

RENEWABLE ENERGY GENERATION RELIEF SCHEME THE HIGHLAND COUNCIL - APPLICATION FORM

SECTION 1 - PROPERTY DETAILS to be completed by all applicants

Subject (property) Address:	
Reference No (from your bill):	
Rateable Value:	
Type and Capacity of Generator:	

The qualifying conditions for the purposes of this scheme is defined as **a business or person owning, leasing or otherwise entitled to occupy one or more business properties in Scotland solely concerned with the generation of heat or power (or both) from the following sources (please tick as appropriate):**

Biomass	Biofuels	Fuel Cells	Photovoltaics
Water*	Wind	Solar Power	Geothermal Sources

* (including waves and tides, but excluding production from the pumped storage of water)

- **Is the water used for the Hydro stored? Yes/No Please delete as applicable.**
- **Is the water from the Hydro pumped? Yes/No Please delete as applicable.**

- **Please provide a description of how the Scheme works (below) to allow us to ensure the qualifying criteria are met.**

Note: Combined Heat and Power (CHP) systems are only considered to be renewable if they use the sources of energy listed above and have an electrical capacity of 50 kilowatts or less.

The level of renewable energy generation rate relief available depends on the rateable value of your eligible property and whether the property is a) a renewable property with community investment or b) a hydro renewable property. Further information is detailed below:

SECTION 2 - TO BE COMPLETED BY RATEPAYER APPLYING FOR RELIEF FOR RENEWABLE PROJECTS WITH COMMUNITY INVESTMENT

Qualifying levels of relief are:

Rateable Value	Percentage Relief (%)
Up to £145K	100
Up to £146K and £430K	50
Between £431K and £860K	25
Between £861K and £4m	10
Greater than £4m	2.5

Please answer the following questions and provide the information as indicated:

1. Please provide the name and address of all organisation(s) which have invested in your project and the amount of their investment.

2. What annual return does the community organisation(s) receive for their investment? Please provide the figure in monetary terms and as a per cent of annual net profit and provide documentary evidence of the payment to the community organisation(s), for example payment in annual accounts or bank statement.

3. What is the total installed capacity of the renewable project?

4. Please provide a copy of the organisation's most recent accounts which provide details of returns to community organisation(s) as per number 2.

Please use a separate sheet for your answers if necessary.

SECTION 3 – FOR RATEPAYERS APPLYING FOR RENEWABLE ENERGY RELIEF FOR A PROPERTY WHICH DOES NOT INVOLVE COMMUNITY INVESTMENT.

Qualifying levels of relief are:

Rateable Value	Percentage Relief (%)
For renewable energy from water only (including waves and tides but excluding pumped storage of water) with a rateable value not exceeding £5million.	60

Section 4 should be completed if applicable and the declaration at Section 5 should be signed.

The Rateable Value of your property can be found on your rates bill or by using the "search for a rateable value" facility at www.saa.gov.uk

The exact level of relief awarded will depend upon:

- a) The Rateable Value of your business;

b) whether or not the property is eligible for one of the existing rate relief schemes

SECTION 4 - CHANGE IN CIRCUMSTANCES

It is your duty to inform the Highland Council and if appropriate, other Council(s) of any change in circumstances which may affect your eligibility for this scheme.

Help us to help you. Please enter your daytime telephone number. This will allow us to contact you speedily if we need further information.	Telephone Number:
Please provide us with a contact name in your organisation for the purposes of this application.	Name: E-mail: Designation:

Subsidy Rules under the Subsidy Control Act 2022

Some reliefs are affected by subsidy control rules.

This relief may be offered as a Minimum Financial Assistance (MFA) subsidy under section 36 (1) of the Subsidy Control Act 2022. MFA is capped at a maximum of £315,000 over a three-period – cumulated over the current and previous two financial years.

To ensure that The Highland Council complies with the subsidy regime, it may be required to cap relief at the MFA maximum limit. This may depend on:

- the level of other public sector assistance received by your entity
- whether or not you have an interest in any business with other properties is in receipt, or eligible, for one of the existing rate relief schemes

NOTE: not all grants or reliefs are considered to be capped in this way.

You must consider whether you have already received support from any public sector body in the current financial year and the two financial years immediately preceding this. The Highland Council will determine this from the completed Subsidy Information Declaration Form.

Have you (i.e. your business/es) received public sector assistance over the last 3 years* that in total would exceed £315,000, or would you expect to exceed that threshold if this relief were granted to you? (*current and previous two accounting years of your business/es)

Yes

No

IF YES, please complete a Subsidy Information Declaration Form (as enclosed).

(NOTE: Retail, Hospitality, Leisure and Aviation Non-Domestic Rates Relief awarded in 2021-22 will not count towards this cap).

You are required to keep a written record of the amount of any MFA received, and the date/s when it was received, for at least three years from the date it was given. Any award of MFA exceeding £100,000 is subject to transparency requirements and will be published.

SECTION 5 – DECLARATION

Please read this declaration carefully before you sign and date it.

- I am, or am duly authorised by, the Ratepayer to make the application.
- I declare that the information given on this form is correct and complete to the best of my knowledge.
- I authorise The Highland Council to make any necessary enquiries to check the information.
- I authorise The Highland Council to cross-check the information with other Councils in Scotland.

- I undertake to advise The Highland Council of any change of circumstances, including the occupation / vacation of any other property I may occupy in Scotland which may affect liability for Non-Domestic Rates Relief.
- I understand that if I give information that is incorrect or incomplete or fail to report changes in circumstances, I (or the Ratepayer I represent) may be prosecuted.
- I understand that The Highland Council will reclaim any incorrectly awarded Non-Domestic Rates Relief.

I have read and understand the privacy notice here:
www.highland.gov.uk/privacy-Non_domestic_rates_payments

I claim the above relief from non-domestic rates liability.

Applicant Name:	<input type="text"/>	Telephone No:	<input type="text"/>
Capacity (e.g. Owner; Tenant; Agent; Employee):	<input type="text"/>		
E-mail Address:	<input type="text"/>		
Contact Address:	<input type="text"/>		
Your Signature:	<input type="text"/>	Date:	<input type="text"/>

IMPORTANT: Before sending this form to Non Domestic Rates, The Highland Council, PO Box 5650, Inverness, IV3 5YX, please check the following:

- Have you included all requested documentation?
- Have you read, fully understood and signed the declaration above?

If you need assistance or additional information please contact the Non Domestic Rates Team by telephoning 01463 702984 or by emailing nondomesticrates@highland.gov.uk. Please do **NOT** send personal data to this email address.