



WELWYN HATFIELD

OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014 RECORD OF OFFICER DECISION TAKEN UNDER DELEGATED AUTHORITY

1. **SERVICE AREA**

2. **CASE REFERENCE**

3. **DECISION TITLE**

4. **AUTHORITY TO TAKE THE DECISION** **(tick)**

This decision has been taken under a specific express authorisation

This decision has been taken under a general authorisation

The effect of the decision is to:

(a) grant a permission or licence

(b) affect the rights of an individual

(c) award a contract or incur expenditure which materially affects the Council's financial position

5. **DETAILS OF THE DECISION MAKING OFFICER**

Name of decision making Officers	<input type="text" value="Ka Ng"/>	<input type="text" value="Rob Bridge"/>
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Job titles	<input type="text" value="Corporate Director (Resources, Environment and Cultural Services)"/>	<input type="text" value="Chief Executive"/>
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Signatures		
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Date this decision was taken	<input type="text" value="22 July 2020"/>	
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6. DETAILS OF THE DECISION

Decision taken

That grant levels be maintained at the following levels until all applications have been assessed.

Property Fixed Costs Ranges	Grant
£0 - £2,000	£1,000
£2,001 - £5,000	£2,100
£5,001 - £10,000	£4,200
£10,000 - £20,000	£8,400
£20,000 - £51,000	£10,000
£51,000 +	£25,000

That following closure, and processing of applications, that any remaining funding be utilised towards increasing funding for those in the £20k-£51k of property costs bracket to maximise the use of the funding and support those businesses with higher costs.

The Council cannot award an amount between £10k and £25k, so increases of £15k will be applied individually to the businesses with the highest costs, in descending cost order, until the funding has been exhausted.

Reasons

It is unlikely any significant number of applications would be received after the closing date. The funds would have the most impact directed towards those with the higher property costs as set out in Appendix A. Initially this appears as though it may provide additional support to around 7 businesses, but this may be impacted by the final review of applications.

Alternative options considered and reasons for their rejection (if any)

To expand the scheme further to smaller businesses – it is felt the majority of businesses who would apply, have applied. Those with declined applications have generally been those with minimal or no property overheads, which is where the funding is being targeted.

7. BACKGROUND PAPERS USED TO INFORM THE DECISION

Background Papers	Location
Delegation of decisions in relation to the scheme – “Covid-19 Financial Impact Update 2020/21” - Cabinet 19 May 2020	https://democracy.welhat.gov.uk/ieListDocuments.aspx?CId=151&MId=1097&Ver=4
Government Guidance	https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-business-support-grant-funding
Example of change to funding and update	Appendix A

8. DETAILS OF ANY MEMBER(S) CONSULTED

Councillor Tony Kingsbury (Leader)
Councillor Duncan Bell (Executive Member for Resources)
Councillor Bernard Sarson (Executive Member for Regeneration, Economic Development and Partnerships)

In the case of a decision made under specific express authorisation, the name of any Member who has declared a conflict of interest

n/a

9. DETAILS OF ANY OFFICER(S) CONSULTED

Head of Resources
Client Services Support Manager
Community Partnerships Manager
Economic Development Officer

10. OPINION OF DECISION MAKING OFFICER AS TO CONFIDENTIAL/EXEMPT INFORMATION

In my opinion this record and/or background papers contain confidential/exempt information and the material is therefore not to be placed on the website or disclosed to the public

11. ACTION FOLLOWING THE DECISION

Date of publication

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Appendix A

Initial Tranche Update

Applications Received: 91

Accepted 34

Rejected 57

Still under consideration 0

Applications closed at 1pm on 20th June.

