

HB Alerts

Circular Reference:	G3 2010		
Subject:	General Information	Effective Date:	N/A
Summary			
Backdating Period for Working Age Customers			
When the time limit for backdating was reduced to 6 months in October 2008 there was an intention to further reduce the time limit to 3 months. However, following a review of this intention it has been decided that the time limit will remain at 6 months.			
Identity Cards			
With effect from the 8 th February 2010 the roll out of identity cards will be extended to include 16 – 24 year olds living in London. With more identity cards being issued LAs are reminded that they may be presented more regularly as supporting evidence to accompany claims for HB/CTB. They are acceptable as items of evidence and further guidance can be found in circular G21 2009.			
CIS Prompts to LAs Project			
Implementation of this project is scheduled for week commencing 5 th April 2010. The electronic prompts being introduced will improve on current CIS functionality and will allow all changes to tax credits and DWP benefits to be updated within 24 hours of the decisions being made.			
A scan will be run prior to implementation to ensure that all the HB/CTB interest indicators are up to date. Training material and procedural guidance will be issued to LAs in February prior to implementation.			
CTB Awareness Campaign			
New flyers and posters are available for LAs to use, to promote the take up of CTB. Details can be found at www.dwp.gov.uk/housingbenefit/counciltax			
LA Omnibus Survey – Wave 19			
The summary and final report for the Wave 19 survey that was conducted will be available for download from the internet on 23 rd February 2010. The address is http://research.dwp.gov.uk/asd/asd5/rports2009-2010/rrep629.pdf			
Additional Info			
Also included in this circular is a list of Statutory Instruments being laid and other circulars that have been released.			
Suggested Action			
Ensure all staff involved in the administration of HB & CTB are made aware of the contents of this circular.			
Other References:			