The Enfield Councils History FOI Indexed
Stage 3
Housing Benefit Notification
Page Number: 41,42,43,44,45,
27/02/**2015**
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Mr. S Cordell
109 Burncroft Avenue
Enfield
EN3 7JQ
Claim Reference: 1623514
NI reference: JH653811D
Rent Reference: 497630
Council Tax Account:55508596
27/02/**2015**
Dear Mr. Cordell
Housing Benefit Notification
I have changed your Housing Benefit from 06/04/**2015** to take account of new year benefit levels from April. I have decided that your benefit is now as follows:
£93.08 per week from 06/04/**2015** **How You Will Be Paid**
Your benefit will be paid by directly crediting your rent account.
Council Tax Support Notification
I have worked out your council tax support from 01/04/**2015** to take account of new council tax and benefit levels from April. I have decided that your benefit is now as follows:
£12.53 per week from 01/04/**2015**
How You Will Be Paid
£655.22 council tax support has been paid to your council tax account. The total amount of council tax support for **2015**/16 is £655.22.
You will receive a **council tax bill dated 13th March 2015** that will tell you how much council tax you will now have to pay. On the back of the bill is a summary of how we have calculated your council tax.
Right of Appeal for Housing Benefit
If you do not agree with the Housing Benefit decision, you must challenge it within **one month** of the date of this letter.
You can:
1. Write and ask us to reconsider
2. Write to us and ask for our decision to be looked at by the Independent Tribunal run by the Tribunal Service.
Your letter must be written in English, be received within one month of the date of this letter, be signed by you and give your name, address, grounds for reconsideration and any evidence.
If you disagree with a Local Council Tax Support Scheme decision
If you do not agree with the Council Tax Support Scheme decision, you do not have a formal

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right to appeal. However, you can still:
Write and ask us to reconsider
If you are still unhappy you can write to us to make a formal complaint

Your letter must be written in English, be received within one month of the date of this letter, be signed by you and give your name, address, grounds for reconsideration and any evidence.

Changes in your circumstances

If your circumstances change, you must tell us about them immediately. For example:

3. You start working or you earn more or less money
4. Your benefits/tax credits change or are stopped
5. You move home
6. Your rent changes
7. You go to stay with friends, family or go into hospital for more than 2 weeks
8. You become a student or stop being a student
9. Anyone comes to live with you, or someone moves out
10. Your savings change
11. Your child leaves school or other education
12. You have a baby
13. Someone dies
14. Any other change which may affect your entitlement to benefit
15. Someone else in your home has any of these changes

If you don't tell us about a change, we may fine you or take legal action and you will have to pay back any money that you were not entitled to.

You can report a change in circumstance on our website atwww.enfield.gov.uk/benefits online

Alternatively, you can write or email us telling us what has changed, when and if there has been a delay in telling us, why. You will also need to send evidence to support your claim. Further information is also available on our website www.enfield.gov.uk/benefits.

How to contact us

My Enfield Account

Make the most of Enfield's online self-service secure portals.

Sign up for My Enfield - Residents for access to your Council Tax accounts, Housing Benefit and Council Tax support claims.

Sign up for My Enfield - Landlords to access your tenants Housing Benefit payment schedules if you are paid directly

From your accounts you can view balances, next payments, payments made, benefit awards personal details, payment schedules, inform us of changes, apply for discounts and much more.

To register: www.enfield.gov.uk/myenfield

Online - Benefits homepage visit www.enfield.gov.uk/benefits Online forms visit www.enfield.gov.uk/benefitsonline

Email - revs@enfield.gov.uk

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There are free internet facilities in local council libraries and at our major reception areas.

Post - Revenues and Benefits, PO Box 63, Civic Centre, Enfield, EN1 3XW Telephone - 020 8379 1000 (8am-6pm).

