

# CORONAVIRUS BUSINESS SUPPORT FACTSHEET

## 24<sup>th</sup> June 2021



### Government's Roadmap Out of Lockdown in England:

On 14.6.21 the government announced the final Stage of their roadmap to lifting restrictions in England would be delayed until 19<sup>th</sup> July, to enable more vaccines to be administered and help reduce the chance of further lockdowns. This decision will be reviewed, and an announcement is expected on 12<sup>th</sup> July. To view Stage 4 changes please [click here](#). To view a summary of the conditions and all roadmap stages please [click here](#). To view the full Roadmap please [click here](#).

### New 'We Offer Testing to Our Staff' (WOTTOS) Scheme Launched:

The WOTTOS endorsement scheme is a simple and free voluntary promotional scheme for businesses offering rapid workplace testing to staff, either through on-site testing or workplace test collection. The scheme showcases those organisations that offer regular testing for their employees through displaying an easily recognisable and NHS Test and Trace branded physical and/or virtual sticker. Businesses will be able to download posters and stickers on the Test Ordering Platform to demonstrate their offer for free, regular testing to their employees keeping people safe. For further information please [click here](#)

### Asymptomatic COVID-19 Testing for All Registered Businesses: (Registration Closed)

All registered businesses in England can benefit from asymptomatic COVID-19 testing, for employees who are unable to work from home. This scheme closed on 12<sup>th</sup> April, but **businesses who registered before 12<sup>th</sup> April can still order free home test kits until 19<sup>th</sup> July 2021**. To order test kits please [click here](#)

### Test & Trace Support Payment Scheme:

A £500 payment is available to those eligible who have been told to self-isolate by NHS Test and Trace or are the parent or guardian of a child who has been told to self-isolate. To view the eligibility criteria please [click here](#)

### Self-Employed:

- **Self-Employment Income Support Scheme** - The government has extended this scheme:
  - **First Grant – (Closed)** A taxable grant of 80% of average monthly profits over the last three years, up to £2500 per month, for at least three months and could be claimed whilst continuing to do business.
  - **Second Grant – (Closed)** A taxable grant of 70% of average monthly profits, capped at £6,570
  - **Third Grant – (Closed)** A taxable grant of 80% of average profits up to £7,500. For businesses continuing to actively trade but faced reduced demand due to coronavirus. This grant covered three months' worth of profits for November 2020 to end of January 2021.
  - **Fourth Grant – (Closed)** A taxable grant of 80% of 3 months average profits up to £7,500 to cover February to end of April 2021 for businesses impacted during this period, causing significant reduction in trading profits for their reporting year.
  - **Fifth Grant - (Online Claims Service opening late July)** - A taxable grant of 3 months average trading profits to cover May to September:
    - Turnover reduced by 30% or more to receive 80% of 3 months average trading profits
    - Turnover reduced by less than 30% to receive 30% of 3 months average trading profits
    - 600,000 businesses who were previously excluded due to being new start-ups can now apply if they filed a tax return by midnight on 2.3.21

You can claim if you're self-employed or a member of a partnership and all of the following apply:

- you traded in the tax year 2018 to 2019 and submitted your Self-Assessment tax return on or before 23 April 2020 for that year
- you traded in the tax year 2019 to 2020
- you intend to continue to trade in the tax year 2020 to 2021
- you carry on a trade which has been adversely affected by coronavirus.

