

WINCHESTER CITY COUNCIL DISCRETIONARY GRANTS SCHEME

COVID-19 WINTER SUPPORT PAYMENT (WSP) GRANT

ELIGIBILITY POLICY

JANUARY 2022

1. Introduction

Winchester City Council is launching a new Winter Support Payment Grant scheme to support businesses most affected by the COVID-19 pandemic and the spread of the Omicron variant.

A grant payment will be made to eligible businesses following the completion of the Winter Support Payment online declaration application and verification checks

This payment is funded by the remaining Additional Restrictions Grant Fund including the top up announced by government on 21 December 2021. All remaining unspent funds must be returned to government by 31 March 2022.

The online declaration for businesses to confirm eligibility will open the week commencing Monday 10 January 2022 and close at 9am on Tuesday 25 January 2022.

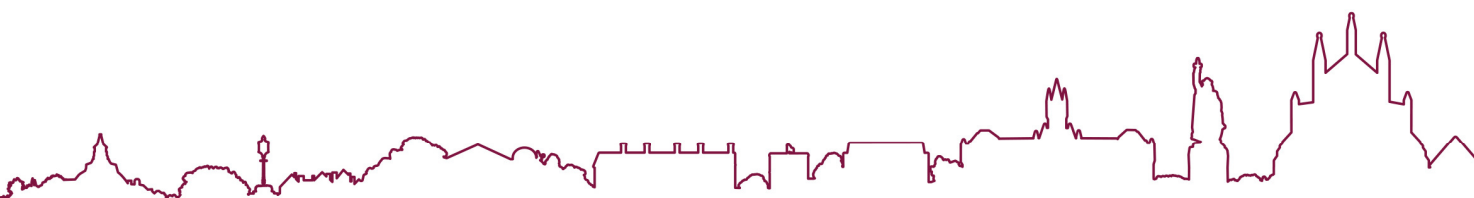
Payments to organisations will commence after all eligibility checks have been undertaken and no earlier than Friday 25 February 2022.

This policy and grant programme is subject to change should there be any further changes to restrictions and/or additional support being provided by government.

2. Eligibility criteria

The Winter Support Payment will encompass, but not limited to, all organisations who have previously received a grant via one or more of the following grant programmes as long as they remain eligible:

- Discretionary Grant
- Additional Restrictions Grant (Round One and Two)
- Hardship Grant
- Transformation, Adaptation and Diversification Grant (Round One and Two)
- Taxi and Private Hire Drivers Grant
- COVID-19 Business Challenges Grant



Businesses operating in, providing services to or in the supply chain of one of more of the following sectors are eligible to apply:

- Non-essential retail
- Hospitality/food and drink/guest accommodation
- Leisure/sports
- Attractions/events/festivals/entertainment venues
- Performing and visual arts
- Pre-school childcare services
- Public sector (Parish councils only)
- Taxi and private hire drivers who hold a current license with Winchester City Council

Who are:

- Business, partnership or companies that are liable for business rates
- Self-employed/sole traders
- Market traders
- Organisation located in shared offices or other flexible workspaces. These include units in industrial parks, science parks and businesses within incubators¹ which do not have their own business rates assessment
- Organisations located in sub-let units (for example retail outlets, cafes and farm shops in garden centres)
- Parish councils
- Community organisations, registered charities or social enterprises

And are a micro/small or medium sized enterprise, as set out under the Companies Act 2006, and falling within the criteria set out below:

To be a **micro-organisation**, an organisation must satisfy two or more of the following requirements:

- Turnover: not more than £632,000
- Balance sheet total: not more than £316,000
- Number of employees: a headcount of staff of not more than 10

To be a **small organisation**, an organisation must satisfy two or more of the following requirements:

- Turnover: not more than £10.2million
- Balance sheet total: not more than £5.1million
- Number of employees: a headcount of staff of less than 50

To be a **medium organisation**, an organisation must satisfy two or more of the following requirements:

- Turnover: not more than £36million
- Balance sheet total: not more than £18million
- Number of employees: a headcount of staff of less than 250

In addition to the above, to be eligible for the Winter Support Payment the organisation must confirm it remains:

- based in and operates from the Winchester district.
(With the exception of Taxi and Private Hire drivers who must hold a current licence to operate in the district, irrelevant of their residential address) Please refer to the map of the Winchester district [here](#).
(Please use Google Chrome to access this link)
- was actively trading on and before the 30 December 2021
- not in administration, insolvent or has had a striking off notice made

along with the provision of correct current bank details.

