



National Non Domestic Rates, London Borough of Hounslow, PO Box 660, Hounslow TW3 4WD

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Your Contact is: Revenues Service  
Telephone: 020 8583 5708  
Fax: 020 8583 4823  
Our Ref: **NREL/**

Date:

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## NON-DOMESTIC RATES

### **LOCAL DISCOUNT APPLICATION – LONDON LIVING WAGE**

RE:

In order to encourage local businesses to pay its employees the London Living Wage, Hounslow Council has introduced a scheme to offer a one-off business rates discount to those organisations who commit to pay the London Living Wage, and are accredited with the Living Wage Foundation.

In order to qualify an organisation must:-

- 1 – Be an employer and occupy a non-domestic property within the Hounslow area with a liability for the payment of rates
- 2 – Became accredited with the Living Wage Foundation (and be able to provide an accreditation agreement), or have been accredited since 1 April 2015
- 3 – Commit to and implement the agreement to pay the London Living Wage, with the Living Wage Foundation (failure to do this may result in any discount awarded being withdrawn)
- 4 – Confirm that any award under this scheme will not result in the organisation exceeding the State Aid threshold (please see overleaf for further details)
- 5 – Continue to occupy a non-domestic property within Hounslow for at least 2 years of becoming accredited (otherwise any discount will be reclaimed – the discount however would remain if the organisation occupies another property within the Hounslow area)

Any reduction will be awarded as a Local Discount, under the council's discretionary powers under section 47 of the Local Government Finance Act 1988.

For further information on the Living Wage and how to gain accreditation, please visit the Living Wage Foundation's website [www.livingwage.org.uk](http://www.livingwage.org.uk)

### Amount of the Award

A discount of 5 times the cost of accreditation is currently offered as a Local Discount.

The Living Wage Foundation monitors organisations and should any business break the agreement within 2 years of signing it then any discount awarded will be reclaimed.

The discount is a one-off award against your business rates account. Where an organisation occupies more than one property in Hounslow, only one award will be made (the applicant can specify which property). Where no rates are payable (due to other reliefs), the full discount will still be applied, and the credit refunded.

### State Aid

An award of this Local Discount could be classed as State Aid, and therefore the council must comply with European Commission State Aid legislation. This application requires your organisation to confirm that the granting of any Local Discount will not result in your organisation exceeding the State Aid threshold of €200,000 over the last 3 years (De Minimis Regulations EC 14/07/2013).

Further information on State Aid can be found at <https://www.gov.uk/state-aid>

Please adhere to your current payment plan whilst your application is being considered.

If you have any queries concerning your potential entitlement or the completion of this form, please contact the council on telephone number 020 8583 5708 or e-mail us at [businessrates@hounslow.gov.uk](mailto:businessrates@hounslow.gov.uk)

The council's website [www.hounslow.gov.uk](http://www.hounslow.gov.uk) also contains further information regarding business rates.

# APPLICATION FOR LOCAL DISCOUNT (LONDON LIVING WAGE)

## **SECTION 1** - Your Property (for which the local discount is being claimed)

Your Reference

Rateable Value

Organisation Name

Charge Address

1) Date of Accreditation with Living Wage Foundation

2) Cost of Accreditation with Living Wage Foundation

3) Number of Employees

4) Date property (for which discount is being claimed) was first occupied

Please remember to **include proof of your accreditation** with the Living Wage Foundation, and remember to inform us of any subsequent changes in circumstances

## **SECTION 2** – Declaration

In making this application, I confirm that the award this Local Discount will not result in our organisation exceeding the State Aid threshold of €200,000 during the last 3 years in accordance with the De Minimus Regulations EC (1407/2013).

I also confirm that I am authorised to make this application, and sign on behalf of the undertaking\*.

Name

Capacity  Date

Signature

\* An undertaking is an entity which is engaged in economic activity. This means that it puts goods or services on a given market. The important thing is what the entity does, not its status. Thus a charity or not for profit company can be undertakings if they are involved in economic activities.

## **SECTION 3** – Other Contact Details

Tel No  E-Mail

Website Address