

# COUNCILLORS' INFORMATION BULLETIN

Tuesday, 24 January 2023

**Bulletin No: IB/1166**

INFORMATION ITEM	Pages
<p>1 <b>Delegated Planning Decisions</b></p> <p>Delegated planning decisions for the week beginning 16 January 2023 are attached. Contact for enquiries: Jean McPherson, Group Manager (Development Management) on <a href="mailto:jean.mcpherson@crawley.gov.uk">jean.mcpherson@crawley.gov.uk</a>.</p>	3 - 4
<p>2 <b>Consideration Report: Calculation of the Non-Domestic Rates Income for the Year 2023/2024</b></p> <p>Consideration report FIN/605 of the Chief Executive and Chief Accountant (S151 Officer) is attached.</p>	5 - 20
<p>3 <b>Consideration Report: Irrecoverable Debts 2022-2023 (Under £50,000)</b></p> <p>Consideration report FIN/611 of the Head of Corporate Finance is attached for Councillors only.</p>	21 - 30
<p>4 <b>Action Taken Under Delegated Authority: Housing Revenue Account Property Portfolio Rents for 2023/24</b></p> <p>On 20 January 2023 Councillor Buck, Cabinet Member for Housing, exercised their delegated authority to approve the Housing Revenue Account Property Portfolio rents for 2023/24 to implement a 7% increase for social and affordable dwelling rents and to increase rents for shared ownership and hostels by 7% as set out in report <a href="#">CH/200</a> which was published on 10 January 2023 in Councillors' Information Bulletin IB/1164.</p>	



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5 **Change in Membership: Planning Committee**

In accordance with Paragraph 2.1(o) of the Full Council Procedure Rules contained within the Constitution, and in concurrence with the wishes of the political group, the Head of Governance, People & Performance has made the following change to the membership of the Planning Committee:

- Councillor Malik to be replaced with Councillor Pritchard.

This change takes immediate effect.

6 **Press Releases**

Press releases are available at [www.crawley.gov.uk/news](http://www.crawley.gov.uk/news)

# CRAWLEY BOROUGH COUNCIL

## DELEGATED PLANNING DECISIONS

The following decisions were issued, subject to conditions, under delegated powers for the period 16/01/2023 and 20/01/2023

Application Number	Location	Proposal	Date of Decision	Decision
CR/2014/0061/NM1	LOCAL CENTRE BUILDING, PHASE 1B, FORGE WOOD, CRAWLEY	Non material amendment of approved application CR/2014/0061/ARM for widening and lengthening of staircases, electric meter room doors, removal of parking spaces, alterations to ground floor layout, 0.45 metre increase in height of local centre building	20 January 2023	PERMIT
CR/2015/0552/NM5	LOCAL CENTRE BUILDING, PHASE 1B, FORGE WOOD, CRAWLEY	Non material amendment to approved planning application CR/2015/0552/NCC for widening and lengthening of staircases, electric meter room doors, removal of parking spaces, alterations to ground floor layout, 0.45 metre. Increase in height of local centre building	20 January 2023	PERMIT
CR/2022/0367/TPO	3 & 4 ALMOND CLOSE, GOSSOPS GREEN, CRAWLEY	(T1) Oak in number 3 garden - fell.  (T2) Oak in number 4 garden - remove large over-extended limb indicated on associated photograph back to main stem (amended description)	20 January 2023	CONSENT
CR/2022/0595/192	10 WOODING GROVE, BROADFIELD, CRAWLEY	Certificate of lawfulness for proposed conversion of loft to habitable space to include the formation of a dormer in rear roof slope and insertion of two roof lights in the front roof slope	16 January 2023	PERMIT
CR/2022/0642/FUL	ELM PARK COURT, TILGATE FOREST BUSINESS CENTRE, BRIGHTON ROAD, TILGATE, CRAWLEY	Proposed erection of hydrogen store and gas bottle storage facilities in association with the existing class e use of the building	20 January 2023	PERMIT
CR/2022/0711/FUL	2 FURNACE DRIVE, FURNACE GREEN, CRAWLEY	Demolition of existing porch and replace with proposed new porch and single storey front extension	19 January 2023	PERMIT

