

**Council Tax and Business
Rates Information 2012/13**

0%

Council Tax increase

We are focused on helping our residents and businesses in this difficult economic climate and, in order to help us achieve this, we have frozen Council Tax for the fourth successive year.



2012 will be a momentous year for Newham. Central Government has imposed huge cuts across the public sector and on Newham in particular. But we have taken tough decisions to ensure we can continue to provide excellent public services in the areas that matter most to residents.

Our 2012/13 budget is smart, reasonable and responsible. That is why we are able to freeze Council Tax for the fourth year in a row and continue to have the lowest Council Tax in Outer London. Details of how we use your Council Tax to fund essential services are on pages 6-10.

In our bid to deliver improved services with a reduced budget, we are closing our cash offices and moving towards less expensive collection methods. For example, each payment at a cash office costs £1.80. This compares to just two pence for a secure Direct Debit payment.

Every resident who pays their Council Tax by Direct Debit will have a chance to win tickets to the 2012 Games. We have purchased tickets to some of the most sought-after events and paying your Council Tax by Direct Debit will automatically enter you into a prize draw to win one of 50 pairs of these tickets. Details are on the back page.

We also want to ensure that Newham residents can celebrate the Games and so we are encouraging you to Let's Get the Party Started by organising your own community events with support and a possible grant from the council. Read more on the enclosed leaflet.

By continuing to work together, we can make Newham a place that people choose to live, work and stay.

A handwritten signature in black ink, appearing to read 'Robin Wales'.

Sir Robin Wales
Mayor of Newham

Contents

Our highlights	4
Our priorities	5
Council Tax and the council's spending plans	6
Council Tax information	11
Precepting and levying authorities	18
Greater London Authority	21
National non-domestic rates	24
Council Tax Benefit	34
How the council collects and processes your personal information	38
Direct Debit information	39

Here are some of our highlights from 2011/12

For the fourth year running, there is no Council Tax increase for Newham's residents.

In 2011, we launched Skills Place Newham, a joint initiative with Westfield. The academy at the new shopping centre provides industry standard skills development, apprenticeships and recruitment to the many stores, restaurants and facilities within Westfield Stratford City and beyond. Over 1,000 local people received training in the months leading up to the opening of Westfield and this will increase dramatically over the next 12 months.

We have launched the Mayor's Reward Scheme in partnership with Crimestoppers UK. Residents are able to give information anonymously on gun and knife crime in Newham. A reward of at least £150 and up to £1000 could be received if the information given leads to an arrest and charge.

We are delivering a programme of investment in libraries across the borough between now and 2014 to transform them into locations where residents can come to educate themselves and their children, and make transactions with the council. Current library improvements across the borough include the newly refurbished Canning Town and Beckton Globe Libraries, which are now open to residents. Stratford and Green Street Libraries will also re-open in spring 2012.

We have helped hundreds of small local businesses with information advice and guidance to help support them to grow, create new jobs and take advantage of economic opportunities. We have helped local businesses win contracts valued at over £7m and supported the creation of over 150 new businesses.

We are investing more than £45m on improving residential streets and town centres, including East Ham and Stratford. By Spring 2012 improvements will be made in Stratford Broadway, Canning Town, St Martin's Avenue, E6 and Balaam Street, E13.

558 new affordable homes were provided in Newham, of which 260 were social rents, 162 shared ownership and 136 at intermediate rents.

There were 136 Summer Reading Scheme events for young people held over the summer, including reading help sessions, author events and evening storytelling. There were 4,034 attendances at Summer Reading Scheme events in total.

We have launched two new visitor guides for Green Street and Stratford to promote the areas Londonwide and increase visitor numbers and investment in the Borough.

Priorities for 2012/13

The council is addressing your priorities through the Mayor's Annual Contract to make Newham a place where people choose to live, work and stay. Newham's priorities for the coming year include:

- We will offer the biggest local community based Olympics and Paralympics activity programme in the history of the Games with a range of free events for local residents across the whole borough.
- As part of our commitment to keeping the lowest Council Tax in Outer London, for the fourth successive year there will be no increase at all.
- Each household will receive its first parking permit for free and we will also provide 30 free visitor permits per household for those without a car.
- To help improve private rented housing, we will, subject to consultation, be introducing a compulsory registration scheme to help us recognise responsible landlords and tackle the minority who do not look after their properties.
- We will continue to provide free school meals to all children within our 66 primary schools worth £550 per child after tax.
- We will continue to offer our residents free collection of up to six items of bulky waste at a time when many other boroughs are charging for the service.
- We will continue to work hard to help residents access jobs and training, including getting more people into work via Workplace and enabling people to access skills training courses in the borough.
- We will continue to help every Year 5 child to be a musician by providing free tuition with the use of a free instrument which each child keeps if they complete the full two years.
- We will fight hard to win a proper 2012 legacy for Newham's residents.
- We will continue to invest in our schools to help our young people to have the best start in life.
- We will help every young person to be a sportsperson.
- We will continue to provide free swims for under 16s.
- We will provide free membership of sports clubs and free swimming for all residents over 60 in Newham's Leisure Centres.
- We are continuing to take robust action to tackle crime and anti-social behaviour through the funding of 66 extra police officers to work alongside council enforcement officers.
- We will tackle anti-social dog owners by using a range of enforcement laws.
- We will continue to invest in our CCTV network in the borough to improve community safety and reduce anti-social behaviour.
- We will continue to invest in the local services that are important to us, including our leisure centres, parks and community outdoor spaces.
- We will continue to invest in keeping our streets clean while ensuring tough action against those who flytip and litter our community.
- We will seek to deliver as many of our services via local small businesses as possible and for these to create job opportunities for residents.

Your Council Tax helps to pay for hundreds of services that you use everyday from having your bins emptied to educating your children. At the council we work hard to try and ensure that you get value for money.

Each year the council works out how much it needs to run these services, as well as its day-to-day running costs for the next financial year. It is this figure that helps to decide how much Council Tax you pay.

