

2022 EXPLANATORY NOTES

Non-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 your local council which is normally shown on your rate bill.

Business Rates Instalments

Payment of business rate bills is automatically set on a 10-monthly cycle. However, the

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, 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. Some of the permanent reliefs are set out below but temporary reliefs are often introduced by the Government at Budgets. You should contact your local authority for details on the latest availability of business rates reliefs and advice on whether you may qualify. Further detail on reliefs is also provided at www.gov.uk/introduction-to-business-rates or at the website of your local council which is normally shown on your rate bill.

Small Business Rates Relief

If a ratepayer's sole or main property has a rateable value which does not exceed an amount set out in regulations, the ratepayer may receive a percentage reduction in their rates bill for this 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 below a specified lower threshold will receive 100% relief, and you may receive partial tapered relief up to a specified upper threshold. The relevant thresholds for relief are set out in regulations and can be obtained from your local authority or at www.gov.uk/introduction-to-business-rates.

Unoccupied Property Rate Relief

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 other properties (for example industrial premises or listed buildings). Full details on exemptions can be obtained from your local authority or from gov.uk at <https://www.gov.uk/apply-for-business-rate-relief>.

Retail, Hospitality and Leisure Relief (Expanded Retail Discount) Cash Cap and Refusing Relief

Eligible occupied retail, hospitality and leisure properties will receive up to 50% relief on their Business Rates bills for the year 2022/23 up to a maximum of £110,000. The discretionary 50% discount is subject to a 'cash cap' of £110,000. This means that a ratepayer (together with any other companies in the same Group) shall not receive more than £110,000 of the Retail, Hospitality and Leisure Relief Scheme for eligible properties within 2022/23 and shall not receive more than £343,000 in total of Small Amounts of Financial Assistance over three years (including 2022/23). Guidance on the cash cap and Small Amounts of Financial Assistance limit can be found at: <https://www.gov.uk/government/publications/business-rates-guidance-202223-retail-hospitality-and-leisure-relief-scheme>

Please note: the cash cap applies to a group of companies and not to individual companies themselves. Therefore, if your company is part of a wider group the cash cap will apply to the whole group as a single undertaking. Also, The Government is only providing funding for qualifying ratepayers up to 31 March 2023, so if all other qualifying criteria are maintained, the 50% discount will not continue beyond this date.

To apply for this relief you need to confirm that you will not exceed the cash cap by completing a simple online form available here: <https://grantapproval.co.uk/> and go to 'Rates Discount Forms'. This is the same portal used to administer the Business Grants. We will not accept any declarations made outside of the portal.

Full guidance is available at <https://www.gov.uk/apply-for-business-rate-relief/retail-discount>. If you do not wish to accept the expanded retail discount you can opt out by contacting us at rates@crawley.gov.uk

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. This relief has been 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 the local authority or the website www.gov.uk/introduction-to-business-rates.

Local Discounts

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 the local authority.

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 <https://crawley.gov.uk/council-information/council-finance/council-finances-summary>. A hard copy is available on request by writing to the council or telephone number 01293 438000.