

## **Ipswich Borough Council - Additional Restrictions Grant Policy - Phase 5**

### **1. Introduction**

- 1.1 In response to the coronavirus pandemic (Covid-19), the Government have provided a top-up to the discretionary additional restrictions grant (ARG). For Ipswich Borough Council, this is an additional £835,608.00.
- 1.2 During the 4 previous phases of ARG the Council sought to allocate the first £3,954,465.00 that it received from Government. This all explained within decision PH/21/01 accessible via: [Decision - PH/21/01 Additional Restrictions Grant | Democracy Online | Ipswich Borough Council](#)
- 1.3 It is proposed that under Phase 5 of the Council's ARG policy, the top-up funding will cover 4 elements:
  1. Allocating £2,199 to cover the overspend from the previous phase;
  2. Allocate £50,000 for town centre independent retailers to support marketing during winter 2021/22;
  3. Allocate £94,675 to provide a further £175 grant support to 541 taxi/private hire drivers; and
  4. Create a scheme to support public facing retail, hospitality, leisure, and personal services businesses who have been forced to close due to the Covid-19 pandemic.
- 1.4 The remainder of this document explains the detailed eligibility criteria for the 4<sup>th</sup> element of the proposal.

### **2. Proposal 4 - Support for public facing retail, hospitality, leisure, and personal services businesses who have been forced to close due to the Covid-19 pandemic.**

#### **2.1 Who is eligible for the grant?**

The grant is available to businesses that have been forced to close due to covid-19 who operate within the retail, hospitality, leisure, or personal services sectors offering in-person services from fixed rate-paying premises within the Ipswich Borough Council boundary.

## **2.2 Qualifying criteria**

To be eligible for the ARG, businesses must meet the following criteria

- Operate within the retail, hospitality, leisure, or personal services sector (Definitions are shown in appendix a)
- Offer in-person services, where the main services and activity takes places in a fixed rate-paying premises
- The premises are within the boundary of Ipswich Borough Council
- Businesses must have been trading on 20<sup>th</sup> June 2021
- The business has been forced to close anytime between the 21/06/2021 to 16/08/2021 due to the covid-19 pandemic; and,
- Government subsidy rules are met.

## **2.3 Meaning of forced to close**

For the purposes of this scheme a business must be forced to close due to the covid-19 pandemic. Examples of reasons considered include where:

- A business has closed due to lack of staff. In this instance staff would need to be self-isolating due to being notified by NHS Test and Trace or the app; and / or,
- A business has been directed to close by the police or environmental health due to covid-19 (excluding breaches of Covid-19 rules) as opposed to any other reason.

## **2.4 Exclusions**

Business that had to remain closed for any part of the scheme window as set out at paragraph 2.2. above - due to Government restrictions - such as nightclubs, are excluded from this scheme for that period.

For the avoidance of doubt, grants will not be paid to

- Businesses that predominantly trade online;
- Businesses outside the Ipswich Borough Council boundary;
- Companies in administration, insolvent or where a striking off notice has been made;
- Businesses that have exceeded the Government subsidy rules;
- Self-employed people – as they should be able to claim under the self-employed income support scheme;
- Businesses who apply for the grant after the application closure date; or,
- Businesses that were forced to close due to a breach of Covid-19 regulations.

## 2.5 Evidence to be provided

An online application form must be completed and submitted at the end of the period of closure. There is also a requirement to provide the following evidence

- Self-certification/declaration as to the reason for closure;
- A bank statement in the name of the business covering the period of closure; and,
- Evidence to support closure, such as till receipts, media articles highlighting closure.

## 2.6 Amount of Grant

The grant will be paid for each day the premises are closed, up to a maximum 10 days. The amount of grant will depend on the rateable value of the premises.

Rateable Value	Daily Amount of Grant
Up to £15,000	£150
£15,001 to £51,000	£175
£51,001 and over	£200

Although a business may submit more than one application form in the event of more than one closure during the qualifying period, the maximum grant per premises is £2,000. A business can apply for each premises it owns that is required to close, but the maximum grant available to the business in this instance is £10,000.

The closing date for applications to be submitted is the 6th September 2021

## 2.7 Appeals

There are no rights of appeal under this scheme, the Council's decision is final.

## 2.8 Managing the risk of fraud

Neither the Council, nor the Government will accept deliberate manipulation of the scheme of fraud. Any application caught falsifying information to gain grant money will face prosecution and any funding will be recovered from them.

Applicants should note that, where a grant is paid by the Council, details of each individual grant will be passed to Government and its departments for the purpose of analysis and to prevent fraud.

## 2.9 Recovery of amount incorrectly paid

If it is established that any award has been made incorrectly due to error, misrepresentation or incorrect information provided to the Council by an applicant or their representative(s), the Council will look to recover the amount in full.

## **2.10 Data Protection and use of data**

All information and data provided by applicants shall be dealt with in accordance with the Council's Data Protection policy and Privacy Notices which are available to view on the Council's website.

## **Appendix A - Business categorisation for the purposes of grant funding thresholds**

Threshold definitions for the purposes of this scheme are stated below:

- **Retail definition:** a business that is open to the public and is used mainly or wholly for the purposes of retail sale or hire of goods or services.
- **Hospitality definition:** a business whose main function is to provide a venue for the consumption and sale of food and drink.
- **Leisure definition:** a business that provides opportunities, experiences and facilities, in particular for culture, recreation, entertainment, celebratory events, days and nights out, betting and gaming, a business whose main lodging provision is used for holiday, travel and other purposes, a commercial establishment where physical exercise or training is conducted on an individual basis or group basis, using exercise equipment or open floor space with or without instruction, or where individual and group sporting, athletic and physical activities are participated in competitively or recreationally.
- **Personal care definition:** a business which provides a service, treatment or activity for the purposes of personal beauty, hair, grooming, body care and aesthetics, and wellbeing.