

NOTICE OF MEETING

CABINET MEMBER SIGNING

**Friday, 2nd February, 2018, 9.00 am - Civic Centre, High Road,
Wood Green, N22 8LE**

Members: Councillor Goldberg – Cabinet Member for Economic Development,
Social Inclusion and Sustainability

Quorum: 1

1. FILMING AT MEETINGS

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The chair of the meeting has the discretion to terminate or suspend filming or recording, if in his or her opinion continuation of the filming, recording or reporting would disrupt or prejudice the proceedings, infringe the rights of any individual or may lead to the breach of a legal obligation by the Council.

2. URGENT BUSINESS

The Leader/Cabinet Member will advise of any items they have decided to take as urgent business.

3. DECLARATIONS OF INTEREST

A member with a disclosable pecuniary interest or a prejudicial interest in a matter who attends a meeting of the authority at which the matter is considered:

- (i) must disclose the interest at the start of the meeting or when the interest becomes apparent, and
- (ii) may not participate in any discussion or vote on the matter and must withdraw from the meeting room.

A member who discloses at a meeting a disclosable pecuniary interest which is not registered in the Register of Members' Interests or the subject of a pending notification must notify the Monitoring Officer of the interest within 28 days of the disclosure.

Disclosable pecuniary interests, personal interests and prejudicial interests are defined at Paragraphs 5-7 and Appendix A of the Members' Code of Conduct

4. DISCRETIONARY BUSINESS RATES RELIEF: REVALUATION SUPPORT POLICY [AMENDMENT] (PAGES 1 - 18)

5. NEW ITEMS OF URGENT BUSINESS

To consider any items admitted at item 2 above.

Susan John
Principal Committee Co-ordinator
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Bernie Ryan
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River Park House, 225 High Road, Wood Green, N22 8HQ

Thursday, 25 January 2018

Report for: Cabinet Member Signing – 2 February 2018

Item number:

Title: Discretionary Business Rates Relief: Revaluation Support - Policy (amendment)

Report authorised by: Jon Warlow – Interim Deputy Chief Finance Officer

Lead Officer: Otis Williams - Policy & Strategy Team

Ward(s) affected: All

**Report for Key/
Non Key Decision:** Key

1. Describe the issue under consideration

- 1.1 Approval is sought to amend the policy (appendix A), which does not affect its aims. This is to ensure full use of the allocation for 2017/18 and for the remainder of the period, through to 2021.
- 1.2 Haringey's allocation of the Government's funding for discretionary relief is £2.08 million spread across the next 4 years. This comprises £1.213 million for 2017-18, £0.589 million in 2018-19, £0.243 million in 2019-20 and £0.035 million in 2020-21. The total still available for year one allocation is approximately £302,000. This cannot be carried forward to 2018/19.
- 1.3 This report proposes changes to the policy agreed at Cabinet on 20th June 2017, to ensure full use of the funding available to eligible businesses.

2. Cabinet member introduction

Not applicable.

3. Recommendations

- 3.1 That the Cabinet Member for Economic Development approve the revised Discretionary Business Rates Relief – Revaluation Support Policy, as appended to this report at Appendix A, which makes the following amendments to the policy agreed by the Cabinet on 20 June 2017.
 - a) **Year 1 (2017-18):** Give effect to new policy clause 2.2.2 and proportionately apply the remaining funds amongst eligible businesses. This equates to a 10.5% increased discount (indicative), taking the total reduction to an

estimated 52.5%. An approximate rather than specific percentage is given to allow for any further adjustments in the business base (including as described at section 6.3 of this report). A proportionate distribution of remaining funds is in keeping with the policy, most administratively efficient to operate and would provide further support to local businesses.

- b) **Years 2-4 (2018-19 to 2020-21):** Give effect to amended policy clause 2.3, so that during each year that remains, funds available will be distributed proportionately amongst eligible businesses.
- c) **A caveat added**, which gives effect to amended policy clause 2.4; that this policy is subject to any relevant wider policy changes that may occur, including those outlined by Government. Should substantial changes arise then the policy is to be reviewed accordingly.

