Report Title:	**Council Tax Base 2019-20**
Contains Confidential or Exempt Information?	NO - Part I
Member reporting:	Councillor Saunders, Lead Member for Finance
Meeting and Date:	Cabinet – 13 December 2018
Responsible Officer(s):	Russell O'Keefe, Acting Managing Director, Rob Stubbs, Deputy Director and Head of Finance.
Wards affected:	All

www.rbwm.gov.uk

Royal Borough of Windsor & Maidenhead

REPORT SUMMARY

1. This report deals with the statutory requirement to set the Council's tax base for Council Tax for 2019-20. The tax base is used by Thames Valley Police, Berkshire Fire & Rescue Authority, local Parish Councils as well as the Borough for setting precepts and Council Tax next year.

2. The tax base is in line with the level anticipated in the Councils Medium Term Financial Plan and has increased since last year for two main reasons:

   - The number of properties being built.
   - Reduced number of households claiming Local Council Tax Support Discount.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet notes the report and:

i) Approves the Council Tax base for the whole of the Borough area, for the year 2019-20 at 68,352.82 as detailed in this report and appendices. In 2018-19 the tax base was 67,617.93, an increase of 734.89 in 2019-20.

2. REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

Options

Table 1: Options arising from this report

Option	Comments
Accept the recommendations	Council Tax is likely to achieve planned levels.

Option	Comments
Reduce the non-payment percentage	There is no guarantee the Council would recover the increased Council Tax arising from this action.

3. KEY IMPLICATIONS

3.1 **Local Council Tax Support (LCTS)** The delivery of LCTS as a discount under the localisation initiative has a significant impact on the tax base with approx. 3,500 properties estimated to receive up to 100% discount, dependant on their circumstances. The estimated cost of the discount in 2019-20 is (£4,140,000) compared to 2018-19 (£4,086,000).

3.2 **Parish Grant.** The Borough and major precepting authorities receive compensating adjustments in the Rate Support Grant for the effect of LCTS which the Parish Councils do not have access to. Billing Authorities are encouraged by MHCLG to make arrangements to compensate Parish Councils for their loss. For the last five years Cabinet has agreed to compensate parish councils for any net loss. The total payments to Parishes in 2018-19 will be £61,000 and a recommendation is included in this report that the grant is re-calculated and paid in 2019-20. It is anticipated that total payments will be similar to 2018-19.

3.3 **New Properties.** Provision needs to be made in the 2019-20 tax base for new properties that are likely to be occupied before the end of the next financial year. This provision is calculated by colleagues in the revenues team following conversations with planners, building control and local builders. The growth in local housing continues at a high level and the part year effect of 979 properties will be included in the provision for 2019-20.

3.4 **Empty Property Premium**. The tax base has been increased in respect of a proposal to charge a 100% premium on the Council Tax charged on a property that has been empty and unfurnished for 2 years or more. The Council currently charges a 50% premium, however new legislation, which has just received Royal Assent, allows Councils to increase the charge. The effect is to increase the tax base by 184 band D equivalent properties.

A report with further details on the proposal is on the agenda for Council on 11 December 2018.

3.5 **Collection Rate.** A review of eventual collection rates has been carried out which revealed that assumptions used to calculate the 2019-20 tax base (99.5%) are adequate and no changes are proposed.

3.6 **Business Rates.** Under the localisation of Business Rates initiative, also enabled in the Local Government Finance Bill, the borough now has a greater financial interest in the local business rate tax base as the Borough now shares in the risks and rewards associated with growth in the local economy. Whilst the Business rate tax base can be estimated using last years returns the actual Business Rate tax base cannot be calculated until MHCLG publishes the NNDR1 return in January. Information on the business rate tax base will,

therefore, be included in the Budget report to February Cabinet along with other assumptions that have been made about the income that is likely to accrue.

4. FINANCIAL DETAILS / VALUE FOR MONEY

4.1. The Council Tax base for the individual parts of the Royal Borough (both parished and unparished areas) is as follows:

Table 2: Local Tax Base 2019-20 by Parish

PARISH	Local Tax Base 2019-20 (band D equivalent properties)
Bisham	743.03
Bray	4,215.39
Cookham	2,949.74
Cox Green	3,091.23
Datchet	2,233.96
Eton	1,815.81
Horton	465.87
Hurley	1,011.06
Old Windsor	2,412.96
Shottesbrooke	73.73
Sunningdale	3,451.10
Sunninghill & Ascot	6,528.63
Waltham St Lawrence	668.39
White Waltham	1,264.64
Wraysbury	2,147.06
UNPARISHED	
Maidenhead	21,633.37
Windsor	13,646.85
TOTAL	**68,352.82**

4.2. The Council's budget requirement divided by the tax base (above) equals the Band D Council Tax that is set by the Council in February 2019.