You must make the claim yourself and not your tax agent or adviser on your behalf. [To check their eligibility and apply please click here](#)

- **Childcare Support Protection** – Working parents who are on the Government's coronavirus support schemes will still be eligible for childcare support even if their income falls below the minimum threshold requirement. Eligible working parents who receive support through the Government's extended Self-Employed Income Support Scheme (SEISS) will continue to receive their childcare entitlements, including the 30 hours offer and Tax-Free Childcare, even if their income levels fall below the threshold temporarily whilst on these schemes. Further information please [click here](#)
- **Deferred Self-Assessment Income Tax Payments** - Self-assessment taxpayers will now be able to benefit from a separate additional 12-month extension from HMRC on the "Time to Pay" self-service facility, meaning payments deferred from July 2020, and those due in January 2021, will now not need to be paid until January 2022.
- **Universal Credit** – Can now be accessed in full by the Self-Employed (up to £1,800 per month for eligible people in rented accommodation) Further information on this support is available [here](#)
- **Coronavirus Business Interruption Loan Scheme – (Closed)** – This scheme closed on 31.3.21 and was open to the Self-Employed. For further info please [click here](#). To view advice on what to do if you have claimed too much and do not plan to make another claim please [click here](#)

### For All Businesses:

- **Recovery Loan Scheme – (Now open until 31<sup>st</sup> December 2021)** A loan scheme for businesses of all sizes from £25,000 to £10mil, with a lender's government guarantee up to 80%. For further information please [click here](#)
- **Traineeship Employer Incentive** - £1000 cash boost to help employers take on new trainees and Apprenticeships. Available until 31<sup>st</sup> July 2021. For further information please [click here](#)
- **Coronavirus Job Retention Scheme-**
  - From the 1<sup>st</sup> July 2021 the government will pay 70% of wages up to a maximum cap of £2187.50 for the hours the employee is on furlough. Employers will top up employees' wages by 10% to make sure they receive 80% of wages (up to £2,500) in total for the hours the employee is on furlough. The caps are proportional to the hours not worked.
  - This scheme will run until 30.9.21
  - Businesses will have flexibility to use the scheme for any amount of time employees do not work, shift patterns and full-time furloughing.
  - HMRC will now reimburse a sliding scale of wage costs for 'furloughed' worker's hours not worked (workers who have been asked to stop working but have not been made redundant) with employers [expected to start contributing 20% in August and September](#).
  - Employers can claim for an employee even if the employer has not claimed for them before. This applies for employees on the payroll on or before 30<sup>th</sup> October 2020. The employer must have made a PAYE Real Time Information (RTI) submission to HMRC between 20 March 2020 and 30 October 2020, notifying a payment of earnings for that employee.
  - Claims must be submitted by 11.59pm 14 calendar days after the month you are claiming for. If this time falls on the weekend or a bank holiday, then claims should be submitted on the next working day:
    - June 2021 must claim by 14<sup>th</sup> July 2021
  - Scheme is live on the HMRC website. To claim and read further information please [click here](#)
- **Additional Restriction Grant (ARG) – (Round 5 Open)** The 5<sup>th</sup> round of the ARG discretionary [grant is open for applications until 30<sup>th</sup> June 2021](#). This grant is available to all businesses who could demonstrate financial loss as a result of the pandemic and are not covered by other grant schemes or where additional funding is required. For further information please [click here](#). For the grant eligibility please [click here](#)
- **Employees Tax Relief for Working from Home** – From 6.4.20 Employers can pay employees up to £6 a week tax free to cover additional costs if they have had to work from home. Eligible taxpayers can claim tax relief based on the rate at which they pay tax. For further information please [click here](#)

