STATUTORY INSTRUMENTS

1974 No. 684

INDUSTRIAL TRAINING

The Industrial Training Levy (Hotel and Catering) Order 1974

Made - - - -	*9th April* 1974
Laid before Parliament	*23rd April* 1974
Coming into Operation	*16th May* 1974

The Secretary of State after approving proposals submitted by the Hotel and Catering Industry Training Board for the imposition of a further levy on employers in the hotel and catering industry and in exercise of powers conferred by section 4 of the Industrial Training Act 1964**(a)** as amended by paragraph 2(2) of Part I of Schedule 2 to the Employment and Training Act 1973 (b), and of all other powers enabling him in that behalf hereby makes the following Order:—

Title and commencement

1. This Order may be cited as the Industrial Training Levy (Hotel and Catering) Order 1974 and shall come into operation on 16th May 1974.

Interpretation

2.—(1) In this Order unless the context otherwise requires:—

(*a*) "agriculture" has the same meaning as in section 109(3) of the Agriculture Act 1947**(c)** or, in relation to Scotland, as in section 86(3) of the Agriculture (Scotland) Act 1948**(d)**;

(*b*) "an appeal tribunal" means an industrial tribunal established under section 12 of the Industrial Training Act 1964;

(*c*) "assessment" means an assessment of an employer to the levy;

(*d*) "the Board" means the Hotel and Catering Industry Training Board;

(*e*) "British Airways Group" means the British Airways Board, the British Overseas Airways Corporation, the British European Airways Corporation and all subsidiaries and joint subsidiaries, and "member of the British Airways Group" shall be construed accordingly;

(*f*) "charity" has the same meaning as in section 360 of the Income and Corporation Taxes Act 1970**(e)**;

(*g*) "the eighth base period" means the period of twelve months that commenced on 6th April 1973;

(*h*) "the eighth levy period" means the period commencing with the day upon which this Order comes into operation and ending on 31st March 1975;

(*i*) "emoluments" means all emoluments assessable to income tax under Schedule E (other than pensions), being emoluments from which tax

(a) 1964 c. 16.
(b) 1973 c. 50.
(c) 1947 c. 48.
(d) 1948 c. 45.
(e) 1970 c. 10.

under that Schedule is deductible, whether or not tax in fact falls to be deducted from any particular payment thereof;

(*j*) "employer" means a person who is an employer in the hotel and catering industry at any time in the eighth levy period;

(*k*) "establishment" (except in sub-paragraphs (*l*) and (*m*) of this paragraph) means an establishment comprising catering activities or a hotel and catering establishment;

(*l*) "establishment comprising catering activities" means an establishment in Great Britain at or from which persons were employed in the eighth base period in the supply of food or drink to persons for immediate consumption, but does not include—

(i) a hotel and catering establishment; or

(ii) an establishment in which the employer supplied for immediate consumption light refreshments to persons employed at or from the same where the employer was not otherwise engaged at or from the establishment in any activities to which paragraph 1 of the Schedule to the industrial training order applies or in the manufacture of any chocolate or flour confectionery so supplied as light refreshments;

(*m*) "hotel and catering establishment" means an establishment in Great Britain that was engaged in the eighth base period wholly or mainly in the hotel and catering industry;

(*n*) "hotel and catering industry" means any one or more of the activities which, subject to the provisions of paragraph 2 of the Schedule to the industrial training order, are specified in paragraph 1 of that Schedule as the activities of the hotel and catering industry;

(*o*) "the industrial training order" means the Industrial Training (Hotel and Catering Board) Order 1966**(a)**, as amended by the Industrial Training (Hotel and Catering Board) Order 1969**(b)**;

(*p*) "the levy" means the levy imposed by the Board in respect of the eighth levy period;

(*q*) "notice" means a notice in writing;

(*r*) "subsidiary" and "joint subsidiary" have the same meanings as in section 60(1) of the Civil Aviation Act 1971**(c)**;

(*s*) "the supply of food or drink to persons for immediate consumption" means such a supply either by way of business or by a person carrying on a business to persons employed in the business;

(*t*) other expressions have the same meanings as in the industrial training order.