Application Number	Location	Proposal	Date of Decision	Decision
CR/2022/0716/FUL	3 KINGSCOTE HILL, GOSSOPS GREEN, CRAWLEY	Erection of single storey flat roof side extension	18 January 2023	PERMIT
CR/2022/0739/192	10 BETHUNE CLOSE, MAIDENBOWER, CRAWLEY	Certificate of lawfulness for proposed conversion of garage to habitable space	18 January 2023	PERMIT
CR/2022/0762/HPA	88 IFIELD DRIVE, IFIELD, CRAWLEY	Prior notification for the demolition of existing conservatory and erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 4m, and have a maximum height of 3.15m and an eaves height of 3m	20 January 2023	PRIOR APPROVAL NOT REQUIRED
CR/2022/0764/P14	VODAFONE UK LTD VECTOR 2, NEWTON ROAD, NORTHGATE, CRAWLEY, RH10 9TU	Installation of roof-top solar PV on a small commercial building with an existing metal pitched roof	16 January 2023	PRIOR APPROVAL NOT REQUIRED
CR/2022/0771/HPA	12 CEDAR CLOSE, LANGLEY GREEN, CRAWLEY	Prior notification for the demolition of existing conservatory and brick extension and erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 4m, and have a maximum height of 3.45m and an eaves height of 2.85m	20 January 2023	PRIOR APPROVAL REFUSED
CR/2022/0821/TEL	TOLLGATE HILL, NR JUNCTION WITH BROOKLANDS ROAD, BROADFIELD, CRAWLEY	Notification under regulation 5 of the electronic communications code regulations 2003 for the removal and replacement of an existing cabinet, addition of a GPS node and associated equipment works	16 January 2023	NO OBJECTION SUBJECT TO PAINT COLOUR OF THE CABINET

# Agenda Item 2

## Crawley Borough Council

### Consideration Report for Delegated Decision by the Leader of the Council

**Expected Date of Decision 1 February 2023**

### **Calculation of the Non-Domestic Rates Income for the Year 2023/2024**

Report of the Chief Executive and Chief Accountant (s151 officer) – FIN/605

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#### **1. Purpose**

- 1.1 The purpose of this briefing note is for the Chair of the Cabinet to exercise his delegated authority to approve the Non-Domestic Rates Income for 2023/24.

#### **2. Recommendations**

- 2.1 The Leader is recommended to:

Approve the calculation of the non-domestic rating income for 2023/2024.

#### **3. Reasons for the Recommendations**

- 3.1 The calculation required by statute has produced a non-domestic rating income of £131,268,024; the central share has been calculated at £65,634,012; and the relevant precepting authority's (WSCC) share as £13,126,802. The regulations provide that in the current year this authority must make the calculations by 31 January 2023.

#### **4. Background**

- 4.1 The Non-Domestic Rating (Rates Retention) Regulations 2013 require a billing authority, by 31 January in the preceding year, to:
- Calculate its non-domestic rates income for the relevant year;
  - Calculate the amount of the central share of its non-domestic rating income for the relevant year;
  - Calculate the amount of each relevant precepting authority's share of its non-domestic rating income for the relevant year; and
  - Notify the Secretary of State and any relevant precepting authorities of the amounts calculated.
- 4.2 The non-domestic rates income is used to calculate the level of grant receivable by the Council through the Business Rates Retention Scheme introduced from April 2013. There is now a direct link between the non-domestic rates income receivable in the year and the level of grant receivable by the Council.

# Agenda Item 2

## 5. Information & Analysis Supporting Recommendation

5.1 A summary of the calculation is reported in NNDR1 (National Non-Domestic Rates Return) which is attached in Appendix A. This shows:

(a)	non-domestic rates income ( <b>part 1 line 11</b> )	£131,268,024
(b)	amount of the central share	£65,634,012
(c)	amount of West Sussex County Council share	£13,126,802
	amount of Crawley Borough Council share	<u>£52,507,210</u>

5.2 All business properties are valued by the District Valuer and assigned a rateable value. In order to arrive at the non-domestic rates payable for the year, the total rateable value is multiplied by the small business non-domestic rating multiplier (0.499 for 2023/24).

5.3 **Mandatory reliefs.** These are available to certain classes of ratepayer (e.g. charities). The mandatory relief for charities and community amateur sports clubs is 80% of the rates due. It is estimated that the total cost of mandatory reliefs for 2023/24 will be £1,428,314 (2022/23: £2,145,950).

5.4 **Unoccupied property relief.** Some empty properties qualify for 100% relief. In 2023/24, the total cost of unoccupied property relief will be £6,255,473 (2022/23: £6,599,880).

5.5 **Discretionary reliefs.** The Council has the power to give relief to certain classes of ratepayers. In the case of charities and community amateur sports clubs, the Council can top up all or part of the 20% rates not covered by mandatory relief. It can also grant up to 100% discretionary relief for not for profit organisations. For 2023/24 it is estimated that the total cost of discretionary reliefs will be £379,957 (2022/23: £429,902).

5.6 **Discretionary reliefs funded through S31 grant.** These are reliefs that have been announced by the government and, whilst the Council has full discretion over whether to apply them, the cost of providing the reliefs are fully compensated by the government. The estimated cost of the reliefs in 2023/24 is £3,445,965 (2022/23: £3,916,465). Changes to reliefs in 2023/24 means that the figure provided is not directly comparable to the 2022/23.

