

APPENDIX B:

THE COUNCIL TAX, HOUSING BENEFIT & COUNCIL TAX BENEFIT

The Council Tax

The Council Tax was introduced in 1993 to replace the Community Charge as the way individuals contribute to the cost of Local Authority services.

Council Tax is made up of a property element and a personal element. The personal element is based on two persons being resident in a property. Where only one person is deemed to be resident in a property, then a discount may be granted. Properties are placed in one of eight valuation bands from A to H in accordance with their values as at 1 April 1991. Charges for each dwelling are levied in proportion to Band D, using a range of fractions.

The Council Tax can be paid in one lump sum or ten instalments. All enquiries regarding exemptions and reductions should be directed to:

The Director of Finance,
Council Tax Unit,
PO Box 14,
Monifieth,
DD5 4YZ.
Tel: 01382 535333.

Housing Benefit & Council Tax Benefit

People who rent or own their homes and are on low incomes may receive assistance with their rent and/or Council Tax through the Housing Benefit and Council Tax Benefit Schemes.

In order to maximise entitlement anyone interested in claiming Housing Benefit and/or Council Tax Benefit should contact the Council at the earliest opportunity. Application forms and assistance are available at the following offices:

Town	Address	Opening Times	Telephone:
Arbroath:	21 Market Place, Arbroath, DD11 1HR	9.15 – 4.45 Thurs 10.00 – 4.45	01241 879718 878017
Brechin:	ACCESS Office, 36 Bank Street, Brechin, DD9 6AX	9.00 – 1.00, 2.00 – 4.45 Wed 10.00 – 1.00, 2.00 – 4.45	01356 622184
Carnoustie	ACCESS Office, 26 High Street Carnoustie, DD7 6AQ	9.00 – 1.00, 2.00 – 4.45 Thurs 10.00 – 1.00, 2.00 – 4.45	01241 853335
Forfar	5 West High Street, Forfar, DD8 1BD	9.00 – 12.30, 1.30 – 4.45 Wed 10.00 – 12.30, 1.30 – 4.45	01307 464966
Kirriemuir	ACCESS Office, 5 Bank Street, Kirriemuir, DD8 4BE	9.00 - 1.00, 2.00 – 4.45 Wed 10.00 – 1.00, 2.00 – 4.45	01575 572845
Monifieth	Invertay House, Maule Street, Monifieth, DD5 4JG	9.15 – 4.45 Thurs 10.00 – 4.45	01382 535333
Montrose	ACCESS Office, Town House, High Street, Montrose, DD10 8PH	9.15 – 12.30, 1.30 – 4.45 Wed 10.00 – 12.30, 1.30 – 4.45	01674 673280

If you are unable to visit one of the Benefit Enquiry Offices above, please telephone Freephone (0800) 252056.