

1. **Christmas Support Payment for wet-led Pubs Policy** (Pages 1 - 7)

**BOROUGH COUNCIL OF KING'S LYNN AND WEST NORFOLK**

**RECORD OF DECISION TAKEN UNDER DELEGATED POWERS**

This is a record of a decision taken by the officers under delegated powers and where necessary taken in consultation with members and officers.

**Delegated Power****Cabinet: 17 November 2020****Para 13:**

That authority be delegated to the Revenues and Benefits Manager, in consultation with the s151 Officer and Council Leader, to decide the discretionary criteria for government Covid-19 support schemes and discounts where they:

- Are part of a central government Covid-19 support initiative,
- Are funded by central government, and
- Will be administered by the Revenues and Benefits section

**Decision Taken**

Creation of the policy for the Christmas Support Payment for wet-led Pubs for the period from 2 December 2020 to 29 December 2020 in line with the government guidance.

**Reasons for the Decision**

To agree the policy for awarding the one-off £1,000 Christmas Support Payment for wet-led Pubs as introduced by the government in response to Covid-19. The policy reflects the guidance issued by government specifying the eligibility criteria for the scheme. The cost of the grants will be met in full by central government.

**Options considered**

The policy criteria are specified by government and the funding is providing in full. The policy is in line with the government guidance and other options are not available.

**Any declarations of interest and details of any dispensations granted in respect of interests.**

Not applicable

**Recommended by**

Signature



Jo Stanton, Revenues and Benefits Manager

Date 7 January 2021

**Authorisation**

Signature



Michelle Drewery, s151 Officer

Date 15/1/21

**Consultation with members/officers**

**If the decision is taken following consultation with the members/officers, please give details:**

Consultation with the Council Leader, Councillor Brian Long

**Signed by Member as consulted:**



Councillor Brian Long

Date 15/1/21,

# Pre-Screening Equality Impact Assessment

Borough Council of  
King's Lynn &  
West Norfolk



Name of policy/service/function	Christmas Support Payment for wet-led Pubs				
Is this a new or existing policy/ service/function?	New				
Brief summary/description of the main aims of the policy/service/function being screened. Please state if this policy/service rigidly constrained by statutory obligations	The policy specifies the criteria for the payment of the Christmas Support Payment for wet-led Pubs in response to the Covid-19 outbreak.				
<b>Question</b>	<b>Answer</b>				
<p>1. Is there any reason to believe that the policy/service/function could have a specific impact on people from one or more of the following groups <b>according to their different protected characteristic</b>, for example, because they have particular needs, experiences, issues or priorities or in terms of ability to access the service?</p> <p>Please tick the relevant box for each group.</p> <p>NB. Equality neutral means no negative impact on any group.</p>		Positive	Negative	Neutral	Unsure
	Age			√	
	Disability			√	
	Gender			√	
	Gender Re-assignment			√	
	Marriage/civil partnership			√	
	Pregnancy & maternity			√	
	Race			√	
	Religion or belief			√	
	Sexual orientation			√	
	Other (eg low income)			√	
<b>Question</b>	<b>Answer</b>	<b>Comments</b>			
2. Is the proposed policy/service likely to affect relations between certain equality communities or to damage relations between the equality communities and the Council, for example because it is seen as favouring a particular community or denying opportunities to another?	No				
3. Could this policy/service be perceived as impacting on communities differently?	No				
4. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?	No				
<p>5. Are any impacts identified above minor and if so, can these be eliminated or reduced by minor actions? If yes, please agree actions with a member of the Corporate Equalities Working Group and list agreed actions in the comments section</p>	N/A	<b>Actions:</b>			
		<b>Actions agreed by EWG member:</b> .....Jo Stanton.....			
<b>Assessment completed by:</b> Name Joanne Stanton					
Job title Revenues and Benefits Manager	Date 7 January 2021				

**BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK**  
**CHRISTMAS SUPPORT PAYMENT FOR WET-LED PUBS POLICY**

**2 DECEMBER 2020 TO 29 DECEMBER 2020**

On 1 December 2020 the government announced the introduction of additional support for wet-led pubs in areas under Tier 2 or Tier 3 restrictions between 2 December 2020 and 29 December 2020. The support takes the form of a one-off £1,000 grant paid by local authorities. The cost is met in full by central government.

