

Your guide to National Non-Domestic Rates 2011 -12



Introduction

This booklet answers your questions about Non-Domestic Rates. For more information, please contact us. See page 12 for details.

This booklet includes:

- Foreword by the Leader of the Council
 - Non Domestic Rates information
 - Rateable value
 - Rate relief
 - Rating advisers
 - Payment methods
 - Valuation Office Agency
 - Useful business information
 - Business continuity advice
-

Different formats

If you would like this information in large print, Braille, on audio tape/CD/MP3 or in a different language, please contact communications on: 0191 433 3444.



Our Gateshead Year



Foreword by the Leader of the Council, Councillor Mick Henry

Over the last twelve months we have worked with our partners to deliver services to thousands of people across the borough. And, according to the Audit Commission's latest value for money assessment of the Council, we managed our finances effectively and delivered efficiencies and improved outcomes.

However, in December last year, the financial settlement we were given by the Government substantially reduced our budget. This means that if we are to continue providing quality services that meet local needs, we have to save at least £70 million over the next three years.

We do have some difficult choices to make but, along with our partners, we will continue to focus on delivering Vision 2030, Gateshead's Sustainable Community Strategy.

Recently updated following consultation with over 10,000 local people, Vision 2030 still has our six big ideas at its core: City of Gateshead, Gateshead goes Global, Creative Gateshead, Sustainable Gateshead, Active and Healthy Gateshead and Gateshead Volunteers.

Looking back at what we achieved during 2010, our highlights include:

City of Gateshead

Demolition of the multi storey car park in Gateshead Town Centre has been completed and we have continued to reduce overall crime.

Gateshead goes Global

We have hosted several international conferences including Gateshead Digital Summer, Eurocities Cooperation Platform and the Eurocities Child Poverty Seminar.

Creative Gateshead

This is the 15th year to see improvements GCSE figures. More than eight in every ten pupils left school with five or more top grades. The number of pupils achieving 5+ A* to C including English and Maths increased to 54%. And the overall percentage of students gaining 5+ A* to C has also risen by over 4.3% again this year to 85.5%.

Sustainable Gateshead

We recycled 31% of household waste – our highest ever figure. The new blue bin kerbside recycling scheme, rolled out this year to all households, has significantly increased the amount of waste recycled compared to the previous system.

Active and Healthy Gateshead

As part of our £36 million investment in sport and leisure facilities, Gateshead Leisure Centre re-opened after a major refurbishment with over 8,000 people attending the opening weekend. This was followed by the opening of two brand new leisure centres, Heworth and Blaydon Leisure & Primary Care Centre.

Gateshead Volunteers

Several innovative volunteering projects were developed by the Generations Together project to bring the under 25s and over 50s together. These included intergenerational mentoring and befriending opportunities.

Looking ahead

Now more than ever, the Council needs to modernise if we are to continue to meet the needs of local people. We have therefore embarked on a programme of transformation in order to be a more effective and efficient organisation.

Your Views, Your Services

To tell us what you think of our services:

Phone: 0191 433 2061

Fax: 0191 478 2755

Email: serviceimprovement@gateshead.gov.uk

To be part of our Viewpoint Panel, contact:

Phone: 0191 433 2826 (Consultation Officer)

Email: viewpoint@gateshead.gov.uk

A copy of the Guide to Viewpoint is also available on our website: www.gateshead.gov.uk

Non-Domestic Rates Information

The Non-Domestic Rates, or Business Rates, collected by local councils is the way that those who occupy non-domestic property contribute towards the cost of local services, (except in the City of London where special arrangements apply).

The rates are pooled by central government and redistributed to local authorities as part of the annual formula grant settlement. The money together with revenue from Council Tax payers, Revenue Support Grant provided by the Government and certain other sums, is used to pay for services provided by your local council and other local authorities in your area.

Rateable Value

Who sets the rateable value?

Apart from properties that are exempt from Business Rates, each non domestic property has a rateable value, which is normally set by the valuation officers of the Valuation Office Agency (VOA) – an agency of Her Majesty’s Revenue and Customs. It draws up and maintains a full list of all rateable values which you can see at: www.voa.gov.uk

What do we mean by the rateable value?

The rateable value of your property is shown on the front of your bill. This broadly represents the yearly rent the property could have been let for on the open market on a particular date. For the revaluation that is effective from 1st April 2010, this date was set as 1st April 2008.