5.7 **Losses in collection.** It is proposed that for 2023/24 the provision for bad debts be set at 1.5% of net rates collectable, £2,000,094 (2022/23: 1.5%, £1,821,106). This has been based on the estimated losses in the current year. The vast majority of bad debts are as a result of insolvencies.

5.8 **Allowance for cost of collection.** This is an allowance that is paid from the Collection Fund to the Council and is set each year by the government. For 2023/24 it has been set at £215,942 (2022/23: £214,452).

5.9 **Adjustment for estimated change due to appeals.** It is proposed that this will reduce the rates income by £5,200,244 (2022/23: £4,492,062).

5.10 **Other figures.** There are a number of other figures in the return. These are either zero, because they don't apply in Crawley at the moment or relatively small technical adjustments.

# Agenda Item 2

## 6. Implications

- 6.1 The Council's share of the non-domestic rates income is estimated to be £52,507,210. However, the Council has to pay a tariff of £48,005,842 which would result in net funding of £4,501,368. The Council's funding target is £3,779,252. Any losses in funding are limited to 7.5% below the funding target (i.e. £3,495,808). The rest of the loss is met by the Government making a safety net payment. A levy of 50% is payable on any funding above the funding target. The total funding receivable through non-domestic rates is therefore £4,668,194. The following table sets out the funding after other adjustments:

Council's share of non-domestic rates income	52,507,210
Tariff	-48,005,842
Levy	-930,414
S.31 Grants	3,035,629
Rates on renewable energy	959
Surplus/deficit from previous years	-1,939,348
Total scheme funding	<u>4,668,194</u>

- 6.2 As a result of the pandemic, reliefs were offered in the Chancellor's budget on 11<sup>th</sup> March 2020; significant Business Rates discounts of £34m to the retail and hospitality sector and £356,000 to local nurseries were given. The General fund is reimbursed from Government for these discounts (which were announced after the annual bills were issued) via Section 31 Grant.

The accounting treatment which was set by legislation is based on the original budgeted income. Income collected from business rates is transferred to a separate account called the Collection Fund. The Collection Fund pays the General Fund the approved budget; any differences between the budget and what is actually collected is redistributed the following year.

In 2020/21, the General Fund received the budgeted business rates income before the £34m discounts were introduced. In addition the general fund received s31 Grant in respect of these discounts given.

The net effect is that there was a substantial surplus on the General Fund in respect of business rates at 31 March 2022 and a loss of the Collection Fund (£6.2m) which is shared with West Sussex County Council and central Government.

The surplus on the General Fund was transferred to the business rates equalisation reserve in order to be paid back to the Collection Fund in future years as shown below. Whilst this is technically classed as a useable reserve, it is already allocated and is merely to smooth the impacts from an accounting adjustment that has to be followed despite it being counter intuitive.

On 2 July 2020, the Government who are aware of this issue announced that repayments of collection fund deficits arising in 2020/21 would be spread over three years rather than the usual period of a year. The following table shows the timing of the repayments of the deficit to the collection fund:

	2021/22	2022/23	2023/24	Total
	£	£	£	£
Crawley Borough Council	16,192,955	1,265,312	1,265,312	18,723,579
West Sussex County Council	5,162,066	316,328	316,328	5,794,722
Central Government	20,241,194	1,581,640	1,581,640	23,404,474
<b>Total</b>	<b>41,596,215</b>	<b>3,163,280</b>	<b>3,163,280</b>	<b>47,922,775</b>

# Agenda Item 2

6.3 The above funding has been incorporated in the Council's budget for 2023/24. At the end of the year, the actual non-domestic rates income collectable will be used to make an adjustment: these are expected to be applied to future periods (2024/25 and 2025/26).

6.4 **Sensitivity analysis.** There are a number of uncertainties in predicting the non-domestic rates income, particularly in the current economic climate. The impact of appeals also has a high degree of uncertainty. The following table shows the impact on the Council's finances if rates are 5% higher or lower than projected:

	<b>+5%</b>	<b>-5%</b>
Council's share of non-domestic rates income	55,132,570	49,881,849
Tariff	-48,005,842	-48,005,842
Levy/safety net	-2,599,694	-
S.31 Grants	3,035,629	3,035,629
Rates on renewable energy	959	959
Surplus/deficit from previous years	-1,939,348	-1,939,348
Total scheme funding	<u>5,624,274</u>	<u>2,973,247</u>
<b>Difference</b>	<b>+956,080</b>	<b>-1,694,947</b>

## 7. Background Papers

Local Government Finance Act 1988

Local Government Finance Act 2012

Non-Domestic Rating (Rates Retention) Regulations 2013

[The Local Authorities \(Collection Fund: Surplus and Deficit\) \(Coronavirus\) \(England\) Regulations 2020](#)



**NATIONAL NON-DOMESTIC RATES RETURN - NNDR1**

**2023-24**

Please e-mail with certification to: [nndr.statistics@levellingup.gov.uk](mailto:nndr.statistics@levellingup.gov.uk) by no later than 31 January 2023.

