



Dear Leeds City Region BR Pool applicant,

We wrote to you on 9 September 2020 with a Business Rates Pooling Invitation for 2021-22. In response, we received confirmation from Leeds, your lead authority, of your request to designate a new Leeds City Region Business Rates Pool. This is to confirm that, in accordance with the request contained therein, the Secretary of State has agreed to designate the Leeds City Region Business Rates Pool.

In accordance with paragraph 34 of Schedule 7B to the Local Government Finance Act 1988 (“the 1988 Act”), the Secretary of State designates the member authorities listed below as a pool of authorities for the purposes of the scheme for local retention of non-domestic rates under Schedule 7B to the 1988 Act:

- Leeds
- Bradford
- Calderdale
- Harrogate
- Kirklees
- Wakefield
- York

All members of the pool have agreed to this designation.

The designation has effect for the year beginning 1 April 2021 and every year after that, unless the Government exercises the power to revoke the pool.

This designation is made subject to the conditions below.

1. The authorities to which this designation relates must appoint a lead authority to exercise the following functions:
  - To make and receive, on behalf of the pool members, payments in respect of any top ups and tariffs, levy and safety net and safety net on account payments to and from the Department.
  - To make and receive payments between members of the pool as determined by the pool’s governance agreements.
  - Administration (including the operation of the dissolution arrangements) of the



pool in accordance with the pool's governance arrangements.

2. If this designation is revoked, the authorities covered by this designation must take the following steps before the revocation takes effect:
  - Comply with the dissolution arrangements established in the pool's governance agreement.

Local authorities in the pool will have 28 days beginning with the date on which the draft Local Government Finance Report is published to consider if they wish to continue to be designated as a pool. Provided that no authority within the pool requests the Secretary of State to make a revocation during that period, the pool will come into effect on 1 April 2021, meaning that all local authorities covered by the designation will remain in the pool for the full financial year. Please endeavour to instruct MHCLG on any revocation as soon as practicable after the Provisional Settlement.

If a member of the pool decides it no longer wishes to be designated as part of a pool it must notify MHCLG using the e-mail address in the following paragraph. If any local authority within the pool exercises this option to request revocation of the designation before the cut-off date, the Secretary of State is under a duty to dissolve that pool. Once the Secretary of State has revoked this designation the local authorities identified as part of this pool will revert to being considered as individual authorities for the purposes of the business rates retention scheme.

If there are any questions about the content of this letter and the designation, please contact us at [BRRSA@communities.gov.uk](mailto:BRRSA@communities.gov.uk), copying Thomas Grimes at [Thomas.Grimes@communities.gov.uk](mailto:Thomas.Grimes@communities.gov.uk) as soon as possible.

Signed by authority of the Secretary of State for Housing, Communities and Local Government:

*Stuart Hoggan*

Stuart Hoggan

Deputy Director of Local Government Finance  
Ministry of Housing, Communities and Local Government

16 December 2020