The valuation officer may alter the value if the circumstances of the property have changed. The ratepayer (and certain others who have an interest in the property) can also appeal against the value shown in the list if they believe it is wrong.

Further information about making appeals can be found on the VOA website or from your local valuation office.

Rateable Value

What does “and premises” mean on my bill?

The words “and premises” may follow the property description on your bill. This is a standard text, but if you have any questions, please telephone the Valuation Office Agency on 03000 506 200.

National Non-Domestic Rating Multiplier

The local authority works out the Business Rates bill by multiplying the rateable value of the property by the appropriate multiplier.

There are two multipliers – the standard non-domestic rating multiplier and the small business non-domestic rating multiplier. The former is higher to pay for small business rate relief.

The Government sets the multipliers for each financial year for the whole of England. The Government normally changes both multipliers every year in line with inflation. By law, the multipliers cannot go up by more than the rate of inflation apart from some minor adjustments to counteract losses from appeals and, in relation to the standard multiplier, to pay for small business rate relief.

In the year of a revaluation it is set at a level that will keep the total amount raised in rates after the revaluation the same as before, plus inflation for that year. The current multipliers are shown on the front of your bill.



Rateable Value

Revaluation 2010 and Transitional Arrangements

All rateable values are reassessed every five years at a general revaluation. The current rating list is based on the 2010 revaluation.

Five-yearly revaluations make sure each ratepayer pays their fair contribution and no more, by ensuring that the share of the national rates bill paid by any one ratepayer reflects changes over time in the value of their property relative to others. Revaluation does not raise extra money for Government.

Whilst the 2010 revaluation will not increase the amount of rates collected nationally, within this overall picture, over a million properties will see their Business Rate liability reduced and some ratepayers will see increases.

For those that would otherwise see significant increases in their rates liability, the Government has put in place a £2 billion Transitional Relief scheme to limit and phase in changes in rate bills as a result of the 2010 revaluation.

To help pay for the limits on increases in bills, there also have to be limits on reductions in bills. Under the transition scheme, limits continue to apply to yearly increases and decreases until the full amount is due (rateable value times the appropriate multiplier). The scheme applies only to the bill based on a property at the time of the revaluation. If there are any changes to the property after 1st April 2010, transitional arrangements will not normally apply to the part of a bill that relates to any increase in rateable value due to those changes.

Changes to your bill as a result of other reasons (such as changes to the amount of Small Business Rate Relief) are not covered by the transitional arrangements. The transitional arrangements are applied automatically and are shown on the front of your bill. Further information about transitional arrangements and other reliefs may be obtained from Gateshead Council or the website: www.businesslink.gov.uk

More information on revaluation 2010 can be found at www.voa.gov.uk



Rate Relief

Unoccupied Property Rating

Business Rates will not be payable in the first three months that a property is empty. This is extended to six months in the case of certain industrial properties.

After this period, rates are payable in full unless the unoccupied property rate has been reduced by the Government by order. In most cases, the unoccupied property rate is zero for properties owned by charities and Community Amateur Sports Clubs. In addition, there are a number of exemptions from the empty property rate.

From 1st April 2011 the temporary increase in the threshold below which empty properties are exempt will come to an end. The threshold will be £2,600.

Full details on exemptions can be obtained from the local authority. If the unoccupied property rate for the financial year has been reduced by order, it will be shown on the front of your bill.

Partly Occupied Property Relief

A ratepayer is liable for the full Non-Domestic Rate whether a property is wholly occupied or only partly occupied. Where a property is partly occupied for a short time, the local authority has discretion to award relief in respect of the unoccupied part. Full details can be obtained from the local authority.

Small Business Rate Relief

This relief is only available to ratepayers who apply to their local authority and who occupy either:

- (a) one property, or
- (b) one main property and other additional properties providing those additional properties each have a rateable value of less than £2600.

Rate Relief

The rateable value of the property mentioned in (a), or the aggregate rateable value of all properties mentioned in (b), must be under £18,000 outside London or £25,500 in London on every day for which relief is being sought. If the rateable value, or the aggregate rateable value, increases above those levels, relief will cease from the day of increase.

Ratepayers who satisfy these conditions will have the bill for their single or main property calculated using the lower small business non-domestic rating multiplier rather than the ordinary non-domestic rating multiplier that is used to calculate the liability of other businesses.