- **Kickstart Scheme** – Employers can now deal directly with the government without needing 30 vacancies. Employers will get £1,500 per job placement for 16- to 24-year-olds on Universal Credit who are at risk of long-term unemployment, along with 100% of minimum wage for 25 hours per week for 6 months and employer NIC and pension contributions. For further information please [click here](#) To find a Kickstart Gateway please [click here](#)
- **Scaling up of HMRC ‘Time to Pay’ offer-** All businesses and individuals who are in temporary financial distress as a result of COVID-19 and have outstanding tax liabilities please contact HMRC's dedicated helpline: 0800 0159559 for advice on this offer. Please note that you will need to pay interest if you pay late. You may avoid penalties by contacting HMRC as soon as possible. For further info please [click here](#)
- **Corporate Insolvency and Governance Bill (Ends on 30<sup>th</sup> June 2021)** – A series of measures to amend insolvency and company law to support business to address the challenges resulting from the impact of Coronavirus (COVID-19). The Bill consists of 6 insolvency measures and 2 corporate governance measures. The insolvency measures will provide vital support to businesses to help them through this period of instability. Measures have been extended by The Corporate Insolvency and Governance Act 2020 (2020 No. 1349) until 30<sup>th</sup> June 2021. For the Bill press release [click here](#) For the extension details please [click here](#)
- **Future Fund – (Closed)** Application deadline closed on 31.1.21. This was a 50% match-funded convertible loan facility, for unlisted UK registered companies that have raised at least £250,000 in equity investment, from third party investors in the last 5 years. Loans of £125,000 to £5mil were available. For further information please [click here](#)
- **Local Restrictions Support Grant (Now Closed) (Closed Addendum- Tier 4, National Lockdown & Closed Business Lockdown Payment)**– Registration deadline was 31.5.21. These three grants were dealt with under one application for businesses who have been mandated to close and are registered for business rates. The person/business registered for business rates could receive:
  - Funding for an additional 44 days to cover the period 16th February to 31st March 2021, for businesses mandated to close. Adur & Worthing Councils contacted companies who had already submitted claims under the LRSG (Closed Addendum) scheme. Please note, eligible companies who have had not submitted any claims to LRSG (Closed Addendum) needed to complete a registration form.
  - Properties with a rateable value of £15,000 or less received £476 for the Tier 4 restrictions, £2,001 for the National Lockdown and £4,000 for the Closed Business Lockdown Payment
  - Properties with a rateable value over £15,000 and less than £51,000 received £714 for the Tier 4 restrictions, £3,000 for the National Lockdown and £6,000 for the Closed Business Lockdown Payment
  - Properties with a rateable value of exactly £51,000 or more received £1,076 for the Tier 4 restrictions, £4,500 for the National Lockdown and £9,000 for the Closed Business Lockdown Payment (Up to £25,000 for exceptional circumstances)
 For further information please [click here](#)
- **Adur & Worthing Self-Isolation Grants – (Closed)** - £500 taxable lump sum payment for employees on low incomes who have been instructed to self-isolate by NHS Test & Trace and meet the government eligibility. This is in addition to SSP. This scheme ran from 28<sup>th</sup> September to 31<sup>st</sup> January 2021. For further information please [click here](#)
- **Deferred VAT – (Closed)** The Online Payment Service closed on 21<sup>st</sup> June 2021 This gave businesses the option to pay deferred VAT in equal instalments, interest free and choose the number of instalments, from 2 to 11 (depending on when they join) Further details [click here](#)
- **Deferred Self-Assessment Tax Payments** – If you delayed making your second payment on account normally due on 31<sup>st</sup> July 2020 due to Coronavirus, this was added to your tax bill due on 31<sup>st</sup> January 2021. For further info please [click here](#)

- **Job Support Scheme (Deferred until after Furlough ends)**
  - **For Open Businesses** – Was due to start on 1<sup>st</sup> November and run for 6 months. For the first 3 months employees working 20% of their normal hours would receive 61.67% government funding (up to £1,541.75 per month) to match with 5% employer funding (up to £125 per month) for hours not worked. This support was to be available to employers even if they have not previously used the furlough scheme. After 3 months the government was planning to consider whether to increase the minimum working hours threshold. To read the scheme factsheet please [click here](#) For further information please [click here](#)
  - **For Businesses Required to Close as a Result of Coronavirus Restrictions** - This scheme was expanded to provide a £3,000 grant to pay wages of staff who cannot work and two thirds of each employee's salary (or 67%) up to a maximum of £2,100 a month. Further information please [click here](#)
- **Job Retention Bonus – (Deferred until after Furlough ends).** A one-off payment to employers of £1,000 for every employee who they previously claimed for under the Coronavirus Job Retention Scheme, and who remains continuously employed through to 31 January 2021. Eligible employees must have earned at least £520 a month on average between the 1 November 2020 and 31 January 2021. Employers would have been able to claim the Job Retention Bonus after 15<sup>th</sup> February 2021. For further information please [click here](#)