4. Reasons for decision

4.1 The proposed amendments seek to ensure delivery of the Discretionary Business Rates Relief – Revaluation Support Policy, as appended to this report at Appendix A, which: -

- Allocates discretionary business rates relief to rate payers where -
The business rate increase is £500 or more (after all other applicable reliefs have been applied)
- Automatically applies a 42% discount on the monetary increase in business rates to affected businesses in 2017/18

With the following exclusions:

- a) Premises occupied by multinational and national chain companies
- b) Excepted hereditaments within the meaning of s 47 Local Government Finance Act 1988 and wider public sector premises
- c) Businesses not located in the borough for the duration of 2016/17 and/or have left since April 2017
- d) Premises with rateable values in excess of £200,000

4.2 The amendments proposed maintain the above outlined exclusions and are in keeping with the aims of the original policy. The policy sits in the context of the Council's wider economic growth priorities for the borough. We believe the policy best supports economic growth as it targets small, medium-sized and independent businesses over multinational, and national chain businesses. The policy aligns with the Council's existing policies to encourage business resilience and growth in Haringey and support local job creation. For this reason, the policy supports private businesses over public sector premises (a number of which are hereditaments already excluded in accordance with s 47 Local Government Finance Act 1988).

4.3 Haringey Council is expected to use discretionary business rates relief

to distribute the Government's extra funding for 'revaluation support' to those businesses that have seen increases in their bills incorporating the principles below:

- Target relief at businesses that are facing an increase in their business rate bills following the revaluation, encompassing different sizes, sectors and locations across the borough
- Distribute the extra relief in a way that is proportionate to how much a businesses' bill has increased, and in a fair and equal manner
- Apply to ratepayers occupying lower value properties
- Ensure that the extra relief is distributed to local businesses quickly and smoothly
- Be relatively simple for the Council to administer

5. Alternative options considered

- 5.1 To include wider public sector. However, this is one of the exclusions in the policy, 'we are minded not to extend the fund to wider public sector organisations'. We believe this is in line with the aims of the fund, which are to support business and promote growth. Therefore, we believe it is best to support those small, medium-sized and independent businesses in Haringey facing difficulties.
- 5.2 To include multinational and national chain companies. This is another exclusion within the policy. The consultation feedback (which preceded the policy) supported the proposal that excluding multinational and national chain businesses is a fairer way of distributing the relief to businesses that are less able to cope with the business rate increase. A majority of the respondents to the Council's consultation stated that preference should be given to small, medium-sized and independent businesses; and Haringey's precepting Authority, the Greater London Authority, stated that firms operating nationally or internationally may be benefitting from reductions in business rates in other parts of the country.¹
- 5.3 To administer a hardship fund. This could create the need to consider a large volume of applications and subsequent lengthy delays in awarding relief. The Council does not have resources in place to manage this. Particularly within the time left for this financial year (2 months) to deliver the year one allocation.

¹ **Extract from GLA feedback to the Haringey consultation:** The GLA supports this proposal in principle as it is our view that the relief scheme should be targeted at small and medium sized local businesses and independent traders in genuine hardship or experiencing the largest relative rises in bills. It is quite likely that firms operating nationally or internationally may be benefitting from reductions in business rates liabilities on their properties elsewhere in England and are better able to manage the impact of the 2017 revaluation on their finances.

6. Background information

6.1 The background to the revaluation support policy is provided in detail in the policy and Cabinet Report (20th June 2017), as provided at appendix A and section 10 of this report. Haringey's allocation of the Government's funding for discretionary relief is £2.08 million spread across the next 4 years. This comprises £1.213 million for 2017-18, £0.589 million in 2018-19, £0.243 million in 2019-20 and £0.035 million in 2020-21. The total still available for year one allocation is approximately £302,000. This cannot be carried forward to 2018/19.

6.2 On 20th June 2017, Cabinet agreed the policy to provide discretionary relief to businesses facing increases in their business rate bills following the most recent revaluation (Cabinet Report - at section 10). The policy utilises funding allocated by Government. Haringey was one of the first boroughs to implement the relief, ensuring eligible businesses received it as soon as possible.

6.3 The implementation process has identified a number of administrative factors. This has meant less relief than modelled has been allocated. Examples include as follows:

- Businesses that have left the borough.
- Uncertainty as to whether some businesses still remain until further checks are done.
- Rateable value changes via amendments received from the Valuation Office Agency.
- National companies not originally identified as such in the modelling.
- Discretionary charitable relief has been applied to a number of organisations. These are accounts that were already in receipt of the 80% Mandatory Charitable Relief and have subsequently been awarded an additional 20% Discretionary Rate Relief (under the borough's other discretionary policy), which means there is no charge to pay for 2017/18.