In addition, if the single or main property is shown on the rating list with a rateable value of up to £12,000, the ratepayer will receive a percentage reduction in their rates bill for this property of up to a maximum of 50% for a property with a rateable value of not more than £6,000.

For the period 1st October 2010 to 30th September 2011 the scheme has been temporarily increased. Eligible ratepayers occupying a property with a rateable value of not more than £6,000 can receive 100% relief whilst those in properties with a rateable value of between £6,000 and £12,000 could see their relief doubled.

Awards will be made on application and if granted, provided the ratepayer's circumstances do not change, they will not need to re-apply for the relief in each new valuation period.

Certain changes in circumstances will need to be notified to the local authority by the ratepayer (other changes will be picked up by the local authority). The changes which must be notified are:

- (a) the ratepayer taking up occupation of a property they did not occupy at the time of making their application for relief; and
- (b) an increase in the rateable value of a property occupied by the ratepayer in an area other than the area of the local authority which granted the relief.

Notification of these changes must be given to the local authority within four weeks of the day after the day the change happened.

If this happens, there will be no interruption to the ratepayer's entitlement to the relief. A notification that the ratepayer has taken up occupation of an additional property must be by way of a fresh application for relief; notice of an increase in rateable value must be given in writing.

Full details on the eligibility criteria and on how to apply for this relief are available from the local authority.

Rate Relief

Charity and Registered Community Amateur Sport Club Relief

Charities and Registered Community Amateur Sports Clubs are entitled to 80% relief where the property is occupied by the charity or club and is wholly or mainly used for charitable purposes or as a registered community amateur sports club. The local authority has discretion to give further relief on the remaining bill. Full details can be obtained from the local authority.

Non-Profit Making Organisation Relief

The local authority has discretion to give relief to non-profit making organisations. Full details can be obtained from the local authority.

Hardship Relief

The local authority has discretion to give relief in special circumstances. Full details can be obtained from the local authority.

Deferred payment of 2009-10 rates liabilities

Ratepayers in 2009-10 were able to defer payment of 3% of their 2009-10 rates bill and, where applicable, 60% of the increase in that bill due to the ending of the 2005 rating list transitional relief scheme. The right to apply for deferral has now ended. For those ratepayers who applied for this scheme, the deferred amount to be collected in 2011-12 will be included in their bill.



Rate Relief

Rate Relief for Businesses in Rural Areas

Certain types of properties in a rural settlement with a population below 3,000 may be entitled to relief. The only general store, post office or food shop and with a rateable value of less than £8,500 or the only public house or petrol station and with a rateable value of less than £12,000 - may be entitled to relief.

The property has to be occupied and an eligible ratepayer is entitled to relief at 50% of the full charge whilst the local council also has discretion to give further relief on the remaining bill.

In addition, the local authority can give relief on certain other unoccupied property in a rural settlement where the rateable value is less than £16,500.

Rating advisers

Ratepayers do not have to be represented in discussions about their rateable value or their rates bill. Appeals against rateable values can be made free of charge.

However, ratepayers who do wish to be represented should be aware that members of the Royal Institution of Chartered Surveyors (RICS – website www.rics.org) and the Institute of Revenues Rating and Valuation (IRRV - website: www.irrv.org.uk) are qualified and regulated by rules of professional conduct designed to protect the public from misconduct

Before you employ a rating adviser, you should check that they have the necessary knowledge and expertise, as well as appropriate indemnity insurance. Take great care and, if necessary, seek further advice before entering into any contract.

Contact Gateshead Council for more details.



Payment methods

Paying your accounts

The Council recommends that you pay by Direct Debit, as this is an easy and safe way to pay.

A Direct Debit mandate form and further information is enclosed with your bill. For further details please telephone 0191 433 4726 or go online at: www.gateshead.gov.uk/businessratesonline

Please see the reverse of your bill for details of how and where payments can be made.

Non-payment

If you fail to pay any instalment on or before the due date, recovery action may be taken against you. This could mean additional costs being added to your account.

A reminder notice may be issued at any time if an instalment has not been received by the due date. Please note that only one reminder notice will be issued in any one year.

If a second instalment is not paid at the due date then the full outstanding balance of the account, (not just the outstanding instalments up to that date) will become payable. Legal proceedings may then be started to recover the full outstanding balance. You will incur additional costs.

