



A guide to Housing Benefit and Council Tax Benefit

Non-dependants



Who is a non-dependant?

If you are claiming Housing Benefit or Council Tax Benefit, a non-dependant is someone over 18 who normally lives with you such as an adult son, daughter, relative, or friend.

Who is **not** treated as a non-dependant?

We do not treat the following people as non-dependants:

- Partners
- Boarders
- Subtenants
- Joint tenants
- Children for whom you still receive Child Benefit
- Carers who are employed by a charity or voluntary organisation.

How does a non-dependant affect my benefit?

We take fixed amounts from your Housing and Council Tax Benefit based on the gross weekly income (before tax and National Insurance) of your non-dependants. We make deductions whether the non-dependant contributes to your household or not.

We take the following amounts from your Housing and Council Tax Benefit if your non-dependant is in full-time work (over 16 hours).

Non dependant's gross weekly income	Weekly amount taken from Housing Benefit	Weekly amount taken from Council Tax Benefit
Below £122	£9.40	£2.85
£122 – £179.99	£21.55	£2.85
£180 – £233.99	£29.60	£5.70
£234 – £309.99	£48.45	£5.70
£310 – £386.99	£55.20	£7.20
Over £387	£60.60	£8.60

The figures shown above apply from 1 April 2011 and may change after April 2012.

If your non-dependant works less than 16 hours a week, we will take £9.40 from your Housing Benefit and £2.85 from your Council Tax Benefit.

If your non-dependant has no income, we will still take £9.40 from your Housing Benefit and £2.85 from your Council Tax Benefit.

Non-dependant couples

If two non-dependants in your household are living together as a couple, for example your adult son and his wife, we will only take one non-dependant deduction to cover them both. However, the amount we take will be based on the couple's combined gross income.

When are deductions not taken for non-dependants?

We do not take deductions if you, or your partner, are:

- registered blind
- receiving Disability Living Allowance (the care component only)
- receiving Attendance Allowance.

And, we will not make a deduction if your non-dependant is:

- under 18
- under 25 and receiving Income Support, Jobseeker's Allowance (income based) or Employment and Support Allowance (income related) assessment phase only
- receiving Pension Credit
- receiving a Youth Training Allowance
- a full-time student (but we will take an amount if they are between courses, or if they work during the summer holidays)
- in prison
- usually living elsewhere.



For Council Tax Benefit, we will not take off an amount if:

- your non-dependant is receiving Income Support, Jobseeker's Allowance (income based) or Employment and Support Allowance (income related).

If your non-dependant is on Disability Living Allowance, we will still take deductions.

What if I am over 65?

If you or your partner are over 65 and a non-dependant moves in with you, we will not make deductions for the first 26 weeks no matter what their income is. However, you must still tell us that they have moved in.

If you already have a non-dependant living with you and their income increases, we will not make any changes for 26 weeks. Then, the new deductions will be based on the non-dependant's actual income at the end of the 26-week period.

What proof do I need for my non-dependants?

We will accept the following as evidence of your non-dependant's circumstances:

- Wage slips
- Pension slips
- An employer's certificate of earnings
- An award letter from the DWP
- Accounts for self-employed non-dependants
- A student certificate.

What happens if I do not give you proof of my non-dependant's circumstances?

If you do not give us the proof we ask for, we may take the maximum non-dependant deductions from your benefit.

Must I report changes in my non-dependant's circumstances?

You must tell us immediately if there is a change in your non-dependant's circumstances.

You should let us know if a non-dependant:

- moves into or leaves your household
- starts working, or has a change in their income
- leaves full-time education.

You should also tell us if you stop receiving Child Benefit for a member of your household who is over 18.

If you delay in letting us know about a change, it could lead to you being overpaid benefit.

If you report a change in your non-dependant's circumstances more than one month after it happens, you could lose benefit.

Discretionary Housing Payments

If we have reduced your benefit as a result of non-dependant deductions, and your non-dependant can't or won't help you with the shortfall, you may be able to apply for a Discretionary Housing Payment.

The money we have available for Discretionary Housing Payments is strictly limited. We only award Discretionary Housing Payments in very exceptional circumstances to prevent financial hardship or homelessness. Any award would be for a limited time - usually for less than six months.

If you only need help filling in a claim form or wish to hand in your form or documents, you can visit the following:

- **Homerton Neighbourhood Office**
92 Well Street, London E9 7JA
Phone: **020 8356 7800**
- **North West Neighbourhood Office**
Stoke Newington Municipal Building,
Stoke Newington, London N16 0JR
Phone **020 8356 6151**
- **North East Neighbourhood Office** (for council tenants only)
149 Stamford Hill, London N16 5LG
Phone: **020 8356 6500**
- **Shoreditch Neighbourhood Office**
Bletchley Court, 1 Cropley Street, London N1 7PT
Phone: **020 8356 6705**
- **De Beauvoir & Queensbridge Neighbourhood Office**
31 De Beauvoir Road, London N1 5SJ
Phone **020 8356 6600**
- **Clapton Park TMO**
The Housing Office, 4A Gilpin Square, London E5 0HL
Phone: **020 8356 6300**
- **Suffolk Estate TMO** (for Suffolk estate tenants only)
The Housing Officer, Welshpool Street, London E8 4PF
Phone: **020 7923 3774**
- **Rent Deposit Scheme** (for Rent Deposit Scheme clients only)
Housing Options and Advice, Hackney Service Centre,
1 Hillman Street, London E8 1DY
Phone: **020 8356 4026**



More information

You can contact us in the following ways:

- **Customer Services**
Revenues and Benefits Service
Hackney Service Centre
1 Hillman Street,
London E8 1DY
Phone : 020 8356 3399
Textphone : 020 8356 3725
Fax: 020 8356 3655
Email: Benefits@hackney.gov.uk
Website: www.hackney.gov.uk
- **Children's Centre at Tyssen**
Tyssen Primary School, Oldhill Street, London N16 6AQ
Opening times: Wednesdays from 9.30am to 4pm
- **North East Neighbourhood Office (Clock House)**
149 Stamford Hill, London N16 5LG
Opening times: Tuesdays and Thursdays from 11am to 4pm
(During the above times we offer a service for all Housing Benefit and Council Tax Benefit customers)

If you would like to find out what this document says please tick the appropriate box, put your name, address and phone number at the bottom of this page and return it to the address below.

Bengali

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French

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Kurdish

Ger hun dixwazin bizanibin ku ev dokumet çi dibêje, ji kerema xwe qutika minasib îşaret bikin, nav, navnîşan û hejmara telefona xwe li jêrê rûpel binivîsin û wê ji navnîşana jêrîn re bişînin.

Polish

Jeśli chcesz dowiedzieć się, jaka jest treść tego dokumentu, zaznacz odpowiednie pole, wpisz swoje nazwisko, adres i nr telefonu w dolnej części niniejszej strony i przeslij na poniższy adres.

Urdu

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Somali

Haddii aad jeclaan lahayd in aad ogaato waxa dokumeentigani sheegayo fadlan calaamadi godka ku haboon, ku qor magacaaga, cinwaanka iyo telefoon lambarkaaga boggan dhankiisa hoose ka dibna ku celi cinwaanka hoose.

Spanish

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Turkish

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Vietnamese

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Chinese

如果你想知道這分文件的詳細內容，請在方框內打鉤，在本頁下面寫下你的名字、地址和電話號碼並寄到下面的地址。