Rejected

A summary of the reasons for rejections are as follows

Reason for rejection	Number
Supporting information requested but not provided	14
Have a business rates liability (not a shared space)	10
Homeworkers (not shared office space, rejected in line with Government guidance)	9
XXXXXXXXXX Tenants (no property costs)	8
Virtual Offices (not truly shared space, minimal costs)	5
Received other funding (eg grants under the first grant scheme)	5
Not in Borough (these were referred to the relevant Council)	3
Duplicate submission	1
Charity – Exceeding level applicable for small rates relief	1
Not registered as B&B	1

Still under consideration

There are no applications from the initial tranche, still under consideration in the initial tranche.

The 10 businesses in the table above with a rates liability are now being considered as part of tranche 2. In addition, 1 company in the information requested and not provided will be considered as part of tranche 2, as most information was provided and likely to be accepted. The charity will also be considered as part of tranche 2.

In addition to these, 5 applicants provided additional information to support their application being considered in tranche 2. In total 16 were reconsidered.

Accepted

The agreed grant levels from the last update note, were as follows:

Property Fixed Costs Ranges	Grant
£0 - £2,000	£1,000
£2,001 - £5,000	£2,100
£5,001 - £10,000	£4,200
£10,000 - £20,000	£8,400
£20,000 - £51,000	£10,000
£51,000 +	£25,000

Based on accepted applications, the cost of the initial tranche was proposals would be £190,700k and the breakdown of businesses paid was follows (the last payment file for the initial tranche was submitted late evening 29 June, and companies were advised to allow 7 working days to hit bank accounts) :

Property Fixed Costs Ranges	Grant	Businesses	Cost
£0 - £2,000	£1,000	0	£0
£2,001 - £5,000	£2,100	7	£14,700
£5,001 - £10,000	£4,200	14	£58,800
£10,000 - £20,000	£8,400	8	£67,200
£20,000 - £51,000	£10,000	5	£50,000
£51,000 +	£25,000	0	£0
Total		34	£190,700

Tranche 2 Update

New Applications Received:	31
Accepted	23 (6 still subject to NFI checks)
Rejected	7 (5 based from home, 1 received main funding, 1 evidence provided)
no	
Still under consideration	1

New applications close on 10th July (extended from 3rd)

Applications Received from initial tranche being reconsidered: 16

Accepted	14 (1 still subject to NFI Fraud Checks)
Rejected	2 (1 provided previous funding, 1 out of Borough)
Still under consideration	0

Accepted

A number of applications have been approved, paid and informed:

Property Fixed Costs Ranges	Grant	Businesses	Cost
£0 - £2,000	£1,000	1	£1,000
£2,001 - £5,000	£2,100	0	£0
£5,001 - £10,000	£4,200	3	£12,600
£10,000 - £20,000	£8,400	3	£25,200
£20,000 - £51,000	£10,000	13	£130,000
£51,000 +	£25,000	7	£175,000
Total		27	£343,800

Eight grants have been approved subject to fraud checks, totalling £137,300
 For the one grants remaining to be assessed, there could be another £10k to be paid. –
 Management review recommended

Total to end of tranche 2: £669,700 (including expected grants subject to NFI checks, excluding those still under consideration which could be a further £10k)

Grant Increases

On review, no declined applications would really meet criteria / be suitable for funding. This is because the amounts are very low, and others would not have submitted as were excluded.

Recommendation to change grant levels to following highlighted categories. This improves property cost cover for those businesses in these brackets. An example of how this might look is shown below using £35k as the new value, but this will depend on the remaining applications received up until closing date:

Current

Min	Max	Grant	Min % property cost cover	Max % property cost cover
1	2000	1000	50	100
2001	5000	2100	42	104.9
5001	10000	4200	42	84
10000	20000	8400	42	84
20001	50000	10000	20	50
50000	+	25000		

Example if amended to £35k

Min	Max	Grant	Min % property cost cover	Max% property cost cover
0	2000	1000	50	100
2001	5000	2100	42	104.9
5001	10000	4200	42	84
10000	20000	8400	42	84
20001	35000	10000	28.6	50
35001	+	25000		