

Policy: Discretionary CT Energy Rebate Policy

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1. Purpose

The document describes how Broxtowe Borough Council will process the discretionary element of the governments CT Energy Rebate Scheme.

2. Scope

On 3 February 2022, the Chancellor announced the Government's interventions into energy price increases and what support will become available for residents.

Broxtowe Borough Council (BBC) will be responsible for administering the CT Energy Rebate scheme. This consist of two elements. These are:

- Mandatory Scheme supporting all those residing in a property banded A-D for Council Tax purposes. Based on specific government guidance, eligible households will receive a payment of £150.
- A discretionary scheme that will be developed by the Council. The remainder of this policy will only focus on this discretionary aspect.

3. Policy

3.1 Principles

The Council has received a funding allocation of £148,650 to support households in the borough through a discretionary scheme.

The allocation of funding has been provided to BBC from The Department for Levelling Up, Housing and Communities (DLUHG). The calculation of funding is based on 60% shares of the index of multiple deprivation and 40% on the estimated number of Local Council Tax Support claimants in Bands E-H as at September 2021.

DLUHG expects that all support from the Discretionary Fund is targeted towards those most likely to be suffering hardship as a result of the rising cost of living.

All Allocations of funding must be spent by 30 November 2022. Any unspent amount will be returned to DLUHG.

BBC will support those in receipt of Council Tax Support when administering their Discretionary CT Scheme based upon Council Tax Liability on 01/04/22. This will be done in two ways, these are;

- All Household in Band E-H that receive Council Tax Support will receive a payment of £150.
- All households in Band A-H that are receiving Council Tax Support will receive a top up payment of up to maximum of £20.

Risk	Mitigation
Support not provided to the most vulnerable	<p>BBC will not make any payments until any outstanding Council Tax work item has been completed for the relevant household.</p> <p>Online applications will require specific data that only the liable person will know.</p> <p>By supporting those on Council Tax Support, BBC are utilising a means tested assessment to support those on a low income.</p>

3.3 Assertions

The Discretionary CT Energy Rebate Scheme will commence from 1 April 2022. An application process will be required where bank details are not currently held by BBC. The application process will primarily be online and available in April 2022. The scheme will conclude on 30 September 2022 with all payments being made before 30 November 2022.

Where an application is not received in the time frame, BBC will award a credit of the relevant amount to the Households Council Tax account.

3.4 Responsibilities

The Revenues Team will be responsible for processing the relevant applications, with the Quality and Control Team, Internal Audit and Finance Team all being involved in the payment process.

4. Related Policies, Standards and Guidelines

- The government's mandatory scheme can be found by clicking [here](#)

5. Terms and Definitions

BBC - Broxtowe Borough Council
 DLUHG - The Department for Levelling Up, Housing and Communities

6. Enforcement

Any **user** or **administrator** found deliberately contravening this policy **may** be subject to disciplinary action and, where appropriate, legal action.

7. Review

This document will be reviewed before 31 August 2022 to ensure appropriate spend against allocation.