The council gets its money from the Government, Business Rates and Council Tax. The Government decides roughly what proportion of a council's spending will be met from Council Tax.

For 2012/13, the council needs to raise £96.5 million from Council Tax including the GLA precept. The table below shows the figures for each Council Tax band.

Council Tax charge for 2012/13

Band	Value of your property	Maximum Council Tax payable £	Maximum for Newham Council's services £	Contribution to The Greater London Authority (GLA) £
A	Up to £40,000	834.90	630.42	204.48
B	£40,001-£52,000	974.05	735.49	238.56
C	£52,001-£68,000	1,113.20	840.56	272.64
D	£68,001-£88,000	1,252.35	945.63	306.72
E	£88,001-£120,000	1,530.65	1,155.77	374.88
F	£120,001-£160,000	1,808.95	1,365.91	443.04
G	£160,001-£320,000	2,087.25	1,576.05	511.20
H	Over £320,000	2,504.70	1,891.26	613.44

Your Council Tax bill shows which band your property is in.

Newham's budget for 2012/13

	Last year (2011/12)		This year (2012/13)	
	Gross	Net	Gross	Net
	£m	£m	£m	£m
Service budgets				
Adults, Community and Leisure	150.9	113.5	132.9	101.1
Children and Young People	137.4	81.4	125.1	74.3
Corporate and Strategic Management	17.0	3.8	18.2	6.5
Customer Services	326.2	20.6	323.6	17.3
Dedicated Schools Budget	317.6	0.0	323.2	0.0
Environment	168.7	68.8	192.7	63.1
Housing Revenue Account	127.2	0.0	109.6	0.0
Regeneration and Development	39.8	7.1	35.4	1.8
Resources	47.4	3.9	43.8	(0.3)
	1,332.2	299.1	1,304.6	263.9
Central items				
Interest on investment of cash balances		(6.1)		(6.7)
Other general budget items		6.9		20.2
Money taken from general reserves		(8.5)		–
Newham Council's budget requirement		291.4		277.4
Greater London Authority (1)		23.4		23.6
Total budget for services provided for the Newham area		314.8		301.0

(1) for further details please see pages 19-23.

Changes in Newham's spending plans

	£m	£m
Newham's budget 2011/12		291.4
Changes to Spending on Services		
Adults, Community and Leisure	(12.4)	
Children and Young People	(7.1)	
Corporate and Strategic Management	2.7	
Customer Services	(3.3)	
Environment	(5.7)	
Regeneration, Property and Planning	(5.3)	
Resources	(4.2)	
		(35.2)
Interest on investment of cash balances	(0.5)	
Efficiencies and Savings to be allocated	5.3	
Corporate Grants	1.6	
Adjustment of 2011/12 one-off use of balances	8.5	
Implementation Costs	1.2	
Changes to Other General Budgets	5.1	
		21.2
Newham's Budget 2012/13		277.4

Newham's budget requirement includes the following levies (amounts charged)

£000		£000
13,998	East London Waste Authority	13,293
149	Environment Agency (Flood Defence)	150
224	Lee Valley Regional Park Authority	221
258	London Pensions Fund Authority	260

The Council Tax for Band D Dwellings = $\frac{\text{Newham and GLA requirements}}{\text{Council Tax Base}}$

The Council Tax Base is the number of Band D or equivalent dwellings in Newham. The tax base used in calculating the Council Tax, assuming we collect 97% of all Council Tax for the year, is 77,030. However, the Government uses a figure based on 100% collection.

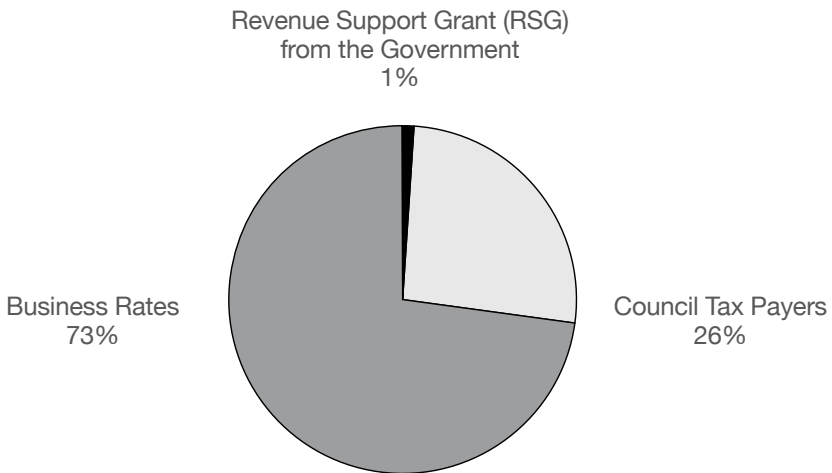
The council workforce

	2011/12	2012/13
Adults, Community and Leisure	726	649
Children and Young People	6,545	6,579
Corporate and Strategic Management	260	187
Customer Services	505	374
Environment	1,263	1,129
Housing Revenue Account	549	479
Regeneration and Development	336	321
Resources	575	546
Total Workforce	10,760	10,264

2011/12		2012/13	Council Tax per B and D Dwelling	Percentage Decrease in Council Tax
£000		£000	£	%
291,448	Newham's Budget Requirement	277,379		
	<i>less</i>			
(219,919)	Formula Grant	(204,537)		
0	Deficit on collection fund	0		
71,529	Newham Requirement	72,842	945.63	0.0
23,435	Greater London Authority	23,627	306.72	1.0
94,964	Total to be raised from Council Tax	96,469	1,252.35	-0.25

Liabilities

Newham funds some of its capital expenditure (such as major works to houses and construction of schools) from borrowing. At 31 March 2011, the outstanding balance on these loans amounted to £1.211 billion. Repayment of these loans, together with interest, is charged to the council's General Fund and Housing Revenue Account. No amount is recoverable from or payable to other authorities (either billing or precepting).



Council's Statement of Accounts

Copies of the council's full statement of accounts and a summary of the accounts are available on the council's website. Go to www.newham.gov.uk and click on Annual Financial Reports under the 'Your Council' section.

