

NORTH KESTEVEN DISTRICT COUNCIL
ADDITIONAL RESTRICTION GRANT (ARG) – (Business required to close)
20th November 2020 – Updated 1st March

1. Introduction

- 1.1 Government announced on the 31st October 2020 a four week national lockdown for England and that funding will be awarded to support businesses that are told to close.
- 1.2 This guidance sets out the process for determining eligibility for grant support, award amount and the application process that businesses will need to complete in order to qualify for grant support under the Additional Restriction Grant (ARG) - businesses forced to close that are not on the ratings list and details of evidence that will be required in support of an application.

2. Guidance

- 2.1 Under the guidance issued to the Council by Government on 4th November 2020 the ARG will be available to businesses that have been required to close from 5th November 2020 who have fixed property costs or work from home but who was not required to be registered with business rates. A list of the business types required to close can be found at the end of this policy.
- 2.2 The grants will be issued for the 4 week period a business has closed due to national restrictions.
- 2.3 To be eligible for the ARG (Business required to close) a business must be trading on the 4th November 2020.
- 2.3 This grant cannot be used towards staffing costs
- 2.5 An Additional Restriction Grant (ARG) (Severely Impacted), will be available to support business that have not been required to close however have been severely impacted by the national restrictions.

This fund will be a discretionary grant to support businesses, further details on this scheme will be published under the ARG (Severely Impacted) Policy.

- 2.6 This grant will also cover the 44 day lockdown period from the 5th January until the 16th February and the 55 day period from the 17th February until the 11th April 2021

3. Businesses not eligible for a grant

- 3.1 Companies in Administration, Insolvent or where a Striking-Off Notice has been made before the local lockdown are not eligible for funding under this scheme.
- 3.2 Businesses that have chosen not to reopen since March 2020
- 3.3 Businesses that have chosen to close, but are not required to do so under Government lockdown restrictions (see list) will not be eligible.

4. Grant Awards

- 4.1 A flat rate grant will be awarded of £1,334 in line with the Local Restriction Support Grant for the November period
- 4.2. A flat rate grant will be awarded of £2001 in line with the Local Restriction Support Grant for the 44 day period from the 5th January until the 16th February
- 4.3 A flat rate grant will be awarded of £2620 for the 55 day period from the 17th February up until the 11th April in line with when business can reopen

5. Process for applying for ARG Required to Close

- 5.1 Business will be required to submit an online application, providing the following information;
- Business Name/Address and contact information
 - Sector/type of business
 - Company Registration Number (if registered)
 - Company VAT number (if applicable)
 - Number of employees
 - Copy or lease/rental agreement
 - Tax return or Accounts

 - Evidence of trading prior to lock down in November
 - Bank details and copy of recent bank statement

- Details of how the grant will be used
- Confirmation of closure declaration
- Fraud declaration

6. Timescale and Application Process

- 6.1 The Council will be opening the online application process on Monday 23rd November 2020 and will close on Friday 4th December 2020
- 6.2 The application process will be digital, via electronic form only and a link will be available on the Council' website and promoted through Council Social Media accounts and weekly BusinessNK newsletter. Any business that is unable to apply online should contact the Grants Team directly for assistance.
- 6.3 Grant payments will be made from Thursday 26th November 2020.
- 6.4 Applications reopened for a 2 week period from 15h January until 30th January 2021
- 6.5 Application will be open for a final time from the 1st March until the 19th March 2021
- 6.6 All final payment will be made by the 31st March 2021

7. Additional Details

- 7.1 Grant income received by a business is taxable therefore funding paid under the Local Authority, Additional Restriction Grant Scheme will be subject to tax. Only businesses which make an overall profit once grant income is included will be subject to tax.
- 7.2 The Council will not accept deliberate manipulation and fraud. Any business caught falsifying their records to gain additional grant money will face prosecution and any funding issued will be subject to claw back as may any grants paid in error.
- 7.3 State Aid rules and requirements apply to this scheme and applicants will be required to complete a state aid declaration.
- 7.4 Data collected and processed in part of the application process will be processed in accordance with the Data Protection Act 2018. Data may be shared with other Departments within the Council, HMRC and other Government departments for the purpose of improving services, keeping records up-to-date and for the protection of the public fund. All personal data is treated with the utmost care and appropriate steps to protect it. NKDC do not sell any personal information to anyone and will

never share your information for marketing purposes. For further information, please see the privacy notice here: <https://www.n-kesteven.gov.uk/privacy/>

Businesses to close

- Indoor and outdoor leisure facilities such as bowling alleys, leisure centres and gyms, sports facilities including swimming pools, golf courses and driving ranges, dance studios, stables and riding centres, soft play facilities, climbing walls and climbing centres, archery and shooting ranges, water and theme parks
- Non-essential retail such as clothing, electronics, vehicle showrooms, travel agents, betting shops, auction houses, tailors, car washes, tobacco and vape shops.
- Pubs - other than take away (food not alcohol)
- Restaurants - other than take away (food not alcohol)
- Entertainment venues such as theatres, concert halls, cinemas, museums and galleries, casinos, adult gaming centres and arcades, bingo halls, bowling alleys, concert halls, zoos and other animal attractions, botanical gardens;
- Personal care facilities such as hair, beauty and nail salons, tattoo parlours, spas, massage parlours, body and skin piercing services, non-medical acupuncture, and tanning salons.
- Cafes - including work place canteens - but not including canteens in hospitals or care homes, or providers of post-16 education or training
- Bars including bars in hostels or members clubs, social clubs
- Cinemas, theatre, nightclubs, Bingo Halls, Concert Halls, Museum and Galleries
- Casinos, Betting shops and adult gaming centre
- Spas, Nail, beauty salons, hair salons and barbers, tanning salons, massage parlours, tattoo and piercing parlours
- Sexual entertainment venues, hostess bars
- Skating rinks
- Indoor facilities - dance studios, fitness studio, gyms, sports courts, swimming pools, bowling alleys, amusement arcades, playgrounds or soft play areas, or other indoor leisure centres or facilities , including indoor games, recreation and entertainment venues]
- Circuses, funfairs and fairgrounds (whether indoors or outdoors), theme parks and adventure parks and activities.