

Application for reduction of Non-Domestic Rates by charities or other bodies not established or conducted for profit

- Mandatory relief of 80% - in accordance with either Section 43(5) or 45(5) of the Local Government Finance Act 1988 – please complete Section 1,2 and 5 of the form below
and/or
- Discretionary relief – in accordance with Section 47 of the Local Government Finance Act 1988 and **Haringey Council's policy on discretionary business rates relief**– please complete all sections of this form (including sections 3 and 4)

1. DETAILS OF THE PROPERTY FOR WHICH RELIEF IS REQUESTED	
Business Name	
Business Address	
Contact Details	Name and title: Phone: Email:
a) Purpose for which the property is used b) Is the property used for any purpose by another organisation? c) Details of any sub-letting	
2. PARTICULARS OF THE ORGANISATION	
a) Is it a registered charity? If so, please quote the registration number. b) Is the organisation recognised as a charity for income tax purposes? c) Is the organisation a community amateur sports association?	

<p>d) What are the objects of the organisation?</p>	
<p>e) Compliance with EU State Aid de minimus rules</p> <p>A single undertaking (organisation engaged in an economic activity such as providing goods or services on the market) must not have received public-funded aid exceeding a total of 200,000 Euros over a 3 year period – this includes all reliefs, grants, subsidies/discounts, loans and guarantees received from public bodies that are not specially exempt from State Aid de-minimus rules</p> <p>Has your organisation (or any entity controlled by your organisation) received other sources of public funded aid within the previous 3 years?</p> <p>If so, please provide details on the amount and duration of the public funded aid, and include a copy of documents outlining the funding arrangements</p>	

The following additional information in Section 3 and 4 is required in respect of organisations applying for DISCRETIONARY relief:

3. PARTICULARS	
<p>a) What services are performed or activities carried out?</p> <p>Is the property you are occupying being used to provide any of the following services/activities?</p> <ol style="list-style-type: none"> 1. Youth centre 2. Counselling centre 3. School 4. Charity headquarters / offices 5. Charity shop or outlet reinvesting profits in local social causes 6. Ethnic or community centre 7. Religious services and activities 8. Sports club or association 9. Theatre, arts and cultural groups 10. Children's playgroups 11. Employment and skills support services 12. Promoting health and wellbeing for local residents and a clean local environment 13. Working with groups of residents who are vulnerable or have additional needs – e.g. special educational needs and disabilities, isolated individuals and children whose welfare is at risk 	
<p>b) To what extent are the membership and benefits available to the general public?</p>	
<p>c) Is the organisation affiliated to any other body?</p>	
<p>d) Is there a written constitution? If so, a copy should be enclosed.</p>	

e) Are you currently receiving any funding from Haringey Council? This may include:

- Receiving grant funding from the Council to run a particular activity or initiative
- Commissioned by the Council to deliver a service to residents. This can also include instances when the Council is jointly commissioning a service with another public agency
- Receiving a discount/subsidy on your rent for using a community building or public space owned by Haringey Council e.g you are under a community building model lease arrangement

A copy of documents detailing and confirming this funding arrangement should accompany the application form

f) If funded by the Council, when will the current funding arrangement expire/end?

g) If funded by the Council, how would you reinvest/use any additional discretionary relief on non-domestic rates offered?

Will any additional discretionary relief be reinvested and directly support the activities or initiatives that the Council's funding is intended for?

h) What social value does the organisation bring to Haringey?

(see guidance notes on social value at the end of the form, pages 8-9)

PLEASE NOTE: If you have already completed a social value assessment within the last 2 years as part of another process, you can choose to attach a copy of this instead of completing this section of the application form

4. A COPY OF THE LATEST AUDITED OR PUBLISHED REPORT AND ACCOUNTS SHOULD ACCOMPANY THIS APPLICATION.

THE FOLLOWING PARTICULARS OF INCOME SHOULD BE GIVEN UNLESS THEY ARE CLEARLY SHOWN IN THE ACCOUNTS.

<p>a) Income from investments</p> <p>b) Income from land or buildings not occupied by the organisation or from sub-letting any part of the property.</p> <p>c) Profits from any trade or business activity.</p> <p>d) Receipts from social functions.</p> <p>e) Receipts from sales of commodities or services provided.</p> <p>f) Charges for admission to sports facilities.</p> <p>g) Contributions, gifts, or donations from other organisations or bodies.</p> <p>h) Subscriptions or membership fees.</p> <p>i) Grants from Local Authorities or other public bodies. Please provide proof.</p> <p>j) Voluntary contributions/fundraising</p> <p>k) Other income.</p>	
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Section 5 - PLEASE COMPLETE THIS SECTION IN ALL CASES

I certify that the information supplied is correct to the best of my knowledge and belief and that the organisation to which they refer is not established or conducted for profit.