### Small Businesses with Up To 10 Employees:

- **Adur & Worthing Council's Small Business Growth Grant Scheme- (Closed)** Grants of up to £2,500 were available, with a 50% match funding contribution required (exclusive of VAT). These grants aimed to encourage growth and expansion of the local economy, leading to new employment opportunities. To view the grant guidance please [click here](#)

### Small Businesses with Low / Exempt for Business Rates:

- **Small Business Grant Scheme- (Closed)** A one-off £10,000 grant was available to help meet ongoing business costs, for all small businesses in England already receiving Small Business Rate Relief. To view an overview of the grant please [click here](#) and the grant guidance please [click here](#)

### Small Businesses with up to 50 Full Time Equivalent Employees:

- **Government Trade Credit Insurance £10 Billion Guarantee – (Closes on 30.6.21)** Businesses with supply chains which rely on Trade Credit Insurance and who are experiencing difficulties maintaining cover due to Coronavirus will get support from the government. To read more please [click here](#)
- **Adur & Worthing Council's Apprentice Grant - (Closed)** A one off payment of £1,000 per apprentice was available towards the cost of taking on an apprentice. Individual businesses could apply for up to two grants. To view the grant guidance please [click here](#)
- **Bounce Back Loan Scheme – (Closed)** Businesses who had borrowed less than the lower of £50K or less than 25% of their turnover, could top-up their existing loan - Payment extended to up to 10 years with new 'Pay as You Grow' flexible repayment system. Interest-only periods of up to six months and one 6-month payment holiday was also available to businesses. This scheme was aimed at helping small and medium-sized businesses (up to 50 employees) to borrow between £2,000 and £50,000. The government guaranteed 100% of the loan and there are no fees or interest to pay for the first 18 months. Loan terms were up to 10 years. No repayments will be due during the first 12 months and a loan fixed interest rate of 2.5%. For information please [click here](#)
- **Coast to Capital Backing Business Grant (Closed)** – This was a £2 million fund set up to provide grants of £5,000 - £25,000 to independent small businesses and social enterprises who have been affected by COVID-19. This grant was designed to help businesses to either adapt, evolve, or innovate their business to offset the impact of the pandemic. Due to an overwhelming response this fund has now closed.

- **Top-Up to Local Business Grant Funds Scheme – (Closed)** Adur and Worthing Councils received 142 grant applications for Round 1 of this discretionary fund. Round 1 & 2 have now closed, and businesses notified of the outcome of their application. This discretionary fund was aimed at small businesses previously outside the scope of the business grant funds scheme, with less than 50 employees, who could demonstrate a significant drop in income due to Coronavirus restriction measures and provided help with ongoing fixed property-related costs. There were three levels of grant payments £25,000, £10,000 and local authorities had discretion to make payments of any amount under £10,000. Adur & Worthing Councils adopted the West Sussex Councils' Discretionary Fund Guidelines to provide a fair and standardised approach to this discretionary fund.

