

COVID-19: COVID-19 Retail Shops and Branches Webinar Supporting Documents

Webinar links:

- Full list of face covering exemptions can be found [here](#).
- HSE information regarding Legionella and Legionnaires' disease can be found [here](#).

Public Health links:

- Close contact definitions and contact tracing guidance can be found [here](#).
- COVID-19: Vaccination advice and information can be found [here](#).
- Workplace Testing and Business Testing Grant information can be found [here](#).

Other useful links:

- [Create a coronavirus NHS QR code for your venue](#)
- [Information regarding Covid Compliance Recognition Scheme](#)
- [NHS Test and Trace Workplace Guidance](#)
- [Downloadable posters](#)
- [Government guidance for shops and branches](#)
- [Business Representative Organisations and Trade Associations for Retail](#)

Contact Email Addresses:

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Further information on the Business Testing Scheme

To ensure we continue to manage the spread of Covid 19, the council is offering a grant to support Wolverhampton businesses to undertake regular testing of its workforce.

To be eligible for the grant, businesses must hold a business rate account or a current property lease or rental agreement and must commit to:

- Testing over 75% of their workforce twice a week, each week, until 30 June

Applications open on Monday 22 March and need to be submitted by 30 April to participate in the scheme. The scheme will be closed for new applications on 30 April, 2021.

The terms of the grant require employees to undertake on-site workplace testing or attend one of the community rapid test centres a minimum of twice a week. Evidence of testing will need to be uploaded to the portal on a weekly basis for the duration of the scheme.

Grants will be awarded based on the number of employees within a business, subject to meeting the terms and conditions of the scheme.

Number of employees	Total Grant	Initial 25% payment	Final 75% payment
1 - 2	£500	£125	£375
3 - 49	£2,000	£500	£1,500
50 – 249	£5,000	£1,250	£3,750
250+	£10,000	£2,500	£7,500

Evidence to Support Applications

Businesses are required to submit the following evidence to support their application:

- Business rate reference number
- Proof of current property lease or rental agreement
- Number of employees in their business
- Proof the business is trading and that their employees are at work (not on furlough)
- Business bank details in the applicant's name must be provided (payment will not be made to a 3rd party bank account)
- National Insurance Number
- Proof business is not bankrupt, or has received a Statutory Demand or Bankruptcy Petition
- Proof that business is based in Wolverhampton

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- How they will test employees and confirm they will provide evidence via application portal on a weekly basis until the end of June

The initial 25% payment will be made subject to the information in the application meeting the requirements. The final payment will be made following the end of the scheme on 30 June in line with the terms above.

The Council reserves the right to close or vary the terms of the scheme at any time, and without notice, should it be necessary to do so. Anyone found to be making fraudulent or a misleading application could face prosecution and any funds received will be subject to a recovery notice.

Apply Now

Once you have applied – subject to all information being correct and valid - you will receive an email advising you of our decision within 5 working days.

All grant application forms submitted by businesses are subject to thorough eligibility checks. Further communication with businesses may be necessary if any of the required information is missing.

It is important that you do not submit duplicate applications as this may result in your application being cancelled.

There is no appeal process. Applicants whose applications are rejected may request a review. The review will be carried out by an officer who was not involved in the original decision. The decision of the review is final. Details about how to request a review will be provided to every applicant whose application is rejected.

Once an application for the grant has been made the application number can be given to employees who will be able to quote the number when booking an appointment at one of the rapid test centres.