In addition to the above:

- £50,000 was earmarked (for 2017/18) as a contingency for use by exception to target support to organisations facing hardship. No businesses have applied.

6.4 The proposal is to allocate the remaining funds proportionately among the businesses eligible under the policy. An indicative percentage amount is 10.5%. A definitive figure is not given as we need to allow for potential further adjustments in the business base such as for the reasons outlined in section 6.3 above. Unless the remaining funds for 2017/18 are used they will be lost.

6.5 It was originally proposed that funding for years 2-4 would be applied altogether in year two. However, the implementation considerations - outlined in s6.3 above - highlight that it would be more administratively efficient to each year proportionately apply the remaining funds amongst eligible businesses.

7. Contribution to strategic outcomes

- 7.1 The proposal contributes to achieving the priorities set out in the Corporate Plan, in particular:
- Primary objective: Priority 4 – ‘Drive growth and employment from which everyone can benefit’ and cross-cutting theme, ‘Working in Partnership’

8. Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities) Comments of the Chief Finance Officer and financial implications

Finance

- 8.1 The Department for Communities and Local Government (DCLG) confirmed during 2017 that local authorities will be fully compensated for offering this extra discretionary business rates relief for ‘revaluation support’ through the Section 31 Grant. This however is conditional on:
- (i) This funding will be capped. Any discretionary relief paid by billing authorities in respect of “revaluation support” in excess of their allocation will not attract the Government’s grant. Haringey has been given an allocation of £2.08mn over the next 4 years for offering this extra relief.
- (ii) That the extra discretionary relief is used to support only those rate payers who are facing an increase in their business rate bills following the revaluation after all adjustments (e.g. other relief schemes) have been made.
- (iii) Authorities were required to consult their major precepting authorities. For the Council that was consultation undertaken with the Greater London Authority (GLA).
- The Council will need to be mindful of the above conditions in order to ensure that we are fully compensated for offering the extra relief.
- 8.2 The implementation considerations identified in this report - and efforts to ensure all four years’ allocation is delivered - highlight that unless the proposed changes are made the remaining allocation for 2017/18 will be lost if it is not used. It is noted that correspondence received from Marcus Jones MP (Minister for Local Government, 21st July 2017), which follows the local policy being adopted, states that there are no plans to allow end of year flexibility for 2017/18. Further, the years 2-4 approach ought to change in line with sections 6.3 and 6.5 of this report. This being from use of all remaining funding in year two, to use of the relief during each of the remaining three years after 2017/18.

Head of Procurement Comments

- 8.3 There are no procurement comments

Legal

- 8.4 The Assistant Director Corporate Governance has been consulted on the contents of this Report.
- 8.5 At its meeting of June 20th 2017 the Cabinet established a Discretionary Business Rates Relief – Revaluation Support Policy to administer a rate relief scheme under s 47 of the Local Government Finance Act 1988. It has become apparent that there is an unexpected surplus in funding for year one 2017-18. As such, amendments are proposed to the original policy to ensure that this Y1 funding is not lost.
- 8.6 As set out in the report to Cabinet, the scheme is required to meet the Government's grant conditions:
- (a) Funding will be capped, distributed over four years and frontloaded in 2017-18. Any discretionary relief paid by billing authorities in respect of "revaluation support" in excess of their allocation will not attract the Government's grant.
 - (b) The discretionary relief should be used to support only those rate payers who are facing an increase in their business rate bills following the revaluation after all adjustments (e.g. other relief schemes) have been made.
 - (c) Authorities will be required to consult their major precepting authorities. For the Council that has necessitated consultation with the Greater London Authority (GLA).
- 8.7 Section 47 Local Government Finance Act 1988 provides an exclusion to the scheme by way of 'excepted hereditaments'. These are properties occupied in full or part by the billing authority, the GLA or any of the GLA's functional bodies, and accordingly these shall be excluded from the policy by law.
- 8.8 Aside from these conditions, the Council is free to design its own scheme under s 47, which gives local authorities a wide power to grant discretionary business rate relief, provided that the scheme is rational and proportionate and subject to the condition that the local authority may only grant the relief if it is satisfied that it would be reasonable to do so having regard to the interests of council tax payers in its area. The Council may set guidelines as to the allocation of relief, provided that it does not fetter its discretion to consider all cases on individual merit.