**SME's:** (less than 250 staff and an annual turnover under £45mil)

- **Business Hot House Programme** – Programme specifically focuses on improving business leaders' knowledge to increase productivity and innovation, designed to support the majority of micro, small and medium-sized enterprises, as well as entrepreneurs who are developing pre-trading ideas. This includes six packages of strategic support designed to help you survive and thrive, delivered by expert business support providers that can make a real difference to your business. ERDF funding is available to pay for 12 hours of any of the sessions. For further information please [click here](#)
- **Help To Grow** - The government's new Help to Grow Management programme offers the chance to take your business to the next level. Join other senior business leaders in a practical management training programme, with 1-1 mentorship, delivered across the UK. The 12-week programme costs just £750 and is **90% subsidised** by the government as part of its Plan for Jobs to help businesses to drive growth and create jobs. This is aimed at senior leaders of small and medium businesses. For further information please [click here](#)
- **Statutory Sick Pay Rebate Scheme Advice** – Advice has been added to this scheme enabling employers to request confirmation that the employees need to isolate. Employees do not have to provide a doctor's fit note for you to make a claim. But you can ask them to provide either:
  - An isolation note from NHS 111– if they are self-isolating and cannot work because of coronavirus (COVID-19)
  - A 'shielding note' or a letter from their doctor or health authority advising them to shield because they're at high risk of severe illness from coronavirus
 For further information please [click here](#)
- **Reclaiming Statutory Sick Pay**- Businesses with less than 250 employees (as of 28 February 2020 on all of their payroll schemes) can now check to see if they can use the Coronavirus Statutory Sick Pay Rebate Scheme. Businesses can reclaim Statutory Sick Pay (SSP) for staff sickness absence due to COVID-19, for up to 2 weeks. (£94.25 per week before 6.4.20 and now £95.85 per week) Employers can request that employees provide an isolation note from NHS 111 or a 'shielding note', or a letter from their doctor or health authority. For further info and details of employees who have transferred under the TUPE regulations please [click here](#)
- **Invest4 Business Hot House Funding Programme** – Businesses with less than 250 employees can apply for a grant from £2,000 to £170,000 (40% of project costs) to help support growth of their business. For further info please [click here](#)
- **Restart and Recovery SME Grant (Closed)** – Applications have now closed for Coast to Capital Growth Hub's additional funding round. The scheme offered grants of between £1000 - £3000 (up to £5000 for exceptional circumstance) to provide professional services to help businesses adapt during the COVID-19 pandemic or to purchase new equipment. 100% of the money came from government with no obligation for businesses to contribute financially. For further info please [click here](#)
- **Business Recovery Grants – (Closed)** - Due to the unprecedented level of Expressions of Interest (EOIs) for funding, Coast to Capital Growth Hub have now closed the Business Recovery Grants Scheme. This £2.1 million grant scheme provided up to 50% of an expansion project for organisations that could demonstrate a clear link to COVID-19 recovery and growth, with funding of between £10,000 and £170,000 (for projects of £20,000 to £340,000). For further info please [click here](#)

- **Coronavirus Business Interruption Loan Scheme (CBILS)- (Closed)** - Payment extended to up to 10 years. All major banks offered access to working capital of up to £5mil for up to 10 years. For further info please [click here](#)

## Large Businesses:

- **Coronavirus Large Business Interruption Loan Scheme (CLBILS) – (Closed)**. All viable businesses with a turnover of more than £45mil could apply for up to £200mil of finance and businesses with a turnover over £250mil could apply for up to £50mil of finance. For further information [click here](#)
- **COVID-19 Corporate Financing Facility (CCFF): (Closed)** The CCFF will continue to provide finance for firms with outstanding loans in the scheme until March 2022 at the latest. The Bank of England bought short-term debt to support businesses who had been affected by a short-term funding squeeze, to enable the finance of short-term liabilities. To qualify the business must have had a short or long-term rating of investment grade as of 1st March 2020, or equivalent. Also, the business will need to:
  - be considered as making a material contributing to UK economic activities
  - have their headquarters based in the UK
  - have been incorporated in the UK (including those with a foreign-incorporated parent company)
  - Other factors
 For further info please [click here](#)

## Hospitality, Hotel, B&B and Leisure:

- **Local Restrictions Support Grants for Tier 2/3 Open Businesses – (Suspended)** due to the 6.1.21 national lockdown. This grant was for businesses that had not been mandated to close but have been severely impacted due to Tier 2/3 restrictions. For further information please [click here](#)
- **Local Restrictions Support Grants for Tier 2/3/4 Closed Businesses – (Suspended)** due to the 6.1.21 national lockdown. This grant was for businesses who were mandated to close due to Tier 2,3 or 4 restrictions. For further information please [click here](#)

