



NORTH KESTEVEN DISTRICT COUNCIL

LOCAL RESTRICTION GRANT SCHEME (LRGS) Open

Tier 2 & 3 – 10th December 2020 with effective from 2nd December 2020

1. Introduction

- 1.1 Government updated their guidance on the 9th December 2020 for supporting businesses that remain open but are severely impacted by the services they supply to businesses required to close due to localised restrictions, so called local lockdowns.
- 1.2 Whilst North Kesteven District (or any part of it) is placed in 'local lockdown' the Council will receive funds to support Hospitality, hotel, bed & breakfast and leisure businesses within the District that are impacted as a result of the restrictions announced.
- 1.3 This guidance sets out the process for determining eligibility for grant support and the application process businesses will need to complete in order to qualify for grant support under the Local Restriction Grant Scheme (Open) and details the evidence that will be required in support of an application.

2. Guidance

- 2.1 Hospitality & Leisure business forced to close under Tier 3 restrictions should not apply for this grant (ie. pubs, cafes, restaurants and hotels, including those still offering click & collect, takeaway or delivery services). These businesses should apply for the LRSG (Closed) or the Additional Restriction Grant (Severe Impact). The LRSG (Open) is aimed at those hospitality and leisure businesses paying business rates or with significant property costs that are not required to close under Tier 2 or 3 restrictions and which remain open but with reduced capacity due to social distancing measures or other restrictions. Supply chain businesses in the hospitality & leisure sector with rateable properties or property costs are also eligible.

A list of those businesses in the hospitality and leisure sector permitted to open under Tier 3 restrictions can be found here.

<https://www.gov.uk/guidance/tier-3-very-high-alert#content>

- 2.2 These grants will be issued for each 14 days that a business is impacted due to local restrictions. In the event that a local lockdown is enforced for less than two weeks, businesses will not be eligible for grant funding.
- 2.3 To be eligible for the LRSG Open a business must be registered with Business Rates on the day that the local lockdown restrictions are announced or have fixed property costs.
- 2.4 Business must have been trading the day before local restriction came into force to be eligible to receive funding under this scheme. Where local restrictions are preceded by national 'lockdown' measures, requiring the closure of businesses that are otherwise eligible, it is accepted that those businesses are still trading.

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 are already closed subject to enforced national closures, for example Nightclubs, will not be eligible for this scheme.
- 3.3 Businesses that have chosen to close, but are not required to as part of the lockdown will not be eligible.

4. Grant Awards

- 4.1 Businesses occupying hereditaments appearing on the local rating list with a rateable value less than **£15,000** on the date of the commencement of the local lockdown will receive a payment of **£467** per 14 days of closure
- 4.2 Businesses occupying hereditaments appearing on the local rating list with a rateable value of more than **£15,001 but less than £51,000** on the date of the commencement of the local lockdown will receive a payment of **£700** per 14 days of closure
- 4.3 Businesses occupying hereditaments appearing on the local rating list with a rateable value of more than **£51,001** on the date of the

commencement of the local lockdown will receive a payment of **£1,050** per 14 days of closure.

5. Process for applying for LRSO (Open) – Tier 3

Business will be required to submit an online application, providing the following information;

- Business Name/Address and contact information
- Sector/type of business
- Number of employees
- Confirmation business supplies to or is a Hospitality, hotel, bed & breakfast and leisure business
- Details of impact comparing income from November 2019 to November 2020
- Business Rates number along with a copy of the bill covering period of 2020/21
- Evidence of significant property costs
- Company Number, VAT number or National Insurance number
- Proof of trading
- Bank details and copy of recent bank statement
- Details on what the grant will be spent on

6. Timescale and Application Process

- 6.1 Application will open on Friday 11th December, applications will be processed within 5 working days.
- 6.2 For the period that North Kesteven remains in Tier 3 after the 16th December the Council will automatically pay business they believe to be eligible that applied to the LRSO Open within the 14 days cycle until the council moves down a Tier.
- 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.

7. Additional Details

- 7.1 Grant income received by a business is taxable therefore funding paid under the Local Authority Discretionary Grants Fund 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 Declaration will be required that the business is still trading and has not become insolvent or entered into liquidation or administration.
- 7.5 All information supplied as part of the applications process will be processed in accordance with the Data Protection Act 2018. Your 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. We treat your personal data with the utmost care and take appropriate steps to protect it. We do not sell your 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/>