For further details on how to contact us please visit www.enfield.gov.uk/contact_us

Providing Evidence? - Please note we can now accept all supporting documents electronically by email to revs@enfield.gov.uk. If you have a benefit reference number insert it into the subject box in pointed brackets: <XXXXXXXXX>

Identification such as passports, driving licences etc. must still be provided in person at one of our offices or sent in via the post.
Please note that your information will be processed in line with the Councils privacy notice which is available at
www.enfield.gov.uk/privacy
Yours sincerely
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Claim reference: 1623514
NI reference: JH653811D
How Your Housing Benefit Has Been Worked Out for the period
From 06/04/**2015** your Housing Benefit will be £93.08 each week.
The rent you are charged each week is £99.19.
Housing Benefit cannot pay for some service charges that are included in your rent. The rent you pay has to be reduced by the amount of these service charges. These amounts are shown below:
Actual amount for Ineligible Water £6.11
Total deductions for services £6.11
The amount of rent after deducting these charges is called your maximum eligible rent. Your rent of £99.19 must be reduced by £6.11, to £93.08 each week. This is your maximum eligible rent.
The maximum Housing Benefit you can get is £93.08 each week. This figure is used when working out 'your total weekly Housing Benefit'.
Your Total Weekly Housing Benefit
As you are receiving Income Support, I can pay the maximum Housing Benefit of £93.08 each week.
How Your Council Tax Support Has Been Worked Out
Based on your circumstances I have decided to assess your claim using the Working Age scheme.
From 01/04/**2015**, your council tax support is £12.53 each week.
The maximum council tax support you could get
Your council tax liability for the year is £813.94 which for this period is £15.57 each week.
The maximum council tax support you could get is therefore £15.57 each week. This figure is used when working out 'your total weekly council tax support'.
Your Total Weekly Council Tax Support
A reduction of the maximum council tax support of £15.57 that you could get each week must be reduced by £3.04, to £12.53.
As you are receiving income support, I can pay you your maximum council tax support of £12.53 each week.
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Stage 3
No Change in Benefit Housing Benefit Notification
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17/03/**2015**
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Mr. S Cordell
109 Burncroft Avenue
Enfield
EN3 7JQ
Claim Reference: 1623514 NI reference: JH653811D Rent Reference: 497630
Council Tax Account:55508596
17/03/**2015** Dear Mr. Cordell **No Change in Benefit Housing Benefit Notification**
I have worked out your Housing Benefit again because. However, this has not changed your benefit, which remains as follows:
£93.08 per week from 06/04/**2015 Council Tax Benefit Notification**
I have worked out your Council Tax Benefit again because your claim has been recalculated for the new financial year. However, this has not changed your benefit, which remains as follows:
£15.74 per week from 01/04/**2012** to 31/03/**2013 Council Tax Support Notification**
I have worked out your council tax support again because your claim has been recalculated for the new financial year. However, this has not changed your benefit, which remains as follows:
£12.53 per week from 01/04/**2015 Right of Appeal for Housing Benefit**
If you do not agree with the Housing Benefit decision, you must challenge it within **one month** of the date of this letter.
You can:

1. Write and ask us to reconsider
2. Write to us and ask for our decision to be looked at by the Independent Tribunal run by the Tribunal Service.

Your letter must be written in English, be received within one month of the date of this letter, be signed by you and give your name, address, grounds for reconsideration and any evidence.
If you disagree with a Local Council Tax Support Scheme decision
If you do not agree with the Council Tax Support Scheme decision, you do not have a formal right to appeal. However, you can still:
Write and ask us to reconsider
If you are still unhappy you can write to us to make a formal complaint

Your letter must be written in English, be received within one month of the date of this letter, be signed by you and give your name, address, grounds for reconsideration and any evidence.
Changes in your circumstances
If your circumstances change, you must tell us about them immediately. For example:

3. You start working or you earn more or less money
4. Your benefits/tax credits change or are stopped
5. You move home
6. Your rent changes
7. You go to stay with friends, family or go into hospital for more than 2 weeks
8. You become a student or stop being a student
9. Anyone comes to live with you, or someone moves out
10. Your savings change
11. Your child leaves school or other education
12. You have a baby
13. Someone dies
14. Any other change which may affect your entitlement to benefit
15. Someone else in your home has any of these changes