## Retail, Hospitality & Leisure:

- **Restart Grant Scheme-** For high street businesses:
  - Non-essential retail granted up to £6,000 per premises
  - Hospitality, Leisure, Gyms and Personal Care granted up to £18,000 per premises
 For further information please [click here](#)
- **Business Rates Holidays- (Ends 30<sup>th</sup> June 2021)** Retail, hospitality and leisure businesses who pay business rates in England, received a Business Rates Holiday for the 2020 to 2021 tax year and this has been extended until 30<sup>th</sup> June 2021 for eligible property types. This will then be discounted by 2/3<sup>rd</sup> for the rest of the year, up to £2mil for closed businesses and a lower cap for those trading. No action is required as the qualifying business rates bills will reflect this change. For eligibility information please [click here](#)
- **Hospitality & Leisure 5% VAT – (Closed)** Extended until 30th September 2020, followed by 12.5% until April 2021
- **Cash Grants- (Closed)** England based businesses with occupied business rateable property such as shops, cafes, hotels etc will receive funding of up to £25,000. For businesses with a property of a rateable value:
  - Under £15,000 received a grant of £10,000
  - Between £15,001 and £51,000 received a grant of £25,000

For an overview of the Cash Grant please [click here](#)  
 To view the Cash Grant guidance please [click here](#)

- **Kickstart Tourism Grant (Closed)** – Coast to Capital Growth Hub re-opened this grant scheme on 30.11.20 with a deadline of 7.12.20. This scheme offered grants of between £1000 - £3000 (up to £5000 for exceptional circumstance) to provide professional services to help businesses adapt during the COVID-19 pandemic or to purchase new equipment. 100% of the money came from government with no obligation for businesses to contribute financially. For further info please [click here](#)

## Consumers:

- **FCA Confirms Further Support for Motor Finance & High Cost Credit Customers** – The Financial Conduct Authority (FCA) announced an extension to the targeted temporary measures implemented to assist with motor finance, buy-now pay-later, rent-to-own, high-cost short term credit and pawnbroking agreements. Those who have not yet had a payment deferral will be eligible for 2 payment deferrals of up to 6 months in total and those who currently have an initial payment deferral, will be eligible for a further payment deferral of up to 3 months. Firms will also continue to offer tailored support to overdraft borrowers which could include:
  - reducing or waiving interest
  - agreeing a programme of staged reductions in the overdraft limit
  - transferring the overdraft debt to an alternative credit product on more favourable terms

For further information please [click here](#)

- **FCA Confirms Temporary Financial Relief for Customers Impacted by Coronavirus** – The FCA announced an extension of payment deferrals on loans and credit card payments, along with mortgage payment holidays to include:
  - Those who have not yet had a payment deferral will be eligible for 2 payment deferrals of up to 6 months in total
  - Those who currently have an initial payment deferral, will be eligible for another payment deferral of up to 3 months
  - Those who have resumed repayments after an initial payment deferral will be eligible for another payment deferral of up to 3 months

For further information please [click here](#)

## Lancing Business Park BID Levy:

LBP have been working with the Council to help ease the pressure for LBP businesses by providing an extension to the LBP BID Levy payment due date from 1<sup>st</sup> April 2020 to 1<sup>st</sup> May 2020. LBP would like to thank businesses who have already made their payment and confirm that the LBP BID Levy is now due for all BID Levy Payers. The Council are currently very busy and have asked that if your business requires special consideration regarding when this year's LBP BID Levy payment will be made, please do not contact the Council and instead email [suzy@lancingbusinesspark.co.uk](mailto:suzy@lancingbusinesspark.co.uk). LBP will then liaise with the Council on your behalf to help support your business needs.