The grants are known as the Christmas Support Payment for wet-led pubs. They are intended to support Public Houses who serve little or no food and are therefore unable to open over all or part of the festive period due to the Tier 2 or Tier 3 restrictions.

Guidance was issued by central government on 10 December 2020. This policy reflects the guidance and details the eligibility and application criteria for the payment.

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### **ELIGIBILITY**

A business or trader will be eligible for the grant if they meet all of the following conditions:

- They are shown in the business rates list on 30 November 2020 as a Public House or an Inn,
  - They would normally be open to the general public, allow free entry, drinks to be purchased at the bar and drinking without food being consumed,
  - They were trading as a public house on 30 November 2020 (being closed due to lockdown counts as trading),
  - They are not insolvent, in administration or subject to a striking off notice,
  - They derive less than 50% of their income from food sales as at 11 March 2020 (subject to the detailed criteria below), and
  - They will not exceed State Aid limits by claiming the grant
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### **INCOME FROM FOOD**

In order to qualify for the grant a business must show that they derive less than 50% of their gross income from food, i.e. that 50% or more of their income comes from alcohol sales.

For the purpose of this policy, this is defined as 50% of the income of the business liable for business rates as shown in the business rates list, and is in respect of gross food and wet sales as shown in the businesses' Profit and Loss Accounts for the relevant periods.

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### **EXCLUSIONS**

The following premises are not classed as a Public House or Inn for the purpose of this grant. They may be able to claim other business grants.

- Restaurants and cafes,
- Nightclubs,
- Snack bars,
- Hotels, Guest Houses and boarding Houses,

- Sporting venues, music venues, concert halls and theatres
  - Museums
  - Exhibition Halls
  - Cinema, Casinos.
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## **APPLICATIONS**

Businesses must complete the online application form available on the council's website to claim the Christmas Support Payment for wet-led pubs. They must also supply evidence to show that less than 50% of their income is from food sales in a timely manner. We may ask for more information if necessary to validate an application, prevent and detect fraud.

We may refuse to pay a grant if the information we require is not supplied.

The closing date for applications is 29 December 2020.

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## **GRANT PAYMENTS**

Payment of the grant under this policy is entirely at the discretion of the borough council, and we reserve the right to refuse, pay or query any application or grant.

There is no right of appeal against our decision to pay, or not to pay, a grant.

Grant payments will only be made by bank transfer to a validated bank account. Payments will not be made unless a bank statement is provided as evidence of sort code, account number and account name.

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## **STATE AID AND TAX**

The Christmas Support Payment for wet-led pubs is classed as taxable income for those receiving it. Businesses must also declare that they will not breach State Aid rules by accepting payment of the grant.

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## **FRAUD AND MISREPRESENTATION**

We will not accept fraudulent applications for the grant and will carry out checks to ensure all applications for grant payments are accurate. We may refuse to pay a grant if we suspect an application is fraudulent for any reason.

We will check information at the time of application, and may also carry out spot checks at a later date, including asking for further evidence and verifying information on Companies House.

We will recover any grants found to have been claimed fraudulently.

We may also share the information about applications and grant payments with other bodies as requested and allowed by law, including the Department for Business, Energy and Industrial Strategy, Her Majesty's Revenue and Customs, the Ministry of Housing, Communities and Local Government and any other government departments as required.

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## **OTHER HELP**

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We continue to work with a wide range of partners, including New Anglia Local Enterprise Partnership (New Anglia LEP) and the New Anglia Growth Hub to provide support to businesses in West Norfolk. This includes providing information and guidance about central Government support schemes, grant schemes provided by New Anglia LEP, and introductions to other specialist providers of support and information where appropriate.

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