The information supplied in this form will not be shared with any third parties, but may be shared internally between different departments and teams within Haringey Council for the purpose of identifying opportunities to work together with the applicant for the wider benefit of Haringey residents.

By signing below you are confirming that the information supplied is correct and that you are happy for the Council to use the information supplied for the purpose stated above.

Signature Date

Capacity in which signed, or designation

Address
.....
.....
.....

Tel No

When completed, please return this application to:

**Shared Service Centre | Revenues
Business Rates
PO Box 55280
London
N22 9EN**

Guidance to assist completing the section 3(h) on social value in the discretionary business rates relief application form:

Section 3(h) of this form asks applicants for discretionary relief to outline:

What social value does the organisation bring to Haringey?

Haringey Council wants to know more about the good work local voluntary and community organisations do and the positive impact they have on local people and communities. This is known as social value.

The table below shows different types of social value and how you might demonstrate this on your application form. On your application form, you should explain clearly the social value your organisation has against **one or more** of the six areas of social value listed below:

Social value criteria	What does it mean?	How can I demonstrate this?
1. Prevention and early help	People have access to early support to prevent problems or escalation of issues with community knowledge and capacity to support an early help approach.	Your organisation will be working in ways which: <ul style="list-style-type: none"> • avert or reduce the risk of crisis and supports recovery and/or; • address underlying issues e.g. family breakdown, drug & alcohol abuse, debt and/or; • support parenting/family life/needs of carers/home learning environment and/or; • signpost/connect with debt/financial education/housing/welfare support and/or; • reduce avoidable admissions to hospital/delayed discharge and/or; • engage communities in wellbeing and resilience and/or; • strengthen awareness of and links to sources of community support
2. Local employment	People have opportunities for training, skills and support to find and keep good quality employment, with increased employment of people with mental health problems.	Your organisation will be working in ways which: <ul style="list-style-type: none"> • provide training, skills, volunteering, or employment for local people including where possible those facing the greatest barriers (people with mental health problems, disabilities, ex-offenders) and/or; • open up opportunities for young people and/or; • provide pathway activities e.g. volunteering, education, arts and creativity and/or; • demonstrate work-life balance/carers e.g. flexible working and/or; • offer opportunities for individual placement support in workplaces and/or; • use local businesses/social enterprises in the local supply chain
3. Healthy life expectancy	People have knowledge, information, opportunities and support to improve their health and wellbeing and to influence factors that affect their health.	Your organisation will be working in ways which: <ul style="list-style-type: none"> • promote health and wellbeing opportunities for those most excluded and/or; • offer opportunities for physical activity/improved access and/or; • deliver opportunities for healthy eating/affordable healthy food/cooking skills and/or; • provide opportunities/training for communities to deliver themselves where this might increase uptake and/or; • bring people together to reduce social isolation and/or; • increase basic skills (literacy & numeracy)

4. Equity and social inclusion	<p>People with mental health problems experience better health, quality of life & independence and fewer barriers to achieving their goals.</p>	<p>Your organisation will be working in ways which:</p> <ul style="list-style-type: none"> • develop the assets/aspirations of disadvantaged groups and/or; • increase the engagement, participation, empowerment and influence of disadvantaged groups as well as those who use the service and/or; • provide additional opportunities/added value for individuals or groups facing greater social or economic barriers and/or; • increase access of the most disadvantaged & excluded e.g. financial inclusion, access to services, access to leisure, culture, sport, training, learning and/or; • reduce stigma and isolation e.g. supported self-help; befriending and/or; • utilise peer support & mentoring to connect people/groups/services/sectors
5. Building strong communities	<p>People feel connected, involved, rich in networks and able to contribute in their communities, with increased participation among those who have been least represented in the past, delivered through:</p>	<p>Your organisation will be working in ways which:</p> <ul style="list-style-type: none"> • promote asset based community development approaches and/or; • increase the skills, capacity, leadership of Voluntary, Community, and Social Enterprises e.g. business support/facilities for community use and/or; • build capacity for co-production and/or; • reduce crime/anti-social behaviour and/or; • inspire and involves young people and/or; • channel profits/resources into philanthropy/community trust/sponsor awards/ contributes 'in kind' e.g. to time bank and/or; • add value to the local community e.g. staff volunteering, sharing facilities, complementary services delivered to community