(2) In the case where an establishment is taken over (whether directly or indirectly) by an employer in succession to, or jointly with, another person, a person employed at any time in the eighth base period at or from the establishment shall be deemed, for the purposes of this Order, to have been so employed by the employer carrying on the said establishment on the day upon which this Order comes into operation, and any reference in this Order to persons employed by an employer in the eighth base period at or from an establishment shall be construed accordingly.

(3) Any reference in this Order to an establishment that ceases to carry on business shall not be taken to apply where the location of the establishment

(a) S.I. 1966/1347 (1966 III, p. 3669).
(b) S.I. 1969/1405 (1969 III, p. 4132).
(c) 1971 c. 75.

is changed but its business is continued wholly or mainly at or from the new location, or where the suspension of activities is of a temporary or seasonal nature.

(4) The Interpretation Act 1889(a) shall apply to the interpretation of this Order as it applies to the interpretation of an Act of Parliament.

Imposition of the levy

3.—(1) The levy to be imposed by the Board on employers in respect of the eighth levy period shall be assessed in accordance with the provisions of this and the next following Article.

(2) Subject to the provisions of the next following Article, the levy shall be assessed by the Board separately in respect of each establishment of an employer (not being an employer who is exempt from the levy by virtue of paragraph (3) of this Article), but in agreement with the employer one assessment may be made in respect of any number of hotel and catering establishments or of establishments comprising catering activities, in which case such establishments shall be deemed for the purposes of the assessment to constitute one establishment.

(3) There shall be exempt from the levy—

(*a*) an employer in whose case the sum of the emoluments of all the persons employed by him in the eighth base period in the hotel and catering industry at or from the establishment or establishments of the employer was less than £32,000.

(*b*) a charity.

Assessment of the levy

4.—(1) Subject to the provisions of this Article, the levy assessed in respect of an establishment shall be an amount equal to 0.7 per cent. of the sum of the emoluments of the following persons, being persons employed by the employer at or from the establishment in the eighth base period, that is to say—

(*a*) in the case of a hotel and catering establishment, all such persons;

(*b*) in the case of an establishment comprising catering activities, all such persons employed wholly or mainly in the supply of food or drink to persons for immediate consumption.

(2) The amount of the levy imposed in respect of an establishment that ceases to carry on business in the eighth levy period shall be in the same proportion to the amount that would otherwise be due under the foregoing provisions of this Article as the number of days between the commencement of the said levy period and the date of cessation of business (both dates inclusive) bears to the number of days in the said levy period.

(3) For the purposes of this Article, no regard shall be had to the emoluments of any person employed as follows—

(*a*) wholly in the supply (except at or in connection with an hotel, restaurant, café, snack bar, canteen, mess room or similar place of refreshment) of—

(i) ice cream, chocolate confectionery, sugar confectionery or soft drink;

(ii) shellfish or eels; or

(iii) food or drink by means of an automatic vending machine;

(a) 1889 c. 63.

(*b*) wholly in agriculture;

(*c*) otherwise than wholly in the supply of food or drink to persons for immediate consumption, where the employment is at or from an establishment engaged mainly in any activities of an industry specified in column 1 of the Schedule to this Order by virtue of the relevant industrial training order specified in column 2 of that Schedule or in any activities of two or more such industries;

(*d*) as a member of the crew of an aircraft, or as the master or a member of the crew of a ship or, in the case of a person ordinarily employed as a seaman, in or about a ship in port by the owner or charterer thereof on work of a kind ordinarily done by a seaman on a ship while it is in port;

(*e*) by a local authority in any activities mentioned in sub-paragraph (*d*) or (*e*) of paragraph 1 of the Schedule to the industrial training order, not being activities mentioned in head (ii) or head (iv) of paragraph 3(*l*) of that Schedule; or

(*f*) in any activities mentioned in sub-paragraph (*b*), *c*(ii), (*d*) or (*e*) of paragraph 1 of the Schedule to the industrial training order when carried out by—

(i) a harbour authority while acting in that capacity;

(ii) the Electricity Council, the Central Electricity Generating Board or an Area Electricity Board;

(iii) the North of Scotland Hydro-Electric Board or the South of Scotland Electricity Board;

(iv) the British Gas Corporation;

(v) statutory water undertakers within the meaning of the Water Act 1973**(a)** or regional water boards or water development boards within the meaning of the Water (Scotland) Act 1967**(b)**, being the activities of such undertakers or boards in the exercise of their powers or duties as such;

(vi) the British Airports Authority or a member of the British Airways Group;

(vii) a marketing board; or

(viii) the United Kingdom Atomic Energy Authority.

