

## DISCOVER IRRV BUSINESS RATES BASIC

For further details, contact our team at [onlinetraining@irrv.org.uk](mailto:onlinetraining@irrv.org.uk) or dial 020 7691 8985

Embark on a learning journey with IRRV Business Rates Basics, an interactive web-based training tool tailored as a standardised national online induction program for those entering the realms of Business Rates.

## KEY COMPONENTS OF IRRV BUSINESS RATES BASIC

<b>Personal Profile:</b>	Allow yourself to navigate a personalised learning path by identifying your preferred learning style.
<b>Learning Centre:</b>	Immerse yourself in a diverse range of learning activities designed to cater to various learning styles.
<b>Resource Centre:</b>	Access a program library where essential content from the Learning Centre is available, along with links to crucial legislation, documents, and websites.
<b>Target Audience:</b>	This course caters to all staff members seeking a fundamental understanding of Business Rates. It also serves as a valuable reference tool for seasoned practitioners.

## LEARNING OUTCOMES

Introduction to your role

- What are Business Rates?
- Data Protection and Freedom of Information
- What other resources exist for Revenues Officers?
- Where does the IRRV fit in?

Business Rates in context

- Why do we need Business Rates?
- Who sets the Business Rates?

Valuation

- What is a Rating List?
- What is the local authority's role with regard to the list?
- What is a Valuation Tribunal and what is it for?

## Liability and reliefs

- How is the amount to be paid calculated?
- Who is liable to pay?
- What types of occupation are there?
- What is transition?
- What different types of relief are there?

## Billing and collection

- What are the steps in the process of billing and collection?
- How is the amount payable calculated?
- What is a demand notice and how is it served?
- What options are there for paying the bill?
- What if the business ratepayers circumstances change?

## Recovery and enforcement

- What happens if a business rate payer fails to pay?
- What options are open to a billing authority
- Should a business ratepayer fail to respond to a reminder notice or a final notice?
- What does a local authority do to apply the options available to enforce payment?
- Can appeals be made at any time in the process?

## WHERE DO I GO FROM HERE?

### Advancing your career

#### Recommended qualifications and publications for ongoing development

**Managing Learners:** Our new platform allows you to monitor learner progress and accumulate responses, including registration details, log-in times, activities completed, duration, and quiz scores.

**Flexible Learning:** Learners chart their unique course through the course material, progressing at their own pace with activities accommodating diverse learning styles. The Resource Centre serves as a constant reference tool for legal and practical matters.

**Duration:** Learning Centre: 10-15 hours  
Resource Centre: Continuous reference support