**All figures must be entered in whole £**

If you are content with your answers please return this form to DLUHC as soon as possible

Select your local authority's name from this list:

- Cotswold
- Coventry
- Crawley
- Croydon
- Cumberland
- Dacorum

Authority Name  
E-code  
Local authority contact name  
Local authority contact number  
Local authority e-mail address

Crawley  
E3834  
Stuart Keast  
01293 438461  
[stuart.keast@crawley.gov.uk](mailto:stuart.keast@crawley.gov.uk)

Ver 1.1

**PART 1A: NON-DOMESTIC RATING INCOME**

This section of the form uses entries from other parts to calculate the forecast net business rates income for the authority in 2023-24. Note that you still need to enter data for line 5 and line 9a, but otherwise it is all calculated. Also please note that Parts 1B and 1C are below.

**COLLECTABLE RATES**

1. Net amount receivable from rate payers after taking account of transitional adjustments, empty property rate, mandatory and discretionary reliefs and accounting adjustments £  
126,139,251

**TRANSITIONAL PROTECTION PAYMENTS**

2. Sums due to the authority 5,345,674

3. Sums due from the authority 0

**COST OF COLLECTION (See Note A)**

4. Cost of collection formula 215,942

5. Legal costs 0

6. Allowance for cost of collection 215,942

**SPECIAL AUTHORITY DEDUCTIONS**

7. City of London Offset : Not applicable for your authority 0

**DISREGARDED AMOUNTS**

8. Amounts retained in respect of Designated Areas 0

9. Amounts retained in respect of Renewable Energy Schemes (see Note B) 959

*of which:*

9a. sums retained by billing authority 959

9b. sums retained by major precepting authority 0

10. Amounts retained in respect of Shale Oil and Gas Sites Schemes (see Note C) 0

**NON-DOMESTIC RATING INCOME**

11. Line 1 plus line 2, minus lines 3, 6 to 9 and 10 131,268,024

**NATIONAL NON-DOMESTIC RATES RETURN - NNDR1**

**2023-24**

Please e-mail with certification to: [nndr.statistics@levellingup.gov.uk](mailto:nndr.statistics@levellingup.gov.uk) by no later than 31 January 2023.

**All figures must be entered in whole £**

If you are content with your answers please return this form to DLUHC as soon as possible

Local Authority : **Crawley**

Ver 1.1

**PART 1B: PAYMENTS**

**This page is for information only; please do not amend any of the figures**

The payments to be made, during the course of 2023-24 to:

- i) the Secretary of State in accordance with Regulation 4 of the Non-Domestic Rating (Rates Retention) Regulations 2013;
- ii) major precepting authorities in accordance with Regulations 5, 6 and 7; and to be
- iii) transferred by the billing authority from its Collection Fund to its General Fund,

are set out below

	Column 1 Central Government	Column 2 Crawley	Column 3 West Sussex County Council	Column 4	Column 5 Total
<b>Retained NNDR shares</b>	£	£	£	£	£
12. % of non-domestic rating income to be allocated to each authority in 2023-24	50%	40%	10%	0%	100%
<b>Non-Domestic Rating Income for 2023-24</b>					
13. Non-domestic rating income from rates retention scheme	65,634,012	52,507,210	13,126,802	0	131,268,024
14.(less) deductions from central share	0				0
15 <b>TOTAL:</b>	65,634,012	52,507,210	13,126,802	0	131,268,024
<b>Other Income for 2023-24</b>					
16. add: cost of collection allowance		215,942			215,942
17. add: amounts retained in respect of Designated Areas		0			0
18. add: amounts retained in respect of renewable energy schemes		959	0		959
19. add: amounts retained in respect of Shale oil and gas sites schemes		0	0	0	0
20. add: qualifying relief in Designated Areas		0	0	0	0
21. add: City of London Offset		0			0
22. add: in respect of Port of Bristol hereditament		0			0
<b>Estimated Surplus/Deficit on Collection Fund</b>	£	£	£	£	£
23. Surplus/Deficit at end of 2022-23 (+ve = surplus, -ve = deficit) (including adjustment for three year spread)	-2,424,186	-1,939,348	-484,837	0	-4,848,371
<b>TOTAL FOR THE YEAR</b>	£	£	£	£	£
24. Total amount due to authorities	63,209,827	50,784,763	12,641,965	0	126,636,554

**NATIONAL NON-DOMESTIC RATES RETURN - NDR1**

**2023-24**

Please e-mail with certification to: [nndr.statistics@levellingup.gov.uk](mailto:nndr.statistics@levellingup.gov.uk) by no later than 31 January 2023.

