

Housing Benefit and Council Tax Benefit

General Information Bulletin

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<http://www.dwp.gov.uk/housingbenefit/>

HB/CTB G8/2010

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Contact	Queries about the <ul style="list-style-type: none">• technical content of this bulletin, contact details are given at the end of each article• distribution of this bulletin, contact Corporate Document Services Ltd Orderline<ul style="list-style-type: none">- Email: orderline@cds.co.uk• bulletin in general, contact Kath Murphy<ul style="list-style-type: none">- Email: Kath.Murphy@dwp.gsi.gov.uk
Who should read	All Housing Benefit (HB) and Council Tax Benefit (CTB) staff
Action	For information

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Fraud Procedures and Instructions Guidance – alerts to updates in the guidance

- 1 Currently, local authority (LA) staff are alerted to any updates to the Fraud Procedures and Instructions Guidance (FPI Guide) via the National Anti-Fraud Network website, and within the FPI guide area hosted on the Institute of Revenues Rating and Valuation (IRRV) website.
- 2 We have now also made arrangements for alerts to changes in the FPI Guide to be included in *HB/CTB General Information Bulletins*. The alerts will be published at the end of the bulletin and will include a reference to the section that has changed (along with relevant paragraph numbers) and a short summary of the nature of the change. See the end of this bulletin for the first of these alerts.
- 3 If you have any queries about the FPI Guide alerts in this publication please email CAXTONHOUSE.FRAUD-ERROR-POLICY@DWP.GSI.GOV.UK

What's new on the web

- 4 The following items can be found on the website link shown

Document Type	Subject	Link
HB/CTB Bulletin G6/2010	GIB ESA Release 10.1 IOW goes national Statutory Instrument April	http://www.dwp.gov.uk/docs/g6-2010.pdf
HB/CTB Bulletin U2/2010	Essential maintenance to Directgov online services	http://www.dwp.gov.uk/docs/u2-2010.pdf
HB/CTB Circular S3/2010	Further subsidy changes applicable from 1 April 2010 – HB subsidy for customers living in temporary accommodation	http://www.dwp.gov.uk/docs/s3-2010.pdf
HB Direct Issue 101 May 2010	Newsletter	http://www.dwp.gov.uk/docs/issue-101-may-2010.pdf

Employment and Support Allowance (ESA) Customer Account Management (CAM) System Operational Guide for LAs	Guidance manual	http://www.dwp.gov.uk/docs/esa-operational-guidance-v7.pdf
Employment and Support Allowance (ESA) Local Authority Claim Information (LACI) Guide	Guidance manual	http://www.dwp.gov.uk/docs/laci-guidance-v2-may2010.pdf
Employment and Support Allowance (ESA) Local Authority Claim Information (LACI) template	Template	http://www.dwp.gov.uk/docs/appendix1-esa-laci-v2.doc
HB/CTB Subsidy Guidance Manual Amendment 5	Amendment to guidance manual	http://www.dwp.gov.uk/docs/subsidy-guidance-manual-10.pdf

HB/CTB Circulars issued recently

5 The following HB/CTB Circulars have been issued recently

HB/CTB Circular A10/2010

HB/CTB Circular S4/2010

Latest updates to the Fraud Procedures and Instructions Guidance

- 6 The latest updates to the Fraud Procedures and Instructions guidance are
- Secretary of State's authorisations - paragraphs 180 -187 have been revised to bring into line with current guidance in the Living Together as Husband and Wife (LTAHAW)/civil partnerships (CP) section.
 - Interviews Under Caution (IUC) - paragraphs 86 – 96 have been amended to include guidance on identifying a customer/subject prior to IUC.
 - Witness Interviews - paragraph 52 has been amended to reflect changes in legislation around witness anonymity.
 - Areas to cover during a LTAHAW/CP interview - paragraph 42 has been amended following advice from Prosecution Division and removes the use of INF3 and CP2(LT) forms during a fraud interview.
 - Evidence Gathering - paragraphs 67 – 77 and the Appendix table have been amended to take account of the change in process to obtain vehicle keeper details via National Anti-Fraud Network (NAFN).