



Non Domestic Rates Disabled Persons Relief Application

ACCOUNT REF. NO

NAME & ADDRESS:

Argyll & Bute Council
Customer and Support Services
Kintyre House
Snipefield Industrial Estate
Campbeltown
PA28 6SY

Tel: 01586 555249
Fax: 01586 553050
E-mail: ndr@argyll-bute.gov.uk

Non Domestic Rates – Rating (Disabled Persons) Act 1978

To qualify for relief in terms of the above Act, the premises on which relief of rates is claimed must be wholly or mainly used for one of the purposes specified at question 3 below or a purpose ancillary to those specified. Ancillary purposes could include office space, a laundry or canteen which are used to provide a supporting service which assists with the main purpose for which the premises are used.

1. Name of Organisation claiming Relief: _____
2. Description of premises on which Relief is claimed: _____

INFORMATION REGARDING PURPOSES FOR WHICH THE PREMISES ARE USED

3. Are the premises used for any of the following?
 - The provision of residential accommodation for the care or after-care of disabled persons or persons suffering from illness? (See note 3)
YES/NO
 - The provision of facilities for training, or keeping suitable occupied, disabled persons suffering from illness?
YES/NO
 - The provision of Welfare Services for Disabled persons? If yes, provide details on a separate sheet.
YES/NO
 - The provision for disabled persons of facilities for employment or work in terms of Section 15 of the Disabled Persons (Employment) Act 1944? (See note 4)
YES/NO
 - The provision of sheltered employment by a Local Authority in terms of Section 3(1) of the Disabled Persons (Employment) Act 1958? (See note 5)
YES/NO

4. Please state any ancillary or other purposes for which the premises are used other than those mentioned above.

5. Please use this space if you wish to expand further on the major purposes for which the premises are used.

Please enclose a plan or diagram of the layout of each floor of the premises, indicating against each room/section of the plan the use to which it is put. **Note: Handwritten plans/diagrams are acceptable.**

IF THE PREMISES ARE USED AS A HOME, PLEASE COMPLETE THE FOLLOWING QUESTIONS:-

6. Capacity of home: _____ persons
7. Resident's Details: Allocation of Residents according to Degree of Impairment

Please provide the total number of residents for each category:

A	No impairment: independent elderly – comparable to those living without support in the community.	
B	Mild Impairment: low dependency - likely to include those needing support in the community, warden supervised accommodation and the better residents in old people's homes	
C	Moderate Impairment: medium dependency – people functioning at this level are likely to need residential care or considerable help and support in the home	
D	Marked Impairment: high dependency – it is within this group that there is the greatest overlap between those in social services accommodation and those in hospital	
E	Severe Impairment: maximum dependency – this level is seen most often in psycho geriatric wards and the ones who remain in community homes often present considerable problems in terms of their demands on staff time	
Total Number of Residents		

8. Staffing Details

Number in establishment	
Number in post	
Number holding approved nursing and/or residential care qualification	

Please provide details of post designations and qualifications held.

DECLARATION

I declare that the information given in this application form and detailed on the enclosed plan/diagram is correct. I understand Argyll & Bute Council may undertake such enquiries it considers appropriate (including inspection of the property) to verify the claim. I undertake to advise the Council of any change of circumstance or use of the property.

Signature	
Position within Organisation	
Date	
Telephone Number	

EXPLANATORY NOTES

1. 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 for one or more of the purposes specified in question 3 of this form
2. The amount of rebate granted under this scheme will be based on a determination by the Assessor with regard to the rateable value of the building or buildings and the proportion which is used for the purposes set out above
3. The word "care" in question 3 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 or severity of their disablement are unlikely either at any time or until after the lapse of a prolonged 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 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".

Data Protection Fair Processing Notice: Argyll and Bute Council will primarily use the information you have supplied on this form for the collection and administration of Non-domestic (business) rates. Prevailing legislation places an obligation on local authorities to levy and collect taxes. The information may also be used for other legitimate purposes e.g. property occupancy and refuse collection. Where permitted by law, information is shared with other departments of the Council and other organisations externally. The full privacy notice for NDR can be found on our website <https://www.argyll-bute.gov.uk/privacy/non-domestic-rates>. You have a right to apply for a copy of the information we hold about you, and to have any inaccuracies corrected. Should you wish to exercise this right, your request must be made in writing to the Data Protection Officer, Argyll & Bute Council, Kilmory, Lochgilphead, PA31 8RT, email ain.jackson@argyll-bute.gov.uk or telephone 01546 604188.