If you have any feedback on the statement of accounts please email chief.accountant@newham.gov.uk or write to the Chief Accountant, Financial Services, London Borough of Newham, Newham Dockside, 1000 Dockside Road, London E16 2QU.

What is Council Tax?

Council Tax is the local tax that helps pay for services provided by your council, such as housing, street lighting, cleaning, libraries and meals on wheels and those provided by the Greater London Authority (GLA) such as the fire brigade, the police and other London wide organisations.

There is one Council Tax bill for each home, whether it is a house, bungalow, flat, maisonette or mobile home.

Owner-occupiers or resident tenants, including council and housing association tenants, usually have to pay Council Tax.

Council Tax is based on two things:

(a) the property and **(b)** personal circumstances.

Who pays Council Tax?

Normally the person living in the property will be responsible for paying the Council Tax, but there are instances where the landlord has to pay even if she/he does not live in the property. For example, if the property is:

- multi-occupied, rented by individuals who share facilities
- a care home or nursing home
- occupied by a religious community
- occupied by a minister of religion
- where at least one of the residents is employed in domestic service for the owner or
- where the resident is an asylum seeker housed under section 95 of the Immigration and Asylum Act 1999 by the National Asylum Support Service.

You should tell the council if any of the above apply to you.

How has your Council Tax been worked out?

The Valuation Office Agency (VOA) is an executive agency for HM Revenue and Customs (HMRC). It is responsible for, among other things, valuing domestic properties for Council Tax purposes, as well as handling appeals against bandings, in England and Wales.

Under the Council Tax, all homes in England are currently placed in one of eight value bands, based on their open market value on 1 April 1991.

Web: www.voa.gov.uk or email: ctsouth@voa.gsi.gov.uk

How can I appeal against the valuation band allocated to my property?

If you think your property has been put into the wrong band, or you require further information, you should write to the listing officer. The address is Valuation Office Agency, Second floor, 1 Francis Grove, Wimbledon, London SW19 4DT

The Government has limited the grounds for appeal, so you must contact the listing officer as soon as possible if you feel you have a case.

You must, however, continue to pay while your appeal is being considered. If your appeal is successful any overpaid amount will be refunded.

Bills addressed to the 'Council Tax Payer'

The Council Tax bill is addressed to the person(s) the council believes is liable to pay. If it is addressed to the 'Council Tax Payer' you must contact the council immediately via www.newham.gov.uk/counciltax or on 020 8430 2000 and pass on the name(s) of the person(s) responsible for paying the Council Tax.

Exemptions and discounts

The following is a list of exempt properties where no Council Tax charge is payable.

Such a property must be unoccupied and:

- A** Require, or is undergoing, or has undergone, major repair work to render it habitable, or is undergoing, or has undergone structural alteration. Such a dwelling will be exempt for a period, which is the shorter of:
 - a) a period of 12 months from the day on which it became vacant or;
 - b) a period beginning on the day which it became vacant and ending six months after the day such repairs or alterations are substantially completed.
- B** Owned by a charity and unoccupied for less than six months.
- C** Substantially unfurnished for less than six months.
- D** Left vacant by prisoners, except those jailed for non-payment of Council Tax or a fine.
- E** Left vacant by someone whose main residence is now a hospital, nursing home or care home.
- F** Where the qualifying person is the personal representative of a person who has died, probate has not been made, or less than six months have elapsed since the day probate was granted.
- G** Occupation is prohibited by law or occupation is prevented by a planning condition.



- H** Held for the occupation of a minister of religion from which to perform their duties.
- I** Previously the main home of a person now living in another place (not an NHS hospital, or care home) so they can receive care.
- J** (As for class I), providing care instead of receiving it.
- K** Previously occupied only by one or more students and who are still students.
- L** Vacant following repossession by a mortgage lender.
- Q** The person is only liable as a trustee in bankruptcy.
- R** A home consisting of a pitch or mooring, which is not occupied by a caravan or a boat.
- T** Unoccupied annexe, which forms part of another property, or is situated within the area of another home and is difficult to let separately from that other property.

These properties may be occupied or unoccupied depending on the exemption

- M** A student hall of residence owned by an educational establishment or a charity.
- N** Property occupied wholly by student(s).
- O** Property owned by Secretary of State for Defence and held for armed forces, (not visiting forces).
- P** Property where the liable person has a relevant association with a visiting force.
- S** Property occupied only by persons under 18 years of age.
- U** Property occupied only by severely mentally impaired people or occupied together with one or more full time students.
- V** Property occupied by person(s) with Diplomatic Privilege/Immunity and not British Citizens.
- W** Where an annexe, or similar self-contained part of a property, is occupied by an elderly or disabled relative of the people living in the rest of the home. This will not be regarded as a separate home for Council Tax purposes.

Discounts

The full amount is payable where there are two or more people aged 18 or over living in a property. If only one person is living in a property a 25 per cent discount is applicable. However, a discount may still be given even if more than one person lives in the property. This is because some people are ignored when 'counting' how many residents live there, for example, if they are 'disregarded' (see following 'disregarded categories').

The charge will be reduced by 25 per cent if only one person is 'counted' as living there and by 50 per cent if no one is 'counted' as living there. The charge is not reduced for temporary absences.

Student liability

Full time students are excepted from being held jointly and severally liable for Council Tax if they live in the same property as someone who is not a full time student (including their spouse or partner), and the non-student has an equal level of interest in the property with them e.g. joint tenant.

Disregarded categories

The following is a list of people who are ignored when 'counting' the number of people in a property. Please contact us on 020 8430 2000 if you require further information or a claim form.

- Full-time students, student nurses, apprentices and youth training trainees.
- Patients resident in hospital.
- People who are being looked after in a care home.
- People who are severely mentally impaired
- People staying in certain hostels or night shelters.
- 18 and 19 year olds who are at, or have just left, school or college.
- Care workers working for low pay, usually for charities.
- People caring for someone with a disability who is not a spouse.
- Members of visiting forces and certain international institutions.
- Members of religious communities (monks and nuns).
- People in prison unless they have been jailed for non-payment of Council Tax or a fine.



