

TO BE RETURNED TO:
Perth & Kinross Council
Local Taxes
PO Box 7300
PERTH
PH1 5WH
Tel:(01738) 477430
(Mon-Fri 8.45am to 5.00pm)
Email:localtaxes@pkc.gov.uk



Non-Domestic Rates Application for Disabled Persons Relief

INFORMATION

This application form enables you to apply for a relief of rates under the terms of the Rating (Disabled Persons) Act 1978. The applicant must be shown in the Council's Assessment Roll.

An explanatory note is enclosed which provides you with information regarding this type of relief.

Please complete all sections of this application and return it to the above noted address. Should you require any further information or assistance, please do not hesitate to contact the Local Taxes team by telephoning (01738) 477430. Alternatively, you may visit The Customer Services Point at Pullar House, 35 Kinnoull Street, Perth, PH1 5GD

Please ensure that the appropriate documents are enclosed. An officer may visit to verify the information provided by you.

SECTION A:

Name of Organisation Claiming Relief:

Address of Premises for which Relief is being Claimed:

Contact Name and Address:

Telephone Number:

Rates Account Number:

SECTION B:

Are the premises used for any of the following:

The provision of residential accommodation for the care of persons suffering from illness? (see Note 3) **YES/NO**

The provision of residential accommodation for the aftercare of persons who have been suffering from illness? **YES/NO**

The provision of residential accommodation for the care of disabled persons? (see Note 3) **YES/NO**

The provision of residential accommodation for the aftercare of disabled persons? **YES/NO**

The provision of facilities for training, or keeping suitably occupied, persons suffering from illness or who have been suffering from illness? **YES/NO**

The provision of facilities for training, or keeping disabled persons suitably occupied? **YES/NO**

The provision of welfare services for disabled persons? **YES/NO**

If YES, please detail below the type of welfare services provided:

The provision for disabled persons of facilities for employment or work on their own account in terms of Section 15 of the Disabled Persons (Employment) Act 1944? (see Note 4) **YES/NO**

The provision of sheltered employment (workshop or other facilities) by a Local Authority, in terms of Section 3 (1) of the Disabled Persons (Employment) Act 1958? (see Note 5) **YES/NO**

SECTION C:

Are the premises used for any ancillary or purpose, other than those mentioned in Section B of this application? **YES/NO**

If YES, please provide details below:

Please expand further on the major purposes for which the premises are used, clarifying the disability / illness suffered by the users of the building:

Please enclose a detailed plan or diagram showing the layout of each floor. It should indicate against each room or section, the use to which it is put.

Suitably marked up handwritten plans and diagrams will be accepted, although if architect's drawings are in your possession these would be preferred.

SECTION D:

DECLARATION

Please read this declaration carefully before you sign and date it.

I / We certify that the information supplied is accurate.

I / We understand that to deliberately provide false information for monetary advantage is a criminal offence and that legal action may be taken should false information be given.

I agree to inform Perth and Kinross Council immediately if circumstances change to the extent that the information provided in this application is no longer valid, or if the number of registered beds change.

Name (Block Capitals):

Position Within Organisation:

Signature:

Date:

DATA PROTECTION

Any information you have provided will be used for the billing and collection of local taxes and the recovery of any unpaid debts due to the Council. Disclosures to third parties will only be made to agents employed by Perth & Kinross Council to recover unpaid debts and to those organisations with a legal right of access, e.g. HMRC. This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided for the prevention and detection of fraud therefore it may also share this information with other bodies for these purposes, e.g. Audit Scotland.

In terms of The Data Protection Act 1998, you are entitled to know what information Perth & Kinross Council hold about you, on payment of a fee of £10. Application should be made to the Data Protection Officer, Blackfriars Development Centre, North Port, Perth, PH1 5LU. Phone 01738 477933 or email dataprotection@pkc.gov.uk

For Official Use Only

Relevant Checks Satisfied:

Period of Relief:

Authorised By:

Amount of Relief:

Actioned By:

Date Processed:

Non-Domestic Rates Explanatory Note to Accompany Disabled Persons Application

Please read this note prior to completing the application for Disabled Persons Relief.
Section B of the application, refers to the notes detailed below.

1. The applicant must be shown in the Council's Assessment Roll to be the rateable occupier.
2. To qualify for relief, lands and heritages must be occupied by a Local Authority or other body and 50% or more of the floor area must be used wholly or partly for one or more of those purposes specified and partly for purposes ancillary thereto.
3. The word "care" in questions 1 and 3 of SECTION B does not include the provision of medical, surgical or dental treatment and if the premises are mainly used for such a purpose then the answer to these questions should be "NO"
4. Section 15(1) of the Disabled Persons (Employment) Act 1944 States:

"Facilities may be provided as specified in this section for enabling persons registered as handicapped by disablement who by reason of the nature of the severity of their disablement are unlikely either at any time or until after the lapse of a long period to be able otherwise to obtain employment, or to undertake work on their own account (whether because employment or such work would not be available to them or because they would be unlikely to be able to compete therein on terms comparable as respects earnings and security with those enjoyed by persons engaged therein who are not subject to disablement), to obtain employment or to undertake such work under special conditions, and for the training of such persons for the employment or work in question."
5. Section 3(1) of the Disabled Persons (Employment) Act 1958 states:

"A Local Authority shall have the power under this section to make arrangements for the provision of facilities for any of the purposes mentioned in Sub-Section (1) of Section 15 of the principal Act (which relates to the provision for registered persons who are seriously disabled of employment, or work on their own account, under special conditions, and of training for such employment or work); and in relation to persons ordinarily resident in the area of a Local Authority, the Authority shall, to such extent as the Minister of Labour and National Service may direct, be under a duty to exercise their powers under this Sub-Section".
6. Relief granted under this Act is considered as a reduction of rates liability for the purposes of calculating relief under Section 1 of the Local Government (Financial Provisions, etc.) (Scotland) Act 1962.
7. **Please also enclose a copy of the Constitution or Articles and Memorandum of Association of your organisation where appropriate.**

