

Community Costs Bonus- 2023

Version 2.0 21 June 2023

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1 Summary

The Minister for Social Security has decided, for one year only, to implement a temporary non-statutory scheme to enable eligible Islanders to apply for the Community Costs Bonus. The bonus is normally paid in the autumn, but this year the Minister has decided to bring forward the date people can apply to July to help families as soon as possible with cost of living pressures.

In 2022, the usual amount of the bonus was doubled in recognition of the sharp rise in the cost of living. Given the ongoing inflationary pressures, the Minister has also decided to maintain this additional support for 2023.

Households that apply and are eligible for the bonus will receive a one-off lump sum payment of £516.50.

In terms of eligibility and the application process, the rules for the bonus will remain the same as they did in 2022. Those rules are set out in these guidelines.

Applications will open on 1st July 2023 and remain open until 30th June 2024.

In 2024 the Minister will bring forward legislation to implement a revised scheme for future years.

2 Interpretation

In these guidelines,

“Minister” means the Minister for Social Security;

“Department” means the Customer and Local Services Department

3 Time limit

This scheme will run from the 1st July 2023 to 30th June 2024.

4 Funding

The scheme will be funded by the existing Departmental budget.

What	Amount £k
Payment of CCB (4400)	£2,273
Additional processing resources	£100
Media Campaign	£11
Systems update	£4
Total	£2,387

5 Eligibility

5.1 Domestic accommodation

A household living in domestic accommodation will qualify for the bonus if it meets all of Conditions 1, 2 and 3.

A household is defined in line with the Income Support legislation. In summary, a household comprises: a single adult or an adult couple plus any dependent children below school leaving age and any older children under the age of 25 who are in fulltime education or are job seekers.

More than one household may occupy the same dwelling.

Condition 1:

The total liability to pay income tax for the 2022 year of assessment is no more than £2,735 in respect of all the adult members of the household.

Condition 2:

At least one member of the household is over school leaving age on the date on which the application for the bonus is made; and has been ordinarily resident in Jersey for a continuous period of 5 years immediately preceding that date.

The term “ordinarily resident” is used in many laws but it does not have a single, legal definition.

For this scheme, to be “ordinarily resident” someone must have decided to stay permanently in Jersey and must have somewhere to live locally.

Under this scheme, the rules are the same as for last year’s CCB. The adult applying must have been living in Jersey for the last 5 years. This can include holidays spent outside the Island, or time at university/studying overseas as long as your permanent home is in Jersey.

Examples:

Seasonal workers would **not** be eligible for this scheme as they are not living in Jersey permanently.

Someone who rents or owns a property in Jersey but who decides to travel for a few months and rent their property out is still considered “ordinarily resident” in Jersey as they will be coming back to Jersey and are not settling in another country. The same would apply to a university student who is away from Jersey while they are studying, or for someone living away from Jersey temporarily to care for someone.

Someone who normally lives in Jersey but also owns a house in France and chooses to stay in the French house for 2 years is not ordinarily resident during that 2 year period, so would **not** be eligible for this scheme.

A person detained by virtue of a sentence of imprisonment, youth detention or similar punishment (whether in Jersey or elsewhere) is not to be treated as ordinarily resident in Jersey for the period during which the person is so detained. However, the period during which a person was ordinarily resident in Jersey immediately prior to a detention is to be treated as if it immediately preceded the person’s release from that detention.

Condition 3:

The household is not receiving weekly income support payments when the Bonus is applied for.

The Department will check that there is no open Income Support claim for the household in the week preceding the date of the application.

5.2 Care Accommodation

A household living in residential or nursing care accommodation will qualify for the bonus if it meets conditions (1) and (2) above and condition (4) below.

A household living in residential or nursing care accommodation will usually comprise a single adult. If adult partners are both living in residential care accommodation, they comprise a household. If a couple includes one partner living in domestic accommodation and one partner living in a care home, they comprise one household and should make an application based on the address of the domestic accommodation.

Condition 4:

No member of the household has received means tested support with living costs under the [Long-Term Care \(Jersey\) Law 2012](#) which relates to any of the 7 days preceding the day on which the application for the bonus is made.

The Department will check that there is no open Long Term Care claim for the household supporting living costs in a care home in the week preceding the date of the application.

6 Application

An application for a bonus must be made:

- (a) between 1 July 2023 and 30 June 2024; and
- (b) on behalf of a qualifying household by an adult member of that household.
- (c) only one application for a bonus may be made on behalf of any one qualifying household.

6.1 How to apply

- (1) Applications should be submitted online, using the following link: www.gov.je/CCB. Applicants can also call 444444 or visit Customer and Local Services, La Motte Street to make an application.
- (2) An application is treated as having been made on the day on which it is received at the Department
- (3) If information is missing or incorrect on the original application, the Department can request extra information from the applicant. If the applicant provides this information within the following 14 days, then the application will be treated as being made on the original date.

6.2 Details to be provided

- (1) The adult members of the household must provide information to the Department on request.
- (2) The online form will require the following information –
 - (a) the address of the household;
 - (b) in relation to each adult member of the household:

- (i) title and full name (including any previous surname),
 - (ii) date of birth,
 - (iii) social security number,
 - (iv) relationship to the applicant, and
 - (v) employment status;
 - (vi) a copy of any notice of assessment under Article 25 of the [Income Tax \(Jersey\) Law 1961](#) for the year of assessment 2022; and
- (d) in relation to the applicant only –
- (i) confirmation of that person’s period of ordinary residence in Jersey, and
 - (ii) details of the bank account into which the bonus can be paid, including the name of the bank, the sort code, the account number and the name of the account holder.
- (3) The Department may treat an application as not having been made unless and until each adult member of the household has taken any step requested of that member by the Department to assist in enabling the Comptroller of Taxes to release to the Department any information that –
- (a) is held by the Comptroller; and
 - (b) is required by the Department in order to determine whether the household meets Condition 1.

6.3 Persons unable to act

Where the Minister considers that an adult is not able to make an application on their own behalf, the Minister may direct the Department to make an application on behalf of that person.

7 Amount available

The 2023 bonus scheme will provide a one-off, lump sum payment for 2023 of £516.50 per household.

Payments will be made to a nominated Jersey bank account.

Payments are not subject to tax.

8 Fraud

In the event that an applicant or any adult in the applicant’s household has provided false or fraudulent information in order to claim the bonus, any payment must be repaid, and appropriate legal action may be taken by the department.

9 Legal position

The 2023 bonus scheme is non-statutory. As such, these guidelines can be amended or withdrawn without notice at the discretion of the Minister. This guidance will be updated as required following a direction from the Minister.

As a non-statutory scheme, the decision of the Minister is final and there is no right to appeal.

10 Data Protection

The Department will use existing customer data to process payments and determine eligibility. Data processed for the purposes of the bonus will be processed in accordance with the Department's privacy policy and in accordance with the usual rules and safeguards applicable to the use of data collected for the purposes of delivering benefits.

[Social Security and CLS Department Privacy Policy](#)

11 Contact Information

If you have any questions about the bonus, please contact the Department directly:

Monday to Friday 8.30am to 5pm:

Customer and Local Services
PO Box 55
La Motte Street
St Helier
JE4 8PE

Online: www.gov.je

By email: customerservice@gov.je

By phone: +44 (0) 1534 444444