

January 2021

This addendum sets out amendments to the Main Policy Scheme of November 2020 and applies to applications received in relation to SWT's ARG scheme after 15 January 2021.

For ease of reference amendments are numbered to indicate which paragraph the wording replaces in the original document.

## 1.0 Purpose of the Scheme and background

1.4 The scheme applies where local restrictions (LCAL4) are put in place **or** where widespread national lockdown is put in place.

## 3.0 The design of the Council's Additional Restrictions Grant (ARG) Scheme

3.11 The ARG Main Scheme – Questions used to determine the level of award

### 1. How has your business been affected by the Covid Restrictions? (select 1 of 3)

- My business has been permitted to remain open but has experienced significantly reduced customer levels.
- My business has been permitted to remain open but mainly supplies businesses required to close
- My business has been legally required to close due to Covid restrictions

### 2. How much are your fixed property costs? (select 1 of 4)

The scheme has been set up to support businesses with fixed costs of £100 or over per month.

Fixed costs include what your business pays in the following: rental of commercial premises, business rates, lease agreements on business machinery or business vehicles. If you work from home we do not accept home mortgage, utility, phone or Broadband bills. **We may ask for proof of fixed costs.**

- £100 to £750 a month (£1,200 to £9,000 per annum)
- £751 to £1250 a month (9,000 to £15,000 per annum)
- £1250 to £4250 per month (£15,000pa - £51,000pa)
- over £4250 per month (£51,000 per annum)

### 3. Number of Employees (include part-time employees) – (select 1 of 6)

NB: a freelance worker working for your company is not an employee and should not be counted.

- Sole trader or business with 1 employee
- 2 - 4 employees
- 5 - 9 employees
- 10 – 49 employees
- 50 – 249 employees
- 250 or more employees

3.12 The grants awarded will be based on the total score achieved by the business in line with the scoring mechanism in 3.11. The Council expects to award grants to a value of between £500 and £2000 to qualifying applicants. These amounts are based on a 28 day period. The Council expects to make pro rata payments in line with the length of lockdown period. However in the event of the scheme being over or undersubscribed, the Council reserves the right to amend those values as it sees fit, in order to balance the demand against the amount of funding available.

## **16.0 Reviews of Decisions**

16.1 The Council will operate an internal review process and will accept an applicant's request for a review of its decision.

16.2 All such requests must be made in writing to the Council within 14 days of the Council's decision and should state the reasons why the applicant is aggrieved with the decision of the Council. New information may be submitted at this stage to support the applicant's appeal.

16.3 The application will be reconsidered by a senior officer, as soon as practicable and the applicant informed in writing or by email of the decision.