

**COUNCIL TAX DISCOUNT  
SEVERELY MENTALLY IMPAIRED  
APPLICATION TO BE DISREGARDED**

**You should complete this application form in respect of any persons who you consider should be disregarded, in the assessment of Council Tax Discounts, because they are Severely Mentally Impaired. Please see Guidance Notes overleaf.**

COUNCIL TAX REFERENCE \_\_\_\_\_

NAME OF TAXPAYER \_\_\_\_\_

ADDRESS \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NUMBER OF ADULTS (OVER 18 ) RESIDENT IN PROPERTY \_\_\_\_\_

**Persons to be disregarded**

	(1)	(2)	(3)
First name			
Surname			
Qualifying Benefit Received (see notes overleaf)			
Date Benefit Commenced			
DSS Allowance Number			
Name Address and Telephone Number of Doctor (who has knowledge of person to be disregarded)			

**Declaration:** I declare that the information given above is, to the best of my knowledge, true and accurate and give permission to the Council to approach the Medical Practitioner(s) in order to verify the grounds for disregarding the persons shown.

**Signed** \_\_\_\_\_ **Date** \_\_\_\_\_

**Return this form to: Exchequer and Support Services, Revenues Division, Council Offices,  
Wellington Road, Ashton-under-Lyne, OL6 6DL**

**PLEASE NOTE THAT A PENALTY MAY BE IMPOSED IF YOU  
KNOWINGLY SUPPLY INFORMATION WHICH IS FALSE**

# SEVERELY MENTALLY IMPAIRED

The full council tax bill assumes that there are 2 adults residing in a dwelling. However, for council tax purposes certain people will not be counted when looking at the number of adults.

The effect of disregarding certain adults may be to reduce the council tax bill by 25% or 50%.

<b>EXAMPLE</b>	4 adults residing in a property	
(i)	one person in disregarded category	100% charge as there are still more than 2 adults to be counted
(ii)	two persons in disregarded category	100% charge as there are still 2 adults to be counted
(iii)	three persons in disregarded category	75% charge as only one adult is to be counted
(iv)	four persons in disregarded category	50% charge as there are no adults to be counted

Below are answers to some questions about who should be disregarded, under this category, for the purpose of assessing Council Tax discount.

## How is "Severely Mentally impaired" defined?

For the purposes of the Local Government Finance Act 1992 a person is Severely Mentally Impaired if he/she has a severe impairment of intelligence and social functioning (however caused) which appears to be permanent.

## What does this mean in practical terms?

A person will be disregarded on the grounds of being Severely Mentally Impaired if he or she is entitled to one of the following benefits;

- Incapacity Benefit or Employment Support Allowance
- Severe Disablement Allowance
- Unemployability Supplement or Unemployability Allowance
- Attendance Allowance or Constant Attendance Allowance
- Higher or Middle Rate of the care component of a Disability Living Allowance
- Disability Working Allowance
- An increase in the rate of Disablement Pension
- Income Support where the Applicable Amount includes a Disability Premium

AND

- He/she is confirmed as being Severely Mentally Impaired by a registered medical practitioner.

## What if the person I am applying for is not in receipt of one of the qualifying benefits?

If you would like more information about any benefit contact the Department of Social Security before applying for a discount.

## How do I apply?

Complete this form. Once it has been assessed you will be notified of our decision.

## For how long will the discount be allowed?

For as long as there are less than two adults in the property who are not disregarded. If there is any change in circumstances then you must notify us. Failure to do so may result in a penalty being imposed.

## Data Protection Act 1984

The information you provide on this form will be used to determine if you are eligible for a discount from your Council Tax, and may be recorded on a computer. Although you are not obliged to give this information, the Council will be unable to assess your eligibility for a discount unless you do so.

If you have any other queries about discount or would like any more information about Council Tax, please contact Exchequer and Support Services or telephone your area helpline shown at the top of your Council Tax Bill.