Payment Difficulties

If you have any difficulties regarding payment of Non-Domestic Rates please contact the Non-Domestic Rates section as soon as possible - details are given below. Please do not leave the matter until legal proceedings have begun as this may result in you paying further costs.

How to contact the Council

If you have any queries regarding your Non-Domestic Rates please contact us at:

Gateshead Council, Civic Centre, Regent Street, Gateshead, NE8 1HH

Telephone: 0191 433 4726

Email: businessrates@gateshead.gov.uk

www.gateshead.gov.uk/businessrates

Valuation Office Agency

What is the Valuation Office Agency (VOA)?

The VOA is an agency of Her Majesty's Revenue and Customs. One of their main functions is to prepare and maintain a full list of all rateable values, which is available on their website at: www.voa.gov.uk

They also produce leaflets ranging from advising how rateable values are calculated to explaining their customer charter standards. These are available in Braille, large print or on tape.

How to contact the VOA

If you have any queries about your rateable value your first port of call should be their website at www.voa.gov.uk where full details can be found and where you can appeal directly against your rateable value (please be aware that time limits apply in relation to appeals).

If you do not have internet access, you can contact the VOA directly either by post, fax or telephone as follows:

Valuation Office Agency, Newcastle Group Valuation Office,
Eagle Star House, Regent Centre, Gosforth, Newcastle upon Tyne,
NE3 3TW

Telephone: 03000 506 200

Fax: 03000 507 303

Email: newcastlegroup.vo@voa.gsi.gov.uk

Where can I find out more information about rating?

On line Business Rates information can be found at: www.businesslink.gov.uk

This site acts as a one-stop shop for businesses. For the 2010 revaluation of business properties the VOA has again issued summary valuations to ratepayers. Summary valuations are designed to provide greater openness to ratepayers and give them clear, understandable valuations. In most cases, you can view your own summary valuation and those of comparable properties, at either of the websites mentioned above.

Useful business information

You should contact Gateshead Council's Economic Development Service to talk about anything affecting your business.

We provide a free, fast comprehensive response to enquiries and continue to work with you to make sure you get access to the best business support available in the area.

Our specialisms include:

- **Starting up** - we can help guide you through the start-up maze of regulations, laws and complex procedures.
- **Finance** - Advice and information on maximising grants and loans.
- **Premises and sites** - we offer information on Council and privately owned vacant commercial premises and sites and have extensive knowledge of the local property market. We liaise with property agents and do everything possible to ensure businesses locate and stay in Gateshead.
- **Contacts** - We can provide businesses with relevant contacts and will work with you to find the support you need to make a project work and access other Council services that are needed.
- **Recruitment** - we can help with your recruitment needs will work closely with you and other partners to ensure that your needs are met.

The free service can include:

- Early discussions on skills needs
- Organisation of events such as recruitment open days
- Identification of suitable candidates
- Pre-employment training
- Customised training package



Useful business information

Business Centres

The Council runs four business centres that provide a supportive environment for new and young businesses. Facilities include:

- Office and workshop accommodation
- Reception
- Word processing
- Telephone answering
- Meeting rooms
- Professional staff experienced at helping small businesses
- Hospitality

To find out more contact the Economic Development Service on:
0191 477 3747 or email us:
economicdevelopment@gateshead.gov.uk

Other useful Council contacts for business issues:

Environmental Health regulations: 0191 433 3914

Trading Standards regulations: 0191 433 3897 or 0191 433 3934

Alterations to or relocation of your business premises
0191 433 3150 or 0191 433 3426

For all of your other property needs please contact the Estates
Section on: 0191 433 3497

Managing the Risks

What would happen if your business or organisation is involved in an emergency or major disaster such as major flooding, major fire, explosion, a flu pandemic or even an act of terrorism?

These are risks that could have a particularly damaging impact upon your business as they could have an immediate and severe effect. Risk is the combination of the probability of an event occurring and its consequences and in these uncertain times, it makes sense to plan and prepare your business for the unexpected.

The plans you put in place to help you manage the risks involved can be both immediate and longer-term. Managing these risks can help you to keep your business trading.

Business Continuity Plans

Business Continuity is about having plans in place to make sure that your business or organisation is able to operate in the event of an emergency or critical event. This will ensure that you suffer the least possible disruption, recover quickly and ultimately can continue to trade.

