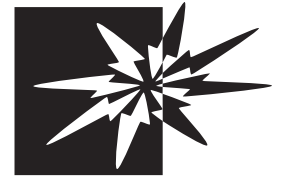


# YOUR BUSINESS RATE

(NATIONAL NON-DOMESTIC RATE): 2011/2012



**Haringey Council**





The Council produces an A-Z of information regarding all of its services. This can be viewed by visiting [www.haringey.gov.uk/non\\_domestic\\_rates.htm](http://www.haringey.gov.uk/non_domestic_rates.htm)

## How to Pay:

Your bill will detail the amount you are required to pay for the year, together with the monthly instalments due. Annual bills are sent in March and instalments are due from 1st April to 1st January. If you pay by direct debit, you have the option to pay on the 15th instead of the 1st of the month.

## How to contact us:

The Council must keep costs down. It is cheaper for us to run council services if our customers use the internet as opposed to calling in to speak to us in person or by telephone. The council's website includes lots of information that may be useful for you to know. This includes application forms for reliefs; such as small business rate relief, advice for small businesses and an explanation of your business rate bill. The website also holds information that may be helpful to small businesses and associated contacts you may wish to use. All of this can be accessed by visiting:

-  Website: [www.haringey.gov.uk](http://www.haringey.gov.uk)
-  Email: [business.rates@haringey.gov.uk](mailto:business.rates@haringey.gov.uk)
-  Telephone: 020 8489 3551 (9:00am – 5:00pm Monday to Friday)
-  Postal address: NNDR Team: Haringey, PO Box 55280 London N22 9EN

*The following information has been provided by the Government.*

## Non-Domestic Rates

Non-Domestic Rates – or Business Rates – collected by local authorities are the way that those who occupy non-domestic property contribute towards the cost of local services. Except in the City of London, where special arrangements apply, the rates are pooled by central government and redistributed to local authorities as part of the annual formula grant settlement. The money, together with revenue from Council Tax payers, revenue support grant provided by the Government and certain other sums, is used to pay for the services provided by your local authority and other local authorities in your area.

## Business Rate Supplements

The Business Rate Supplements Act 2009 enables levying authorities - county councils, unitary district councils and, in London, the Greater London Authority - to levy a supplement on the business rate to support additional projects aimed at economic development of the area. Business Rate Supplements (BRS) are not applicable to properties with a rateable value of £55,000 or below, and authorities have discretion to increase that threshold. The total maximum BRS which may be levied by a levying authority is 2p per pound of rateable value. Levying authorities have the power to apply such reliefs to the BRS as they think appropriate and in such cases must include an explanation of the rules for the application of those reliefs in the final prospectus for the BRS.

## Rateable Value

Apart from properties that are exempt from Business Rates, each non-domestic property has a rateable value which is set by the valuation officers of the Valuation Office Agency (VOA), an agency of Her Majesty's Revenue and Customs. They draw up and maintain a full list of all rateable values, available on their website at: [www.voa.gov.uk](http://www.voa.gov.uk)

The rateable value of your property is shown on the front of your Business Rates bill. This broadly represents the yearly rent the property could have been let for on the open market on a particular date. For the revaluation that came into effect on 1st April 2010, this date was set as 1st April 2008. The valuation officer may alter the value if circumstances change. The ratepayer (and

certain others who have an interest in the property) can also appeal against the value shown in the list if they believe it is wrong, or if the property should be exempt from rating or not rated at all.

Further information about the grounds on which appeals may be made and the process for doing so can be found on the VOA website or from your local valuation office, whose contact details are:

The Valuation Office Agency  
Chase House  
305 Chase Road  
Southgate  
London N14 6LZ  
Phone: 020 8276 2700  
[www.voa.gov.uk](http://www.voa.gov.uk)

## **National Non-Domestic Rating Multiplier**

The local authority works out the Business Rates bill by multiplying the rateable value of the property by the appropriate multiplier. There are two multipliers; the standard non-domestic rating multiplier and the small business non-domestic rating multiplier. The former is higher to pay for small business rate relief. Except in the City of London where special arrangements apply, the Government sets the multipliers for each financial year for the whole of England according to formulae set by legislation. Between revaluations the multipliers change each year in line with inflation and to take account of the cost of small business rate relief. In the year of a revaluation the multipliers are rebased to account for overall changes to total rateable value and to ensure that the revaluation does not raise extra money for Government. The current multipliers are shown on the front of your bill.

## **Revaluation 2010 and Transitional Arrangements**

All rateable values are reassessed every five years at a general revaluation. The current rating list is based on the 2010 revaluation. Five-yearly revaluations make sure each ratepayer pays their fair contribution and no more, by ensuring that the share of the national rates bill paid by any one ratepayer reflects changes over time in the value of their property relative to others. Revaluation does not raise extra money for Government. Whilst the 2010 revaluation will not increase the amount of rates collected nationally, within this overall picture, over a million properties will see their business rate liabilities reduced and some ratepayers will see increases.

