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SCHEDULE

Regulation 2

AMENDMENTS TO THE FORM ENTITLED “OWNER-OCCUPIER’S AND TENANT’S APPLICATIONS FOR HOUSING RENEWAL GRANTS”

- 1. In question 1.1, after “Name: ... ..” insert “**Note 1**”.
- 2. After question 1.2, insert–

**1.2A**

Please give the national insurance number for you, your partner and any other person who lives or intends to live at the property and who is also entitled to make an application for a grant: **Note 2A**

Your national insurance number .....

Your partner’s national insurance number .....

National insurance number for any other person .....

- 3. For question 1.3, substitute–

**1.3** Are you, or is anyone else who lives or intends to live at the property and who is also entitled to make an application for a grant, a “person from abroad” within the meaning of the Housing Benefit (General) Regulations?

Yes

**Note 3**

No

- 4. In the note preceding question 2B.6, for “If you hold” substitute “ If you do not hold”.
- 5. After question 3.23, insert–

**3.23A** If you, or your partner, are currently in paid employment, are you, or your partner, receiving the national minimum wage for each job held?

Yes

No

**3.23B** If you answered “No” to question 3.23A, are you or is your partner, entitled to receive the national minimum wage for each job held? **Note 74A**

Yes

No

**3.23C** If you answered “No” to question 3.23B, please state why you or your partner is not entitled to receive the national minimum wage for each job held:

**Note 74A**

.....  
.....  
.....

- 6. In question 3.31–
  - (a) after

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Other scholarships and bursaries etc.: £..... £.....

, insert “**Note 86B**”;

(b) after

Student loan: £..... £.....

, insert “**Note 86C**”.

7. In question 3.34, for “**Notes 90 and 90A**” substitute “**Notes 90, 90A and 90B**”.

8. In the heading before question 3.36, after “**student grants**” insert “**or student loans**” and in question 3.36, after “ student grant” insert “or student loan”.

9. In paragraph 4.1, after sub-paragraph (c) insert:

(d) Information about your national insurance number  **Note 2A**

10. Before note 2, insert–

“1. Please provide a utility bill showing both your name and the address of the property to which the application relates or other evidence that you live at that property.”

11. After note 2, insert–

“2A. If you have a national insurance number, please supply evidence that it belongs to you such as a national insurance numbercard, wage statements, benefit forms or other official documentation bearing both your name and your national insurance number. If you have lost your NI number or you have not been allocated one, please supply information to enable your NI number to be traced or an application for a NI number to be made.

The Housing Department of the Council can give you advice about the information you should provide and also how to apply for a new NI number. Please complete the rest of the form and ask for their advice when you send your application to them.”

12. In note 3, after “regulation 3 of the Housing Renewal Grants Regulations 1996 (S.I.1996/2890).”, insert “The Council is also not allowed to pay grant where a person who could have applied for a grant is a “person from abroad”, even though the applicant is not a “person from abroad”.”.

13. At the end of note 70, add:

“Gross pay should also include a non-cash voucher which has been taken into account in calculating your earnings in accordance with regulation 18(22) to (25) of the Social Security (Contributions) Regulations 1979(1).”

14. At the end of notes 71 and 72 add–

“Please include the amount of your pension whether it is paid to you or to another person. You do not have to include the amount of your pension, where all of it is paid to your trustee in bankruptcy or to someone else on behalf of your creditors provided that you and any member of your family do not have any income apart from that payment.”.

15. After note 74, insert–

“74A. If you or your partner do not know whether you are entitled to receive the national minimum wage for any job, please complete the rest of the form and then ask the Housing Department of the Council when you send in your application.”.

16. In note 85, after “George Cross” insert–

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(1) S.I. 1979/591; the relevant amending instrument is S.I. 1999/561.

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“–educational maintenance allowance payable by virtue of regulations made under section 518 of the Education Act 1996<sup>(2)</sup> (payment of school expenses; grant of scholarships etc.) or any other sum in respect of a course of study attended by a child or young person payable by virtue of regulations made under section 518 of the Education Act 1996, section 49 of the Education (Scotland) Act 1980<sup>(3)</sup> (power to assist persons to take advantage of educational facilities) or section 12(2)(c) of the Further and Higher Education (Scotland) Act 1992<sup>(4)</sup> (provision of financial assistance to students).”.

17. After note 86A, insert–

“**86B.** Please do not include a sports award except to the extent that it has been made to pay for your expenses, or those of your family, for food, ordinary clothing or footwear, household fuel or rent, or for any council tax or water charges for which you or another member of your family is liable.

You do not need to include any payments for vitamins, minerals or other special dietary supplements intended to enhance your performance in the sport for which the award was made.

You also do not need to include any payments made for school uniforms or clothing or footwear to be used solely for sporting activities.

**86C.** You should give the maximum student loan which you could have acquired, where you did not obtain a student loan or you did not obtain the maximum amount.”.

18. After note 90A, insert–

“**90B.** Please do not include a sports award which you have received less than 26 weeks ago except to the extent that it has been made to pay for your expenses, or those of your family, for food, ordinary clothing or footwear, household fuel or rent, or for any council tax or water charges for which you or another member of your family is liable.

You do not need to include any payments for vitamins, minerals or other special dietary supplements intended to enhance your performance in the sport for which the award was made.

You also do not need to include any payments made for school uniforms or clothing or footwear to be used solely for sporting activities.”.

19. In note 92, after “grant” insert “or student’s loan”.

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(2) 1996 c. 56; section 518 was substituted by section 129 of the School Standards and Framework Act 1998 (c. 31).

(3) 1980 c. 44.

(4) 1992 c. 37.