

**Letters to:** Local Taxation Service, PO Box 10505, Wood Green, N22 7WJ

**Tel:** 020 8489 1000

**www.haringey.gov.uk**

**email:** council.tax@haringey.gov.uk



## APPLICATION FOR REDUCTION - YOUTH TRAINING TRAINEES

Please read the information on page 2 before completing and returning this form to the address above.

Council Tax Reference Number			
Address of Property			
Daytime telephone number			
Mobile telephone number			
Email address			
Number of people over the age of 18 living in the property			
Persons to be disregarded:			
Full Name			
Date of birth			
Name and address of training provider			
Start date of training			
End date of training			

**You must notify the Council immediately if any of the above details change**

### Declaration

I declare the details given in this application are to the best of my knowledge, true and accurate and the Council may verify this information from appropriate sources.

Signed ..... Date .....

This authority is under a duty to protect the public funds which it administers, and to this end may use information held about you for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

## **YOUTH TRAINING TRAINEES**

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 100%.

**EXAMPLE** 4 adults residing in a property

one person in disregarded category	100% charge as there are still more than 2 adults to be counted.
two persons in disregarded category	100% charge as there are still 2 adults to be counted.
three persons in disregarded category	75% charge as only one adult is to be counted.
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.

**Q. How is "youth trainee" defined?**

**A.** For the purposes of the Local Government Finance Act 1992, a youth trainee is a person who is BOTH:-  
under 25 years of age undertaking training through arrangements made under the Employment and Training Act 1973 PROVIDED THAT:-  
the training arrangements are recognised as an approved training scheme for the purposes of section 28 of the Social Security Contributions and Benefits Act 1992.

**Q. But I am on the Options, Future or Next Step scheme - do I qualify?**

**A.** Yes.

**Q. How do I apply?**

**A.** Complete all parts of the form overleaf and return it without delay, together with a copy of your individual training plan issued by your training provider (this needs to show your name, course and start / end dates of training) to the address shown. Once it has been assessed, you will be notified of the Council's decision.

**Q. For how long will the discount be allowed?**

**A.** 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 the Council Tax Office at the address shown above. 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.

### **Other Council Tax queries?**

Contact the office at the address or telephone number: 020 8489 1000.

### **Council Tax Benefit**

This is now dealt with by a separate office, the Benefit Service, tel: 020 8489 1000.