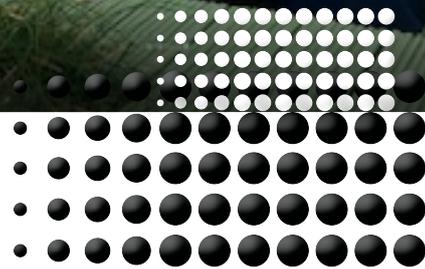


Your Guide



Business Rates 2022/23

www.walthamforest.gov.uk/businessrates



Waltham Forest



Non-Domestic Rates-Explanatory Notes

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. Under the business rates retention arrangements introduced from 1st April 2013, authorities keep a proportion of the business rates paid locally. The money, together with revenue from council taxpayers, locally generated income and grants from central government, is used to pay for the services provided by local authorities in your area.

Further information about the business rates system, may be obtained at: www.gov.uk/introduction-to-business-rates and at the website of Waltham Forest at www.walthamforest.gov.uk/businessrates



Business Rates Instalments

Payment of business rate bills is automatically set on a 10-monthly cycle. However, the regulations allow ratepayers to request payments be made through 12 monthly instalments.

If you wish to take up this offer, you should contact us at businessrates@walthamforest.gov.uk as soon as possible.



National Non-Domestic Rating Multiplier

The local authority works out the business rates bill for a property by multiplying the rateable value of the property by the appropriate non-domestic multiplier. There are two multipliers: the standard non-domestic rating multiplier and the small business non-domestic rating multiplier. The Government sets the multipliers for each financial year, except in the City of London where special arrangements apply.

Ratepayers who occupy a property with a rateable value which does not exceed £50,999 (and who are not entitled to certain other mandatory relief[s] or are liable for unoccupied property rates) will have their bills calculated using the lower small business non-domestic rating multiplier, rather than the standard non-domestic rating multiplier.

Both multipliers for this financial year have been adjusted to reflect the Consumer Price Index (CPI) inflation figure for the September prior to the billing year. The current multipliers are shown on the front of your bill.



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 Office Agency (VOA), an agency of Her Majesty's Revenue and Customs. They compile and maintain a full list of all rateable values, available at www.gov.uk/voa.

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 specified in legislation. For the current rating list, this date was set as 1st April 2015. The Valuation Office Agency may alter the valuation if circumstances change.

The ratepayer (and certain others who have an interest in the property) can also check and challenge the valuation shown in the list if they believe it is wrong.

Further information about the grounds on which challenges may be made and the process for doing so can be obtained by contacting the VOA website: www.gov.uk/guidance/how-to-check-your-rateable-value-is-correct



Revaluations

All non-domestic property rateable values are reassessed at revaluations. The most recent revaluation took effect from 1st April 2017. Revaluations ensure that business rates bills are up-to date and more accurately reflect current rental values and relative changes in rents. Frequent revaluations ensure the system continues to be responsive to changing economic conditions.



Business Rate Reliefs

Depending on individual circumstances, a ratepayer may be eligible for a rate relief (i.e. a reduction in your business rates bill). There are a range of available reliefs.

Further details and advice if you may qualify are provided below and at www.gov.uk/introduction-to-business-rates, or at www.walthamforest.gov.uk/reductions



Temporary Reliefs

Some of the permanent reliefs are set out below but temporary reliefs are often introduced by the Government at Budgets. Further detail on current temporary reliefs is available at www.gov.uk/apply-for-business-rate-relief. You can contact Waltham Forest for details on the latest availability of business rates reliefs and advice on whether you may qualify or go to their website at www.walthamforest.gov.uk/reductions.



Small Business Rates Relief

If a ratepayer's sole or main property has a rateable value which does not exceed a set threshold, the ratepayer may receive a percentage reduction in their rates bill for the property of up to a maximum of 100%.

The level of reduction will depend on the rateable value of the property. For example, eligible properties with a rateable value below a specified lower threshold will receive 100% relief. Eligible properties between that threshold and a specified upper threshold will receive partial tapered relief. The relevant thresholds for relief are set by the Government by order and can be obtained from our website or at www.gov.uk/introduction-to-business-rates.