For those that would otherwise see significant increases in their rates liability, the Government has put in place a £2 billion transitional relief scheme to limit and phase in changes in rate bills as a result of the 2010 revaluation. To help pay for the limits on increases in bills, there also have to be limits on reductions in bills. Under the transition scheme, limits continue to apply to yearly increases and decreases until the full amount is due (rateable value times the appropriate multiplier). The scheme applies only to the bill based on a property at the time of the revaluation. If there are any changes to the property after 1st April 2010, transitional arrangements will not normally apply to the part of a bill that relates to any increase in rateable value due to those changes. Changes to your bill as a result of other reasons (such as because of changes to the amount of small business rate relief) are not covered by the transitional arrangements.

The transitional arrangements are applied automatically and are shown on the front of your bill. Further information about transitional arrangements and other reliefs may be obtained from Haringey Council or the website [www.businesslink.gov.uk](http://www.businesslink.gov.uk). More information on revaluation 2010 can be found at [www.voa.gov.uk](http://www.voa.gov.uk)

## **Unoccupied Property Rating**

Business Rates will not be payable in the first three months that a property is empty. This is extended to six months in the case of certain industrial properties. After this period, rates are payable in full unless the unoccupied property rate has been reduced by the Government by order. Normally, properties with a rateable value below £2,600 are exempt from empty property rate and in most cases, the unoccupied property rate is zero for properties owned by charities and Community Amateur Sports Clubs. In addition, there are a number of other exemptions from the unoccupied property rate. Full details on exemptions can be obtained from the local authority. If the unoccupied property rate for the financial year has been reduced by order, it will be shown on the front of your bill.

## **Partly Occupied Property Relief**

A ratepayer is liable for the full non-domestic rate whether a property is wholly occupied or only partly occupied. Where a property is partly occupied for a short time, the local authority has discretion in certain cases to award relief in respect of the unoccupied part. Full details can be obtained from the local authority.

## **Small Business Rate Relief**

This relief is only available to ratepayers who apply to their local authority and who occupy either:

- a. one property, or
- b. one main property and other additional properties providing those additional properties each have a rateable value which does not exceed £2,599.

The rateable value of the property mentioned in (a), or the aggregate rateable value of all the properties mentioned in (b), must not exceed £17,999 outside London or £25,499 in London on each day for which relief is being sought. If the rateable value, or aggregate rateable value, increases above those levels, relief will cease from the day of the increase.

Ratepayers who satisfy these conditions will have the bill for their sole or main property calculated using the lower small business non-domestic rating multiplier rather than the national non-domestic rating multiplier that is used to calculate the liability of other businesses. In addition, if the sole or main property is shown on the rating list with a rateable value which does not exceed £12,000, the ratepayer will receive a percentage reduction in their rates bill for this property of up to a maximum of 50%\* for a property with a rateable value of not more than £6,000. If an application for relief is granted, provided the ratepayer continues to satisfy the conditions for relief which apply at the relevant time as regards the property and the ratepayer, they will not need to re-apply for relief in each new valuation period.

Certain changes in circumstances will need to be notified to the local authority by the ratepayer (other changes will be picked up by the local authority). The changes which must be notified are—

- a. the ratepayer taking up occupation of a property they did not occupy at the time of making their application for relief, and
- b. an increase in the rateable value of a property occupied by the ratepayer in an area other than the area of the local authority which granted the relief.

Notification of these changes must be given to the local authority within 4 weeks of the day after the day on which the change happened. If this happens, there will be no interruption to the ratepayer's entitlement to the relief. A notification that the ratepayer has taken up occupation of an additional property must be by way of a fresh application for relief; notice of an increase in rateable value must be given in writing. Full details on the eligibility criteria and on how to apply for this relief are available from the local authority.

\* From 1 October 2010 to 30 September 2011, eligible businesses with a rateable value of up to £6,000 will be entitled to 100% relief on their bill. If the rateable value is between £6,001 and £12,000, eligible businesses will be entitled to relief on a sliding scale between 100% and 0%.

## **Charity and Registered Community Amateur Sports Club (CASC) Relief**

Charities and Registered CASCs are entitled to 80% relief where the property is occupied by the Charity or the CASC, and is wholly or mainly used for charitable purposes of the charity (or of that and other charities), or for the purposes of the CASC (or of that and other CASCs). The local authority has discretion to give further relief on the remaining bill. Full details can be obtained from the local authority.

## **Non-Profit-Making Organisation Relief**

The local authority has discretion to give relief to Non-Profit-Making Organisations. Full details can be obtained from the local authority.

