

Coronavirus Business Advice and Support Update for Cambridge – Week beginning 6 July 2020



The information in this newsletter is correct as of Monday 6 July 2020, but we suggest monitoring the key webpages outlined below as well as [Cambridge City Council's website](#) for the latest updates.

Sources of information and support for businesses

The Government's [Business Support Helpline](#) number is FREEPHONE 0800 998 1098. The helpline provides free, impartial business support and signposting services to businesses in England – which currently includes business advice on Covid-19.

You can also find free support, advice and sources of finance through the Cambridgeshire and Peterborough [Growth Hub](#) or [speak to an advisor](#) on webchat about support for your business.

We would like to invite you to take part in an online Business Forum on **Wednesday 8 July at 6pm**. Local MPs and Council Leaders want to better understand what it feels like to be a small business working in the high street environment in these unprecedented times, and the early challenges you face since reopening your doors.

The virtual session will give you the opportunity to raise any ongoing or new issues directly with Council Leaders and to hear from them and the three local MPs in Greater Cambridge. This will help the Councils to tailor the very best support for businesses who need it, and MPs can take your comments straight back to Westminster to raise as appropriate. In order for us to send you a link to the live event, please [register your interest online](#) as soon as possible.

Contents

In this newsletter you can find information about:

1. Grants, funding and finance	Error! Bookmark not defined.
2. Innovation funding and support	4
3. Support for businesses	6
4. Changing direction and finding a new job.....	8
5. Keeping your workplace safe	9
6. Updates to Government Guidance	12
7. Feed your experience back to Government.....	14

1. Grants, funding and finance

The Government has [announced](#) that arts, culture and heritage industries will receive a £1.57 billion rescue package to help weather the impact of coronavirus.

Emergency grants and loans will be available to sectors including the performing arts and theatres, heritage, historic palaces, museums, galleries, live music and independent cinema. The package also includes funding for national cultural institutions and investment in cultural and heritage sites to restart construction work paused as a result of the pandemic. The breakdown of funding is as follows:

- £1.15 billion support pot for cultural organisations in England delivered through a mix of grants and loans. This will be made up of £270 million of repayable finance and £880 million grants.
- £100 million of targeted support for the national cultural institutions in England and the English Heritage Trust.
- £120 million capital investment to restart construction on cultural infrastructure and for heritage construction projects in England which was paused due to the coronavirus pandemic.
- The new funding will also mean an extra £188 million for the devolved administrations in Northern Ireland (£33 million), Scotland (£97 million) and Wales (£59 million).

We will include information on how to apply for the funding as soon as it becomes available.

The government is also finalising guidance for a phased return of the performing arts sectors that will be published shortly.

Future Fund eligibility extended

[Changes](#) to the Future Fund's eligibility criteria will mean that UK companies who have participated in highly selective accelerator programmes, such as TechStars or Y-Combinator, and were required, as part of that programme, to have parent companies outside of the UK will now be able to apply for investment.

Additional funding for zoos

The Government has [announced](#) an additional £100 million for zoos and aquariums in England to help mitigate the impacts of the coronavirus pandemic.

This is a major expansion of a £14 million initial relief fund [announced in May](#) and will run until the end of March 2021 to ensure the necessary long-term support is in place to help with severe financial difficulties.

Establishments covered by the Zoo Licensing Act which are experiencing severe financial difficulties will be able to apply for support from the rescue package to cover costs relating to animal keeping such as feed, heating and security, and the continuation of important conservation and educational work. Further details on the scheme and how to apply will be provided to the sector in due course.

Emergency funding for equine rescue and rehoming charities

Are you a small or medium-sized charity whose primary focus is equine rescue and rehoming? Has your work been directly affected by the crisis? The good news is you could be eligible for a grant.

The Petplan Charitable Trust (PPCT) has joined together with [World Horse Welfare](#) and the [National Equine Welfare Council \(NEWC\)](#) to create a Covid-19 Equine Rescues Emergency Fund. The maximum grant will be £5,000 with the expectation that the average grant will be around £2,500. The upcoming funding deadlines are as follows:

Round 2 – 24 July 2020

Round 3 – 16 October 2020.

HM Treasury extends tax cut to PPE costs

The temporary scrapping of VAT on PPE has been [extended](#) until the end of October.

Coronavirus Job Retention Scheme employee eligibility

The guidance for employers to check which employees they can put on furlough to use the Coronavirus Job Retention Scheme has today been [updated](#) with eligibility information for claims before 1 July.