## Kreston Reeves - Free initial Finance Consultation for LBP Businesses:

As sponsors of Lancing Business Park Jake, Chay and Jo-Anne, Partners from Kreston Reeves are on hand to support LBP businesses with any financial questions they may have during this difficult time. Please feel free to call on **01903 828728** and benefit from this free initial consultation to help answer any immediate concerns or point businesses to the right financial solutions. Alternatively, you can visit Kreston Reeves' central hub on their website dedicated to questions business owners may have by [clicking here](#)

## Government Coronavirus Advice:

The government have published Coronavirus advice web pages which are being updated daily:

- Central Coronavirus advice page please [click here](#)
- Coronavirus Support Finder Tool - find financial support for your business, please [click here](#)
- Coronavirus Business Support please [click here](#)
- Updated Guidance on keeping workplaces safe please [click here](#)
- Guidance to ensure the transport network is safe for those who need it please [click here](#)

## Coast to Capital Growth Hub COVID-19 Support:

The Coast to Capital Growth Hub Team is on hand to provide support for businesses in response to the COVID-19 pandemic.

- **New Peer Networks Programme Launched** - Peer Networks is a free national peer-to-peer networking programme for small business leaders that want to grow and develop their organisation for future success. To find out more please [click here](#)
- **Growth Relationship Managers**- Their team of Growth Relationship Managers work with the businesses, assess their needs and introduce solutions. They can help identify potential sources of funding, facilitate growth strategies and connect clients with partner providers of support. The Growth Relationship Managers undertake a structured review to identify the key areas to address to realise the business's growth ambitions. Following the review the Growth Hub team can fund a day of a specialist's time in a key identified area.

To request support please [click here](#) to complete the request form.

- **The Growth Hub COVID-19 Portal** – for available support please [click here](#)
- **Step-Up SME Programme Launched – (Now Closed)** This was facilitated by The University of Brighton SMEs in the South East Coast to Capital area to introduce businesses to working with universities and give them early access to the talented graduates To find out more please [click here](#)

## Adur & Worthing Business Partnership Advice:

The AWBP are publishing ebulletins containing business support advice, please click below to view each ebulletin:

- [AWBP EBulletin 18th June 2021](#)
- [AWBP EBulletin 18th May 2021](#)
- [AWBP EBulletin 16th April 2021](#)
- [AWBP EBulletin 4th March 2021](#)
- [AWBP EBulletin 10th February 2021](#)
- [AWBP EBulletin 20th January 2021](#)
- [AWBP EBulletin 17th December 2020](#)
- [AWBP EBulletin 10th November 2020](#)
- [AWBP EBulletin 14th October 2020](#)
- [AWBP EBulletin 16th September 2020](#)
- [AWBP EBulletin 13th July 2020](#)
- [AWBP EBulletin 24th June 2020](#)
- [AWBP EBulletin 15th June 2020](#)
- [AWBP EBulletin 5th June 2020](#)
- [AWBP EBulletin 28th May 2020](#)
- [AWBP EBulletin 22nd May 2020](#)
- [AWBP EBulletin 14th May 2020](#)
- [AWBP EBulletin 6th May 2020](#)
- [AWBP EBulletin 30th April 2020](#)
- [AWBP EBulletin 23rd April 2020](#)
- [AWBP EBulletin 16th April 2020](#)
- [AWBP EBulletin 8th April 2020](#)
- [AWBP EBulletin 1st April 2020](#)
- [AWBP EBulletin 19th March 2020](#)

## Latest Fraud Warnings:

The government urges UK businesses to act as 39% have experienced Cyber Attacks in last year. For the full article please [click here](#) For advice on:

- Video Conferencing please [click here](#)
- Secure Home Working please [click here](#)
- How to move your business from physical to digital please [click here](#)

Sussex Police latest Fraud Newsletter can be viewed by [clicking here](#)