Single resident: only one person resides at the property and this person is liable to pay Council Tax.

DISCOUNT=25 per cent

All but one resident: more than one person resides at the property, but only one person is counted for Council Tax purposes.

DISCOUNT=25 per cent

All residents disregarded: all persons residing at the property are disregarded from paying Council Tax.

DISCOUNT=50 per cent

Single person disregarded: only one person resides at the property and this person is disregarded from paying Council Tax.

DISCOUNT=50 per cent

Discounts on second homes and long-term empties

Each local authority now has the power to determine the level of discount that it awards in these instances. Newham Council has decided to reduce the discount awarded on properties that are used as second homes from 50 per cent to 10 per cent.

For other long-term unoccupied properties, where no exemption is applicable, the discount has been reduced from 50 per cent to 0 per cent.

The exception to this is if the second property is essential as a condition of employment. Details of the charge printed on your bill indicates that council records show one of the following applies to your property.

Long-term empty: property is unfurnished and unoccupied for a period in excess of six months.

DISCOUNT=0 per cent

Furnished between let: the property is no one's sole or main residence and is furnished e.g. furnished ready to be let.

DISCOUNT=10 per cent

Condition of employment: the property is required as a condition of employment where the occupiers have their sole or main residence elsewhere and are registered to pay their Council Tax there.

DISCOUNT=50 per cent

Furnished second home: the property is furnished but is no one's sole or main residence and is considered to be a second home e.g. one may have a permanent address elsewhere, pay Council Tax there and stay at this property during the weekend.

DISCOUNT=10 per cent

Boats staying in their moorings: where these are unoccupied for the first six months 100 per cent exemption applies; where the boat is still empty after six months a 50 per cent discount applies.

DISCOUNT=50/100 per cent

People with disabilities

If you, or someone who lives with you, needs an extra bathroom or kitchen, or extra space in your home to meet special needs due to a disability, the amount of Council Tax you pay can be reduced by one band, for example from “Band B” to “Band A”. Even if your property is listed as a “Band A” property you could still be entitled to a reduction.

How to appeal against the council’s decision

If you disagree with the council’s decision regarding liability to pay Council Tax e.g. refusal to grant a discount, an exemption, or a disabled reduction, you should appeal in writing to: Council Tax and Benefit Services, PO Box 23504, London E15 4UU.

If you are not satisfied with the result of the appeal, or the council fails to reply within two months, then an appeal can be made to the Clerk of the Valuation Tribunal, 2nd Floor Black Lion House, 45 Whitechapel Road, London, E1 1DU.

Telephone: 020 7426 3900 or fax: 020 7247 6598 or email: vtwhitechapel@vto.gsx.gov.uk

Please check your bill

If you think any of the above may apply to you and the discount, exemption or disabled relief is not included on your bill please call the Contact Centre on 020 8430 2000. You can check your bill by logging onto <https://my.newham.gov.uk/> - the council’s new and convenient way for residents to access our online services.

Likewise if your bill shows a discount or exemption which you are not entitled to, please report this via www.newham.gov.uk/counciltax or phone the Council Tax section on 020 8430 2000. If you fail to do so you could face a penalty of £50. Council Tax records are checked against other council records to ensure that discount, disregards and exemptions are correctly applied.

Change in circumstance

You must inform the Council Tax section at Newham Council within 21 days if your circumstances change. For example if:

you are about to move – please supply the date, your forwarding address and if possible the name of the new occupants of the property. Log on to www.newham.gov.uk and select Council Tax from the A-Z of services, then click on Council Tax – change of address form from the menu on the right.

people move in or out of your property – please let us know immediately as it might affect your entitlement to a discount, benefit or your liability to pay.

Lee Valley Regional Park Authority

Lee Valley Regional Park is a unique leisure, sports and environmental destination for all residents of London, Essex and Hertfordshire. The 26 mile long, 10,000 acre Park, much of it formerly derelict land, is partly funded by a levy on the Council Tax. For the second year there has been a 2% decrease in this levy. Find out more about hundreds of great days out, world class sports venues and award winning parklands at www.leevalleypark.org.uk

	2011/12	2012/13
	£m	£m
Gross Operating Expenditure	16.8	18.3
Gross Operating Income	(7.5)	(8.8)
Net Service Operating Costs	9.3	9.5
Financing Costs		
- Debt servicing/repayments	0.7	0.7
- New capital investment	2.0	1.5
Total Net Expenditure	12.0	11.7

Further details on how this budget is spent and the amount each council contributes can be found at www.leevalleypark.org.uk

Environment Agency Thames Region

The Council Tax (Demand Notices) (England) Regulations 2011.

The Environment Agency is a levying body for its Flood and Coastal Erosion Risk Management Functions under the Flood and Water Management Act 2010 and the Environment Agency (Levies) (England and Wales) Regulations 2011.

The Environment Agency has powers in respect of flood and coastal erosion risk management for 5200 kilometres of main river and along tidal and sea defences in the area of the Thames Regional Flood and Coastal Committee. Money is spent on the construction of new flood defence schemes, the maintenance of the river system and existing flood defences together with the operation of a flood warning system and management of the risk of coastal erosion.

The financial details are:

Thames Regional Flood Defence Committee

	2011/12 £'000	2012/13 £'000
Gross expenditure	86,484	86,484
Levies raised	10,000	10,000
Total Council Tax Base	5,082	5,081

The majority of funding for flood defence comes directly from the Department for the Environment, Food and Rural Affairs (DEFRA). However, where there are schemes which do not attract central funding the agency may seek funding from County and Metropolitan Councils, unitary authorities and London Boroughs in the form of a Local Levy. The Local Levy is shared on the basis of Band D Equivalents between all contributing bodies within the Committee Area.

Changes in the Gross Budgeted expenditure between the years reflects the impact of the Government Spending Review and national prioritisation of capital projects.

The total Local Levy raised has remained the same in 2011/12 as 2010/11 at £10,000,000.