From 1 July, only employees that employers have successfully claimed a previous grant for will be eligible for further grants under the scheme. This means they must have previously been furloughed for at least 3 consecutive weeks taking place any time between 1 March 2020 and 30 June. The last day an employee could have started furlough for the first time was 10 June 2020.

2. Innovation funding and support

Low Carbon Innovation Fund

The [Low Carbon Innovation Fund](#) (LCIF) provides equity finance for small and medium sized enterprises (SMEs) in the East of England that are contributing to the low carbon economy.

LCIF co-invests alongside private sector investors such as founders, angel investors and/or other funds to provide finance to early and growth stage businesses in a variety of sectors to enable them to develop.

LCIF 2 is now open for investments between £25k and £1m. They would like to hear from suitable companies from any sector who are seeking investment to grow and develop and which match LCIF's criteria.

Eligible companies must have an impact on carbon reduction by:

- Providing products that are more resource/energy efficient
- Developing technologies or
- Providing products or services that reduce carbon emissions for customers

In addition to funding, where appropriate, the LCIF team may also be able to work with companies to develop their plans, reduce their carbon footprint and maximise carbon savings through their technologies, products and services.

LCIF 2 is operated by the University of East Anglia, in partnership with Norfolk County Council.

Sustainable Innovation Fund

The Government's new Sustainable Innovation Fund aims to help companies recover from the impact of coronavirus by developing new sustainable opportunities for businesses in any sector while helping the UK meet its ambitions to cut carbon

emissions to net zero by 2050. Businesses can apply for support through the Sustainable Innovation Fund by [visiting the Innovate UK website](#).

The Government has initially published two opportunities to apply for funding:

The Sustainable Innovation Fund: Round 1 (temporary framework)

[Round 1](#) of the funding is offering a share of up to £55 million for new projects focusing on sustainable economic recovery from COVID-19.

Your proposal must show evidence of key challenges as a direct consequence of COVID-19, and how your project can help solve them. In addition, it should ensure that any recovery, growth and opportunity is clean and sustainable.

Innovate UK are looking to fund a [portfolio of projects](#), across a variety of technologies, markets, regions, technological maturities and research categories, including the themes listed below.

- decarbonisation, circular economy and/or biodiversity
- climate change and environmental sustainability
- geographic or regionally-targeted innovation
- innovation that is aimed at commercial or residential users
- innovations that work across more than one sector
- follow-on international opportunities that help the UK lead the world

All projects must be led by a business and include at least one SME. Proposals can either be from a single business or a collaboration. Your project's total eligible costs must be between £100,000 and £500,000. Each organisation working alone or in a collaboration can claim a maximum of £175,000.

There will be an opportunity to apply for Round 2 - De Minimis during July 2020 and Round 3 - Temporary Framework during September 2020.

The Sustainable Innovation Fund: Small Business Research Initiative: phase 1

This [Small Business Research Initiative \(SBRI\)](#) is offering R&D contracts to develop and test new ideas to help businesses and/or the public sector in the UK recover from the coronavirus pandemic in a sustainable manner, demonstrating the impact and potential of a clean growth-led recovery and transition to [net zero](#).

The competition will be delivered in 2 phases. This is phase 1 and has a total funding allocation of £10m. Individual projects may be up to £60k including VAT. Phase 2 is only open to participants from phase 1 and has a total allocation of £70m, with individual projects allocated up to £3m including VAT.

Your project must address one or more of the following themes, which are informed by the government's [Clean Growth Strategy](#):

- decarbonising energy, business and industry
- improving business and industry efficiency

- improving the energy efficiency, heating and cooling of our homes and other buildings
- accelerating the shift to low carbon transport
- enhancing the benefits and value of our natural resources
- innovating for a more sustainable public sector
- climate change adaptation and mitigation

UK registered businesses can also apply to Innovate UK for:

- Grants to carry out [feasibility and engineering studies into energy efficiency and decarbonisation](#).
- Grants for [energy efficiency projects that reduce fuel bills and carbon emissions](#).
- Grants to develop and demonstrate innovative solutions for clean, affordable and secure energy access in sub-Saharan Africa, South Asia or South East Asia. This could be [feasibility projects](#), [industrial research](#) or [experimental development](#).

3. Support for businesses

Business support from Anglia Ruskin University

Anglia Ruskin University (ARU) is offering organisations impacted by COVID-19 access to [two new initiatives](#):

Innovation vouchers

ARU's innovation voucher initiative gives you access to academic knowledge that can help your business through this difficult time. It could be [advice \(consultancy\)](#) on how to develop your innovative idea, learning more about diversifying your business offer through [R&D activities](#), or how you should make the most of intellectual property.

