

DIRECTION OF MIKE CUFF, CHIEF EXECUTIVE OF ROTHERHAM METROPOLITAN BOROUGH COUNCIL, UNDER THE HOUSING BENEFIT AND COUNCIL TAX BENEFIT (ELECTRONIC COMMUNICATIONS) (MISCELLANEOUS BENEFITS) ORDER 2006

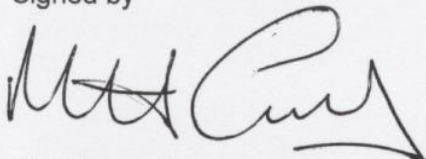
Rotherham Metropolitan Borough Council ("the Authority"), in accordance with paragraph 2 of:

- Schedule 11 of the Housing Benefit Regulations 2006; and
- Schedule 10 of the Housing Benefit (Persons who have attained the qualifying age for state pension credit) Regulations 2006; and
- Schedule 9 of the Council Tax Benefit Regulations 2006; and
- Schedule 8 of the Council Tax Benefit (Persons who have attained the qualifying age for state pension credit) Regulations 2006

hereby makes the following directions:

1. Provided the approved method is used, electronic communication may be used in the following circumstances;
 - (a) Making a claim for Housing Benefit or Council Tax Benefit;
 - (b) Amending a claim for Housing Benefit or Council Tax Benefit; and
 - (c) Notifying a change in circumstance for a Housing Benefit or Council Tax Benefit claim.
2. The approved method for the purposes of the delivery of such a claim as referred to in paragraph 1 is:
 - (a) The claim form used must be that which is available in the Northgate Assert product.
 - (b) The form must be completed by a Customer Service Advisor, trained in the use of the product.
 - (c) The methods approved by the Authority for authenticating the identity of the individual making the claim, submitting the claim, authenticating the claim delivered and electronic communication.

Signed by



Chief Executive

Dated

26 November 2007