London Pensions Fund Authority

The London Pensions Fund Authority (LPFA) raises a levy each year to meet expenditure on premature retirement compensation and outstanding personnel matters for which LPFA is responsible and cannot charge to the pension fund. These payments relate to former employees for the Greater London Council (GLC), the Inner London Education Authority (ILEA) and London Residuary Body (LRB).

For 2012/13, the income to be raised by levies is set out below. The Greater London levy is payable in all boroughs, the Inner London levy only in Inner London Boroughs (including the City of London). The figures show the total to be raised and, in brackets, the percentage change on the previous year.

• Inner London	£13,065k	(0%)
• Greater London	£10,318k	(0%)
• Total	£23,383k	(0%)

East London Waste Authority (ELWA)

ELWA has the statutory responsibility for the disposal of around 435,000 tonnes of household, commercial, industrial and civic amenity site waste (current volumes) collected by the London Boroughs of Barking & Dagenham, Havering, Newham and Redbridge.

Waste disposal is carried out under a 25-year Integrated Waste Management Contract (IWMC) with Shanks. East London, supported by funding via the Government's Private Finance Initiative.

Budget 2012/13

ELWA's total levy requirement is £44,749,000 (2011/12: £40,749,000)

Increases in landfill tax, along with management contractor fee inflation for 2012/13 and reduced utilisation of reserves, have been off set by a reduction in waste tonnages resulting in a nil levy increase.

The major part of the ELWA Levy is apportioned on the basis of volumes of Household Waste with the remainder allocated according to the Council Tax Base.

The Levy on the London Borough of Newham for 2012/13 is £13,293,000 (2011/2012: £13,998,000).

Greater London Authority

The Greater London Authority is a strategic authority which supports the work of the Mayor of London, helping his office to develop and deliver strategies for London. The GLA also supports the London Assembly in their work scrutinising the work of the Mayor and representing the interests of Londoners. While the Mayor and the London Assembly are elected by Londoners, the staff of the GLA are a permanent body that provides continuity in the ongoing development and delivery of strategies for London.

The Mayor's Office for Policing and Crime (which oversees the work of the Metropolitan Police), the London Fire and Emergency Planning Authority and Transport for London are functional bodies of the GLA and their budget is determined by the Mayor. This section sets out the GLA budget and council tax for 2012-13.

Council Tax and Budget Information

The GLA Group's share of the Council Tax for a typical Band D property has been reduced to £306.72. Residents of the City of London – which has its own police force – will pay £78.62. The table below shows how the Council tax (at Band D) is allocated.

Council Tax (£)	2011/12	Change	2012/13
MOPC (Police)	227.95	+0.15	228.10
LFEPA (London Fire Brigade)	52.20	-12.66	39.54
Core GLA (City Hall) & Olympics	27.68	+9.43	37.11
TfL (Transport)	1.99	-0.02	1.97
Total Band D (£)	309.82	-0.02	306.72

Please note that the information in this section (pages 21-23) has been provided by the Greater London Authority and has not been created by the London Borough of Newham.

Investing in Front Line Services

The Mayor has put value for money at the very heart of his administration and has controlled costs tightly as well as ruthlessly cutting out waste. His budget will protect vital front line services by:

- Investing in front line policing – ensuring that there will be 1,000 more warranted police officers at the end of his current Mayoral term than at the beginning. The Metropolitan Police will continue to drive down crime - which has fallen by more than 10 per cent since 2008.
- Investing £22 billion to upgrade the Tube and deliver Crossrail, which will increase London's rail capacity by 10 per cent and maintaining London's bus network and existing concessionary travel schemes in full, including the 24 hour Freedom Pass for older and disabled Londoners.
- Co-ordinating £221m of investment to support London's high streets and those areas hardest hit by the August 2011 disturbances, so communities emerge from the economic downturn stronger.
- Delivering 50,000 more affordable homes and 100,000 apprenticeships for young people by the end of 2012 as well as providing secure ongoing funding for the four rape crisis centres located across London.

2012 Olympics and Paralympics

The GLA will seek to ensure the benefits of the Games are seen London wide in order to deliver a lasting legacy.

Summary of GLA Budget

The following tables compare the GLA group's spending for 2012-13 with last year and the reasons for the changes. The change in gross expenditure reflects the impact of the phasing of transport investment and savings within the GLA Group. Overall the council requirement is broadly unchanged – although the Band D precept has been cut by £3.10. More information on the budget is available on the GLA website at www.london.gov.uk (tel: 020 7983 4000).

How the budget is funded	2011/12	Change	2012/13
	£m	£m	£m
Gross expenditure	13,801	-146	13,655
Fares, charges and other income	-6,151	-452	-6,603
Specific and general government grants	-6,413	113	-6,300
Use of reserves	-294	487	193
Surplus in Council Tax collection	-8	-2	-10
Amount met by Council Tax payers £m	935	0	935

Changes in spending	2012-13
2011/12 Council Tax requirement	935
Inflation	92
Efficiencies and other savings	-272
Growth for existing services and new initiatives	157
Other changes (including income growth)	23
2012-13 Council Tax requirement	935



National non-domestic rates

This information forms part of your Business Rate bill.

To contact the Business Rate Office with an enquiry call: 020 8430 3250 or email: business.rate@newham.gov.uk

For details on how to pay see your Demand Notice.

Non-Domestic Rates

Non-Domestic Rates, or business rates, collected by local authorities are the way that those who occupy non-domestic property contribute towards the cost of local services. Except in the City of London, where special arrangements apply, the rates are pooled by central government and redistributed to local authorities as part of the annual formula grant settlement. The money, together with revenue from council tax payers, revenue support grant provided by the Government and certain other sums, is used to pay for the services provided by the local authority. Further information about the business rates system, including transitional and other reliefs, may be obtained at <http://www.businesslink.gov.uk>.