4.3. The tax base has increased by 734.89 band D equivalent properties since 2018-19 which is an increase of 1.09%

4.4. Band D equivalent properties are the number of band D properties in the area which would raise the same council tax as the actual number of properties in all bands. For example, one band H property is equivalent to two band D properties, because the taxpayer in a Band H property pays twice as much council tax.

5. LEGAL IMPLICATIONS

5.1 This report is part of the process required for the Council to meet its legal obligations to set its tax base and an annual budget.

6. RISK MANAGEMENT

Table 3: Impact of risk and mitigation

Risks	Uncontrolled risk	Controls	Controlled risk
That the non-collection rate of 0.5% proves to be inadequate.	A deficit on the collection fund will result and this would be used to adjust future calculations of council tax.	The non-collection rate is the best estimate based on past collection rates. The collection rate is monitored throughout the year.	Minimal

7. POTENTIAL IMPACTS

7.1 None.

8. CONSULTATION

8.1 Overview & Scrutiny meetings are scheduled prior to this Cabinet. Any comments from those meetings will be reported verbally to Cabinet.

9. TIMETABLE FOR IMPLEMENTATION

9.1 The budget for 2019-20 will be finalised in January 2019 with full details going to Cabinet and Council in February 2019. Residents will be advised of their Council Tax in March 2019.

10. APPENDICES

10.1 This report is supported by 3 appendices:

Appendix A Analysis of properties.
Appendix B Tax base by parish by band.
Appendix C 2019-20 tax base compared with 2018-19

11. BACKGROUND DOCUMENTS

11.1 Council Tax Base report 15 December 2018.

12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Date returned
Cllr Saunders	Lead Member for Finance	15/11/18	16/11/18
Russell O'Keefe	Acting Managing Director	12/11/18	12/11/18
Andy Jeffs	Executive Director	12/11/18	12/11/18

REPORT HISTORY

Decision type: For information	**Urgency item?** No	**To Follow item?**
Report Author: Report Author: Rob Stubbs, Deputy Director and Head of Finance, 01628 796222		

Appendix A

Tax Base 2019/20 - Analysis of Properties

BAND		A (Entitled to Disabled Relief Reduction)	A	B	C	D	E	F	G	H	TOTAL
Number Of Properties											
Full Charge		1	785	1,197	5,036	10,724	9,383	6,255	7,683	1,504	42,568
25%Discount	**25.00%**	0	878	2,142	3,893	4,759	3,366	1,666	1,434	149	18,287
Empty Property Zero Discount <2Y	**0.00%**	0	41	79	233	200	182	84	101	34	954
Empty Property 100% Discount	**100.00%**	0	0	0	0	0	0	0	0	0	0
Second Homes	**0.00%**	0	87	58	123	188	147	83	94	59	839
Empty Property Premium >2Y	**100.00%**	0	35	80	35	44	49	32	38	19	332
Statutory 50% Discounts	**50.00%**	0	2	1	6	8	5	14	32	13	81
Exemptions		0	182	270	233	264	133	88	114	26	1,310
Equivalent property reductions resulting from discounts to Council Tax Support claimants		0	-232	-807	-1,084	-950	-270	-101	-44	-1	-3,489
MOD Properties		0	0	164	117	113	14	10	48	0	465
Total No. of Properties		**1**	**1,778**	**3,184**	**8,592**	**15,350**	**13,008**	**8,131**	**9,499**	**1,803**	**61,347**
Total Equiv No.		1.00	1,410.89	2,457.83	7,417.77	13,935.81	12,080.41	7,651.43	9,048.59	1,752.75	55,756.48
Ratio to Band D		5/9	6/9	7/9	8/9	1	11/9	13/9	15/9	2	
BAND D EQUIVALENT		0.56	940.59	1,911.65	6,593.57	13,935.81	14,764.95	11,052.07	15,080.98	3,505.50	**67,785.68**