**All figures must be entered in whole £**

If you are content with your answers please return this form to DLUHC as soon as possible

Local Authority : **Crawley**

Ver 1.1

**PART 1C: SECTION 31 GRANT (See Note D)**

**This page is for information only; please do not amend any of the figures**

*Estimated sums due from Government via Section 31 grant, to compensate authorities for the cost of changes to the business rates system announced in the 2013 to 2016 and 2022 Autumn Statements, 2020 and 2021 spending reviews, and 2017 (March and November), 2018 (October) and 2021 (October) Budgets*

	Column 2 Crawley	Column 3 West Sussex County Council	Column 4	Column 5 Total
Adjustment Factor: 1.17				
<b>Multiplier Cap</b>	£	£	£	£
25. Cost of cap on 2014-15, 2015-16 and post-2018-19 and freezing of 2021-22, 2022-23 and 2023-24 small business rates multipliers	8,944,277	2,236,028	0	11,180,305
<b>Small Business Rate Relief</b>				
26. Cost of doubling SBRR & threshold changes for 2023-24	547,840	136,960	0	684,800
26a. Additional compensation for loss of supplementary multiplier income	90,369	22,592	0	112,961
27. Cost to authorities of maintaining relief on "first" property	8,426	2,107	0	10,533
<b>Rural Rate Relief</b>				
28. Cost to authorities of providing 100% rural rate relief	0	0	0	0
<b>Supporting Small Business Scheme</b>				
29. Cost to authorities of providing relief	268,921	67,230	0	336,151
<b>Designated Areas qualifying relief in 100% business rates retention areas</b>				
30. Cost to authorities of providing relief	0	0	0	0
<b>Local newspaper relief</b>				
31. Cost to authorities of providing relief	0	0	0	0
<b>Public lavatories relief</b>				
32. Cost to authorities of providing relief	8,882	2,221	0	11,103
<b>Retail, Hospitality and Leisure relief</b>				
33. Cost to authorities of providing relief	1,344,261	336,065	0	1,680,326
<b>Freeports relief</b>				
34. Cost to authorities of providing relief	0	0	0	0
<b>Low-carbon heat networks relief</b>				
35. Cost to authorities of providing relief	0	0	0	0
<b>TOTAL FOR THE YEAR</b>	£	£	£	£
36. Amount of Section 31 grant due to authorities to compensate for reliefs	11,212,976	2,803,203	0	14,016,179

**NB** To determine the amount of S31 grant due to it, the authority will have to add / deduct from the amount shown in line 36, a sum to reflect the adjustment to tariffs / top-ups in respect of the multiplier cap (See notes for Line 36)

This completed Excel form should be e-mailed to [nndr.statistics@levellingup.gov.uk](mailto:nndr.statistics@levellingup.gov.uk) and any relevant precepting authorities by the Chief Financial / Section 151 Officer. The email should include the officer's electronic signature and the following statement:

I confirm that the entries in this form are the best I can make on the information available to me and amounts are calculated in accordance with regulations made under Schedule 7B to the Local Government Act 1988. I also confirm that the authority has acted diligently in relation to the collection of non-domestic rates.

**NATIONAL NON-DOMESTIC RATES RETURN - NNDR1**  
**2023-24**

All figures must be entered in whole £  
Note that any reliefs for the year 2023-24 announced after this form has gone out may be covered by future supplementary data collections

If you are content with your answers please return this form to DLUHC as soon as possible

Ver 1.1

**Local Authority : Crawley**

**PART 2: RELIEFS AND NET RATES PAYABLE**

This section of the form is for you to enter the gross rates value and the amount of various business rates reliefs forecast for 2023-24. This will then calculate the forecast net rates payable. These values also populate the section 31 payment calculations in Part 1.

**You should complete column 1 only**

	Column 1 BA Area (exc. Designated areas) <b>Complete this column</b>	Column 2 Designated areas <b>Do not complete this column</b>	Column 3 <b>TOTAL</b> (All BA Area) <b>Do not complete this column</b>
<b>GROSS RATES PAYABLE</b> (All data should be entered as +ve unless specified otherwise) - see Note E	£		£
1. Rateable Value at <input style="width: 150px;" type="text" value="28/12/2022"/>	<input style="width: 150px;" type="text" value="297,269,099"/>		<input style="width: 150px;" type="text" value="297,269,099"/>
2. Small business rating multiplier <input style="width: 100px;" type="text" value="49.9"/> for 2023-24 (pence)			
3. Gross rates 2023-24 (RV x multiplier)	<input style="width: 150px;" type="text" value="148,337,280"/>		
4. Estimated growth/decline in gross rates (+ = increase, - = decrease)	<input style="width: 150px;" type="text" value="1,857,692"/>		
5. Forecast gross rates payable in 2023-24	<input style="width: 150px;" type="text" value="150,194,972"/>		<input style="width: 150px;" type="text" value="150,194,972"/>
<b>TRANSITIONAL ARRANGEMENTS (See Note F)</b>			
6. Revenue foregone because increases in rates have been deferred (Show as -ve)	<input style="width: 150px;" type="text" value="-5,345,674"/>		<input style="width: 150px;" type="text" value="-5,345,674"/>
7. Changes as a result of estimated growth / decline in cost of transitional arrangements (+ = decline, - = increase)	<input style="width: 150px;" type="text" value="0"/>		
8. Forecast net cost of transitional arrangements	<input style="width: 150px;" type="text" value="-5,345,674"/>		<input style="width: 150px;" type="text" value="-5,345,674"/>
<b>TRANSITIONAL PROTECTION PAYMENTS (See Note F(a))</b>			
9. Sum due to/(from) authority	<input style="width: 150px;" type="text" value="5,345,674"/>		<input style="width: 150px;" type="text" value="5,345,674"/>

