

## **Discretionary Rate Relief – Sports Club**

### **Introduction**

Local authorities have powers under Section 47 of the Local Government Finance Act 1988 to grant discretionary relief to charities and certain non-profit making organisations.

Mandatory relief of 80% is available to charities. Charities not in receipt of mandatory rate relief should contact the Business Rates Office for the appropriate application form.

Other than in exceptional circumstances, Leeds City Council will restrict discretionary relief to non-profit making organisations to a figure of not more than 50%.

Decisions in relation to discretionary relief will be taken by the Council's Chief Financial Officer.

### **Eligibility for Assistance**

In order to be considered for discretionary rate relief, organisations must be able to demonstrate that:

1. The organisation was not established, and is not conducted for, profit;
2. The organisation is directly liable for the rates on the property;
3. The property on which rate relief is claimed is wholly or partly occupied by one or more organisations whose objectives are charitable or otherwise philanthropic or religious or concerned with recreation, education, social welfare, science, literature or the fine arts.

### **How to Apply**

Organisations must complete this application form and return it to the address below by along with copies of:

- a. the organisation's latest accounts**
- b. the organisation's constitution, rulebook, or memorandum or articles of association**

Whilst organisations will be judged against the criteria, each application will be considered on its own merits. Please provide as much detail as possible as this may have a bearing on the level of any possible award.

**Please return to: Leeds City Council, Business Rates Section, P.O. Box 60,  
Leeds, LS2 8JR  
Tel. 0113 247 5115 or 0113 247 6983**



For Office Use Only

Acc No:

Prop No:

**APPLICATION FOR DISCRETIONARY RATE RELIEF UNDER SECTION 47 OF THE LOCAL GOVERNMENT FINANCE ACT 1988**

(If there is insufficient space on the form to answer any question please attach additional sheets)

1. Name of organisation:
2. Address of property on which rate relief sought: .....
3. Address for correspondence if different from above .....
4. Is the club a registered charity/ community amateur sports club (casc) ? **Yes / No**  
If yes, please state registration number . .....
5. Does the organisation have Club Mark status? **Yes / No**  
If yes, please provide the registration number. If in the process of applying please provide the working towards identification number.....
6. Please provide details of any local or national organisation to which the club is affiliated .....
7. Is the club a not for profit group ? **Yes / No**  
If yes and this is included in governing documentation please indicate.....
8. Please state the purposes for which the property is used .....
9. Is membership of your club open to all members of the community? **Yes / No**  
If **no**, please give details of any restrictions .....
10. Does your club have different levels of membership? **Yes / No**  
(Junior Members, Female Members, Student Members etc) If yes please supply details and the numbers in each category including the cost of membership .....
11. Does your club have different levels of teams? **Yes / No**  
(Junior Teams, Female Teams etc) If yes please provide details of each category .....

12. Does your club provide training, coaching at the club or out reach work at other sites  
a) for members **Yes / No**  
b) for the public? If yes to either question please give details  
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13. Are the facilities open to all members of the public? **Yes / No**  
If **no**, please give details of any restrictions  
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14. Please supply details of other organisations or groups with whom you have links (e.g. Schools, Charities, Community Groups, Leeds City Council Sports Unit etc.) .....  
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15. Do you charge for the use of your premises? **Yes / No**  
If **yes**, please state charging policy  
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16. Does the club actively encourage membership by the young, the elderly, women, persons with a disability, persons of an ethnic origin? **Yes / No**  
If yes please provide details.....  
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17. Are you or have you been in receipt of grant aid or other financial support from Leeds City Council or other organisations e.g. Sports Council, National Lottery **Yes / No**  
If yes please provide details  
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18. If there is any other information that is relevant to your application which has not been covered please provide details  
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**Failure to provide full information or the omission of relevant information may affect the level of any possible award**

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|--|---------------------------------|
| I declare that the above information is to the best of my belief true and accurate |                                 |
| Signed: .....  | Date: .....                     |
| Name: .....  | Position in Organisation: ..... |
| Contact number: .....  | E mail: .....                   |