To view further information:

- From Action Fraud and to report if you have been a victim of fraud please [click here](#)
- 10 COVID-19 and lockdown scams to avoid please [click here](#)
- Take Five to Stop Fraud video please [click here](#)
- Take Five to Stop Fraud Toolkit please [click here](#)
- COVID-19 Vaccine Fraud Leaflet please [click here](#)
- Protect Your Identify please [click here](#)



## HSE Visits & Advice:

- **Working Safely Inspections on Lancing Business Park** – The HSE are working with a 3rd party organisation who are still conducting commercial COVID inspections on the business park, with powers to take against non-compliant businesses. The latest COVID-secure workplace guidelines:
  - [Factories, plant and warehouses](#)
  - [Offices and contact centres](#)
  - [Labs and research facilities](#)
  - [Vehicles](#)
  - [Construction and other outdoor work](#)

The Public Health England action card:

- [Factories, plant and warehouses](#)
- [Offices and contact centres](#)
- [Construction and other outdoor work](#)
- [Food Contract Catering](#)

The contact details for our local PHE: PHE Surrey and Sussex Health Protection Team (South East)

Address: County Hall, Chart Way, Horsham, RH12 1XA

Phone: 0344 225 3861 Email: [phe.sshpu@phe.gov.uk](mailto:phe.sshpu@phe.gov.uk)

- **Risk Assessment Guidance** - The HSE have published guidance on managing risks and risk assessment at work, with a useful risk assessment template. For more information please [click here](#)
- **HSE urges companies to protect homeworkers** during the coronavirus pandemic. HSE has advice for employers to follow. To view this advice please [click here](#)

## Adur & Worthing Councils Public Health & Regulation Team Advice:

This team continues to provide advice and support to businesses, organisations and the community:

- Ensuring that businesses are COVID secure.
- Supporting the NHS Test and Trace system by ensuring relevant premises collect customer details and display a QR Code.
- Ensuring that relevant businesses and organisations comply with the closure restrictions.

For further information please [click here](#)

## Free Business Recruitment Support:

Finding new staff can often be time consuming and costly. If you have a new job vacancy, please send details through to LBP and we will post this free of charge for you on the LBP Jobpage and social media. To email LBP please [click here](#)

The DWP are offering free recruitment support to businesses on the park. From helping to identify candidates, to screening CVs and setting up interviews. For further details please [click here](#)

## Free Business Redundancy Support:

Are you considering restructuring your business as a result of the pandemic? If so, Adur and Worthing Councils are working in partnership with Job Centre Plus to help provide a free tailored business support package, to help your business and employees move forward. For further details please [click here](#)

## Keep West Sussex Safe:

West Sussex County Council has launched their Keep West Sussex Safe campaign resources webpage to provide local businesses, communities, organisations, and services with coronavirus campaign materials. This toolkit provides Coronavirus updates, social media resources and free posters in a range of languages for businesses to use. To read more please [click here](#)

## **Small Businesses Affected by Late Payments:**

Small businesses affected by late or unfair payment practices can use The Small Business Commissioner's complaint investigation service free of charge. To find out more please [click here](#)

## **NHS COVID-19 Mobile APP:**

Is now available to download for free in England and Wales and is the fastest way to see if you are at risk from coronavirus. The faster you know, the quicker you can alert and protect your loved ones and community. The app has several tools to protect you, including contact tracing, local area alerts and venue check-in. It uses proven technology from Apple and Google, designed to protect every user's privacy. Download the app:

**App Store** [IOS download here](#)

**Google Store** [Android download here](#)

## **BUSINESS QR CODES:**

The government is asking businesses to please create a QR Code to encourage visitors to scan the QR code when they arrive, using the NHS COVID-19 app. This is to help trace and stop the spread of coronavirus (COVID-19). Please create a separate QR Code for each of your business locations. For more information on how to create a QR code please [click here](#)