Generally, these percentage reduction (reliefs) are 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 the limit set by order.

The aggregate rateable value of all the properties mentioned in (b), must also not exceed an amount set by order. For those businesses that take on an additional property which would normally have meant the loss of small business rate relief, they will be allowed to keep that relief for a fixed additional period.

Full details on the relevant limits in relation to second properties and the current period for which a ratepayer may continue to receive relief after taking on an additional property can be obtained from our website.

Certain changes in circumstances will need to be notified to Waltham Forest by the 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 property falling vacant,
- (b) the ratepayer taking up occupation of an additional property, or
- (c) 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.



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 the 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 www.walthamforest.gov.uk/reductions.



Transitional Rate Relief

At a revaluation, some ratepayers will see reductions or no change in their bill whereas some ratepayers will see increases.

Transitional relief schemes are introduced at each revaluation to help those facing increases. Such relief schemes are funded by limiting the reduction in bills for those who have benefitted from the revaluation. Transitional relief is applied automatically to bills. Further information about transitional arrangements and other reliefs may be obtained from www.walthamforest.gov.uk/reductions or the website www.gov.uk/apply-for-business-rate-relief



Local Discounts and Hardship Relief

Local authorities have a general power to grant discretionary local discounts and to give hardship relief in specific circumstances. Full details can be obtained from www.walthamforest.gov.uk/reductions



Unoccupied Property Rating

Business rates are generally payable in respect of unoccupied non-domestic property. However, they are generally not payable for the first three months that a property is empty. This is extended to six months in the case of certain industrial premises, whilst certain other properties such as vacant listed buildings are not liable for business rates until they are reoccupied. Full details on exemptions can be obtained from www.walthamforest.gov.uk/reductions or from gov.uk at www.gov.uk/apply-for-business-rate-relief.



State Aid

The award of discretionary relief(s) is considered likely to amount to State aid. However, it will be state aid compliant where it is provided in accordance with the De Minimis Regulations EC 1407/2013. The De Minimis Regulation allows an undertaking to receive up to EUR 200,000 'de minimis' aid over a rolling three-year period. If you are receiving, or have received, any 'de minimis' aid granted during the current or two previous financial years (from any source), you should inform Waltham Forest Business Rates team immediately with details of the aid received.



Rating Advisers

Ratepayers do not have to be represented in discussions about their rateable value or their rates bill. 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) and the Institute of Revenues, Rating and Valuation (IRRV - website www.irrv.org.uk) are qualified and are regulated by rules of professional conduct designed to protect the public from misconduct. Before you employ a rating adviser or company 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.walthamforest.gov.uk/NNDR-guide. A hard copy is available on request by writing to the council at businessrates@walthamforest.gov.uk or on 020 8496 3000



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. This power has also been extended to the mayors of Cambridgeshire and Peterborough, Liverpool City Region, West of England, and West Midlands combined authorities.

Business Rate Supplements (BRS) are not applicable to properties with a rateable value of £50,000 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. The business rate supplement/s as shown on your bill is / are being levied by the Greater London Authority in relation to the Crossrail project. Further information may be found in the BRS project prospectus.



Business Improvement Districts (BID) Levy

Business Improvement Districts (BID) are business led partnerships created through a ballot process to deliver additional services to local businesses. A BID is a defined area in which a levy is charged on business rates payers in addition to the business rates bill. The levy collected is then used to develop projects which benefit businesses in the local area.



The Argall BID area

While the Council is responsible for the billing and collection of the BID levy on behalf of the BID operators, it does not determine how the BID is operated. Any queries regarding the BID should be directed to the operator. For more information please visit www.argallbid.co.uk.

GREATER LONDON AUTHORITY



Crossrail Business Rate Supplement (BRS)

What is Crossrail and how will it benefit your business?

Crossrail is London's newest railway. It will connect the outer suburbs and Heathrow airport to the West End, the City and Canary Wharf. As such, Crossrail is vital to the future of London's economy. The increased earnings it will bring – from new jobs and quicker journeys – will benefit businesses across London. It will be named the Elizabeth line in honour of Queen Elizabeth II.