Without effective business continuity such an event could result in

- Complete failure of your business
 - Loss of income
 - Loss of reputation and/or loss of customers
 - Financial legal and regulatory penalties
 - Human Resource issues
 - An impact on insurance premiums
-

How do you develop a plan?

The following guidelines might help you to develop a plan.

Analyse your business - make a list of the critical services in priority order and consider where your business may be vulnerable e.g. suppliers, partners, buildings, people, systems and processes, timescales, power.

Assess the risks - ask yourself two questions - how likely is it to happen and what effect will it have on your business?

Prepare a plan - prepare a simple generic plan to enable you to continue each of your critical services, which also details specific actions for different types of risk and different services. This should also include an Incident Management Plan which will help you to manage the acute phase of an event.



Test your plan - involve your employees in the planning process and make sure any training needs are addressed. Carry out an exercise to test your plan. Ensure that you review your plan on a regular basis.

What is the role of the Council in Business Continuity?

We can assist by giving general advice and details of useful websites and further reading. We cannot prepare your plans for you - as only you know your business and your critical processes.

Useful websites

www.northumberland.gov.uk	www.normit.org
www.ukresilience.gov.uk	www.nactso.org
www.londonprepared.gov.uk	www.businesslink.gov.uk
www.thebci.org	

Business Security

Another key area to take into consideration is to put in place security measures which would include:

- Producing a security plan
 - Formulation and maintenance of a search plan
 - Liaising with emergency services and local authorities
 - Training staff
 - Conduct regular reviews of all plans
-

Vulnerability Self Assessment Tool (VSAT)

VSAT will help you identify and assess areas of vulnerability and also provide guidance on how to mitigate and reduce any vulnerabilities. Contact your CTSA advisor at Northumbria Police **0345 6043043** who will register you as user of VSAT.

Useful reading

- Counting the Cost – Managing risk, insurance and terrorism
- Expecting the unexpected
- Secure in the knowledge

You can download these guides, free of charge, from:
www.nactso.gov.uk

For more information contact Janet Kirton, Gateshead Council Resilience Manager on: 0191 433 2279



Table 1: Gateshead Council

2010/2011			2011/2012		
Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000	Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000
Learning and Children					
108,335	108,335	-	119,223	119,223	-
12,536	8,805	3,731	11,751	8,483	3,268
9,208	6,714	2,494	8,287	5,880	2,407
7,846	2,025	5,821	5,538	4,095	1,443
8,538	8,024	514	9,352	8,256	1,096
13,021	8,171	4,850	7,648	7,216	432
22,543	2,783	19,760	21,570	2,710	18,860
2,198	1,036	1,162	1,878	1,140	738
Community Based Services					
83,757	27,681	56,076	54,842	23,035	31,807
2,712	254	2,458	1,582	123	1,459
7,418	812	6,606	6,226	618	5,608
11,447	4,566	6,881	29,559	9,224	20,335
138,238	133,839	4,399	140,497	137,731	2,766
5,450	593	4,857	4,659	752	3,907
Development and Enterprise					
7,193	2,364	4,829	6,339	3,312	3,027
4,845	2,700	2,145	3,911	1,770	2,141
2,431	431	2,000	2,604	362	2,242
1,375	3,366	1,991	551	3,416	2,865
3,798	1,151	2,647	3,360	1,181	2,179
Local Environmental Services					
51,164	17,246	33,918	40,398	13,231	27,167
45,583	17,095	28,488	44,169	18,117	26,052
22,280	-	22,280	30,902	-	30,902
571,916	357,991	213,925	554,846	369,875	184,971
Central and Other Services					
Capital Financing Costs					
		12,500			12,726
		141			145
		23			23
		6,000			7,000
		232,589			204,865
		15,566	cr	Use of Balances	11,303
		-	cr	Council Tax Freeze Grant	2,137
		24,456	cr	Area Based Grant	-
		192,567			191,425
BUDGET REQUIREMENT (£1,003.28 per head)					
LESS					
		105,814		Formula Grant (£555.05 per head)	105,904
		1,400		Collection Fund Surplus	23
		85,353			85,498
COUNCIL TAX REQUIREMENT					
		£1,443.20		Band "D" Equivalent	£1,443.20
		£443m		Liabilities at Previous Year End (ie 31.3.09 and 31.3.10)	£501m
		8,089		Manpower (est. Full Time Equivalent)	7,727

