

## KEY DATES AND DEADLINES

### Payment Dates

Income Tax and Class 4 NICs	
First payment on account	31 January
Second payment on account	31 July
Balancing payment	
Class 1A NICs	31 January
Capital Gains Tax	31 January
Inheritance Tax	6 months from end of month of death
Corporation Tax	9 months and one day after the end of the accounting period (or by quarterly instalments if a large company.)

### Returns Filing Deadlines

19 April	RTI
31 May	Issue P60s to employees
6 July	P9D, P11D and P11D(b) – and appropriate copies to employees
Self Assessment Tax Return (SATR)	
31 October	Last filing date - SATR paper version
31 December	SATR Online if outstanding tax (less than £3,000) to be included in PAYE code
31 January	SATR Online

## PENALTIES

**Always submit information to your tax adviser as soon as possible to avoid penalties and interest on overdue tax.**

### Penalties for missing the tax return deadline

Length of delay	Penalty you will have to pay
One day late	A penalty of £100. This applies even if you have no tax to pay or have paid the tax you owe.
3 months late	£10 for each following day – up to a ninety day maximum of £900. This is as well as the fixed penalty above.
6 months late	£300 or 5% of the tax due, is the higher. This is as well as the fixed penalty above.
12 months late	£300 or 5% of the tax due, whichever is the higher. In serious cases you may be asked to pay up to 100% of the tax due instead. This is as well as the fixed penalty above.

*Budget Day edition. Rates are subject to change. Please contact a member of the tax team at b+m or HMRC for the latest figures. This is for general guidance only and no responsibility is taken for action or omissions in consequence of this data card.*

## CALENDAR

### MARCH 2016

M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

### APRIL 2016

M	T	W	T	F	S	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

### MAY 2016

M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### JUNE 2016

M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

### JULY 2016

M	T	W	T	F	S	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

### AUGUST 2016

M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

### SEPTEMBER 2016

M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

### OCTOBER 2016

M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### NOVEMBER 2016

M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

### DECEMBER 2016

M	T	W	T	F	S	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

### JANUARY 2017

M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### FEBRUARY 2017

M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### MARCH 2017

M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### APRIL 2017

M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

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Tax Guide 2016/17

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**INCOME TAX**

Personal Allowances	2016/17	2015/16
Individual allowance (a) (b)	£11,000	£10,600
Income limit for personal allowance	£100,000	£100,000
Blind person's allowance	£2,290	£2,290
Marriage allowance	£1,100	£1,060

(a) Set to rise to £11,500 in 2017/18

(b) Reduced by £1 for each £2 of income (less deductions) in excess of £100,000

Rates	%	2016/17	%	2015/16
Basic	20	up to £32,000	20	up to £31,785
Higher	40	£32,001 - £150,000	40	£31,786 to £150,000
Additional	45	Above £150,000	45	Above £150,000
Trusts (a)	20%	up to £1,000	20%	up to £1,000
Trusts (a)	45%	above £1,000	45%	above £1,000

(a) Trust rates apply to discretionary trusts

Non-savings income is taxed as the first slice of income, followed by savings income and then dividends.

Dividends falling into the basic rate band are taxed at 7.5%. The higher rate of tax for dividends is 32.5% and the additional rate is 38.1%.

From 2016/2017 the 10% tax credit on dividends is abolished.

Savings income falling into the first £5,000 of taxable income may be taxed at 0% for certain low income earners

Reliefs	2016/17	2015/16
Redundancy payments	£30,000	£30,000
Enterprise Investment Scheme (max) (a)	£1,000,000	£1,000,000
Venture Capital Trust (max) (a)	£200,000	£200,000
SEED Enterprise Investment Scheme (b)	£100,000	£100,000
Social Investment Relief (a)	£1,000,000	£1,000,000

(a) Relief restricted to 30%.

(b) Relief available up to 50%.