Tax Base 2019/20 - Band D Equivalents

Appendix B

BAND	A (Entitled to Disabled Relief Reduction)	A	B	C	D	E	F	G	H	TOTAL
Parish										
Bisham	0.00	3.67	3.11	4.22	32.26	106.17	131.88	376.00	87.00	744.31
Bray	0.00	140.68	174.98	190.00	508.48	1,030.68	757.38	1,259.10	146.50	4,207.80
Cookham	0.00	60.01	23.78	139.85	324.20	818.69	460.55	901.73	220.50	2,949.31
Cox Green	0.00	9.63	85.66	171.48	768.64	1,141.38	691.79	216.62	8.00	3,093.20
Datchet	0.00	23.44	50.20	325.59	360.66	459.37	388.64	592.62	34.00	2,234.52
Eton	0.00	11.59	56.40	186.71	567.59	502.71	196.73	231.03	67.50	1,820.26
Horton	0.00	16.78	11.58	55.88	79.97	108.35	111.63	74.52	9.50	468.21
Hurley	0.00	39.12	15.56	54.13	152.30	178.27	110.93	355.00	109.50	1,014.81
Old Windsor	0.00	22.33	47.22	142.63	392.90	805.49	400.75	523.83	69.50	2,404.65
Shottesbrooke	0.00	2.50	0.78	1.56	6.06	18.94	8.67	20.42	13.50	72.43
Sunningdale	0.00	27.50	33.05	102.20	419.88	497.44	481.32	905.72	963.00	3,430.11
Sunninghill & Ascot	0.00	125.18	91.19	335.66	885.41	861.87	1,157.00	2,061.13	959.00	6,476.44
Waltham St Lawrence	0.00	13.61	4.71	16.12	58.37	122.14	86.03	284.32	83.00	668.30
White Waltham	0.00	32.28	56.69	94.35	295.88	284.69	124.54	312.50	55.50	1,256.43
Wraysbury	0.00	33.45	35.73	48.33	220.15	269.11	486.73	933.52	121.50	2,148.52
UNPARISHED										
Maidenhead	0.56	168.03	750.98	3,429.34	4,793.88	4,132.75	3,574.91	4,143.15	344.00	21,337.60
Windsor	0.00	210.80	470.04	1,295.51	4,069.18	3,426.85	1,882.62	1,889.77	214.00	13,458.77
	0.56	940.60	1,911.66	6,593.56	13,935.81	14,764.90	11,052.10	15,080.98	3,505.50	67,785.67
Valuation changes in year 2019/20		21.99	308.60	293.04	92.00	29.73	69.33	67.93	28.00	910.62
	0.56	962.59	2,220.26	6,886.60	14,027.81	14,794.63	11,121.43	15,148.91	3,533.50	68,696.29
Deduct										
Non-Collection Rate of .50%	0.00	4.82	11.10	34.44	70.13	73.93	55.59	75.76	17.70	343.47
COUNCIL TAX BASE	**0.56**	**957.77**	**2,209.16**	**6,852.16**	**13,957.68**	**14,720.70**	**11,065.84**	**15,073.15**	**3,515.80**	**68,352.82**

Appendix C

Local Tax Base 2019/20

PARISH	Band D Equivalents	ADD Valuation Changes in 2019/20	LESS Non Collection Allowance	Local Tax Base 2019/20	Local tax Base 2018/19	Change
Bisham	744.31	2.45	-3.73	743.03	**735.65**	7.38
Bray	4,207.80	28.77	-21.18	4,215.39	**4,195.32**	20.07
Cookham	2,949.31	15.25	-14.82	2,949.74	**2,923.18**	26.56
Cox Green	3,093.20	13.56	-15.53	3,091.23	**3,073.72**	17.51
Datchet	2,234.52	10.67	-11.23	2,233.96	**2,212.50**	21.46
Eton	1,820.26	4.67	-9.12	1,815.81	**1,800.59**	15.22
Horton	468.21	-	-2.34	465.87	**463.67**	2.20
Hurley	1,014.81	1.33	-5.08	1,011.06	**996.80**	14.26
Old Windsor	2,404.65	20.44	-12.13	2,412.96	**2,402.83**	10.13
Shottesbrooke	72.43	1.67	-0.37	73.73	**74.68**	- 0.95
Sunningdale	3,430.11	38.33	-17.34	3,451.10	**3,419.99**	31.11
Sunninghill & Ascot	6,476.44	85.00	-32.81	6,528.63	**6,455.77**	72.86
Waltham St Lawrence	668.30	3.45	-3.36	668.39	**661.04**	7.35
White Waltham	1,256.43	14.56	-6.35	1,264.64	**1,266.92**	- 2.28
Wraysbury	2,148.52	9.33	-10.79	2,147.06	**2,168.79**	- 21.73
UNPARISHED						
Maidenhead	21,337.60	404.48	-108.71	21,633.37	**21,234.15**	399.22
Windsor	13,458.77	256.66	-68.58	13,646.85	**13,532.33**	114.52
TOTALS	**67,785.67**	**910.62**	**-343.47**	**68,352.82**	**67,617.93**	**734.89**