The innovation vouchers provide you with funding which can be used to access ARU's research and innovation support such as consultancy and contract research. Each voucher is worth up to £5,000. Successful applicants will need to match the value of the innovation voucher, meaning for each £1 received from ARU, the applicant must also contribute £1.

Internships – access student and graduate talent

If you have a new business challenge that has arisen as a result of the pandemic you could benefit from an eight-week internship.

ARU's fully-funded internship programme will connect you to one of their recent graduates, giving you the opportunity to inject fresh ideas into your business, and them the opportunity to gain valuable work experience.

Projects can vary depending on the nature of your organisation and your business challenge but must demonstrate how the project connects to COVID-19 and its impact upon your organisation. ARU can work with you to identify a suitable internship project and match you to the most suitable intern based on your needs and their skill-set.

UK-wide industry standard and consumer mark for businesses in the visitor economy

VisitBritain and VisitEngland have launched a UK-wide industry standard and consumer mark to provide a 'ring of confidence' for tourism as the sector works towards reopening.

The '[We're Good To Go](#)' industry standard and supporting mark means businesses across the sector: can demonstrate that they are adhering to the respective Government and public health guidance; have carried out a COVID-19 risk assessment; and can check they have the required processes in place.

The scheme is FREE to join and open to all businesses across the sector.

To obtain the mark businesses must complete a self-assessment through VisitEngland's [online platform](#) including a check-list confirming they have put the necessary processes in place, before receiving certification and the 'We're Good To Go' mark for display in their premises and online.

In England, businesses must align with the UK Government's [official guidance](#) for the sector which was published last week.

An 'alert' system has also been set up to ensure that businesses signed up to the 'We're Good To Go' industry standard are notified if there are changes to the official guidance. A call-handling service will provide support and assessors will also carry out random spot-checks to ensure businesses are adhering to the guidance.

Alongside the industry standard, there is a '[Know Before You Go](#)' public information campaign to support tourism in England as businesses start to re-open, reassuring visitors as restrictions are lifted by checking what it is safe to do and when, and sign-posting to information about destinations and available services before travelling.

Businesses are invited to take part in this national campaign and there is a free toolkit to download containing access to assets and the 'Know Before You Go' campaign messaging for you to use in your own marketing activity. For full details on how to get involved, visit the [website](#).

Free 1-2-1 business advice – available until end of July

The Cambridgeshire and Peterborough Growth Hub's [free business 1-2-1 consultations](#) can provide your business with advice on:

- HR / Mental Health
- Finance
- Sales & Marketing
- Import/Export
- Business planning
- Supply chain / Logistics / Warehousing
- Business Cost Reduction
- IT / IT Security
- IP / R&D Tax

Feedback from one of the sessions already delivered:

“I received advice under this scheme and found it extremely helpful. The information provided was clear, relevant and actionable, assisting me in the formulation of important business decisions at a critical point in the life of the country's economy. I am very appreciative of this support.”

Jonathan Steffen, Managing Director, Jonathan Steffen Limited

The UK's vision and ambition for science, research and innovation

The Government has published a new Roadmap for growing UK research and development in the UK. The Roadmap marks the start of a conversation to identify:

- the strengths and challenges facing the sector
- the issues that need to be addressed
- how Government wants to work with universities, business, the third sector and across government to cement the UK's reputation as a science superpower.

Over the coming months the Government will develop the proposals in this Roadmap in a comprehensive R&D plan. They welcome responses to the [online survey about research and development](#). The survey closes on 12 August 2020.

4. Changing direction and finding a new job

Virtual Jobs and Careers Fair

Cambridge Network is holding its second [Virtual Jobs and Careers Fair](#). You can join them on Thursday 16 July 2020 for a series of company introductions, staggered throughout the day, and valuable careers advice from recruitment experts.

‘Fresh start’ with Anglia Ruskin University

Anglia Ruskin University (ARU) has [launched](#) a new two-week course to help people looking for a change of career prepare for an undergraduate degree.

[Fresh Start](#) is a short course that teaches the tools for university study such as academic writing, research techniques and critical reasoning.

If they pass Fresh Start, attendees are awarded a place on one of ARU’s undergraduate courses within the Faculty of Business and Law, making them eligible to study a full-time degree, even if they do not have A-Levels or equivalent qualifications.