**NATIONAL NON-DOMESTIC RATES RETURN - NNDR1**  
**2023-24**

All figures must be entered in whole £

Note that any reliefs for the year 2023-24 announced after this form has gone out may be covered by future supplementary data collections

If you are content with your answers please return this form to DLUHC as soon as possible

Ver 1.1

**Local Authority : Crawley**

**PART 2: RELIEFS AND NET RATES PAYABLE**

This section of the form is for you to enter the gross rates value and the amount of various business rates reliefs forecast for 2023-24. This will then calculate the forecast net rates payable. These values also populate the section 31 payment calculations in Part 1.

**You should complete column 1 only**

	Column 1 BA Area (exc. Designated areas)	Column 2 Designated areas	Column 3 TOTAL (All BA Area)
<b>MANDATORY RELIEFS (See Note G) (All data should be entered as -ve unless specified otherwise)</b>			
<b>Small Business Rate Relief</b>			
10. Forecast of relief to be provided in 2023-24	-1,572,128		-1,572,128
11. <i>of which:</i> relief on existing properties where a 2nd property is occupied	-18,000		-18,000
12. Additional yield from the small business supplement (Show as +ve)	3,470,626		3,470,626
13. Net cost of small business rate relief (line 10 + line 12)	1,898,498		1,898,498
<b>Charitable occupation</b>			
14. Forecast of relief to be provided in 2023-24	-3,275,814		-3,275,814
<b>Community Amateur Sports Clubs (CASCs)</b>			
15. Forecast of relief to be provided in 2023-24	-32,024		-32,024
<b>Rural rate relief</b>			
16. Forecast of relief to be provided in 2023-24	0		0
<b>Public Lavatories relief (see note H)</b>			
17. Forecast of relief to be provided in 2023-24	-18,974		-18,974
18. Forecast of mandatory reliefs to be provided in 2023-24 (Sum of lines 13 to 17)	-1,428,314		-1,428,314
19. Changes as a result of estimated growth/decline in mandatory relief (+ = decline, - = increase)	0		
20. Total forecast mandatory reliefs to be provided in 2023-24	-1,428,314		-1,428,314
<b>UNOCCUPIED PROPERTY (See Note J) (All data should be entered as -ve unless specified otherwise)</b>			
<b>Partially occupied hereditaments</b>			
21. Forecast of 'relief' to be provided in 2023-24	-50,000		-50,000
<b>Empty premises</b>			

**NATIONAL NON-DOMESTIC RATES RETURN - NNDR1**  
**2023-24**

All figures must be entered in whole £

Note that any reliefs for the year 2023-24 announced after this form has gone out may be covered by future supplementary data collections

If you are content with your answers please return this form to DLUHC as soon as possible

Ver 1.1

**Local Authority : Crawley**

**PART 2: RELIEFS AND NET RATES PAYABLE**

This section of the form is for you to enter the gross rates value and the amount of various business rates reliefs forecast for 2023-24. This will then calculate the forecast net rates payable. These values also populate the section 31 payment calculations in Part 1.

**You should complete column 1 only**

	Column 1 BA Area (exc. Designated areas)	Column 2 Designated areas	Column 3 TOTAL (All BA Area)
22. Forecast of 'relief' to be provided in 2023-24	-6,205,473		-6,205,473
23. Forecast of unoccupied property 'relief' to be provided in 2023-24 (Line 21 + line 22)	-6,255,473		
24. Changes as a result of estimated growth/decline in unoccupied property 'relief' (+ = decline, - = increase)	0		
<b>25. Total forecast unoccupied property 'relief' to be provided in 2023-24</b>	<b>-6,255,473</b>		<b>-6,255,473</b>

**NATIONAL NON-DOMESTIC RATES RETURN - NNDR1**  
**2023-24**

All figures must be entered in whole £

Note that any reliefs for the year 2023-24 announced after this form has gone out may be covered by future supplementary data collections

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Ver 1.1

**Local Authority : Crawley**

**PART 2: RELIEFS AND NET RATES PAYABLE**

This section of the form is for you to enter the gross rates value and the amount of various business rates reliefs forecast for 2023-24. This will then calculate the forecast net rates payable. These values also populate the section 31 payment calculations in Part 1.

