



Department for  
Communities and  
Local Government

## **NATIONAL NON-DOMESTIC RATES RETURN 1** **NNDR1 2015-16**

When complete, please e-mail to : [nndr.statistics@communities.gsi.gov.uk](mailto:nndr.statistics@communities.gsi.gov.uk)

Please enter your details after checking that you have selected the correct authority name

Forms should be returned to the Department for Communities and Local Government  
by **Saturday 31 January 2015**

A copy of this form, certified by your Chief Financial / Section 151 officer should be sent to the  
Department for Communities and Local Government by the same date

The certified copy of this form should be sent as a .pdf file to [nndr.statistics@communities.gsi.gov.uk](mailto:nndr.statistics@communities.gsi.gov.uk)  
There is NO requirement to submit a paper copy of this form.

At the same time, a copy of this form should also be sent to all your major precepting authorities


All figures must be entered in whole £


These instructions highlight the special features of the form and should be read in conjunction with the Guidance  
Notes and Validation Checks


### **Completing the form**

1. The form is set up for use by each individual local authority - please select your authority name from the list. The example shows the local authority ZZZZ. Once your local authority name is selected the form will automatically enter data for the cells with a blue border and will also shade out areas that that you are not required to complete.

2. There are three different type of input cells:

 \* White cell, black border - these are blank for new data - Please ensure all white cells are filled before submitting the form. These are the only cells that you should enter data in. Please enter zero where applicable.

 \* White cell, green border - these cells contain calculated data and have the appropriate formula in them. You should not amend these cells but please check you are happy with the calculation.

 \* White cell, blue border - these cells contain either data pre-filled by the Department for Communities and Local Government or data brought through from other parts of the NNDR1 2015-16 workbook. You should not amend these figures.

In addition, cells that are in areas that are shaded either grey or green should not be overwritten. The grey areas indicate cells that are not applicable to your authority e.g designated areas, and the cells in the green shaded areas are totals.

### **Entering data**

3. All values in the form should be entered in whole £. Except for part 1 of the form, receipts (eg sums due to the billing authority from ratepayers, or central government) should always be entered as positive numbers. Payments from the authority, or amounts foregone (eg reliefs given to ratepayers) should always be entered as negative numbers. This is different from previous years.

4. You will be prevented from entering data with the wrongsign (+ve when it should be -ve or vice versa).

### **Checking the Validation Sheet**

5. Once both the main form and the supplementary form have been completed go to the two validation sheets and see if any data require further explanation. Most of the tests compare data with data from the NNDR1 for 2014-15 form and if the change in number or percentage terms is higher or lower than we would normally expect, the difference will be shown as will the *Please comment* message. Please enter an explanation for the reason for the change in the cell provided.

For further details on the types of checks we do see the *NNDR1 Validation Checks 2015-16* paper.

### **Signing the Form**

5. When the data have been checked and verified please email the complete file to [nndr.statistics@communities.gsi.gov.uk](mailto:nndr.statistics@communities.gsi.gov.uk)

6. Print a copy of the form for signing by your Chief Financial / Section 151 Officer. The form can be printed by using the defined print area. All 4 sections of the form should be printed and signed.

The signed copy of the form should be sent as a .pdf document to [nndr.statistics@communities.gsi.gov.uk](mailto:nndr.statistics@communities.gsi.gov.uk). NB We require just one copy of a signed form.

7. A copy of the form should also be sent to your NNDR contact at all your major precepting authorities.

8. If you experience any problems using the form please email [nndr.statistics@communities.gsi.gov.uk](mailto:nndr.statistics@communities.gsi.gov.uk)

**NATIONAL NON-DOMESTIC RATES RETURN - NNDR1  
2015-16**

Please e-mail to: [nndr.statistics@communities.gsi.gov.uk](mailto:nndr.statistics@communities.gsi.gov.uk) by no later than 31 January 2015.  
In addition, a certified copy of the form should be returned by no later than 31 January 2015 to the same email address

