

THE CIPFA BENEFITS AND REVENUES SERVICE TRAINING

April 2009 Business Rates for Beginners

PROGRAMME

09.30 – 10.00 *Arrivals and refreshments*

- 10.00 – 11.00
- **Background to local authority revenues**
 - **The valuation process**
 - **New buildings and completion notices**
 - **The multiplier**
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11.00 – 11.15 *Refreshments*

- 11.15 – 12.30
- **Occupied rate liability**
 - **Unoccupied liability and exemptions**
 - **Rate refunds and interest**
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12.30 – 13.30 *Lunch*

- 13.30 – 14.45
- **Mandatory reliefs**
 - **Discretionary reliefs including small business relief**
 - **Transitional arrangements**
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14.45 – 15.00 *Refreshments*

- 15.00 – 15.55
- **The demand notice**
 - **Overview of recovery and enforcement**
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- 15.55 – 16.00
- **Summary and close**
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The Facilitator will be Gordon Heath

CIPFA operates a no smoking policy at all events. We reserve the right to alter the timing or content of sessions where circumstances require.