



NORTH KESTEVEN DISTRICT COUNCIL
ADDITIONAL RESTRICTION GRANT – Sector Support Policy
1st March 2021

1. Introduction

- 1.1 Government announced on the 31st October 2020 a four week national lockdown for England and that funding would be awarded to support businesses that were mandated to close or severely impacted.
- 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) – Sector Support.

2. Guidance

- 2.1 Under the guidance issued to the Council by Government on 4th November 2020 the ARG was made available to businesses that have been required to close or severely impacted from 5th November 2020 who have fixed property costs or work from home.
- 2.2 The ARG Sector Support grants is a discretionary grant and will be a one off payment as per the grant award amount
- 2.3 To be eligible for the ARG Sector Support a business must be trading on the 4th November 2020.
- 2.3 This grant cannot be used towards staffing costs, personal items or own wages.
- 2.5 This grant will require an application to be submitted to the Local Authority with supporting information.
- 2.6 This grant will remain open until 31st March 2021.

3. Businesses eligible for the ARG Sector Support

3.1 The ARG Sector Support will target those businesses who have had limited support since Lockdown restrictions were enforced in November 2020. To be eligible a business must fit into the Sector Category listed below

Sector Category
Close Contact Services – (non-retail without own premises) hair & beauty therapies, personal therapies, sports and rehabilitation therapies, and sport trainer. Private chef & personal catering services. Interior Designers.
Animal & Pet Services (non-retail) Dog walking & pet care (non-veterinary), catteries and kennels, equestrian services including livery and riding lessons.
Visitor Accommodation (non-hotel) including B&B's, Private Holiday Lets, Camping and Caravan sites (non-residential).
B2B Services (non-financial services) training, recruitment, digital & computer services including printing, commercial cleaning
Automotive (non-retail) trade motor factors, mechanics, garage services, breakdown services, restoration services, customisers, paint shops and body shops,
Childcare – Private nurseries & registered childminders
Registered Charities – (Excluding churches) Local based charities who have no financial support and are reliant on fundraising events
Taxi Drivers – Registered within NK

3.2 No essential property qualification or restriction is applied. An applicant may be a registered ratepayer, renting, subletting or working from home.

3.3 To be eligible for the ARG Sector Support a business must have either been trading on the 4th November 2020 or required to close under Tier 3/4 restrictions.

4. Businesses not eligible for a grant

4.1 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.

4.2 Businesses that have chosen not to reopen since March 2020

4.3 Businesses that have chosen to close, but are not required to do so under Government lockdown restrictions (see list) will not be eligible.

5. Grant Awards

5.1 A flat rate grant will be awarded in line with the table below

Sector Category	Turnover under £50k	Turnover 51k-£250k	Turnover £251k-£500k	Turnover over £500k
Close Contact Services – (non-retail without own premises) hair & beauty therapies, personal therapies, sports and rehabilitation therapies, and sport trainer. Private chef & personal catering services. Interior Designers.	£1000	£2000	£3000	£5000
Animal & Pet Services (non-retail) Dog groomers, Dog walking & pet care (non-veterinary), catteries and kennels, equestrian services including livery and riding lessons.	£1000	£2000	£3000	£5000
Visitor Accommodation (non-hotel) including B&B's, Private Holiday Lets, Camping and Caravan sites (non-residential).	£1000	£2000	£3000	£5000
B2B Services (non-financial services) training, recruitment, digital & computer services including printing, commercial cleaning	£1000	£2000	£3000	£5000
Automotive (non-retail) trade motor factors, mechanics, garage services, breakdown services, restoration services, customisers, paint shops and body shops,	£1000	£2000	£3000	£5000
Childcare – Private nurseries & registered childminders	£1000	£2000	£3000	£5000
Registered Charities – (Excluding churches) Local based charities who have no	£1000	£1000	£1000	£1000

financial support and are reliant on fundraising events				
Taxi Drivers – Registered within NK	£1000	£2000	£3000	£5000

6. Process for applying for ARG Sector Support

6.1 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
- Tax return or Accounts
- Evidence of trading prior to lock down in November
- Bank details and copy of recent bank statement
- Estimated loss of income for period 1st November 2020 to 1st March 2021
- Details on what the grant will be used for

7. Timescale and Application Process

7.1 The Council will be opening the online application process on Monday 15th March and will close on 31st March 2021.

7.2 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.

7.3 Grant payments will be made from Thursday 1st April 2021.

7.4 All final payment will be made by the 30th April 2021.

8. Additional Details

8.1 Grant income received by a business is taxable therefore funding paid under the Local Authority, Additional Restriction Grant will be subject to tax. Only businesses which make an overall profit once grant income is included will be subject to tax.

8.2 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.

- 8.3 Subsidy Allowance rules and requirements apply to this scheme. The new domestic subsidy allowance for the COVID-19 business support grants took effect on 4 March 2021. Applications made prior to that date are subject to the previous rules. It is your/your businesses responsibility to ensure you are complying with these new subsidy allowance regulations, so in applying for this grant you will be stating you are compliant with these.

This scheme is covered by 3 subsidy allowances:

- Small Amounts of Financial Assistance Allowance – you're allowed up to £335,000 (subject to exchange rates) over any period of 3 years
- COVID-19 Business Grant Allowance – you're allowed up to £1,600,000
- COVID-19 Business Grant Special Allowance - if you have reached your limits under the Small Amounts of Financial Assistance Allowance and COVID-19 Business Grant Allowance, you may be able to access a further allowance of funding under these scheme rules of up to £9,000,000, provided certain conditions are met

Grants under these 3 allowances can be combined for a potential total allowance of up to £10,935,000 (subject to exchange rates).

- 8.4 This is a discretionary grant scheme implemented and administrated by The Council using a proportion of the Additional Restriction Grant fund received from Government.
- 8.5 The Council will only register applications which are complete, with all of the required evidence attached.
- 8.6 Applicants should be aware that the Council's decision shall be final and there shall be no appeals process for this scheme.
- 8.7 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/>