All figures must be entered in whole £

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

Select your local authority's name from this list

Torridge Tower Hamlets Trafford Tunbridge Wells <b>Torbay</b>
Torbay
E1102
Wendy Urban
01803 207526
<a href="mailto:wendy.urban@torbay.gov.uk">wendy.urban@torbay.gov.uk</a>

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

Ver 1.1a

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

**COLLECTIBLE RATES**

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

**TRANSITIONAL PROTECTION PAYMENTS**

2. Sums due to the authority

3. Sums due from the authority

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

4. Cost of collection formula

5. Legal costs

6. Allowance for cost of collection

**SPECIAL AUTHORITY DEDUCTIONS**

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

**DISREGARDED AMOUNTS**

8. Amounts retained in respect of Designated Areas. Not applicable for your authority

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

of which  
10. sums retained by billing authority

11. sums retained by major precepting authority

**NON-DOMESTIC RATING INCOME**

12. Line 1 plus line 2, minus lines 3 and 6 - 9

**NATIONAL NON-DOMESTIC RATES RETURN - NDR1  
2015-16**

Please e-mail to: [nndr.statistics@communities.gsi.gov.uk](mailto:nndr.statistics@communities.gsi.gov.uk) by no later than 31 January 2015.  
In addition, a certified copy of the form should be returned by no later than 31 January 2015 to the same email address

All figures must be entered in whole £

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

Local Authority : Torbay

Ver 1 1a

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

**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 & 2014 Autumn Statements

	Column 2 Torbay	Column 3	Column 4 Devon and Somerset Fire Authority	Column 5 Total
	£	£	£	£
<b>2015-16 Multiplier Cap</b>				
24. Cost of 2% cap on 2015-16 small business rates multiplier	260,071	0	5,308	265,379
<b>Small Business Rate Relief</b>				
25. Cost of temporary doubling of SBRR	999,361	0	20,396	1,019,757
26. Cost to authorities of maintaining relief on "first" property	104,401	0	2,130	106,531
<b>"New Empty" Property Relief</b>				
27. Cost to authorities of giving relief to newly-built empty property	24,019	0	490	24,509
<b>"Long Term Empty" Property Relief</b>				
28. Relief on occupation of "long-term empty" property	0	0	0	0
<b>Retail Relief</b>				
29. Relief provided to retail properties	328,645	0	6,708	335,353
<b>TOTAL FOR THE YEAR</b>				
30. Total amount of Section 31 grant due to authorities	1,716,497	0	35,032	1,751,529

**Certificate of Chief Financial Officer / Section 151 Officer**

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.

Name of Chief Financial Officer  
or Section 151 Officer :

*M Phillips*

Signature :

*M Phillips*

Date :

*27/1/15*

**PROVISIONAL NATIONAL NON-DOMESTIC RATES RETURN - NNDR1  
2015-16**

All figures must be entered in whole £

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

Ver.1.1a

**Local Authority : Torbay**

**PART 2: NET RATES PAYABLE**

**You should complete column 1 only**

**GROSS RATES PAYABLE**

(All data should be entered as +ve unless specified otherwise)

	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 TOTAL (All BA Area) <b>Do not complete this column</b>
	£	£	£
1. Rateable Value at <input type="text" value="07/01/2015"/>	<input type="text" value="98,092,844"/>	<input type="text" value=""/>	<input type="text" value="98,092,844"/>
2. Small business rating multiplier <input type="text" value="48.0"/> for 2015-16 (pence)			
3. Gross rates 2015-16 - (RV x multiplier)	<input type="text" value="47,084,565"/>	<input type="text" value="0"/>	
4. Estimated growth/decline in gross rates (+ = increase, - = decrease)	<input type="text" value="-300,000"/>		
5. Forecast gross rates payable in 2015-16	<input type="text" value="46,784,565"/>	<input type="text" value="0"/>	<input type="text" value="46,784,565"/>