5. Keeping your workplace safe

Maintaining records of staff, customers and visitors to support NHS Test and Trace

Businesses in certain sectors should collect details and maintain records of staff, customers and visitors on their premises to support NHS Test and Trace. There is a higher risk of transmitting COVID-19 in premises where customers and visitors spend a longer time in one place and potentially come into close contact with other people outside of their household. To manage this risk, establishments in the following sectors, whether indoor or outdoor venues or mobile settings, should collect details and maintain records of staff, customers and visitors:

- hospitality, including pubs, bars, restaurants and cafés;
- tourism and leisure, including hotels, museums, cinemas, zoos and theme parks;
- [close contact services](#), including hairdressers, barbershops and tailors;
- facilities provided by local authorities, including town halls and civic centres for events, community centres, libraries and children’s centres;
- places of worship, including use for events and other community activities.

More information and guidance on the information to collect; how records should be maintained; and when information should be shared with NHS Test and Trace, is available [here](#).

Support for pubs, restaurants and cafes

The Government has [introduced plans](#) to allow more pubs, restaurants and cafés to serve customers outside.

Temporary changes for the hospitality industry introduced by the government will:

- reduce the consultation period for applications for pavement licences from 28 calendar days to 5 working days, and grant consent after 10 working days if the council does not issue a decision
- set a lower application fee for a pavement and street café licence of up to £100
- remove the need for a planning application for outdoor markets and marquees, meaning they can be set up for longer
- provide more freedoms for areas to hold car-boot sales and summer fairs.

[Draft guidance](#) to accompany pavement licensing proposals introduced in the [Business and Planning Bill](#) has been published. The Town and Country Planning Regulations can be found [here](#).

Reopening businesses

Check the government's guidance on [re-opening businesses and venues](#).

Before opening, you should complete a risk assessment in consultation with a trade union. Do not open if you are not confident that you can manage the risks.

You must follow the [government's business support guidance](#) to keep your staff and customers as safe as possible.

You must limit the number of customers allowed inside at one time, and frequently clean objects and surfaces. And you must place protective coverings on any large items that customers might touch.

You should display a [notice](#) in your shop window to show that you have followed the guidance.

If you are a visitor or you work in the city centre, read our page about [visiting the city centre](#).

Enforcement of closures

The remaining business closures are enforceable by law, due to the threat to public health. We will check and enforce compliance, with police support if needed. Any business operating in contravention of the regulations will be committing an offence.

- [Health Protection \(Coronavirus, Restrictions\) \(England\) Regulations 2020](#)

Contact us at commercial@cambridge.gov.uk if you have any questions.

Urban Centres and Green Spaces Guidance

The Government's Urban Centres and Green Spaces [guidance](#) has been updated with information on the temporary measures that can be implemented to facilitate social distancing in outdoor markets, as well as further information on digital considerations, and public toilets provision.

The guidance provides owners and operators with a framework to support social distancing in town centres and parks. It contains information and examples of interventions that may be undertaken by the owners and operators of public spaces to keep people safe as and when the restrictions are relaxed, and as urban spaces become busier.

Phased return of sport and recreation

The [guidance](#) for the public, providers of outdoor sport facilities, elite athletes, personal trainers and coaches on the phased return of sport and recreation has been updated to include new guidance. From 4 July outdoor gyms and playgrounds have been able to open, as could food or drink facilities inside a clubhouse. Indoor facilities, such as changing rooms, should be kept closed, apart from toilets and throughways. Outdoor and indoor swimming pools will also remain closed to the public.

Opening of outdoor playgrounds and outdoor gyms

The Government has published [guidance](#) on managing playgrounds and outdoor gyms. It provides owners and operators with practical advice on how they can be reopened and managed effectively to enable their use while minimising the transmission risk of COVID-19.

General Aviation flying

Guidance on General Aviation flying during the current coronavirus outbreak has been [updated](#) in line with easing of lockdown restrictions to confirm that dual and instructional flights, and the opening of GA businesses, is permitted from 4 July.

Protective measures for holiday or after-school clubs and other out-of-school settings for children

[New guidance](#) on protective measures for providers of community activities, holiday or after-school clubs, tuition and other out-of-school settings offering provision to children during the coronavirus outbreak has been published.

Guidance for cultural organisations

The Department for Digital, Media, Culture and Sport have contributed to guidance on partner websites

- UK broadcasters: [TV Production Guidance: Managing the risk of Coronavirus \(COVID-19\) in production making](#)
- British Film Commission: [Working Safely During COVID-19 in Film and High-end TV Drama Production](#)
- National Youth Agency: [Managing youth sector activities and spaces during COVID-19](#)
- UK Cinema Association [Working Safely During COVID-19 in Drive-in Cinemas](#)

Construction working hours

The Government has published [draft guidance](#) that provides further detail on the proposed new route for developers to seek to amend planning restrictions on construction site working hours. This will temporarily allow extended working hours, for example work during the evening and at weekends, as introduced in the Business and Planning Bill (as mentioned in last week's newsletter).

