

## **Corona Virus – Business Interruption Action Steps (BIAS)**

**26/3/20 v8**

Update as at 26/03/2020

### **1. Company Accounts Filing Deadline Extension**

Companies House are allowing Limited Companies to extend their filing deadline by 3 months. An application has to be made for the extension and the application must be submitted before you filing deadline.

<https://www.gov.uk/guidance/apply-for-more-time-to-file-your-companys-accounts>

Companies that have already extended their filing deadline, or shortened their accounting reference period, may not be eligible for an extension.

### **2. Self Employed payments**

Chancellor has announced additional measures to help the self-employed.

Proposed statutory self-employment pay which would cover the lower of £2,917 or 80 per cent of a self-employed person's monthly earnings, averaged over the last three years.

Further information to be announced later today (26<sup>th</sup> March)

---

Update as at 24/03/2020

### **1. Businesses in rented properties**

Commercial tenants who cannot pay their rent because of coronavirus will be protected from eviction;

No business will be forced out of their premises if they miss a payment in the next three months.

Commercial tenants will still be liable for the rent after this period, the Government is also actively monitoring the impact on commercial landlords' cash flow and continues to be in dialogue with them.

### **2. Business Interruption Loan Scheme (BILS)**

Further to point 4 under the 'Business Funding' section below;

office: 020 7433 6940

201 Haverstock Hill  
London NW3 4QG

[WWW.AELMARKHAMS.CO.UK](http://WWW.AELMARKHAMS.CO.UK)



Banks have stated they will only provide these loans as a last resort if all other avenues of funding have been exhausted along with the current business rates grant on offer and if the Corona Virus Job Retention Scheme is not enough to help you through this period.

---

Update as at 23/03/2020

### Dealing with staff

#### **1) Govt Assistance – Statutory Sick Pay (SSP)**

Reclaim of SSP for Covid19 = 2 weeks per employee

Eligible if less than 250 employees // Doesn't require doctors certificate

Rebate access tbc

**2) Staff into teams** wherever possible so that key functions are covered in each team(s); Separate teams not to meet physically to preserve at least one team if virus spreads amongst staff;

**3) Staff payment policy** on working from home and SSP to be made clear;

#### **4) Govt Assistance – Coronavirus Job Retention Scheme**

Employers able to reclaim 80% of staff salaries up to £2.5k per month

Staff must be 'furloughed'. Redundancies not included. 3 month initial period backdated to 1<sup>st</sup> March 2020.

All UK businesses are eligible.

Designate affected employees as 'furloughed workers,' and notify your employees of this change - changing the status of employees remains subject to existing employment law and, depending on the employment contract, may be subject to negotiation.

Submit information to HMRC about the employees that have been furloughed and their earnings through a new online portal (HMRC will set out further details on the information required)

HMRC are working urgently to set up a system for reimbursement. Existing systems are not set up to facilitate payments to employers.

## Business Funding

### 5) **Business rates holiday**

Reclaim if in retail / hospitality/Leisure, Rebate automatically when rates bills come out

### 6) **Cash grants retail/hospitality & leisure**

£25,000 grant where rateable value is between £15,000 & £51,000,  
Claim from local authority – more information to be provided

### 7) **Cash grants retail/hospitality & leisure**

£10,000 one off grant to those businesses that don't pay rates  
Eligible rateable value less than £15,000  
No need to apply // Local Authority will contact business

### 8) **Business Interruption Loan Scheme (BILS)**

The government will provide lenders with a guarantee of 80% on each loan (subject to a per-lender cap on claims). The government will not charge businesses or banks for this guarantee, and the Scheme will support loans of up to £5 million in value.

Businesses can access the first 12 months of that finance interest free, as government will cover the first 12 months of interest payments.

#### Eligibility:

- Business is UK based, with turnover of no more than £45 million per year
- Your business meets the other British Business Bank eligibility criteria

Talk to your bank or finance provider (not the British Business Bank) as soon as possible and discuss your business plan with them. This will help your finance provider to act quickly once the Scheme has launched

The scheme will be available from week commencing 23 March 2020.

Access via <https://www.british-business-bank.co.uk/ourpartners/coronavirus-business-interruption-loan-scheme-cbils/>

- Talk with own bank / Provide business plan Can also request
- Payment holiday for existing loans

**9) Time to Pay services**

Eligibility – Outstanding tax liabilities due to Co-Vid19 disruption  
HMRC dedicated helpline 0800 0159 559

**10) VAT payment Deferral**

VAT payments deferred for 3 months to 30 June. This is automatic and no application required and repay by March 2021 • VAT refunds paid as normal

**11) Corporation Tax** – do not pay as loss relief / time to pay arrangements available;  
**If making a loss this year then don't pay corporation tax for last year;**

**12) Equipment leasing** – request repayment holiday;

**13) Business interruption insurance** – are you covered ? Usually excludes  
Pandemics;

**14) Rental holiday** – Rent free or pay 1 month at a time (instead of quarterly in  
advance). Claim from landlord.

**15) Utilities providers : Claim for holiday on energy bills;**

**16) Debt Collection priority** - Review credit terms; service / goods without payment  
on account;

**17) Co-Directors / Shareholders of SME's** – to discuss salary / **dividends**  
**reductions** with each other;

**18) Cash flow retention : Review discretionary costs** such as Directors  
pension contributions // Marketing costs //

### Self Employed/Individuals

19) All payments on accounts due by 31<sup>st</sup> July 2020 have now been deferred to 31<sup>st</sup> January 2021.

**20) Personal Mortgage holiday.**

3 month payment holidays offered to Help to Buy equity loans, Buy to Let mortgages and Residential mortgages

-It is important to remember that you still owe the amounts that you don't pay as a result of the payment holiday. Interest will continue to be charged on the amount owed.

-Taking a payment holiday will not impact your credit score.

**21) Universal Credit**

Can be accessed in full at rates equivalent to statutory sick pay

### Useful HMRC websites

**Business Support**

<https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19/covid-19-support-for-businesses>

**Guide for Employers**

<https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19/guidance-for-employers-and-businesses-on-coronavirus-covid-19>

**Guide for Employees**

<https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19/covid-19-guidance-for-employees>

**General Guidance**

<https://www.gov.uk/guidance/coronavirus-covid-19-information-for-individuals-and-businesses-in-scotland>