

London Borough of Tower Hamlets  
Benefits Section  
Town Hall, Mulberry Place  
5 Clove Crescent  
London E14 2BG  
e-mail:benefits@towerhamlets.gov.uk



Enquiries To: Customer Service Team  
Telephone: 020-7364-5001  
Claim ref: [REDACTED]  
Date: 14th November 2018

Dear Mr [REDACTED]

**Re: Suspension of Housing Benefit**

Thank you for your w-mail sent last month. I apologise for the delay in replying to your questions.

**You have asked for :**

clarification as to why we are asking questions about your claim and on what legal basis we doing so on  
for us to specify what right we have to ask the questions and what "would mandate" you to respond

**I would like to clarify the following:**

You are claiming Housing Benefit and have been doing so for more than ten years now so you know that we need evidence to assess benefit.

You are claiming Housing Benefit which is funded by the state / public funds and is routinely audited, so we need to have evidence in order to correctly assess benefit.

"As a claimant, you are responsible for providing certificates, documents, information and evidence which are reasonably required by the authority in order to determine... entitlement to HB. This applies when you make a claim and also during the course of an award".

**Regulations:**

AA 5(1), HB 8.3 (1), 86 (1),(1A); HB60+ 64(2), 67(1), (1A); NIHB 81(1), 82(1), (1A);  
NHHB60+ 62(2), (63(1)(1A);

Basically provision of evidence is a legal requirement to claim benefits.

**Please provide the remaining evidence requested by 29/11/18 or your claim will be cancelled - see overleaf.**

You have been self-employed on a long-term basis since July 2010 but your income has never been more than about £50.00 p.w.

Can you explain why?

Can you advise what efforts you are making to increase business?

Can you advise how you are able to pay bills, day to day expenses when you have such a low pay/ receive Working Tax Credit.

2. Please confirm the number of hours which you normally work.
3. Please what a "Supporting artist" is and what your work entails.
4. Please advise why you have not included any expenses for materials in your expenses.
5. Please provide your last two monthly statements for your business account.
6. Please provide proof that you are registered as self-employed with the HMRC.

Evidence in support of your claim can be taken to any of the Council's One Stop Shops, where the documents will be photo copied, verified and handed back to you straight away. **We must see your original documents.**

**You have a duty to notify the Benefits Service immediately of any change in your circumstances which might affect your entitlement.**