3. Decision making and grant payments

A grant payment will be made to all eligible applicants subject to the completion of the online declaration and submission to Winchester City Council by Tuesday 25 January 2022 and subject to the conditions outlined in the declaration being met and verified.

The value of the grant will be dependent upon the number of eligible organisations who submit an on-line declaration.

The value of payments to taxi and private hire drivers will be dependent on whether they live in the Winchester District.

All decisions will be communicated by email to organisations, with grant payments made to successful applicants as quickly as possible, but no earlier than Friday 25 February 2022.

All payments of grant will be made by a BACS transfer to the organisations nominated business bank account, as confirmed in the on-line declaration. Please ensure that your bank details on the on-line form are correct to minimise delays in payment.

Grant income received by an organisation is taxable therefore will be subject to tax.

Only organisations which make an overall profit once grant income is included will be subject to tax.

4. State Aid

The EU State aid rules no longer apply to subsidies granted in the UK following the end of the transition period, which ended on 31 December 2020. The United Kingdom remains bound by its international commitments, including subsidy obligations set out in the Trade and Cooperation Agreement (TCA) with the EU. On Thursday 4 March new subsidy allowances were established for the COVID-19 business grants schemes, on the basis of the principles set out in Article 3.4 of the TCA. The following scheme rules are applicable to COVID-19 business grants on the basis of the EU-UK Trade and Co-operation Agreement (TCA). The rules are applied to applicants at the level of economic actor, which is defined as an entity or a group of entities constituting a single economic entity regardless of its legal status that is engaged in an economic activity by offering goods or services on a market. There are three subsidy allowances for this scheme: Small Amounts of Financial Assistance Allowance, the COVID-19 Business Grant Allowance and the COVID-19 Business Grant Special Allowance. Small Amounts of Financial Assistance Allowance Grants may be paid in accordance with Article 3.2(4) of the TCA, which enables an applicant to receive up to a maximum level of subsidy without engaging Chapter 3 of the TCA. This allowance is 325,000 Special Drawing Rights, to a single economic actor over any period of three fiscal years, which is the equivalent of £335,000 as at 2 March 2021.

An applicant may elect not to receive grants under the Small Amounts of Financial Assistance Allowance and instead receive grants only using other allowances available under this scheme. These allowances and the full scheme is outlined in the government guidance [here](#).

5. Managing the risk of fraud

Winchester City Council will not accept deliberate manipulation and fraud. Any organisation caught falsifying their records to gain additional grant money could face prosecution and any funding issued will be recovered, as may any grants paid in error. All applications will be subject to checks and verification.

Applicants will be required, as part of the declaration process, to declare that they understand that if they knowingly and dishonestly provide false or misleading information in communication with the Council including verbal communication they will be committing a criminal offence contrary to the Fraud Act 2006 and could be subject to a criminal investigation and criminal proceedings may be taken against them.

6. Data

Winchester City Council administers these grants on behalf of the Department of Business Energy and Industrial Strategy (BEIS) who require that we notify them of grant awards that we make. This means that details of your application and supporting information, which includes your business name, address, postcode and email address as well as the amount of grant you have been awarded, will be shared with them. They will use that information

to monitor the grants process which may include making checks to protect public funds from fraud.

The BEIS privacy notice, setting out how BEIS will handle personal data across all COVID-19 business grant schemes, can be found [here](#).

7. Help and advice

If you need help please contact our Economy Team at ecodev@winchester.gov.uk or telephone on 01962 814 915 between 10am and 4pm Monday to Friday.