Assessment notices

5.—(1) The Board shall serve an assessment notice on every employer assessed to the levy, but one notice may comprise two or more assessments.

(2) An assessment notice shall state the Board's address for the service of a notice of appeal or of an application for an extension of time for appealing.

(3) An assessment notice may be served on the person assessed to the levy either by delivering it to him personally or by leaving it, or sending it to him by post, at his last known address or place of business in the United Kingdom or, if that person is a corporation, by leaving it, or sending it by post to the corporation, at such address or place of business or at its registered or principal office.

Payment of the levy

6.—(1) Subject to the provisions of this Article and of Articles 7 and 8, the amount of the levy payable under an assessment notice served by the Board

(a) 1973 c. 37. (b) 1967 c. 78.

shall be payable to the Board in two equal instalments, and the first such instalment shall be due one month after the date of the assessment notice and the second such instalment shall be due one month after the date (not being earlier than five months after the date of the assessment notice) of a notice requiring payment of that instalment, which notice shall be served by the Board on the person assessed to the levy in the same manner as an assessment notice.

(2) The amount of an instalment mentioned in the last foregoing paragraph may be rounded up or down by the Board to a convenient figure, but so that the aggregate amount of both instalments shall be equal to the amount of the levy stated in the assessment notice.

(3) An instalment of an assessment shall not be recoverable by the Board until there has expired the time allowed for appealing against the assessment by Article 8(1) of this Order and any further period or periods of time that the Board or an appeal tribunal may have allowed for appealing under paragraph (2) or (3) of that Article or, where an appeal is brought, until the appeal is decided or withdrawn.

Withdrawal of assessment

7.—(1) The Board may, by a notice served on the person assessed to the levy in the same manner as an assessment notice, withdraw an assessment if that person has appealed against that assessment under the provisions of Article 8 of this Order and the appeal has not been entered in the Register of Appeals kept under the appropriate Regulations specified in paragraph (5) of that Article, and such withdrawal may be extended by the Board to any other assessment appearing in the assessment notice.

(2) The withdrawal of an assessment shall be without prejudice—

(*a*) to the power of the Board to serve a further assessment notice in respect of any establishment to which that assessment related and, where the withdrawal is made by reason of the fact that an establishment has ceased to carry on business in the eighth levy period, the said notice may provide that the whole amount payable thereunder in respect of the establishment shall be due one month after the date of the notice; or

(*b*) to any other assessment included in the original assessment notice and not withdrawn by the Board, and such notice shall thereupon have effect as if any assessment withdrawn by the Board had not been included therein.

Appeals

8.—(1) A person assessed to the levy may appeal to an appeal tribunal against the assessment within one month from the date of the service of the assessment notice or within any further period or periods of time that may be allowed by the Board or an appeal tribunal under the following provisions of this Article.

(2) The Board by notice may for good cause allow a person assessed to the levy to appeal to an appeal tribunal against the assessment at any time within the period of four months from the date of the service of the assessment notice or within such further period or periods as the Board may allow before such time as may then be limited for appealing has expired.

(3) If the Board shall not allow an application for extension of time for appealing, an appeal tribunal shall upon application made to the tribunal by

the person assessed to the levy have the like powers as the Board under the last foregoing paragraph.

(4) In the case of an establishment that ceases to carry on business in the eighth levy period on any day after the date of the service of the relevant assessment notice, the foregoing provisions of this Article shall have effect as if for the period of four months from the date of the service of the assessment notice mentioned in paragraph (2) of this Article there were substituted the period of six months from the date of the cessation of business.

(5) An appeal or an application to an appeal tribunal under this Article shall be made in accordance with the Industrial Tribunals (England and Wales) Regulations 1965(**a**) as amended by the Industrial Tribunals (England and Wales) (Amendment) Regulations 1967(**b**) except where the establishment to which the relevant assessment relates is wholly in Scotland in which case the appeal or application shall be made in accordance with the Industrial Tribunals (Scotland) Regulations 1965(**c**) as amended by the Industrial Tribunals (Scotland) (Amendment) Regulations 1967(**d**).