8.9 Equalities and Community Cohesion Comments

The Council has a Public Sector Equality Duty under the Equality Act (2010) to have due regard to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act.

- Advance equality of opportunity between people who share those protected characteristics and people who do not.
- Foster good relations between people who share those characteristics and people who do not.

The three parts of the duty applies to the following protected characteristics: age, disability, gender reassignment, pregnancy/maternity, race, religion/faith, sex and sexual orientation. Marriage and civil partnership status applies to the first part of the duty.

- 8.10 An equalities impact assessment screening has been undertaken (at appendix B) and there are no specific groups adversely impacted by the proposed policy amendments.

The proposal outlined in this report will, as per the original policy, provide opportunities to support the growth of small and medium size businesses which could have a positive impact on economic development and employment opportunities in the borough. There is high level of deprivation in the borough, particularly in the east, and so any mechanism to encourage economic development will have a positive impact for communities, including BAME communities living in poverty, who are more likely to be unemployed.

Furthermore, there are other mechanisms which support charities and public functions, such as 80% charitable relief. This intends to reduce the level of business rates from, for example, religious premises thereby reducing the likelihood of smaller charities facing hardship. A list of reliefs in addition to the proposed policy include as follows:

1. Relief for voluntary and community sector organisations
2. Relief for occupants of new office and workspace
3. Relief for businesses temporarily occupying and using a space whilst a new development project is being completed (meanwhile activities)
4. Relief for empty properties
5. Exempted buildings
6. Relief for small businesses

9. Use of Appendices

Appendix A – Discretionary Relief – Revaluation Support Policy
(amended)

Appendix B – EqIA – screening tool

10. Local Government (Access to Information) Act 1985

The background paper is the Cabinet Report dated 20th June 2017.

<http://www.minutes.haringey.gov.uk/ieListDocuments.aspx?CId=118&MId=8287&Ver=4>



Haringey Council's Discretionary Business Rates Relief – Revaluation Support Policy

Under Section 47 of the Local Government Finance Act (1988),¹ Haringey Council has the discretionary power to award relief on business rates where "it is satisfied that it would be reasonable for it to do so, having the regard to the interests of persons liable to pay council tax set by it."²

This policy document sets out:

How Haringey Council will be using its discretion to offer business rates relief to local rate-payers:

- Through a discretionary relief – revaluation support scheme that distributes Haringey's allocation of Government funding (**outlined in s1.2 below**) across local businesses facing an increase in their business rate bills. The amount of relief given to a ~~given~~ business will be proportional to the amount that ~~their a businesses'~~ bill has increased ~~by~~ year on year.
- This provision is focused on small and medium sized firms and independents, over multinational and large national businesses with high turnovers, on the basis that the latter are financially more likely to be able to pay higher business rate bills than the former.

The document is set out in three separate sections. These outline as follows:

- Section 1 - Background
- Section 2 - How Haringey Council will use its discretionary power to provide business rates relief – revaluation support
- Section 3 - The decision review process

Section 1 - Background

- 1.1 The Government has undertaken a national revaluation of all commercial premises in England and Wales. From 1st April 2017, all premises in the borough were assigned a new 'rateable value' by the Valuation Office, used to calculate the level of business rates charged to their occupier. The last time there was a revaluation was in 2010. The 2017 revaluation has resulted in the business rate bills of many premises in Haringey increasing significantly.
- 1.2 In the Government's Budget on the 8th March 2017, the Chancellor announced £300mn of extra funding for local authorities to provide discretionary relief to those businesses facing increases in their business rate bills following the revaluation. The Government has described this initiative as 'revaluation support.' Haringey's allocation of the Government's funding for discretionary relief is £2.08mn spread across the next 4 years.
- 1.3 Local authorities have the power to design their own discretionary business rates relief scheme to determine how the funding for 'revaluation support' is distributed across businesses locally. The Government has placed a condition that this extra relief can only be

¹ As amended by Section 69 of the Localism Act (2011)

² The DCLG's discretionary business rates proposal:
<https://www.gov.uk/government/consultations/discretionary-business-rates-relief-scheme>



targeted at businesses that will see their rates bills increase in April 2017 as a result of the revaluation.