Crossrail is the single largest investment in London's infrastructure for decades. It employed up to 14,000 people at the peak of construction. Work is continuing to complete the project and stations along the route as soon as possible. The section through central London is expected to open in the first half of 2022.

To find out more, visit www.crossrail.co.uk, call the Crossrail 24 hr Helpdesk on **0345 602 3813** or email helpdesk@crossrail.co.uk.

Developments in the funding of Crossrail

The previous Mayor of London agreed a funding settlement with the government in 2010 for the Crossrail scheme. The Mayor and the Secretary of State for Transport agreed revised funding packages for Crossrail in December 2018 and November 2020.

How will London's businesses help fund Crossrail?

In April 2012, the previous Mayor introduced a Community Infrastructure Levy (CIL) on new developments in London to finance Crossrail. The developer pays this levy. Business ratepayers of larger properties have contributed through a special Crossrail Business Rate Supplement (BRS) since April 2010.

Under the current funding package, the GLA is expected to contribute a total of around £6.9 billion towards Crossrail. This is financed through the CIL and the BRS. The BRS will need to be levied until the GLA's Crossrail related borrowing is repaid. This should be no later than March 2041, in line with the published Crossrail BRS prospectus. The policies for the BRS in 2022-23 remain unchanged from last year.

Does my business have to pay the Crossrail BRS?

Your rates bill makes clear if you are liable to pay the BRS. It applies only to assessments (for example business and other non-domestic premises) with a rateable value above £70,000 in London. This threshold means that at least 85 per cent of the capital's non-domestic properties will be exempt in 2022-23.

How much do I pay if my property's rateable value is above £70,000?

The Crossrail BRS multiplier for 2022-23 remains at 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. However, there is no transitional relief scheme for the BRS.

Keeping you up to date

We will give ratepayers an annual update over the lifetime of the BRS.

Contact for more information

020 7983 4100 • crossrail-brs@london.gov.uk; www.london.gov.uk/crossrail-brs

Finance, GLA, City Hall, London E16 1ZE



How Your council tax is calculated

The total amount required from taxpayers is the net cost of services provided by us, together with those of the various precepting and levying bodies. From this is deducted the contribution from the Government and the retained NNDR income.

Adjustments are then made to take account of any estimated surplus or deficit on the collection fund. The resulting sum is divided by the council tax base (78,615 band 'D' equivalent properties reduced to reflect council tax benefits) to arrive at the council tax.

Outstanding borrowing

We fund certain expenditure from loans. At March 2022 the outstanding balance of such loans is estimated at £348 million. No part of these liabilities are payable to, or recoverable from, other billing or precepting authorities, although 42% of the debt relates to the ringfenced Housing Revenue Account.



Details of spending on council services

Our estimated expenditure on services for 2022/23 is shown below. A comparison with 2021/22 is given.

	2021/22 £'000	2022/23 £'000
Dedicated Schools Budget	179,787	185,311
Families - Other support for schools	23,729	23,502
Families - Children & Young People	40,345	41,532
Families - Adults group	68,980	68,035
Families - Public Health	16,549	17,353
Residents - Neighbourhoods & Commercial	42,302	42,938
Residents - Housing & Growth	8,316	8,587
Corporate Expenditure	5,862	5,944
Economic Growth	7,496	6,244
Corporate Development	12,955	13,298
Finance & Governance	8,554	8,651
Services Total	414,874	421,394
Add contingency estimate	14,404	22,993
Interest & Capital Charges	3,702	3,702
Depreciation Contra Entry	28,616	27,616
Contribution To/(From) Funds	8,732	8,084
Sub-Total	395,634	412,389
Levies counting as Waltham Forest expenditure	10,192	10,726
Budget Required	405,825	423,115



Explanation of changes in expenditure 2021/22 to 2022/23

The table on above shows that the net budget requirement of the Council, together with that of levying bodies counted as Waltham Forest spending, will increase from 405.825m to 423.115m. This is made up as follows:

	£'000
Inflation	3,880
Schools	5,523
Growth	3,237
Pressures	6,915
Movement in reserves	648
Specific Grants	(2,912)
	17,290