**TRANSITIONAL ARRANGEMENTS (See Note E) - Not applicable in 2015-16**

6. Revenue foregone because increases in rates have been deferred (Show as -ve)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
7. Additional income received because reductions in rates have been deferred (Show as +ve)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
8. Net cost of transitional arrangements	<input type="text" value="0"/>	<input type="text" value="0"/>	
9. Changes as a result of estimated growth / decline in cost of transitional arrangements (+ = decline, - = increase)	<input type="text" value="0"/>	<input type="text" value="0"/>	
10. Forecast net cost of transitional arrangements	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

**TRANSITIONAL PROTECTION PAYMENTS (See Note F) - Not applicable in 2015-16**

11. Sum due to/(from) authority	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
---------------------------------	--------------------------------	--------------------------------	--------------------------------

**MANDATORY RELIEFS (See Note G) (All data should be entered as -ve unless specified otherwise)**

**Small Business Rate Relief**

12. Forecast of relief to be provided in 2015-16	<input type="text" value="-4,230,398"/>	<input type="text" value="0"/>	<input type="text" value="-4,230,398"/>
13. of which: relief on existing properties where a 2nd property is occupied	<input type="text" value="-210,000"/>	<input type="text" value="0"/>	<input type="text" value="-210,000"/>
14. Additional yield from the small business supplement (Show as +ve)	<input type="text" value="1,005,833"/>	<input type="text" value="0"/>	<input type="text" value="1,005,833"/>
15. Net cost of small business rate relief (line 12-line 14)	<input type="text" value="-3,224,565"/>	<input type="text" value="0"/>	<input type="text" value="-3,224,565"/>

**Charitable occupation**

16. Forecast of relief to be provided in 2015-16	<input type="text" value="-3,434,575"/>	<input type="text" value="0"/>	<input type="text" value="-3,434,575"/>
--	---	--------------------------------	---

**Community Amateur Sports Clubs (CASCs)**

17. Forecast of relief to be provided in 2015-16	<input type="text" value="-150,006"/>	<input type="text" value="0"/>	<input type="text" value="-150,006"/>
--	---------------------------------------	--------------------------------	---------------------------------------

**Rural rate relief**

18. Forecast of relief to be provided in 2015-16	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
--	--------------------------------	--------------------------------	--------------------------------

**PROVISIONAL NATIONAL NON-DOMESTIC RATES RETURN - NDR1**  
**2015-16**

All figures must be entered in whole £

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

Ver.1.1a

**Local Authority : Torbay**

**PART 2: NET RATES PAYABLE**

**You should complete column 1 only**

Column 1  
BA Area (exc.  
Designated areas)

Column 2  
Designated  
areas

Column 3  
**TOTAL**  
(All BA Area)

35. Forecast of discretionary relief to be provided in 2015-16 (Sum of lines 27 to 32)	-397,786	0	
36. Changes as a result of estimated growth/decline in discretionary relief (+ = decline, - = increase)	0	0	
<b>37. Total forecast discretionary relief to be provided in 2015-16</b>	<b>-397,786</b>	<b>0</b>	<b>-397,786</b>

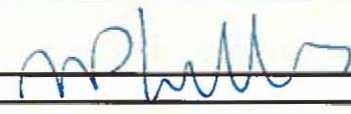
**DISCRETIONARY RELIEFS FUNDED THROUGH SECTION 31 GRANT**  
(See Note K) (All data should be entered as -ve unless specified otherwise)

<b>"New Empty" properties</b>			
38. Forecast of relief to be provided in 2015-16	-48,314	0	-48,314
<b>"Long term empty" properties</b>			
39. Forecast of relief to be provided in 2015-16	0	0	0
<b>Retail relief</b>			
40. Forecast of relief to be provided in 2015-16	-661,066	0	-661,066
41. Forecast of discretionary reliefs funded through S31 grant to be provided in 2015-16 (Sum of lines 38 to 40)	-709,380	0	
42. Changes as a result of estimated growth/decline in Section 31 discretionary relief (+ = decline, - = increase)	-200,000	0	
<b>43. Total forecast of discretionary reliefs funded through S31 grant to be provided in 2015-16</b>	<b>-909,380</b>	<b>0</b>	<b>-909,380</b>

