

# YOUR BUSINESS RATE

(NATIONAL NON-DOMESTIC RATE): 2012/2013



**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/business-rates](http://www.haringey.gov.uk/business-rates)

## 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

## EXPLANATORY NOTES:

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. Further information about the business rates system, including transitional and other reliefs, may be obtained at [www.businesslink.gov.uk](http://www.businesslink.gov.uk)

### 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 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 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:

Non-Domestic Rates London  
The Valuation Office Agency  
Chase House  
305 Chase Road  
Southgate  
London  
N14 6LZ  
Phone: 03000 501 501  
[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 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.

For those ratepayers who would otherwise have seen 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 were also 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.

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. 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 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**

Ratepayers who are not entitled to another mandatory relief or are liable for unoccupied property rates and occupy a property with a rateable value which does not exceed £17,999 outside London or £25,499 in London will have their bill calculated using the lower small business non-domestic rating multiplier rather than the national non-domestic rating multiplier.

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.

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This percentage reduction (relief) is only available to ratepayers 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.

An application for Small Business Rate Relief is not required. Where a ratepayer meets the eligibility criteria and has not received the relief they should contact their local authority. 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 automatically continue to receive relief in each new valuation period.

Certain changes in circumstances will need to be notified to the local authority by a ratepayer who is in receipt of relief (other changes will be picked up by the local authority). The changes which should be notified are—

- (a) the ratepayer taking up occupation of an additional property, 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.

\* From 1 October 2010 to 31 March 2013, 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 Community Amateur Sports Club Relief**

Charities and Registered Community Amateur Sports Clubs are entitled to 80% relief where the property is occupied by the charity or the club, and is wholly or mainly used for charitable purposes of the charity (or of that and other charities), or for the purposes of the club (or of that and other clubs).

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.

### **Local Discounts and Hardship Relief**

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

### **Cancellation of Backdated Rates Liabilities**

The Government has through the Localism Act 2011 taken a power to allow for the cancellation of certain backdated rates bills that accrued on the 2005 rating list only. Information on the type of backdated rates liability that can be cancelled is available with Business Rates Information letter titled Cancellation of Backdated Rates.

[www.communities.gov.uk/localgovernment/localgovernmentfinance/businessrates/busratesinformationletters/](http://www.communities.gov.uk/localgovernment/localgovernmentfinance/businessrates/busratesinformationletters/)

### **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.

### **Information Supplied with Demand Notices**

Information relating to the relevant and previous financial years in regard to the gross expenditure of the local authority is available at [www.haringey.gov.uk/business-rates](http://www.haringey.gov.uk/business-rates). A hard copy is available on request by writing to the council or by phoning 020 8489 3551.

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) in April 2010 to finance £4.1 billion of the costs of the £15.9 billion Crossrail project.

### **What is Crossrail and How Will It Benefit Your Business?**

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 services are due to commence on the Shenfield to Liverpool Street section in 2017 and through central London in 2018 followed by a phased introduction of services on the rest of the route.

Crossrail Ltd is committed to engaging regularly with local communities and business sectors to ensure that business' voice is heard. 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 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 Construction and Financing of Crossrail**

The Mayor of London agreed a 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 tunnelling works are due to commence in 2012.

In April 2012 the Mayor is also due to introduce a community infrastructure planning (CIL) levy on new developments in London to finance Crossrail. This will be paid by the developer. Further information can be found on the GLA website at [www.london.gov.uk](http://www.london.gov.uk).

### **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. A further £0.6 billion of BRS revenues will be used to finance the construction works directly. The GLA will have contributed £1.9 billion by March 2012 towards the project using revenues financed by the BRS. It expects the Crossrail BRS will run for a period of between 24 and 31 years until its borrowing is repaid.

### **Does My Business 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. 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 2012-13 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 (NNDR) bill although no transitional relief is provided for the BRS.

### **Keeping You Informed**

We will continue to 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:**

Greater London Authority, Finance Division, 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)