Statement of funds and balances

The table below shows the changes to our working balance on the General Fund between 31 March 2021 and the end of March 2023

	General Fund £'000
Balances at 31 March 2021	14,906
Contribution to balances	0
Temporary use of balances	0
Estimated Balances at 31 March 2022	14,906
Contribution to balances	0
Temporary use of balances	0
Estimated Balances at 31 March 2023	14,906

Covid-19 related relief Schemes in 2022-23



Retail, Hospitality and Leisure Relief Scheme 2022-23

This relief scheme is a Government funded scheme that will reduce the eligible business rates bill of qualifying businesses by 50% in the 2022/23 financial year.

This discount is available to businesses in the hospitality, leisure and retail sectors occupying properties that are wholly or mainly used:

- i. As shops, restaurants, cafes, drinking establishments, cinemas, or live music venues
- ii. For assembly and leisure; or
- iii. As hotels, guest & boarding premises, or self-catering accommodation

Changes to the qualifying criteria for 2022-23

This scheme is similar to the 2021/22 expanded retail discount however, Government has excluded certain business types. This means that you may have received the discount last year but are not entitled to relief under the new scheme. Examples of businesses that are not entitled to the discount from 1st April 2022 are:

- Betting Shops
- Employment Agencies
- Estate Agents
- Letting Agents
- Ratepayers that will exceed the £110,000 cash cap by receiving the relief.
- Ratepayers that will breach subsidy thresholds through receipt of this relief.

For full details of this scheme and other types of reductions that are available please visit our website:

www.walthamforest.gov.uk/businesses/business-rates and click on Retail Discount

If you believe your business may be entitled to this relief and it is not showing on your business rates bill, please make a claim via the online form on our website using the link above.



Covid-19 Additional Restrictions Relief (CARF)

The Covid-19 Additional relief fund (CARF) is specifically aimed at providing support to businesses affected by the pandemic but were ineligible for previous and existing rate relief support such as retail discount.

The fund was originally announced by Government in March 2021 with a support package of £1.5 billion. However, the underpinning legislation was only enacted in December 2021.

This will be a discretionary relief scheme and is available to reduce the eligible business rates liability for the 2021/2022 financial year only. Businesses will need to meet certain criteria to qualify. These criteria include, but are not limited to, the business:

- must have been trading from 1 April 2021.
- is not entitled to or have already received a reduction against their business rates liability for the 2021/22 billing year in the form of mandatory or discretionary reliefs or discounts.
- must have a rateable value of between £15,001 and £190,000
- must have been adversely affected by the Covid-19 pandemic during 2021/22 and was unable to adapt to the changing environment. For example, moving online or diversifying the service offer.
- premises must have been occupied and trading for the period. Businesses that were closed temporarily due to Government instructions on Covid-19, will be treated as occupied for the purposes of this relief.
- must be solvent

The policy detailing the full scheme eligibility criteria and the online application form can be found on our website at:

www.walthamforest.gov.uk/businesses/business-rates then click Covid-19 Additional Relief Fund (CARF)



Nursery Discount scheme

The Nursery Discount scheme ends on 31 March 2022. There is no equivalent scheme for the financial year 2022/23.



Business Newsletter- keeping you updated

Please sign up for the business newsletter to receive regular updates here:

<https://public.govdelivery.com/accounts/UKWALTHAM/subscriber/new>

Direct Debit



The easy way to pay

Direct Debit is the safest, easiest and cheapest way to pay your Business Rates.

If you pay your business rates by Direct Debit you have a choice of 6 different payment dates throughout the month (1, 6, 10, 15, 21, 28).

To set up a Direct Debit go online at

www.walthamforest.gov.uk/directdebit

Information Supplied with Demand Notices

Information relating to the current and previous financial years in regard to the gross expenditure of the local authority is available at

www.walthamforest.gov.uk/businessrates.

A hard copy is available on request by writing to the council or contacting us on 020 8496 3000.

Visit: www.walthamforest.gov.uk/businessrates

Call: 020 8496 3000

Monday to Friday 9am to 1pm

Email: businessrates@walthamforest.gov.uk