1.4 Under Section 47 of the Local Government Finance Act (1988),³ Haringey Council has the discretionary power to award relief on business rates where “it is satisfied that it would be reasonable for it to do so, having the regard to the interests of persons liable to pay council tax set by it.”

1.5 Summary of DCLG grant conditions⁴ & Haringey allocation:

(i) As per DCLG’s consultation, the conditions will require the grant to be used to support only ratepayers facing an increase in their bills following revaluation; and to require billing authorities to consult their major precepting authorities and, where appropriate, combined authorities, before adopting any discretionary relief support scheme. In Haringey’s case this is the GLA.

(ii) The extra discretionary relief is used to support only those rate payers who are facing an increase in their business rate bills following the revaluation after all other adjustments (e.g. other relief schemes) have been applied.

DCLG have also stated, “further assume, by and large, more support will be provided to”:

- Ratepayers or localities that face the most significant increase in bills
- Ratepayers occupying lower value properties (i.e. properties with a rateable value below £200,000)

(iii) Haringey will be provided an allocation of £2.08mn over the next 4 years for offering this extra relief. This comprises £1.213 million for 2017-18, £0.589 million in 2018-19, £0.243 million in 2019-20 and £0.035 million in 2020-21 ~~(the last three years to be applied locally in year two).~~

1.6 February 2018 policy update: The implementation process has identified a number of administrative factors. This has meant less relief than modelled has been allocated in year one (2017/18). Examples include as follows:

- Businesses that have left the borough.
- Uncertainty as to whether some businesses still remain until further checks are done.
- Rateable value changes via amendments received from the Valuation Office Agency.
- National companies not originally identified as such in the modelling.
- Discretionary charitable relief has been applied to a number of organisations. These are accounts that were already in receipt of the 80% Mandatory Charitable Relief and have subsequently been awarded an additional 20% Discretionary Rate Relief (under the borough’s other discretionary business rates relief policy), which means there is no charge to pay for 2017/18.

³ As amended by Section 69 of the Localism Act (2011)

⁴https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/598261/Discretionary_Business_Rates_Relief_Scheme_consultation.pdf



In addition to the above:

- £50,000 was earmarked (for 2017/18) as a contingency for use by exception to target support to organisations facing hardship. No businesses have applied.

- As a consequence, this policy has been updated as set out below.

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Section 2 – Business rates relief for small and medium sized firms and independents

2.1 A discount on business rates will be given to businesses if it is demonstrated that they satisfy, parts A & B of the criteria table below.

2.2.1 Should all parts of the criteria be satisfied, Haringey Council will use its discretionary power to automatically apply **42% relief** in year one (2017/18⁵) against any increase that remains in business rates relief after all others discounts⁶ have been applied; and with a threshold of rate increases comprising of £500 or more. We consider this threshold follows the spirit of the discretionary relief scheme by supporting those businesses hardest hit by rates increases. This rationale is also informed by the large administrative cost if there was not a threshold; set against the comparatively low level of relief to businesses.

2.2.2 February 2018 policy update: remaining year one (2017/18) funds are to be allocated proportionately amongst eligible businesses. This equates to a 10.5% increased discount (percentage indicative). This takes the total reduction to est. 52.5%. Percentages are indicative to allow for any further adjustments in the business base (including as described at paragraph 1.6 above). A proportionate distribution of remaining additional funds to eligible businesses - This is in keeping with the policy as well as being - most administratively efficient to operate and wouldn't be providing e-further support to local businesses.

2.3 In year two (2018/19) the remainder of the four year fund is to be applied at a percentage discount equating to approximately 31% relief (based on a like for like caseload re 2017/18 of business occupants in the scheme).⁷ During each year that remains, the Council will proportionately apply the available funds amongst eligible businesses.

⁵ A financial year begins on the 1st April and lasts for 12 months i.e. the 31st March

⁶ **Small Business Rates Relief:** From April 2017, the Government have significantly increased the threshold for small business rates relief. In Haringey we estimate that the total amount of small business rates relief we give out will increase from £4.5mn at present to £7mn in 2017/18.

Continued from previous page - Transitional Relief: The Government have set a series of caps on the year on year increases for those businesses that will see their bills increase following the revaluation. These caps range from a 5% annual increase for smaller businesses to 42% increase for the largest. In Haringey we estimate that the total amount of transitional relief we will give out in 2017/18 will be £10mn.