## **Hardship Relief**

The local authority has discretion to give relief in special circumstances. Full details can be obtained from the local authority.

## **Deferred payment of 2009/10 rates liabilities**

Ratepayers in 2009/10 were able to defer payment of 3% of their 2009/10 rates bill and, where applicable, 60% of the increase in that bill due to the ending of the 2005 rating list transitional relief scheme. The right to apply for deferral has now ended. For those ratepayers who applied for this scheme, the deferred amount to be collected in 2010/11 and 2011/12 will be included in the bills for each of those years respectively.

## **Rating advisers**

Ratepayers do not have to be represented in discussions about their rateable value or their rates bill. Appeals against rateable values can be made free of charge. However, ratepayers who do wish to be represented should be aware that members of the

Royal Institution of Chartered Surveyors (RICS – website [www.rics.org](http://www.rics.org)) and the Institute of Revenues Rating and Valuation (IRRV – website [www.irrv.org](http://www.irrv.org)) are qualified and are regulated by rules of professional conduct designed to protect the public from misconduct. Before you employ a rating adviser, you should check that they have the necessary knowledge and expertise, as well as appropriate indemnity insurance. Take great care and, if necessary, seek further advice before entering into any contract.

*The following information has been provided by the Greater London Authority (GLA)*

## **CROSSRAIL BUSINESS RATE SUPPLEMENT**

The Greater London Authority (GLA) introduced a business rate supplement (BRS) on 1 April 2010 to finance £4.1 billion of the costs of the £15.9 billion Crossrail project. Details on the progress of the project so far and the proposed policies for the BRS in the 2011-12 financial year are set out below.

### **What is Crossrail and How Will It Benefit London's Economy?**

Crossrail will provide a new modern railway across London connecting the outer suburbs and Heathrow to the West End, the City and Canary Wharf. It is key to the future growth of London's economy and the increased earnings - from new employment opportunities and transport time savings - will benefit businesses right across London. It will be by far the largest single investment in London's infrastructure for a generation or more employing up to 14,000 people at the peak of construction.

Crossrail Ltd is committed to engaging regularly with local communities and business sectors to ensure that business' voice is heard. As part of Crossrail's approach to responsible procurement it will be using CompeteFor to ensure that Small and Medium Sized Enterprises (SMEs) are also included in the tendering process. Further information on Crossrail can be found at [www.crossrail.co.uk](http://www.crossrail.co.uk), by calling the Crossrail 24 hr Helpdesk on 0345 602 3813 or by visiting Crossrail's Visitor Information Centres at 16-18 St Giles High Street London WC2H 8LN and the Idea Store, 321 Whitechapel Road, London E1 1BU.

### **Developments in the Last 12 Months**

The Mayor of London agreed a funding settlement with the Government in October 2010 which will allow Crossrail to be built on its agreed route and secure investment for the upgrade of the Tube. Crossrail is now under construction at all its central station sites across London and the first contracts have been awarded to enable the tunnelling works to begin in 2011.

### **How Will London's Businesses Help to Fund Crossrail?**

The Crossrail BRS will be used to finance £3.5 billion worth of borrowing by the GLA and the repayment of this sum after the end of the Crossrail construction works. £800m of this was borrowed by the GLA in 2010-11 with a further £700m scheduled to be drawn down in 2011-12. A further £600 million will be applied to fund the Crossrail construction and financing costs. The GLA has already paid over £1 billion towards the project using revenues financed by the BRS. The GLA expects the Crossrail BRS will run for a period of between 24 and 31 years until its borrowing is repaid.

### **Does My Business or Organisation Have to Pay the Crossrail BRS?**

The Crossrail BRS is applied only to assessments (e.g. business and other non domestic premises) on the local rating lists of the 32 London boroughs and the City of London Corporation which have a rateable value of more than £55,000. Over 80 per cent of non domestic properties in London will therefore be exempt from the BRS as their rateable value is below this threshold. Your rates bill makes clear if you are liable to pay the BRS.

### **How Much Do I Pay if My Property's Rateable Value is Above £55,000?**

The Crossrail BRS multiplier for 2011-12 is 2p per pound of rateable value. Reliefs for the Crossrail BRS will apply on the same basis and at the same percentage rate as for your National Non Domestic Rates (NDR) bill although no transitional relief is provided for the BRS.

### **Keeping You Informed**

We will provide updates on the Crossrail BRS over its lifetime with your annual rates bills. Further information on the Crossrail BRS can be obtained by contacting the GLA or viewing our website:

Finance Division, Greater London Authority, 6th Floor, City Hall, The Queen's Walk, London SE1 2AA Tel: 020 7983 4100

Email: [crossrail-brs@london.gov.uk](mailto:crossrail-brs@london.gov.uk); Web: [www.london.gov.uk/crossrail-brs](http://www.london.gov.uk/crossrail-brs)