**INDIVIDUAL SAVINGS ACCOUNT (ISA)**

	2016/17	2015/16
Annual investment limit (a)	£15,240	£15,240
Maximum cash investment	£15,240	£5,940
Junior ISA investment limit	£4,080	£4,080
Child Trust Fund subscription limit	£4,080	£4,080

(a) Set to increase to £20,000 in 2017/18

Income and gains on ISA investments are free from income tax and capital gains tax during life, but become taxable on death.

A surviving spouse may top up their ISA allowance with reference to the deceased spouse's ISA.

Help to Buy ISA enables first time buyers saving up to £200 per month plus an initial amount of £1,000 towards their first home to receive a government bonus of 25% of the amount saved to a maximum of £3,000 on £12,000 savings.

From April 2017 new lifetime ISA available to adults under 40. Contributions will count towards ISA annual subscription.

**NATIONAL INSURANCE CONTRIBUTIONS**

Class 1 (earnings related)	2016/17	2015/16
Lower earnings limit (LEL) (per week)	£112	£112
Upper earnings limit (UEL) (per week – employees only)	£827	£815
Upper accruals point (UAP) (per week)	-	£770
<b>Earnings threshold (per week)</b>		
■ Primary threshold	£155	£155
■ Secondary threshold	£156	£156
Employee rate (A rate not contracted out):		
■ Between primary earnings threshold and UEL	12%	12%
■ Earnings above UEL	2%	2%
Employer rate:		
■ Above secondary earnings threshold	13.8%	13.8%
Employment Allowance (per employer)	£3000	£2,000
<b>Class 2 (self-employed flat rate)</b>		
Per week	£2.80	£2.80
Small earnings exception (per year)	£5,965	£5,965
<b>Class 3 (voluntary): per week</b>	£14.10	£14.10
<b>Class 4 (self-employed)</b>		
Lower profits limit LPL (per year)	£8,060	£8,060
Upper profits limit UPL (per year)	£43,000	£42,385
<b>Rate:</b>		
■ Between LPL and UPL	9%	9%
■ Above UPL	2%	2%

Employment allowance of £3,000 per year for 2016/17 is available to businesses and charities to offset against employer Class 1 NICs.

**PENSIONS**

	2016/17	2015/16
Annual contribution allowance 100% of salary up to (b) (c)	£40,000	£40,000
Permitted pension contribution (irrespective of salary)	£3,600	£3,600
Lifetime benefit allowance (a)	£1,000,000	£1,250,000
Tax on excess	Marginal rate	Marginal rate
Pension auto-enrolment earnings trigger (d)	£10,000	£10,000
New flat rate state pension (e)	£155.65	-

(a) Individuals who have previously elected transitional protections by reference to their position in April 2006, April 2012 or April 2014 may continue to benefit from higher limits.

(b) Unused allowances from the previous 3 years may be carried forward, potentially increasing the current years allowance and subsequent tax years.

(c) From 2016/17 the annual allowance will be reduced by £1 for every £2 of income over £150,000 to a minimum of £10,000.

(d) For business employing at least one member of staff.

(e) 35 years NI contributions/credits required to receive full amount. Minimum 10 years contributions required to receive any.

**LAND AND BUILDINGS TRANSACTION TAX**

Land Transactions in Scotland (devolved to Revenue Scotland)			
Residential	Rate payable	Non-residential or mixed use	Rate payable
£0-£145,000	0%	£0-£150,000	0%
£145,001-£250,000	2%	£150,000-£350,000	3%
£250,001-£325,000	5%	£350,000	4.5%
£325,001-£750,000	10%		
£750,000 and above	12%		

Rates and bands shown above are subject to approval by the Scottish Parliament

In addition, rent is taxed at 1% of net present value over £150,000 in the case of the grant of a lease of non-residential property. Leases of residential property are generally exempt.