Charitable Relief: Registered charities are entitled to 80% discounts on their business rates bills. In Haringey we give around £6.5mn of charitable relief annually. We also have a local discretionary relief scheme that gives out additional business rates relief to a wider group of voluntary and community sector organisations.

After all adjustments to bills for the above relief scheme: For 2017/18, an additional £3mn in business rates will be collected in Haringey. As transitional relief is phased out over the next 5 years, this will rise to an additional £13mn.

⁷ ~~Combining years 2, 3 and 4 funding during year two is subject to confirmation from Government during 2017/18.~~



2.4 This relief scheme is to be applied borough-wide. *It is further noted that this policy is subject to any relevant wider policy changes that may occur, including those outlined by Government. Should substantial changes arise then the policy is to be reviewed accordingly.*

2.5 **Exclusions:**

2.5.1 Multinational and national chain companies*

This local scheme excludes premises occupied by multinational and national chain companies. The Government's relief guidance states that Local Authorities should give preference to small and medium-sized businesses; and this corresponds with the local discretionary relief consultation, which showed a majority of responses in favour of prioritising relief to small, medium-sized and independent businesses. It is considered that multinational and national chain businesses are better equipped to cope with the increase in business rates than small, medium-sized and independent businesses in Haringey. It should also be noted that these larger businesses occupy premises around the country, where in many areas business rates have fallen following the 2017 revaluation. As a result, many of these businesses' rate increases in Haringey will be offset by business rate decreases in other parts of the country.

**A group of outlets owned by one company and spread across various locations nationwide or worldwide, with similar appearance and providing similar services or goods across the outlets.*

2.5.2 Excepted hereditaments and wider public sector

In accordance with s 47 Local Government Finance Act 1988 certain properties are excluded from discretionary business rates relief. These are properties that are occupied in full or part (otherwise than as trustee) by the billing authority, a precepting authority (in this case the GLA), or by any of the GLA's functional bodies: (i) Transport for London (TfL); (ii) the Mayor's Office for Policing and Crime (MOPAC) (responsible for the Metropolitan Police Service); (iii) the London Fire & Emergency Planning Authority (LFEPA) (including the London Fire Brigade), (iv) the London Legacy Development Corporation (LLDC), and (v) the Old Oak and Park Royal Development Corporation (OPDC). Moreover, we are minded not to extend the fund to wider public sector organisations. We believe this is in line with the aims of the fund, which are to support business and promote growth. Therefore, we believe it is best to support those small, medium-sized and independent businesses in Haringey facing difficulties.

2.5.3 Further eligibility considerations

Businesses that have not occupied premises in the borough for the full 2016/17 financial year and/or have left the borough since 1st April 2017 will not be included in the scheme. It is considered that their inclusion with limited funds would not be prioritised; and would involve a disproportionate administrative burden to calculate a pro rata relief. Businesses that have occupied premises in Haringey for the full financial year are to be prioritised. Also, there are other reliefs that may be available to new businesses in the borough.

Furthermore, as per section 1.5, the scheme applies to ratepayers occupying properties/premises with a rateable value below £200,000.



CRITERIA	REQUIREMENTS FOR OCCUPIER TO SATISFY
Part A – pre-qualifying conditions	<p>To be eligible to be considered for discretionary relief, the occupier must be:</p> <ol style="list-style-type: none"> 1. Occupying rateable premises in Haringey 2. Not subject to investigation by the relevant regulator 3. <ol style="list-style-type: none"> a) If the applicant is a company limited by guarantee, able to evidence that accounts are up to date and filed with Companies House. If the applicant is structured in another way, able to evidence a robust business plan which highlights how the premises they occupy assists in the delivery of the organisation’s objectives b) Not receiving more public-funded aid than EU State Aid de Minimis rules permit (an organisation must not have received public-funded aid to support commercial activities exceeding a total of 200,000 Euros over a 3 year period – this includes all reliefs, grants, subsidies and guarantees received from public bodies)
Part B – application of revaluation support discount	<p>Provision for small and medium sized firms and independents:</p> <ol style="list-style-type: none"> 1. The Council will automatically allocate discretionary business rates relief where the ratepayer’s increase is £500 or more (estimated relief, 42% in 2017/18 and 31% in 2018/19. <i>February 2018 update: This is to increase for eligible businesses in line with s2.2.2. above. During each year that remains after 2017/18, the Council will proportionately apply the available funds amongst eligible businesses</i>). 2. Exclusions summary <ol style="list-style-type: none"> a) Multinational and national chains b) Excepted hereditaments and wider public sector c) Businesses not located in the borough for the duration of 2016/17 and/or have left since April 2017 d) Those with premises rateable values over £200,000 e) Those with business rates rises below £500 3. A contingency will be retained of approximately £50,000 to be used on an exceptional basis to target support to organisations that are facing hardship and contribute to the Council’s business growth priorities. The decision to allocate this aspect of the relief is to be taken by the section 151 officer. <i>February 2018 update: as per policy change and s1.6 and 2.2.2 above, this is no longer available and instead part of funds to be allocated in year one (2017/18).</i>