Rateable Value

Apart from properties that are exempt from Business Rates, each non-domestic property has a rateable value which is set by the valuation officers of the Valuation Office Agency (VOA), an agency of Her Majesty's Revenue and Customs. They draw up and maintain a full list of all rateable values, available on their website at www.voa.gov.uk. The rateable value of your property is shown on the front of this bill. This broadly represents the yearly rent the property could have been let for on the open market on a particular date. For the revaluation that came into effect on 1st April 2010, this date was set as 1st April 2008.

The valuation officer may alter the value if circumstances change.



The ratepayer (and certain others who have an interest in the property) can appeal against the value shown in the list if they believe it is wrong. Further information about the grounds on which appeals may be made and the process for doing so can be found on the VOA website or from the local valuation office detailed below:

Valuation Office Agency

Chase House
305 Chase Road
Southgate
London
N14 6LZ
Tel: 03000 501501



National Non-Domestic Rating Multiplier

The local authority works out the business rates bill by multiplying the rateable value of the property by the appropriate multiplier. There are two multipliers; the standard non-domestic rating multiplier and the small business non-domestic rating multiplier. The former is higher to pay for small business rate relief. Except in the City of London where special arrangements apply, the Government sets the multipliers for each financial year for the whole of England according to formulae set by legislation. Between revaluations the multipliers change each year in line with inflation and to take account of the cost of small business rate relief. In the year of revaluation the multipliers are rebased to account for overall changes to total rateable value and to ensure that the revaluation does not raise extra money for Government. The current multipliers are shown on the front of your bill.



Revaluation 2010 and Transitional Arrangements

All rateable values are reassessed every five years at a general revaluation. The current rating list is based on the 2010 revaluation. Five-yearly revaluations make sure each ratepayer pays their fair contribution and no more, by ensuring that the share of the national rates bill paid by any one ratepayer reflects changes over time in the value of their property relative to others. Revaluation does not raise extra money for Government.

For those ratepayers who would otherwise have seen significant increases in their rates liability, the Government has put in place a £2 billion transitional relief scheme to limit and phase in changes in rate bills as a result of the 2010 revaluation. To help pay for the limits on increases in bills, there were also limits on reductions in bills. Under the transition scheme, limits continue to apply to yearly increases and decreases until the full amount is due (rateable value times the appropriate multiplier). The scheme applies only to the bill based on a property at the time of the revaluation. If there are any changes to the property after 1st April 2010, transitional arrangements will not normally apply to the part of a bill that relates to any increase in rateable value due to those changes. Changes to your bill as a result of other reasons (such as because of changes to the amount of small business rate relief) are not covered by the transitional arrangements.

The transitional arrangements are applied automatically and are shown on the front of your bill. More information on revaluation 2010 can be found at www.voa.gov.uk.

Unoccupied Property Rating

Business rates will not be payable in the first three months that a property is empty. This is extended to six months in the case of certain industrial properties. After this period rates are payable in full unless the unoccupied property rate has been reduced by the Government by order. In most cases the unoccupied property rate is zero for properties owned by charities and community amateur sports clubs. In addition, there are a number of exemptions from the unoccupied property rate. Full details on exemptions can be obtained from the Newham Council business rate section on 020 8430 3250. If the unoccupied property rate for the financial year has been reduced by order, it will be shown on the front of your bill.



Partly Occupied Property Relief

A ratepayer is liable for the full non-domestic rate whether a property is wholly occupied or only partly occupied. Where a property is partly occupied for a short time, the local authority has discretion in certain cases to award relief in respect of the unoccupied part. Full details can be obtained from the Newham Council business rate section on 020 8430 3250.



Small Business Rate Relief

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

In addition, if the sole or main property is shown on the rating list with a rateable value which does not exceed £12,000, the ratepayer will receive a percentage reduction in their rates bill for this property of up to a maximum of 50% for a property with a rateable value of not more than £6,000.

This percentage reduction (relief) is only available to ratepayers who occupy either--

(a) one property, or

(b) one main property and other additional properties providing those additional properties each have a rateable value which does not exceed £2,599.

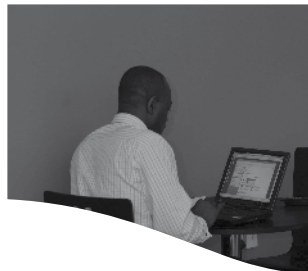
The rateable value of the property mentioned in (a), or the aggregate rateable value of all the properties mentioned in (b), must not exceed £17,999 outside London or £25,499 in London on each day for which relief is being sought. If the rateable value, or aggregate rateable value, increases above those levels, relief will cease from the day of the increase.

An application for Small Business Rate Relief is not required. Where a ratepayer meets the eligibility criteria and has not received the relief they should contact the local authority. Provided the ratepayer continues to satisfy the conditions for relief which apply at the relevant time as regards the property and the ratepayer, they will automatically continue to receive relief in each new valuation period.



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

- (a) the ratepayer taking up occupation of an additional property, and
- (b) an increase in the rateable value of a property occupied by the ratepayer in an area other than the area of the local authority which granted the relief.



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 by contacting the business rate office on 020 8430 3250.

Non-Profit Making Organisation Relief

The local authority has discretion to give relief to non-profit making organisations. Full details can be obtained by contacting the business rate office on 020 8430 3250.

Local Discounts and Hardship Relief

The local authority has discretion to give relief in specific circumstances. Full details can be obtained by contacting the business rate office on 020 8430 3250.



Cancellation of Backdated Rates Liabilities

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

Rating advisers

Ratepayers do not have to be represented in discussions about their rateable value or their rates bill. Appeals against rateable values can be made free of charge. However, ratepayers who do wish to be represented should be aware that members of the Royal Institution of Chartered Surveyors (RICS--website www.rics.org) 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, 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.newham.gov.uk). A hard copy is available on request by writing to the council or by telephoning the business rates office on 020 8430 3250.



Crossrail Business Rate Supplement

The Greater London Authority (GLA) introduced a business rate supplement (BRS) in April 2010 to finance £4.1 billion of the costs of the £15.9 billion Crossrail project.

What is Crossrail and How Will It Benefit Your Business?

