



Broxtowe  
Borough  
COUNCIL

# BUSINESS RATES

## PRACTICAL STEPS TO MANAGE THE CHANGES

[www.broxtowe.gov.uk](http://www.broxtowe.gov.uk)



# STEP 1

## CHECK YOUR RATEABLE VALUE (RV)

- Log in to the VOA website and check your property details line-by-line → <https://tinyurl.com/mtc9snyz>
- Look for errors in floor area, layout, use class, or building condition
- Compare your RV with similar premises nearby

### Tip

Any inaccuracies could lead to inflated business rates bills, so check your details carefully.

Use classes for commercial properties can be found here - <https://tinyurl.com/ktrzvtcp>

# STEP 2

## USE ANY

# AVAILABLE RELIEF

### Improvement Relief

- To be eligible for this, improvements must add to the rateable value of your premises e.g. heating, air con, cctv. Improvements to existing facilities will not be eligible for improvement relief.
- You do not need to apply but you will need to report any changes which affect your RV.

### Transitional Relief

- Check whether you qualify for transitional relief (a cap to bill increases dependent on business size):

Small (up to £20k RV) : 5% (26/27), 10% (+infl) (27/28), 25% (+infl) (28/29).

Medium (£20k–£100k RV): 15% (26/27), 25% (+infl) (27/28), 40% (+infl) (28/29).

Large (over £100k RV): 30% (26/27), 25% (+infl) (27/28), 25% (+infl) (28/29).

**For firms losing small business or retail/hospitality relief, increases are capped at the higher of £800 or the relevant transitional cap.**

**For hospitality businesses, your RV is directly linked to 'reasonable' annual income. If your RV has increased significantly but your income hasn't, this may be a point for challenge.**

**Use Class information**





# STEP 3 USE THE CHECK, CHALLENGE, APPEAL PROCESS

## Check

Verify all property data is accurate

## Challenge

Provide evidence showing your RV is high compared to:

- Similar properties
- Independent valuations
- Physical condition
- Actual rental value

## Appeal

If not resolved, you can then escalate to the Valuation Tribunal.

You can view guidance on this process [here](#).



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# STEP 4 REVIEW MONTHLY

Continuously review your business and its premises to check for relief eligibility or any changes that could save your business money.

Contact the Economic Development team at [billing@broxtowe.gov.uk](mailto:billing@broxtowe.gov.uk) for support or advice on business rates.

[www.broxtowe.gov.uk/for-business/business-rates/](http://www.broxtowe.gov.uk/for-business/business-rates/)

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