From 1 April 2016 an additional 3% LBTT will apply to purchase of investment properties and second homes over £40,000

**ANNUAL TAX ON ENVELOPED DWELLINGS**

ATED is generally payable at a fixed rate each year by companies, some partnerships and collective investment schemes (i.e. non-natural persons) owning dwellings in the UK otherwise than for a qualifying business purpose.

Property value (a)	1 April 2016	1 April 2015
£500,000 to £1 million	£3,500	nil
£1 million to £2 million	£7,000	£7,000
£2 million to £5 million	£23,350	£23,350
£5 million to £10 million	£54,450	£54,450
£10 million to £20 million	£109,050	£109,050
£20 million and over	£218,200	£218,200

(a) Valued at 1 April 2012 or on later acquisition.

Relief is available for certain businesses e.g. property rental businesses, property developers and property trades.

**STAMP DUTY**

e.g. Stamp Duty and Stamp Duty Reserve Tax are charged at 0.5% on transfer of shares

**INHERITANCE TAX**

	2016/17	2015/16
Nil rate band (a)	£325,000	£325,000
Tax rate on death (b)	40%	40%
Tax rate on chargeable lifetime gifts	20%	20%

(a) Any unused nil-rate band may be transferred to the deceased's spouse or civil partner.

(b) Reduced to 36% where at least 10% of the net estate is left to a charity.

On death, certain gifts made within the previous 7 years will become taxable (at the rates shown in the table above), but the tax payable will be reduced by tapering relief if the donor has survived at least 3 years.

Exemption from IHT extended to members of emergency services who lose their lives on active service.

Annual exemption £3,000 per individual per tax year.

Small gifts exemption £250

Additional nil rate band will apply from 2017/18 when a residence is passed to a direct descendent. Reduced where net value of estate exceeds £2 million.

**CAPITAL GAINS TAX**

Exemptions	2016/17	2015/16
Annual gains exemption for individuals	£11,100	£11,100
Annual gains exemption for certain trusts (b)	£5,500	£5,500
Executors	-	-
Chattels proceeds exemption	£6,000	£6,000
<b>Rates</b>		
Basic rate tax payers (d)	10%	18%
Higher or additional rate tax payers (d)	20%	28%
Trustees and executors	20%	28%
Entrepreneurs (a)	10%	10%
<b>Reliefs</b>		
Enterprise Investment Scheme (a)	100%	100%
Venture Capital Trust (a)	100%	100%
SEIS relief on gain on investment (a)	100%	100%
SEIS relief on invested gain (a)	50%	50%
Principal private residence (a) (c)	100%	100%
Entrepreneurs' relief (cumulative lifetime allowance) (a)	£10m	£10m

(a) Subject to conditions.

(b) Subject to related settlements rule.

(c) Final period exemption 18 months, otherwise exemption requires ownership and occupation.

(d) An 8% surcharge applies for gains on residential property and carried interest.

Executors entitled to annual exemption for year of death and subsequent 2 years.

Gains on disposal of up to £50,000 of shares acquired by an employee under the new "employee shareholder" provisions are exempt from CGT.

**VALUE ADDED TAX**

	1 April 2016	1 April 2015
Standard rate	20%	20%
Reduced rate	5%	5%
Zero rate (a)	0%	0%
Registration limit – annual turnover above	£83,000	£82,000
De-registration threshold	£81,000	£80,000
Simplified arrangements – annual turnover below	£1,350,000	£1,350,000

(a) Zero rate refers to supplies taxable at 0% and is different from exempt supplies in that input tax can be recovered.

Elections to waive exemption can be cancelled after 20 years.

**CORPORATION TAX**

	1 April 2016	1 April 2015
Main rate (a)	20%	20%
Small profits rate (under £300k) (b)	20%	20%
Profit threshold for instalments (b)	£1,500k	£1,500k

(a) Set to reduce to 19% in 2017/18 and then to 17% in 2020/21

(b) Pro rata where associated companies.