(6) The powers of an appeal tribunal under paragraph (3) of this Article may be exercised by the President of the Industrial Tribunals (England and Wales) or by the President of the Industrial Tribunals (Scotland) as the case may be.

Evidence

9.—(1) Upon the discharge by a person assessed to the levy of his liability under an assessment the Board shall if so requested issue to him a certificate to that effect.

(2) The production in any proceedings of a document purporting to be certified by the Secretary of the Board to be a true copy of an assessment or other notice issued by the Board or purporting to be a certificate such as is mentioned in the foregoing paragraph of this Article shall, unless the contrary is proved, be sufficient evidence of the document and of the facts stated therein.

Signed by order of the Secretary of State.
9th April 1974.

Harold Walker,
Joint Parliamentary Under-Secretary of State,
Department of Employment.

(**a**) S.I. 1965/1101 (1965 II, p. 2805).
(**b**) S.I. 1967/301 (1967 I, p. 1040).
(**c**) S.I. 1965/1157 (1965 II, p. 3266).
(**d**) S.I. 1967/302 (1967 I, p. 1050).

Article 4

SCHEDULE

THE INDUSTRIES REFERRED TO IN ARTICLE 4(3)(*c*) OF THIS ORDER

Column 1	Column 2
The wool, jute and flax industry	The Industrial Training (Wool Industry Board) Order 1964 as amended by the Industrial Training (Wool, Jute and Flax Board) Order 1968(a)
The iron and steel industry	The Industrial Training (Iron and Steel Board) Order 1964 as amended by the Industrial Training (Iron and Steel Board) Order 1969(b)
The construction industry	The Industrial Training (Construction Board) Order 1964 as amended by the Industrial Training (Construction Board) Order 1973(c)
The engineering industry	The Industrial Training (Engineering Board) Order 1964 as amended by the Industrial Training (Engineering Board) Order 1971(d)
The shipbuilding industry	The Industrial Training (Shipbuilding Board) Order 1964 as amended by the Industrial Training (Shipbuilding Board) Order 1968(e)
The ceramics, glass and mineral products industry	The Industrial Training (Ceramics, Glass and Mineral Products Board) Order 1965 as amended by the Industrial Training (Ceramics, Glass and Mineral Products Board) Order 1969(f)

(a) S.I. 1964/907, 1968/898 (1964 II, p. 1928; 1968 II, p. 2376).
(b) S.I. 1964/949, 1969/884 (1964 II, p. 2127; 1969 II, p. 2517).
(c) S.I. 1964/1079, 1973/160 (1964 II, p. 2384; 1973 I, p. 654).
(d) S.I. 1964/1086, 1971/1530 (1964 II, p. 2402 ;1971 III, p. 4309).
(e) S.I. 1964/1782, 1968/1614 (1964 III, p. 3928; 1968 III, p. 4432).
(f) S.I. 1965/1391, 1969/689 (1965 II, p. 4062; 1969 II, p. 1860).

Column 1	Column 2
The furniture and timber industry	The Industrial Training (Furniture and Timber Industry Board) Order 1965 as amended by the Industrial Training (Furniture and Timber Industry Board) Order 1969, the Industrial Training (Furniture and Timber Industry Board) Order 1969 (Amendment) Order 1970 and the Industrial Training (Furniture and Timber Industry Board) Order 1965 (Amendment) Order 1973(a)
The man-made fibres producing industry	The Industrial Training (Man-made Fibres Producing Industry Board) Order 1966 as amended by the Industrial Training (Man-made Fibres Producing Industry Board) Order 1969(b)
The carpet industry	The Industrial Training (Carpet Board) Order 1966 as amended by the Industrial Training (Carpet Board) Order 1968(c)
The knitting, lace and net industry	The Industrial Training (Knitting, Lace and Net Industry Board) Order 1966(d)
The cotton and allied textiles industry	The Industrial Training (Cotton and Allied Textiles Board) Order 1966(e)
The agricultural, horticultural and forestry industry	The Industrial Training (Agricultural, Horticultural and Forestry Board) Order 1966 as amended by the Industrial Training (Agricultural, Horticultural and Forestry Board) Order 1970(f)
The road transport industry	The Industrial Training (Road Transport Board) Order 1966 as amended by the Industrial Training (Road Transport Board) Order 1972 and the Industrial Training (Road Transport Board) Order 1966 (Amendment) Order 1973(g)
The air transport and travel industry	The Industrial Training (Civil Air Transport Board) Order 1967 as amended by the Industrial Training (Air Transport and Travel Industry Board) Order 1970(h)
The petroleum industry	The Industrial Training (Petroleum Board) Order 1967 as amended by the Industrial Training (Petroleum Board) Order 1970(i)