If you don't tell us about a change, we may fine you or take legal action and you will have to pay back any money that you were not entitled to.
You can report a change in circumstance on our website at
www.enfield.gov.uk/benefitsonline
Alternatively, you can write or email us telling us what has changed, when and if there has been a delay in telling us, why. You will also need to send evidence to support your claim.
Further information is also available on our website
www.enfield.gov.uk/benefits.
How to contact us
My Enfield Account
Make the most of Enfield's online self-service secure portals.
Sign up for My Enfield - Residents for access to your Council Tax accounts, Housing Benefit and Council Tax support claims.
Sign up for My Enfield - Landlords to access your tenants Housing Benefit payment schedules if you are paid directly
From your accounts you can view balances, next payments, payments made, benefit awards personal details, payment schedules, inform us of changes, apply for discounts and much more
To register: www.enfield.gov.uk/myenfield
Online - Benefits homepage visit www.enfield.gov.uk/benefits
Online forms visit www.enfield.gov.uk/benefitsonline
Email - revs@enfield.gov.uk
There are free internet facilities in local council libraries and at our major reception areas.
Post - Revenues and Benefits, PO Box 63, Civic Centre, Enfield, EN1 3XW

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Telephone - 020 8379 1000 (8am-6pm)
For further details on how to contact us please visit www.enfield.gov.uk/contact_us
Providing Evidence? - Please note we can now accept all supporting documents electronically by email to
revs@enfield.gov.uk. If you have a benefit reference number insert it into the subject box in pointed brackets: <XXXXXXX>
Identification such as passports, driving licences etc. must still be provided in person at, one of our offices or sent in via the post.
Please note that your information will be processed in line with the Council's privacy notice which is available at
www.enfield.gov.uk/privacy
Yours sincerely
Rebecca Rush C Tax Officer

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Claim reference: 1623514
NI reference: JH653811D
How Your Housing Benefit Has Been Worked Out for the period
From 06/04/**2015** your Housing Benefit will be £93.08 each week.
The rent you are charged each week is £99.19.
Housing Benefit cannot pay for some service charges that are included in your rent. The rent you pay has to be reduced by the amount of these service charges. These amounts are shown below:
Actual amount for Ineligible Water £6.11

Total deductions for services £6.11

The amount of rent after deducting these charges is called your maximum eligible rent. Your rent of £99.19 must be reduced by £6.11, to £93.08 each week. This is your maximum eligible rent.

The maximum Housing Benefit you can get is £93.08 each week. This figure is used when working out 'your total weekly Housing Benefit'.

Your Total Weekly Housing Benefit

As you are receiving Income Support, I can pay the maximum Housing Benefit of £93.08 each week.

Claim reference: 1623514 NI reference: JH653811D

How Your Council Tax Benefit Has Been Worked Out

From 01/04/**2012** to 31/03/**2013**, your Council Tax Benefit is £15.74 each week.

Your Council Tax liability for the year is £820.78 which for this period is £15.74 each week.

The maximum Council Tax Benefit you can get is £15.74 each week. This figure is used when working out 'your total weekly Council Tax Benefit'.

Your Total Weekly Council Tax Benefit

As you are receiving Income Support, I can pay the maximum Council Tax Benefit of £15.74 each week.

How Your Council Tax Support Has Been Worked Out

Based on your circumstances I have decided to assess your claim using the Working Age scheme.

From 01/04/**2015**, your council tax support is £12.53 each week.

The maximum council tax support you could get

Your council tax liability for the year is £813.94 which for this period is £15.57 each week.

The maximum council tax support you could get is therefore £15.57 each week. This figure is used when working out 'your total weekly council tax support'.

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Your Total Weekly Council Tax Support

A reduction of the maximum council tax support of £15.57 that you could get each week must be reduced by £3.04, to £12.53.

As you are receiving income support, I can pay you your maximum council tax support of £12.53 each week.