**NET RATES PAYABLE**

	£	£	£
44. Forecast of net rates payable by rate payers after taking account of transitional adjustments, unoccupied property relief, mandatory and discretionary reliefs	37,478,550	0	37,478,550

Checked by Chief Financial / Section 151 Officer :

 25/11/15

**PROVISIONAL NATIONAL NON-DOMESTIC RATES RETURN - NNDR1  
2015-16**

All figures must be entered in whole £

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

Ver 1.1a

Local Authority : Torbay

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

**You should complete column 1 only**

	Column 1	Designated areas		Column 4
	BA Area (exc. Designated areas) <i>Complete this column</i>	Column 2 <i>Do not complete this column</i>	Column 3 <i>Do not complete this column</i>	TOTAL (All BA Area) <i>Do not complete this column</i>
	£	£	£	£
<b>NET RATES PAYABLE</b>				
1. Sum payable by rate payers after taking account of transitional adjustments, empty property rate, mandatory and discretionary reliefs	37,478,550	0	0	37,478,550
<b>(LESS) LOSSES</b>				
2. Estimated bad debts in respect of 2015-16 rates payable	-472,232	0	0	-472,232
3. Estimated repayments in respect of 2015-16 rates payable	-408,651	0	0	-408,651
<b>COLLECTABLE RATES</b>				
4. Net Rates payable less losses	36,597,667	0	0	36,597,667
<b>DISREGARDED AMOUNTS</b>				
5. Renewable Energy	0	0	0	0
6. Transitional Protection Payment		0	0	
7. Baseline		0	0	
<b>DISREGARDED AMOUNTS</b>				
8. Total Disregarded Amounts		0	0	Total Designated Areas 0

Checked by Chief Financial / Section 151 Officer :

*mphulls* 27/1/15

**PROVISIONAL NATIONAL NON-DOMESTIC RATES RETURN - NNDR1  
2015-16**

All figures must be entered in whole £

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

Ver 1.1a

**Local Authority : Torbay**

**PART 4: ESTIMATED COLLECTION FUND BALANCE**

	£	£
<b>OPENING BALANCE</b>		
1. Opening Balance (From Collection Fund Statement)		-3,841,263
<b>CREDITS</b>		
2. Total amount credited, or to be credited, to the Collection Fund in 2014-15	36,371,416	
3. Transitional protection payments received, or to be received in 2014-15	0	
4. Transfers/payments to the Collection Fund for end-year reconciliations	0	
5. Transfers/payments into the Collection Fund in 2014-15 in respect of a previous year's deficit	3,391,644	
<b>6. Total Credits</b>		39,763,060
<b>CHARGES</b>		
7. Total amount charged, or to be charged, to the Collection fund in 2014-15		
8. Transitional protection payments made, or to be made, in 2014-15	0	
9. Payments made, or to be made, to the Secretary of State in respect of the central share in 2014-15	-17,748,637	
10. Payments made, or to be made to, major precepting authorities in respect of business rates income in 2014-15	-354,974	
11. Transfers made, or to be made, to the billing authority's General Fund in respect of business rates income in 2014-15	-17,598,708	
12. 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 2014-15	-205,044	
13. Transfers/payments from the Collection Fund for end-year reconciliations	0	
14. Transfers/payments made from the Collection Fund in 2014-15 in respect of a previous year's surplus		
<b>15. Total Charges</b>		-35,907,363
16. Adjustment for 5-Year Spread - not applicable for your authority		0

**ESTIMATED SURPLUS/(DEFICIT) ON COLLECTION FUND IN RESPECT OF FINANCIAL YEAR 2014-15**

	£
17. Opening balance plus total credits, less total charges	14,434

Checked by Chief Financial / Section 151 Officer :

*mp* *27/1/16*