(a) S.I. 1965/2028, 1969/1290, 1970/1634, 1973/1224 (1965 III, p. 5998; 1969 III, p. 3820; 1970 III, p. 5372; 1973 II, p. 3662).
(b) S.I. 1966/143, 1969/1210 (1966 I, p. 257; 1969 II, p. 3545).
(c) S.I. 1966/245, 1968/1882 (1966 I, p. 499; 1968 III, p. 5017).
(d) S.I. 1966/246 (1966 I, p. 506). (e) S.I. 1966/823 (1966 II, p. 1907).
(f) S.I. 1966/969, 1970/1886 (1966 II, p. 2333; 1970 III, p. 6227).
(g) S.I. 1966/1112, 1972/772, 1973/860 (1966 III, p. 2712; 1972 II, p. 2471; 1973 II, p. 2663).
(h) S.I. 1967/263, 1970/252 (1967 I, p. 968; 1970 I, p. 983).
(i) S.I. 1967/648, 1970/205 (1967 I, p. 2032; 1970 I, p. 926).

Column 1	Column 2
The chemical and allied products industry	The Industrial Training (Chemical and Allied Products Board) Order 1967 as amended by the Industrial Training (Chemical and Allied Products Board) Order 1970(a)
The paper and paper products industry	The Industrial Training (Paper and Paper Products Board) Order 1968(b)
The printing and publishing industry	The Industrial Training (Printing and Publishing Board) Order 1968(c)
The distributive industry	The Industrial Training (Distributive Board) Order 1968 as amended by the Industrial Training (Distributive Board) Order 1970 and the Industrial Training (Distributive Board) Order 1970 (Amendment) Order 1971(d)
The food, drink and tobacco industry	The Industrial Training (Food, Drink and Tobacco Board) Order 1968 as amended by the Industrial Training (Food, Drink and Tobacco Board) Order 1971(e)
The footwear, leather and fur skin industry	The Industrial Training (Footwear, Leather and Fur Skin Board) Order 1968 as amended by the Industrial Training (Footwear, Leather and Fur Skin Board) Order 1968 (Amendment) Order 1972(f)
The clothing and allied products industry	The Industrial Training (Clothing and Allied Products Board) Order 1969(g)
The rubber and plastics processing industry	The Industrial Training (Rubber and Plastics Processing Board) Order 1967(h)

(a) S.I. 1967/1386, 1970/1743 (1967 III, p. 4049; 1970 III, p. 5706).
(b) S.I. 1968/787 (1968 II, p. 2194). (c) S.I. 1968/786 (1968 II, p. 2185).
(d) S.I. 1968/1032, 1970/1053, 1971/1876 (1968 II, p. 2709; 1970 II, p. 3273; 1971 III, p. 5109).
(e) S.I. 1968/1033, 1971/648 (1968 II, p. 2721; 1971 I, p. 1709).
(f) S.I. 1968/1763, 1972/597 (1968 III, p. 4785; 1972 I, p. 1966).
(g) S.I. 1969/1375 (1969 III, p. 4094).
(h) S.I. 1967/1062 (1967 II, p. 3151).

EXPLANATORY NOTE

(*This Note is not part of the Order.*)

This Order gives effect to proposals submitted by the Hotel and Catering Industry Training Board to the Secretary of State for Employment for the imposition of a further levy upon employers in the hotel and catering industry for the purpose of raising money towards the expenses of the Board.

The levy is to be imposed in respect of the eighth levy period commencing with the day upon which this Order comes into operation and ending on 31st March 1975. The levy will be assessed by the Board and there will be a right of appeal against an assessment to an industrial tribunal.

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