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Section 3 - Making the decision over offering discretionary business rates relief – revaluation support

- 3.1 The relief will be applied automatically under the outlined criteria. ~~Therefore~~Therefore, no application process is needed.
- 3.2 Under the Local Government Finance Act (1988) there is no right of appeal against the Council's use of discretionary powers. ~~However~~However, the Council will accept a ratepayer's written request for a further review of the decision if the ratepayer has concerns that the decision has not been made within the framework set out in this policy document, and that this is supported by further written information or evidence and made within one calendar month of the decision.
- 3.3 Any review would be taken by a different person from the person who made the decision to which the review relates, and shall normally be carried out within 28 days from the date that the review request is received by the Council.
- 3.4 This policy sets out guidelines as to the distribution of relief under this scheme. As a discretionary scheme, the Council will consider all cases on individual merit.

Equality Impact Assessment Screening Tool				
1	Lead officer contact details: Otis Williams			
2	Date: 10/01/18			
3	Summary of the proposal: Discretionary Business Rates Relief – Revaluation Support: Policy Amendment (for Cabinet Member Signing 01.02.18)			
Response to Screening Questions		Yes	No	Please explain your answer.
a) Type of proposal				
4.	Is this a new proposal or a significant change to a policy or service, including commissioned service?	Yes		This is a policy amendment to ensure the full allocation of available relief to eligible businesses affected by increased business rates (following revaluation).
5.	Does the proposal remove, reduce or alter a service or policy?	Yes		Yes, this proposal alters the policy to provide additional support to eligible businesses.
6.	Will there be a restructure or significant changes in staffing arrangements? Please see the restructure pages for guidance for restructure EqlAs.		No	-
7.	If the service or policy is not changing, have there been any known equality issues or concerns with current provision. For example, cases of discrimination or failure to tackle inequalities in outcomes in the past?		No	None known.
b) Known inequalities				
8.	Could the proposal disproportionately impact on any particular communities, disadvantaged or vulnerable residents?		No	As per the original policy - the funding will be distributed in proportion to rises in business rates and will favour smaller, independent businesses.
9.	Is the service targeted towards particular disadvantaged or vulnerable residents? <i>This can be a service specifically for a group, such as services for people with</i>		No	As per the original policy - the proposal will support work to provide opportunities to support the growth of small and medium size businesses which could have a positive impact on

	<i>Learning Disabilities. It can also be a universal service but has specific measures to tackle inequalities, such as encouraging men to take up substance misuse services.</i>			economic development and employment opportunities in the borough. There is high level of deprivation in the borough, particularly in the east, and so any mechanism to encourage economic development will have a positive impact for communities, including BAME communities living in poverty, who are more likely to be unemployed.
10.	Are there any known inequalities? For example, particular groups are not currently accessing services that they need or are more likely to suffer inequalities in outcomes, such as health outcomes.		No	None known.
11	If you have answered yes to at least one question in both sections a) and b), Please complete an EqIA.			<p>If a decision is taken not to proceed with a full EqIA, please document carefully your reasons here:</p> <p><i>For example:</i></p> <ul style="list-style-type: none"> • <i>The proposal is likely to have no/minimal impact on groups that share the protected characteristics or other disadvantaged groups</i> • <i>The service currently is effective in tackling inequalities and it is not changing</i> • <i>Any changes will not have any impact on service users, residents or staff</i> <p>We believe that the proposal is likely to have no/minimal negative impact on groups that share the protected characteristics, or other disadvantaged groups. Please see section 8.9-8.10 of the</p>

				relevant cabinet member signing report.
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