**You should complete column 1 only**

	Column 1 BA Area (exc. Designated areas)	Column 2 Designated areas	Column 3 TOTAL (All BA Area)
<b>DISCRETIONARY RELIEFS (See Note K) (All data should be entered as -ve unless specified otherwise)</b>			
<b>Charitable occupation</b>			
26. Forecast of relief to be provided in 2023-24	-256,340		-256,340
<b>Non-profit making bodies</b>			
27. Forecast of relief to be provided in 2023-24	-121,273		-121,273
<b>Community Amateur Sports Clubs (CASCs)</b>			
28. Forecast of relief to be provided in 2023-24	-2,344		-2,344
<b>Rural shops etc</b>			
29. Forecast of relief to be provided in 2023-24			0
<b>Small rural businesses</b>			
30. Forecast of relief to be provided in 2023-24	0		0
<b>Other ratepayers (refer to guidance for further details)</b>			
31. Forecast of relief to be provided in 2023-24	0		0
<i>of which:</i>	<i>of which:</i>		
32. Relief given to Case A hereditaments			
33. Relief given to Case B hereditaments	0		
34. Relief given to Freeports (see Note L)			
35. Forecast of discretionary relief to be provided in 2023-24 (Sum of lines 26 to 31)	-379,957		
36. Changes as a result of estimated growth/decline in discretionary relief (+ = decline, - = increase)	0		
<b>37. Total forecast discretionary relief to be provided in 2023-24</b>	<b>-379,957</b>		<b>-379,957</b>

**NATIONAL NON-DOMESTIC RATES RETURN - NNDR1**  
**2023-24**

All figures must be entered in whole £

Note that any reliefs for the year 2023-24 announced after this form has gone out may be covered by future supplementary data collections

If you are content with your answers please return this form to DLUHC as soon as possible

Ver 1.1

**Local Authority : Crawley**

**PART 2: RELIEFS AND NET RATES PAYABLE**

This section of the form is for you to enter the gross rates value and the amount of various business rates reliefs forecast for 2023-24. This will then calculate the forecast net rates payable. These values also populate the section 31 payment calculations in Part 1.

**You should complete column 1 only**

	Column 1 BA Area (exc. Designated areas)	Column 2 Designated areas	Column 3 TOTAL (All BA Area)
<b>DISCRETIONARY RELIEFS FUNDED THROUGH SECTION 31 GRANT</b> (See Note M) (All data should be entered as -ve unless specified otherwise)			
<b>Rural Rate Relief</b>			
38. Forecast of relief to be provided in 2023-24	0		0
<b>Supporting Small Business Scheme</b>			
39. Forecast of relief to be provided in 2023-24	-574,449		-574,449
<b>Local newspaper relief</b>			
40. Forecast of relief to be provided in 2023-24	0		0
<b>Retail, Hospitality and Leisure relief</b>			
41. Forecast of relief to be provided in 2023-24	-2,871,516		-2,871,516
<b>Low-carbon heat networks relief</b>			
42. Forecast of relief to be provided in 2023-24	0		0
43. Forecast of discretionary reliefs funded through S31 grant to be provided in 2023-24 (Sum of lines 38 to 42)	-3,445,965		-3,445,965
44. Changes as a result of estimated growth/decline in Section 31 discretionary relief (+ = decline, - = increase)	0		
<b>45. Total forecast of discretionary reliefs funded through S31 grant to be provided in 2023-24</b>	<b>-3,445,965</b>		<b>-3,445,965</b>
<b>NET RATES PAYABLE</b>			
46. Forecast of net rates payable by rate payers after taking account of transitional adjustments, unoccupied property relief, mandatory and discretionary reliefs	£ 133,339,589		£ 133,339,589



**NATIONAL NON-DOMESTIC RATES RETURN - NNDR1**  
**2023-24**

All figures must be entered in whole £

If you are content with your answers please return this form to DLUHC as soon as possible

Ver 1.1

**Local Authority : Crawley**

**PART 3: COLLECTABLE RATES AND DISREGARDED AMOUNTS**

Enter accounting adjustments in this section, which calculations will deduct from the net rates calculated from entries in Part 2.

