

## **REPORT TO EXECUTIVE**

**Date of Meeting: 10 January 2017**

**Report of: Assistant Director Finance**

**Title: 2017/18 COUNCIL TAX BASE AND NNDR1**

### **Is this a Key Decision?**

No

\* One that affects finances over £1m or significantly affects two or more wards. If this is a key decision then the item must be on the appropriate forward plan of key decisions.

### **Is this an Executive or Council Function?**

Executive

#### **1. What is the report about?**

- 1.1 To set the 2017/18 Council Tax base in accordance with the Local Authorities (Calculation of Tax Base) (England) Regulations 2012.
- 1.2 To seek approval that the Council's estimate of Business Rate Income (NNDR1) for the next financial year is delegated to the Assistant Director Finance.

#### **2. Recommendations:**

- 2.1 In accordance with the Local Authorities (Calculation of Tax Base) (England) Regulations 2012, the amount calculated by Exeter City Council as its tax base for the year 2017/18 shall be 36,197.
- 2.1 That the section 151 Officer is delegated responsibility to approve the Council's NNDR1 return by 31 January 2017.

#### **3. Reasons for the recommendation:**

- 3.1 To ensure that the Council meets its statutory deadline for notifying Precepting Authorities and the Government by 31 January 2017.

#### **4. What are the resource implications including non financial resources.**

- 4.1 Both the Council Taxbase and the NNDR1 provide key information used to calculate the overall resources available to the Council, Government and Preceptors in the following financial year.

**5. Section 151 Officer comments:**

- 5.1 Approval of the report is a statutory requirement in respect of the Taxbase. There is an increase of 768 Band D equivalent properties compared to the 2016/17 Taxbase.

**6. What are the legal aspects?**

- 6.1 The requirement to set the Council Tax base is set out in the Local Authorities (Calculation of Tax Base) (England) Regulations 2011.

In coming to decisions in relation to the revenue budget and the Council Tax the City Council and Councillors have the following legal duties, namely:-

- (a) The Council must act in accordance with its statutory duties and responsibilities.
- (b) The Council must act reasonably.
- (c) The Council must not act in breach of its fiduciary duty to its ratepayers and Council Tax payers .

**7. Monitoring Officer's comments:**

- 7.1 Members should be aware of the provisions of Section 106 of the Local Government Finance Act 1992 applies to this report where members are present at a meeting of the Council, the Executive or a Committee and at the time of the meeting an amount of council tax is payable by them and has remained unpaid for at least two months.

In these circumstances, any such members shall at the meeting and as soon practicable after its commencement disclose the fact that Section 106 applies to them and shall not vote on any question concerning the matter.

It should be noted that such members are not debarred from speaking on these matters.

Failure to comply with these requirements constitutes a criminal offence, unless any such members can prove they did not know that Section 106 applied to them at the time of the meeting or that the matter in question was the subject of consideration at the meeting

**8. Report details:**

**8.1 BACKGROUND**

- 8.1.1 In accordance with the requirements of the Local Government Finance Act, 1992, Exeter City Council as a billing authority will be issuing Council Tax bills to occupiers of property in March 2017, effective from 1 April.

- 8.1.2 As a first step to calculating the Council Tax itself, the City Council is required by legislation to determine a tax base by the 31 January for the following financial year.

8.1.3 Based on a valuation list received from the Valuation Officer, the calculation, in simple terms, involves three steps, namely :

- i. the determination of the number of chargeable dwellings;
- ii. an assessment of disregards, premiums and discounts, and
- iii. the equivalent number of band D properties and a collection rate.

8.1.4 The calculation of the Taxbase now includes the impact of the new Council Tax Support Scheme, which significantly reduces the Council's income from Council Tax. The Council Tax Support Scheme was initially approved by the Executive in December 2012 and has been amended this year. In order to reflect the increased risk of non-recovery, which may result from the move to Local Council Tax Support, the Collection Rate has been reduced to 97% from 98% since introduction.

## 8.2 COUNCIL TAX BASE FOR 2017/18

8.2.1 The Council Tax Base for Exeter is set out in table 8.1 and in Appendix A. It is estimated that the equivalent number of Band D properties (Gross taxbase) for 2016/17 (including the reduction in dwellings owing to the Council Tax Support Scheme) will be 37,316, an increase of 791 over 2016/17.

8.2.2 To this figure the estimated collection rate of 97% for the year is applied, which results in a net Council Tax base of 36,197, an increase of 768 over the 2016/17 figure of 35,429.

**Table 8.1 – Taxbase 2017/18**

| <b>Taxbase</b>  | <b>2017/18<br/>Gross Taxbase</b> | <b>2017/18<br/>Net Taxbase<br/>(97%)</b> |
|---|----------------------------------|--|
| Taxbase to be used in calculating the council tax for 2017/18 | <b>37,316</b>                    | <b>36,197</b>                            |

## 8.3 BUSINESS RATES RETENTION

8.3.1 Under the new Business Rates Retention funding, the Council has to provide DCLG with an estimate of its Business Rate Income for the forthcoming year. However due to the changes in the funding and the local/central share, DCLG require the estimate (completed on a NNDR1 form) to be compiled and formally submitted by January 31<sup>st</sup>. The Council must also share this information with Devon County Council and Devon and Somerset Fire and Rescue Service who are also affected.

DCLG have stated that, in their view, the decision to approve the NNDR1 can be delegated to the section 151 Officer and this report seeks approval for such delegation as the figures have not yet been calculated (The Council requires an annual software update in order to calculate the NNDR1 form).

**9. How does the decision contribute to the Council's Corporate Plan?**

9.1 The approval of the Taxbase enables the Council to calculate the budget available for the following financial year.

**10. What risks are there and how can they be reduced?**

10.1 Not applicable.

**11. What is the impact of the decision on equality and diversity; health and wellbeing; safeguarding children, young people and vulnerable adults, community safety and the environment?**

11.1 Not applicable

**12. Are there any other options?**

12.1 Not applicable

**Assistant Director Finance**

**Local Government (Access to Information) Act 1972 (as amended)**

Background papers used in compiling this report:-

None

Contact for enquires:

Democratic Services (Committees)

Room 2.3

01392 265275