Actions for early years and childcare providers

The [guidance](#) outlining what childcare services, early years settings, childminders and councils need to provide during the coronavirus outbreak has been updated to set out a change to the protective measures in early years settings that will be effective from 20 July. New content on risk assessment, supporting staff with increased risk factors, and systems of controls has also been added.

Employee return-to-work tool

The Government has developed a [tool](#) to help employees easily assess whether they can return to work. The tool guides employees through questions that may influence their ability to go back to work safely. Employers can share this tool with employees to aid discussion on how employees can return to work safely.

6. Updates to Government Guidance

Applying for a moratorium under the Corporate Insolvency and Governance Act 2020

Companies House has issued [guidance](#) on how to apply for breathing space to consider a rescue plan for your company, under measures to support companies and other types of business in financial difficulty.

A moratorium gives struggling businesses formal breathing space in which to explore rescue and restructuring options, free from creditor action. To find out how the new rules on moratoriums, restructuring and winding-up petitions will affect companies and their associated parties, you can [register for a webinar](#) to hear from the Head of the Insolvency Service at 10.30am on 7 July.

The [Corporate Insolvency and Governance Act](#), which received Royal Assent on 26 June 2020, aims to relieve the burden on businesses during the coronavirus outbreak and allow them to focus all their efforts on continuing to operate. You can [read explanations of each of the measures](#) in these factsheets from the Department for Business, Energy and Industrial Strategy (BEIS). Companies House has also published detailed guidance on:

- the [changes that came into effect on Friday 26 June for public limited companies \(PLCs\) with an accounts filing deadline between 26 March 2020 and 29 September 2020](#)
- the [changes that came into effect on Saturday 27 June for private companies and other company types](#)

Pay Coronavirus Job Retention Scheme grants back if you have over-claimed

If you need to pay all or some of your grant back if [you've overclaimed](#) through the Coronavirus Job Retention Scheme you can:

- [correct it in your next claim](#)
- make a payment to HMRC (only if you're not making another claim)
- You'll need your 14 or 15 digit payment reference number that begins with X

Additional guidance for publicans destroying spoilt beer

Additional [guidance](#) has been added for publicans destroying spoilt beer.

Exporting PPE

Guidance has been [updated](#) as businesses no longer need to apply for an export licence to export personal protective equipment (PPE).

MOT testing

Mandatory MOT testing is to be [reintroduced](#) from 1 August 2020 as COVID-19 restrictions are slowly lifted. All drivers whose car, motorcycle or van is due for a MOT test from 1 August will be required to get a test certificate to continue driving their vehicle.

Drivers with a MOT due date before 1 August will still receive a 6-month exemption from testing. However, all vehicles must continue to be properly maintained and kept in a roadworthy condition, and people are able to voluntarily get their MOT sooner should they wish, even if they are exempt from the legal requirement. Further guidance can be found on the [gov.uk website](https://www.gov.uk).

MOTs for lorries, buses and trailers

You can book a lorry, bus or trailer annual test (MOT) [from 4 July 2020](#) - the deadline to get the test done depends on when the MOT was originally due. The update includes that lorry, bus or trailer annual tests (MOTs) restarted from 4 July 2020 but vehicles due in June, July and August will be issued 3-month exemptions.

Driving lessons, theory tests and driving tests to restart

Driving lessons and theory tests will [restart](#) on Saturday 4 July 2020 in England, and car driving tests will restart from 22 July 2020.

Vehicles guidance update

The vehicles guidance has been [updated](#) to include details on amending the 2m social distancing rule and details on support bubbles.

6. Feed your experience back to Government

Cambridgeshire and Peterborough Combined Authority is capturing the health of local business and the impact Coronavirus is having across Cambridgeshire and Peterborough. It will use this data to send back to Government and it will use the intelligence gathered to develop targeted support, information, advice and guidance. You can [fill out a survey](#) to let them know how Coronavirus is impacting your business.

The Department for Business, Enterprise, Innovation and Skills also welcomes information from businesses on the impacts of Coronavirus across supply, demand and labour markets, actions to address these impacts, and any gaps in the Government response from your perspective. Please send your intelligence to intel@beis.gov.uk. se send your intelligence to intel@beis.gov.uk.