Crossrail will provide a new modern railway across London connecting the outer suburbs and Heathrow to the West End, the City and Canary Wharf. It is key to the future growth of London's economy and the increased earnings - from new employment opportunities and transport time savings - will benefit businesses right across London. It will be by far the largest single investment in London's infrastructure for a generation or more employing up to 14,000 people at the peak of construction. Crossrail services are due commence on the Shenfield to Liverpool Street section in 2017 and through central London in 2018 followed by a phased introduction of services on the rest of the route.

Crossrail Ltd is committed to engaging regularly with local communities and business sectors to ensure that business' voice is heard. Further information on Crossrail can be found at www.crossrail.co.uk, by calling the Crossrail 24 hr Helpdesk on 0345 602 3813 or visiting Crossrail's Visitor Information Centres at 16-18 St Giles High Street, London WC2H 8LN and the Idea Store, 321 Whitechapel Road, London E1 1BU.





Developments in the Construction and Financing of Crossrail

The Mayor of London agreed a settlement with the Government in October 2010 which will allow Crossrail to be built on its agreed route and secure investment for the upgrade of the Tube. Crossrail is now under construction at all its central station sites across London and tunnelling works are due to commence in 2012.

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

How Will London's Businesses Help to Fund Crossrail?

The Crossrail BRS will be used to finance £3.5 billion worth of borrowing by the GLA and the repayment of this sum after the end of the Crossrail construction works. A further £0.6 billion of BRS revenues will be used to finance the construction works directly. The GLA will have contributed £1.9 billion by March 2012 towards the project using revenues financed by the BRS. It expects the Crossrail BRS will run for a period of between 24 and 31 years until its borrowing is repaid.

Does My Business Have to Pay the Crossrail BRS?

The Crossrail BRS is applied only to assessments (e.g. business and other non domestic premises) on the local rating lists of the 32 London boroughs and the City of London Corporation which have a rateable value of more than £55,000. Over 80 per cent of non domestic properties in London will therefore be exempt from the BRS. Your rates bill makes clear if you are liable to pay the BRS.



How Much Do I Pay if My Property's Rateable Value is Above £55,000?

The Crossrail BRS multiplier for 2012-13 is 2p per pound of rateable value. Reliefs for the Crossrail BRS will apply on the same basis and at the same percentage rate as for your National Non Domestic Rates (NNDR) bill although no transitional relief is provided for the BRS.



Keeping You Informed

We will continue to provide updates on the Crossrail BRS over its lifetime with your annual rates bills.

Further information on the Crossrail BRS can be obtained by contacting the GLA or viewing our website:

Greater London Authority, Finance Division, 6th Floor, City Hall, The Queen's Walk London SE1 2AA Tel: 020 7983 4100.

Email: crossrail-brs@london.gov.uk; Web: www.london.gov.uk/crossrail-brs



Who can apply?

If you are the person liable to pay Council Tax you can apply for Council Tax Benefit.

How to apply?

You need to fill in one of our Housing Benefit and Council Tax Benefit application forms. There are three ways you can get a form:

- visit one of our Local Service Centres
- phone us on 020 8430 2000
- write to us at Newham Benefits Service, PO Box 23504, London E15 4UU

Besides filling in the form you will need to show us papers to support your application. For example, we have to see something with your National Insurance number on.

We always ask for originals. We cannot accept copies.

If you make an application for Pension Credit, Income Support, income-based Jobseeker's Allowance or Employment and Support Allowance.


You can claim Council Tax Benefit at the same time as claiming Income Support, Jobseekers' Allowance or Employment Support Allowance from Jobcentre Plus over the phone. Once you have supplied all the necessary information to support your benefit claims to Jobcentre Plus they will send details of your Council Tax Benefit claim to us.

If you apply for Pension Credit, you can also claim Housing Benefit and Council Tax Benefit at the same time over the phone. Call The Pension Service on 0800 99 1234.

How much will you get?

The amount of your Council Tax Benefit depends on things like:

- the Council Tax band you are in
- your income and savings
- who lives with you
- your age and the age of anyone living with you.



What you will actually get depends on the details of your claim. For example, you will get more help if someone has a disability or if you have childcare costs.

If your income is too high to qualify for main Council Tax Benefit, you might still qualify for a 'second adult rebate'.

To work out second adult rebate, we ignore your circumstances and your partner's circumstances. We only look at the income of other adults living with you.



Changes in circumstances?

You need to tell us about anything that might affect your Council Tax Benefit. Let us know straight away, otherwise you may lose benefit. Things you need to tell us about include:

- your income, or the income of anyone who lives with you, going up or down
- your income stopping, or the income of anyone who lives with you stopping, or if anyone starts to receive a new type of income, including a social security benefit like Income Support or Jobseeker's Allowance
- you or anyone you live with starting or stopping work
- changes to your savings or investments, or to those of anyone living with you.

You also need to tell us if you change address. If you move inside Newham you don't need to apply again, as long as you tell us about the change as soon as possible. Your Council Tax Benefit will continue at the new address. If you move outside Newham you need to tell us about the change. But you will also need to apply again for Council Tax Benefit from the council whose area you have moved to.

Changes to Council Tax Benefit (CTB) non –dependant deductions

From 1 April 2012 the rate of non-dependant deductions we make from your Council Tax Benefit for other adults living in your home will be increasing. The new rate of deductions from 1 April 2012 is noted as below. If you get Council Tax benefit and still experience difficulties paying the rest of your Council Tax you may be able to get a Discretionary Housing Payment (DHP). To find out more about DHPs contact the Council Tax and Benefits Service on 020 8430 2000.

