



HARTLEPOOL BOROUGH COUNCIL

CHIEF EXECUTIVE'S DECISION RECORD

Form 2 - Request for spending approval (including decisions which will reduce income) GREATER THAN £10,000 or greater than £30,000 over three months (For approval below the above amounts use Form 1)

Date of Decision:

Officer Making Decision: Chief Executive, in consultation with the Leader of the Council, Chair of the relevant Committee and Chief Solicitor and Monitoring Officer.

Subject / Description & Reason for Decision: This decision was taken due to the cancellation/ postponement of meetings and in accordance with the National guidance/legislation in relation to Covid 19.

Type of Decision: The decision is essential to the Authority's response to the Covid 19 pandemic.

Nature of Delegation Being Exercised: Constitution Reference – CE15 – urgent decisions normally reserved to a Committee.

Any Declared Register of Interest: No

<p>Description of funding request/reduction in income request</p>	<p>Discretionary Grant Funding scheme</p> <p>In March 2020 the Government provided specific grant funding (Small Business Grant Fund and Retail, Hospitality and Leisure Grant fund) and specified the level of grants payable to eligible businesses (either £10,000 or £25,000 depending Government defined eligibility criteria). The Government also specified eligible business as retail, hospitality and leisure businesses with a rateable value of £51,000 or less. A number of business categories with a</p>
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	<p>Rateable Value of £51,000 or less were not eligible for support from this scheme.</p> <p>In response to concerns regarding the above Scheme the Government has recently proposed a Discretionary Grants Scheme and have asked councils to prioritise the following types of businesses:</p> <ul style="list-style-type: none">• Small businesses in shared offices or other flexible workspaces. Examples could include units in industrial parks, science parks and incubators which do not have their own business rates assessment;• Regular market traders with fixed building costs, such as rent, who do not have their own business rates assessment;• Bed & Breakfasts which pay Council Tax instead of business rates; and• Charity properties in receipt of charitable business rates relief which would otherwise have been eligible for Small Business Rates Relief or Rural Rate Relief. <p>Businesses with a Rateable Value over £51,000 will continue to be excluded. This is in line with Government Guidance.</p> <p>Discretionary Grants are either £25,000 or £10,000. Councils have discretion to pay grants less than £10,000, but cannot pay grants above £10,000, other than a maximum grant of £25,000.</p> <p>Businesses are not eligible to receive Discretionary Grants if they have received support from any other Government Covid grant schemes. Such grant schemes include, but are not limited to:</p> <ul style="list-style-type: none">• Small Business Grant Fund• Retail, Hospitality and Leisure Grant• The Fisheries Response Fund• Domestic Seafood Supply Scheme (DSSS)• The Zoos Support Fund• The Dairy Hardship Fund <p>Hartlepool has been allocated £876,500 – which potentially equates to 35 grants of £25,000, or 87 grants of £10,000.</p> <p>Only businesses which were trading on 11th March 2020 are eligible for the grant. Companies that are in administration, are insolvent or where a striking-off notice has been made are</p>
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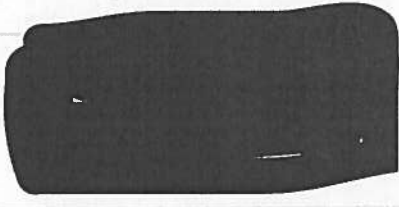
	<p>not eligible for funding under this scheme. An initial assessment has identified between 150 and 180 potentially eligible businesses. If all business apply the Council will not have sufficient funding. Therefore, to manage demand an application process, with a fixed application window, will be operated. Once the number of eligible businesses has been established a maximum grant limit will be set. This maximum grant may need to be less than £10,000 and will reflect the following factors:</p> <ul style="list-style-type: none"> • Different grant levels may be applied depending on evidence of actual property costs and income reductions due to Covid-19, with the objective of maximising the number of businesses supported with funding reflecting the actual financial impacts they are facing. For example potential grants levels of £5,000 or £10,000, depending on overall number of applications; • Eligible regular market traders with fixed building costs, such as rent, will be limited to 1/5th of the maximum local grant limit set; • Eligible businesses in the Hartlepool Business Centre will receive the locally determined grant less annual rental payment. This will ensure a level playing field with grants paid to eligible businesses under the initial grant scheme as these grants were designed to meet fixed costs such as rent.
	<p>The above arrangements balance the competing demands between paying grants as quickly as possible to support businesses in need of financial support, whilst ensuring all eligible businesses have the same opportunity to secure a grant. This would not be the case if the Council operated a 'first come first served' system.</p> <p>Businesses which submit late applications (i.e. outside the defined application period) will only be eligible to receive a grant if there is any uncommitted funding. Late cases would be dealt with on a weekly basis until all funding is committed - i.e. the available grant would be equally shared on the basis of the number of grant received in the week – subject to the grant amount not exceeding the initial amount set at the end of the initial application period.</p> <p>The scheme will be actively promoted through the issue of a press release, use existing linkages with potentially eligible business, including via the Economic Development Team and direct communications where we have contact details.</p>

ODR No. :

Value (this should be total cost)	£876,500 – funded from specific Government Grant
Period Covered	One off grant
Approach adopted by other Tees Valley Council	In line with Government guidance the Tees Valley Authorities have worked on developing the discretionary schemes and will be adopting broadly similar schemes.

Signatures for retained copy only

Chief Executive - Gill Alexander




Decision made in consultation with:


Leader of the Council - Cllr Shane Moore



Chair of [Policy Committee] –



Chief Solicitor and Monitoring Officer – Hayley Martin



Director of Finance and Policy – Chris Little

