one child...
- 49. (1) Any payment of child aliment or maintenance made by...
- 50. Any payment (other than a training allowance) made, whether by...
- 51. Any guardian's allowance payable under section 77 of the 1992...
- 52. (1) If the applicant is in receipt of any benefit...
- 53. Any supplementary pension under article 23(2) of the Naval, Military...
- 54. In the case of a pension awarded at the supplementary...
- 55. (1) Any payment which is—(a) made under any of...
- 56. Except in a case which falls under paragraph 18(1) of...
- 57. Any payment made as a direct payment as defined in...58. (1) Subject to sub-paragraph (2), in respect of a person...
- 59. (1) Any payment of a sports award except to the...
- 60. Where the amount of subsistence allowance paid to a person...
- 61. In the case of an applicant participating in an employment...

- 62. Any discretionary housing payment paid pursuant to regulation 2(1) of...
- 63. (1) Any payment made by a local authority or by...
- 64. Any payment of child benefit.
- 65. Any carer's allowance supplement made under section 81 of the...
- 66. Any early years assistance given under section 24, section 32...
- 67. Any funeral expense assistance given under section 24, section 34...
- 68. Any payment made under the Carer's Assistance (Young Carer Grants)...
- 69. Any payment or interest on a payment made under, or...
- 70. Any Scottish child payment assistance paid by virtue of Regulations...
- 71. Any payment of winter heating assistance made by virtue of...

SCHEDULE 5 Capital to be disregarded

- 1. Any payment made to the applicant in respect of any...
- 2. Any payment made to the applicant in respect of any...
- 3. The dwelling together with any garage, garden and outbuildings, normally...
- 4. Any premises acquired for occupation by the applicant which the...
- 5. Any sum directly attributable to the proceeds of sale of...
- 6. Any premises occupied in whole or in part—
- 7. Where an applicant is on income support, an income-based jobseeker's...
- 8. Where the applicant is a member of a joint-claim couple...
- 9. Any future interest in property of any kind, other than...
- 10. (1) The assets of any business owned in whole or...
- 11. (1) Subject to sub-paragraph (2), any arrears of or any...
- 11A (1) The total amount of any payments disregarded under paragraph...
- 12. Any sum— (a) paid to the applicant in consequence of...
- 13. Any sum— (a) deposited with a housing association as defined...
- 14. Any personal possessions except those acquired by the applicant with...
- 15. The value of the right to receive any income under...
- 16. Where the funds of a trust are derived from a...
- 17. (1) Any payment made to the applicant or the applicant's...
- 18. The value of the right to receive any income under...
- 19. The value of the right to receive any income which...
- 20. The surrender value of any instrument by which the payment...
- 21. Where any payment of capital falls to be made by...
- 22. Any payment made by a local authority in accordance with...
- 23. (1) Subject to sub-paragraph (2), any payment (or part of...
- 24. Any social fund payment made pursuant to Part 8 of...
- 25. Any crisis payment made for the purpose of meeting an...
- 26. Any refund of tax which falls to be deducted under...
- 27. Any capital which by virtue of regulation 40 (capital treated...
- 28. Where any payment of capital is made in a currency...
- 29. (1) Any payment made under or by any of 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 Enterprise...
- 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) under regulation 3,...
- 44. Any payment made to those persons entitled to receive benefits...
- 45. Any payment made under Part 8A of the 1992 Act...
- 46. Any payment made by the Scottish Ministers or the Secretary...
- 47. Any payment (other than a training allowance) made, whether by...
- 48. Any payment made by a local authority under section 3...
- 49. (1) Subject to sub-paragraph (2), where an applicant satisfies the...
- 50. Any sum of capital administered on behalf of a person...
- 51. (1) Any sum of capital to which sub-paragraph (2) applies...
- 52. Any payment to the applicant as holder of the Victoria...
- 53. In the case of a person who is receiving, or...
- 54. (1) Any payment of a sports award for a period...
- 55. (1) Any payment— (a) by way of an education maintenance...
- 56. In the case of an applicant participating in an employment...
- 57. Any arrears of subsistence allowance paid as a lump sum...
- 58. Where an ex-gratia payment of £10,000 has been made by...
- 59. (1) Subject to sub-paragraph (2), the amount of any trust...
- 60. The amount of any payment, other than a war disablement...
- 61. (1) Any payment made by a local authority, or by...
- 62. Any payment made under regulations made under ... section 57...
- 63. Any payment made to the applicant under regulations under section...
- 64. Any payment made to the applicant under regulations made under...
- 65. Any bereavement support payment in respect of the rate set...
- 66. Any payment made under or by the Thalidomide Trust.
- 67. Any early years assistance given in accordance with section 24,...
- 68. Any funeral expense assistance given in accordance with section 24,...
- 69. Any payment made under the Carer's Assistance (Young Carer Grants)...
- 70. Any payment or interest on a payment made under, or...
- 71. Any ex gratia payment made at the discretion of the...
- 72. Any payment of winter heating assistance made by virtue of...
- 73. The one-off payment of £500 to NHS and social care...
- 74. The one-off payment of £500 to working tax credit recipients....
- 75. Any redress payment made under Part 4 of the Redress...

SCHEDULE 6 Savings provisions

- 1. (1) Where, on 12th April 1995, a person was entitled...
- 2. (1) Where the higher pensioner premium was applicable to a...
- 3. Interpretation

SCHEDULE 7 Consequential amendments

- 1. (1) The Council Tax (Administration and Enforcement) (Scotland) Regulations 1992...
- 2. In the Council Tax (Reductions for Disabilities) (Scotland) Regulations 1992...
- 3. In the Council Tax (Alteration of Lists and Appeals) (Scotland)...
- 4. In the Council Tax (Reduction of Liability) (Scotland) Regulations 1994...
- 5. In the Council Tax (Administration and Enforcement) (Scotland)
 Amendment Regulations...
 Explanatory Note

Changes to legislation:
There are currently no known outstanding effects for the The Council Tax Reduction (Scotland)
Regulations 2012.