

Calculating Housing Benefit

A practical course for delegates who want a deeper knowledge of how Housing Benefit is assessed. As well as taking delegates through the calculation, this course will highlight how Housing Benefit can be maximised and what mistakes to watch out for.

Who is the course for?

Any member of staff who would like to know more about how Housing Benefit is assessed.

Learning Outcomes

- ✓ Identify which tenants are entitled to maximum HB.
- ✓ Understand who is affected by the Bedroom Tax / Benefit Cap and by how much.
- ✓ Understand which service charges can be covered by HB.
- ✓ Be able to minimise impact of non-dependant deductions on amount of HB.
- ✓ Understand which income is counted for HB and which is disregarded.
- ✓ Be able to explain income disregards including child care costs.
- ✓ Be able to work out a tenant's 'needs' for HB purposes.
- ✓ Identify ways of increasing a tenant's 'needs' to maximise entitlement to HB.
- ✓ Understand how a move from DLA to PIP, or off DLA altogether will effect a HB award.
- ✓ Identify when the HB Office have not awarded the correct amount – 'credits only' claims for ESA, transitional protection given to some Incapacity Benefit claimants transferred on to Employment and Support Allowance.

Outline of Day

9.30am Introductions and Expectations

9.45am How is HB assessed?
Passport benefits

10.00am Maximum HB
Eligible rent
Bedroom tax
Service Charges
Non-dependant deductions

11.00am Break

11.15am Income
What counts as income?
Income disregards
Savings – how tariff income is worked out
Workers – child care costs

12.45pm Lunch

1.30pm Needs (Applicable Amounts)
How assessed
Changes for families
How DLA / PIP can help
Increasing entitlement
Transitional protection

2.30pm Understanding the Benefit Cap

3.00pm Break

3.15pm Case Studies

4.30pm Close

“Great day – I know now how the HB Office calculate a tenant's benefit! The exercises were fun and informative. I now feel more confident about talking to tenants about why they have to pay some rent.”
Guinness Partnership