**You should complete column 1 only**

Column 1

Column 2

Column 3

**BA Area (exc.  
Designated areas)**

**Designated Areas**

**TOTAL  
(All BA Area)**

**Complete this column**

**Do not complete this  
column**

**Do not complete this  
column**

**NET RATES PAYABLE**

1. Sum payable by rate payers after taking account of transitional adjustments, empty property rate, mandatory and discretionary reliefs

£

£

£

**(LESS) LOSSES (Data should be entered as -ve)**

2. Estimated bad debts in respect of 2023-24 rates payable

3. Estimated repayments in respect of 2023-24 rates payable

**COLLECTABLE RATES**

4. Net Rates payable less losses

**DISREGARDED AMOUNTS (Data should be entered as +ve)**

5. Renewable Energy (see Note B)

6. Shale oil and gas sites scheme (see Note C)

7. Transitional Protection Payment

8. Baseline

**DISREGARDED AMOUNTS**

9. Total Disregarded Amounts

**DESIGNATED AREAS IN 100% BRR AUTHORITIES**

10. Designated Areas Qualifying Relief: Not applicable

**DEDUCTIONS FROM CENTRAL SHARE**

11. Designated Areas Qualifying Relief

**Port of Bristol**

12. In respect of Port of Bristol: Not applicable

DEDUCTIONS FROM CENTRAL SHARE			
13. Total Deductions	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

**NATIONAL NON-DOMESTIC RATES RETURN - NNDR1**  
**2023-24**

All figures must be entered in whole £

If you are content with your answers please return this form to DLUHC as soon as possible

Ver 1.1

**Local Authority : Crawley**

**PART 4: ESTIMATED COLLECTION FUND BALANCE**

This section estimates the collection fund closing balance for the current year (*not* the forecast year otherwise referred to in this form). Please refer to guidance notes for details. Note that you can edit the blue-bordered cells, but you will be asked to provide a comment explaining why they are changed from the prepopulated figures.

**OPENING BALANCE**

1. Opening Balance (From Collection Fund Statement)

£

£

-6,246,213

**BUSINESS RATES CREDITS AND CHARGES**

2. Business rates credited and charged to the Collection Fund in 2022-23 (enter as +ve)

113,233,830

3. Sums written off in excess of the allowance for non-collection (enter as -ve)

0

4. Changes to the allowance for non-collection

-1,698,507

5. Amounts charged against the provision for alteration of lists and appeals following RV list changes (enter as +ve)

6,199,868

6. Changes to the provision for alteration of lists and appeals

-4,189,652

**7. Total business rates credits and charges (Total lines 2 to 6)**

113,545,539

**OTHER RATES RETENTION SCHEME CREDITS (enter as +ve)**

8. Transitional protection payments received, or to be received in 2022-23

231,581

9. Transfers/payments to the Collection Fund for end-year reconciliations

0

10. Transfers/payments into the Collection Fund in 2022-23 in respect of a previous year's deficit

2,884,364

**11. Total Other Credits (Total lines 8 to 10)**

3,115,945

**OTHER RATES RETENTION SCHEME CHARGES (enter as -ve)**

12. Transitional protection payments made, or to be made, in 2022-23

0

13. Payments made, or to be made, to the Secretary of State in respect of the central share in 2022-23

-57,522,035

14. Payments made, or to be made to, major precepting authorities in respect of business rates income in 2022-23

-11,504,407

15. Transfers made, or to be made, to the billing authority's General Fund in respect of business rates income in 2022-23

-46,017,628

16. Transfers made, or to be made, to the billing authority's General Fund; and payments made, or to be made, to a precepting authority in respect of disregarded amounts in 2022-23

-219,572

17. Transfers/payments from the Collection Fund for end-year reconciliations

0

18. Transfers/payments made from the Collection Fund in 2022-23 in respect of a previous year's surplus

0

**19. Total Other Charges (Total lines 12 to 18)**

-115,263,642

**ESTIMATED SURPLUS/(DEFICIT) ON COLLECTION FUND IN RESPECT OF FINANCIAL YEAR 2022-23 - Surplus (positive), Deficit (Negative)**

20. Opening balance plus total credits, less total charges (Total lines 1, 7, 11,19)

£

-4,848,371

**APPORTIONMENT OF ESTIMATED SURPLUS / DEFICIT (See Note N)**

Column 1  
Central Government

Column 2  
Crawley

Column 3  
West Sussex County  
Council

# Agenda Item 2 Appendix a

21. % for distribution of prior year surplus/deficit (i.e. 2021-22)	50%	40%	10%
22. Total prior year surplus (+)/deficit (-)	-1,680,925	-1,344,740	-336,185
of which:			
22a. Amount deferred in respect of estimated 2020-21 surplus-deficit	-1,581,640	-1,265,312	-316,328
22b. Amount in respect of 2021-22	-99,285	-79,428	-19,857
23. % for distribution of in-year surplus/deficit (i.e. 2022-23)	50%	40%	10%
24. In year surplus (+)/deficit (-)	-743,261	-594,609	-148,652
<b>25. Total (total lines 22 and 24)</b>	<b>-2,424,186</b>	<b>-1,939,348</b>	<b>-484,837</b>

# Agenda Item 3

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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