REASON FOR CHANGE IN BUDGET REQUIREMENT

Growth, Service Pressures and Inflation	9,657
Savings	32,677
Reduction in Reserves	4,263
Change in Grant Income and Other Income	17,615
	1,142

Table 2: Tyne & Wear Fire and Rescue Authority

2010/2011			2011/2012			
Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000		Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000
SERVICE						
66,102	7,278	58,824	Fire Service	62,924	6,157	56,767
571	571	-	Emergency Planning	485	485	-
<u>66,673</u>	<u>7,849</u>	<u>58,824</u>		<u>63,409</u>	<u>6,642</u>	<u>56,767</u>
	661		Contingency Provision			183
	120	cr	Interest on Balances			220
	-		Council Tax Freeze Grant			598
	<u>59,365</u>		BUDGET REQUIREMENT (£50.53 per head)			<u>56,132</u>
LESS						
	4,510		Formula Grant (£6.84 per head)			7,601
	31,060		Redistributed Non Domestic Rates (£22.14 per head)			24,590
	46		Collection Fund Surplus			38
	<u>23,749</u>		COUNCIL TAX REQUIREMENT			<u>23,903</u>
	£4.327m		Charge on Gateshead			£4.334m
	£73.16		Band "D" Equivalent			£73.16
	£18.3m		Liabilities at Previous Year End (ie 31.3.09 and 31.3.10)			£17.6m
	1,214		Manpower (est. Full Time Equivalent)			1,160
REASON FOR CHANGE IN BUDGET REQUIREMENT						
Growth, Service Pressures and Inflation						387
Savings						3,022
Change in Grant Income						cr
						598
						cr
						<u>3,233</u>
						cr

Table 5: Tyne and Wear Integrated Transport Authority

2010/2011			2011/2012			
Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000		Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000
SERVICE						
7,402	13,633	6,231	cr	29,107	15,338	13,769
3,967	35	3,932		3,679	31	3,648
103,696	-	103,696		100,933	-	100,933
<u>115,065</u>	<u>13,668</u>	<u>101,397</u>		<u>133,719</u>	<u>15,369</u>	<u>118,350</u>
		5,450				15,314
		106,847				103,036
		35,141				29,244
		<u>71,706</u>				<u>73,792</u>
		£12.500m				£12.726m
		1				1
BUDGET REQUIREMENT						
Less: Rail Grants and Misc. Grants						
COUNCIL TAX REQUIREMENT						
Charge on Gateshead						
Staffing Levels (est. Full Time Equivalent)						
REASON FOR CHANGE IN BUDGET REQUIREMENT						
Change in Grant Payments						1,768
Change in Other Income						4
Inflation and Other Changes						5,583 cr
						<u>3,811 cr</u>

Table 6: Environment Agency

2010/2011			2011/2012					
Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000		Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000		
SERVICE								
8,952	14,597	5,645	cr	Grant Aided	16,882	20,974	4,092	cr
1,213	-	1,213		Non Grant Aided	1,245	-	1,245	
5,527	-	5,527		Maintenance Works	4,651	-	4,651	
812	-	812		Administration Expenses	172	-	172	
-	1	1	cr	Sundry Receipts	-	51	51	cr
<u>16,504</u>	<u>14,598</u>	<u>1,906</u>			<u>22,950</u>	<u>21,025</u>	<u>1,925</u>	
		-		Movement in Balances			57	
		<u>1,906</u>		BUDGET REQUIREMENT			<u>1,982</u>	
		£0.141m		Charge on Gateshead			£0.145m	

REASON FOR CHANGE IN BUDGET REQUIREMENT

Change in Service Level

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Apprentices - Good for business

Gateshead
Council has an
apprentice for your
business!



Why recruit an apprentice?

- ✓ Reduce your training and recruitment costs
- ✓ Bring new ideas and skills into your organisation
- ✓ Create your ideal employee of the future

Gateshead Council's Adult Learning & Skills team work with you and offer:

- ✓ Free apprentices until April 2011
- ✓ Free guidance, advice and selection services
- ✓ Bespoke apprenticeship training courses
- ✓ Excellent training facilities and Industry-experienced tutors

Contact us today to find out more **0191 433 8780**
adultlearning@gateshead.gov.uk



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