Non-dependant deductions from Council Tax Benefit

Non-dependant income	Current weekly deduction	Weekly deduction from 1 April 2012
Aged 18 or over and in paid work – gross income: £394 or more	8.60	9.90
Aged 18 or over and in paid work – gross income: £316 – £393.99	7.20	8.25
Aged 18 or over and in paid work – gross income: £183.00 – £315.99	5.70	6.55
Aged 18 or over and in paid work – gross income less than £183.00	2.85	3.30
Others, aged 18 or over	2.85	3.30
In receipt of state Pension Credit or in receipt of Income Support, Jobseekers Allowance(income based) or Employment and Support Allowance (income related)	Nil	Nil



Non-dependant deductions from Housing Benefit

Non-dependant income	Current weekly deduction	Weekly deduction from 2 April 2012
Aged 18 or over and in paid work – gross income: £394 or more	60.60	73.85
Aged 18 or over and in paid work – gross income: £316 – £393.99	55.20	67.25
Aged 18 or over and in paid work – gross income: £238.00 – £315.99	48.45	59.05
Aged 18 or over and in paid work – gross income: £183.00 – £237.99	29.60	36.10
Aged 18 or over and in paid work – gross income: £124.00 – £182.99	21.55	26.25
Aged 18 or over and in paid work – gross income less than £124	9.40	11.45
Others, aged 18 or more and not in paid work	9.40	11.45
Aged 25 and over in receipt of Income Support, Jobseekers Allowance(income based) or Employment and Support Allowance (income related)	9.40	11.45

How the council collects and processes your personal information

The Data Controller is the London Borough of Newham and we are responsible for the collection and processing of your personal information.

Processing includes the organisation, retrieval, consultation, use and deletion or destruction of information and its disclosure to other agencies. The information you provide will be processed mainly in connection with the administration of Council Tax.

Your personal information may however, be processed by other council services where appropriate to facilitate the provision of services in respect of any of the council's activities including (but not limited to) benefits, to verify data accuracy, housing, environmental health and care services. There may be a need to share with external partners and organisations e.g. health and other local authorities or information may be used in the prevention and detection of fraud and crime. A full list of what information we control and process and for what purposes is set out in the council's data protection notifications filed annually with the Information Commissioner.

All information collected will be processed and held securely under the principles of the Data Protection Act 1998. For further information on data protection, the council's use of information sharing, please contact the information governance team on: **020 8430 3737** or email: **information.governance@newham.gov.uk**

Direct Debit – the easiest way to pay

If you haven't already, why not pay your Council Tax or Business Rates by Direct Debit. There are many benefits you may not have realised in making your regular payments by Direct Debit.

Secure

Every Direct Debit payment is guaranteed by three main safeguards:

1. an immediate money-back guarantee if a mistake is made
2. advance notice if dates or amounts are changed
3. the right to cancel at any time.

Reliable

Your payments will be made automatically and payment dates will not be missed.

Convenient

No more trips to the Customer Service Centre, no more queuing to pay and no more cheques to write and post. You have the choice of two payment dates (1st or 19th of the month) giving you the chance to pick the date that suits you best.

Cost effective

As well as no more postal charges for you, Direct Debit payments are much cheaper to administer, helping us to keep costs down.

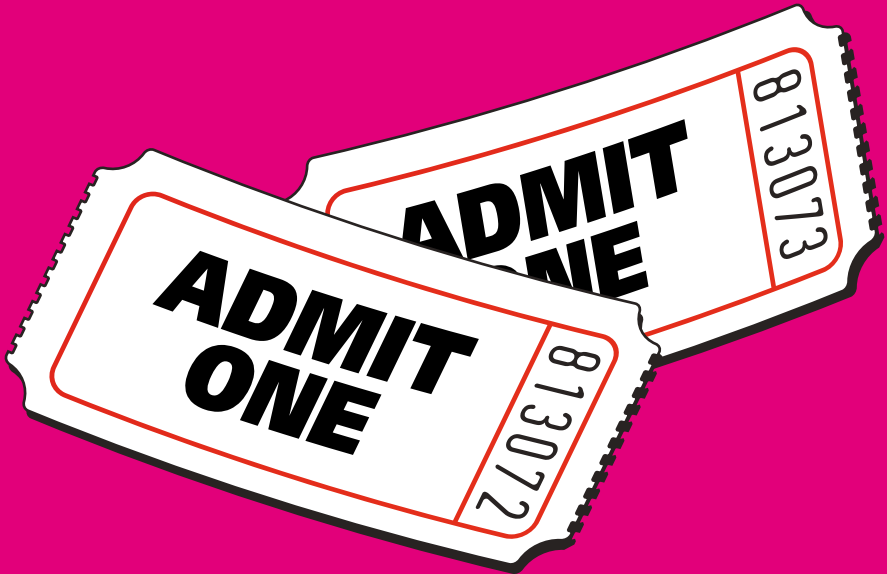
Don't delay, set up your Direct Debit today

- Visit our website www.newham.gov.uk/payit and select Council Tax or Business Rates (NNDR) under the Direct Debit heading.
- You can set it up immediately on the phone by calling 020 8430 2000 for Council Tax and 020 8430 3250 for Business Rates (please have your bank/building society account details when you phone).

Other ways to pay

- Online: use your credit/debit card to pay via our website at: www.newham.gov.uk/payit
- Banker's order: you can set this up with your bank, please provide your bank with the following details - Sort Code: 30-00-02, Account No: 00879113
- Telephone: 020 8430 2000 (please have your card details when you phone).

Win Olympic Tickets



Could you be a 'Golden Ticket' winner?

If you pay your Council Tax by Direct Debit or sign up before 5pm on 15 May 2012 you will be automatically entered into a prize draw to win a pair of tickets to the Olympic Games!

We have 50 pairs of tickets to giveaway to events including the Opening and Closing ceremony.

A Direct Debit payment costs only two pence for the council to process against £1.80 for cash payments. Switching to Direct Debit means more savings for services that matter.

Signing up to Direct Debit is easy and has the following benefits:

- choose the payment date
- payments are made automatically but you stay in control – you can cancel at any time
- you are protected by the Direct Debit Guarantee – you'll get a full refund from your bank if an error is made in the payment of your Direct Debit
- you can trust Direct Debit to be totally secure

Visit www.newham.gov.uk/directdebit for more information, to sign up to Direct Debit and to view the prize draw terms and conditions. You can also phone **020 8430 2000** for a Direct Debit form to be posted to you.

Winners will be picked in July 2012.