

'Outdoor Seating & Accessories for Tourism & Hospitality Business' Scheme

PART A - GENERAL TERMS AND CONDITIONS OF SCHEME

Scheme Overview

Fáilte Ireland has launched this scheme to provide a level of financial support to **tourism and hospitality businesses** to purchase or upgrade equipment to provide additional outdoor seating and, therefore, increase their outdoor capacity for the summer of 2021. This scheme will financially assist and support independent tourism and hospitality business owners to create outdoor experiences in a regulated and accessible manner. Funding under the scheme is only available to existing businesses.

The Outdoor Seating and Accessories for Tourism & Hospitality Business Scheme will be administered through Westmeath County Council and all applicants will be required to comply with planning, legislative and other compliance requirements.

The closing date for the scheme is 30 September 2021 and this deadline cannot be extended.

1. Who is Eligible?

- The scheme is open to attractions, hotels, restaurants, cafes, public houses or other tourism and hospitality business establishments where food is prepared and sold for consumption on the premises. This scheme has now been extended to include pubs (non-food serving).
- Those premises that have no commercial rates outstanding to Westmeath County Council or have a payment plan in place.

2. What Items are considered eligible for the scheme.

- Tables
- Chairs
- Umbrellas / Canopies
- Electric heaters
- Screens/windbreaks
- Plant stands
- Wooden Platform

The tables and chairs or other furniture shall be of robust and stable construction to prevent movement in adverse weather conditions and be placed in the public domain only in accordance with a Licence under Section 254 of the Planning and Development Act.

3. Amount of Grant Available

The scheme will provide for up to 75% of the ex-VAT cost of equipment purchased/installed with a maximum allowable grant of €4,000 per applicant.

4. Privacy & Data Protection

Personal information collected by Westmeath County Council is done so in order for us to process your application. Legally we can process this information as it is necessary for us to comply with our statutory / legal obligations. The protection of your personal data is a key priority for the Council and your data will be processed in line with our Privacy policy which is available at: <https://www.westmeathcoco.ie/en/ourservices/yourcouncil/privacy/privacynotice/> or hardcopy from our offices at Westmeath County Council, Aras an Chontae, Mount Street, Mullingar. If you require further information regarding our Privacy Statement, you can contact us at dpo@westmeathcoco.ie or write to us at: Data Protection Officer, Westmeath County Council, Aras an Chontae, Mount Street, Mullingar, telephone 04493 32000

5. Applications for Funding Timeline

The scheme will be open until close of business on 30/9/2021.

1. Section 254 Licence

- Applicants must have a Section 254 licence from Westmeath County Council if the equipment / furniture is to be placed in the public domain ie on a Council controlled footpath, road, public plaza or green area.
- If you do not currently have a Section 254 licence, then an application for such licence must be submitted and the licence issued for the proposed equipment / furniture before making an application for funding under this Scheme.

Any queries regarding Section 254 licences can be directed to the relevant Municipal District as follows:

Athlone Moate MD

District Administrator
Civic Centre
Church Street
Athlone

Telephone: 09064 42113

e-mail: ammd@westmeathcoco.ie

Mullingar Kinnegad MD

District Administrator
Aras an Chontae
Mount Street
Mullingar

Telephone 044 93 32203

mkmd@westmeathcoco.ie

2. Application for Outdoor Seating and Accessories

All applications should be accompanied by supporting documentation:

- Section 254 Licence Number – where the equipment / furniture is to be placed in the public domain
- Receipts for the furniture/equipment purchased which must be dated on or after 1 April 2020.
- Photographs of the furniture/equipment in place in the public domain and / or on your private property.

Fully completed application forms, with supporting documentation should be clearly marked “**Outdoor Seating & Accessories Fund**” and sent to localenterprise@westmeathcoco.ie or

**Local Enterprise Office
Westmeath County Council
Aras an Chontae
Mount Street
Mullingar
Co. Westmeath**

For any queries in relation to the ‘Outdoor Seating and Accessories for Tourism and Hospitality Business Scheme’ please email: localenterprise@westmeathcoco.ie

6. Freedom of Information

Applicants should be aware that, under the Freedom of Information Act 2014, information provided by them in this Application may be liable to be disclosed. Applicants are asked to consider if any of the information provided by them in their Application should not be disclosed because of its confidentiality or commercial sensitivity. If Applicants consider that certain information is not to be disclosed because of its confidentiality or commercial sensitivity, Applicants must, when providing such information, clearly identify such information and specify the reasons for its confidentiality or commercial sensitivity. If Applicants do not identify information as confidential or commercial sensitive, it is liable to be released in response to a Freedom of Information request without further notice or consultation with the Applicant. Westmeath County Council will, where possible, consult with the Applicant about confidential or commercial sensitive information so identified before making a decision on a request received under Freedom of Information.

I have read and understand the Terms and Conditions of the ‘Outdoor Seating & Accessories for Tourism and Hospitality Business Scheme’.

Signed: _____ **Date:** _____ **Tel:** _____

Email: _____ **Name in Capital Letters:** _____



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Part B - APPLICATION FORM AND PAYMENT DETAILS

All applicants will be required to comply with planning codes, legislative requirements, and other compliance requirements.

I wish to apply for funding for the following (tick 1 or 2 or both as appropriate):

1. Funding assistance for equipment / furniture for placement in the public domain
In accordance with a Licence in accordance with the Planning and Development Act.

2. Funding assistance for equipment / furniture for placement on my private property

DE-MINIMIS STATE AID

Grants provided under this scheme are classed as De Minimis State Aid. There is a ceiling of €200,000 for all De Minimis aid regardless of the source, given to any one enterprise or group by any state agency or public body over the last 3 years. For more information read Chapter 3 of Failte Ireland's State Aid Handbook

[https://www.failteireland.ie/FailteIreland/media/WebsiteStructure/Documents/2_Develop_Your_Business/6_Funding/Amended-Failte-Ireland-State-Aid-Handbook-07-03-2018-\(1\).pdf](https://www.failteireland.ie/FailteIreland/media/WebsiteStructure/Documents/2_Develop_Your_Business/6_Funding/Amended-Failte-Ireland-State-Aid-Handbook-07-03-2018-(1).pdf)

I hereby declare that my enterprise has not received any De Minimis aid or an amount greater than €195,000 in the last 3 years.

Applicant Details

APPLICANT NAME: _____

BUSINESS ADDRESS: _____

PPS No/VAT No: _____

TELEPHONE Number: _____

TAX ACCESS NO _____

RATES CUSTOMER NO _____

EMAIL: _____

(Details of the amount transferred to your bank Account will be sent to this address)

I hereby request Westmeath County Council to transfer payments to:-

BANK NAME: _____

BANK ADDRESS: _____

ACCOUNT NAME: _____

ACCOUNT NO: _____

BANK SORT CODE: _____

IBAN NUMBER: _____

BIC CODE: _____

SIGNED: _____
(Please return in hardcopy with original signature)

DATE: _____

Application Checklist – please ensure you have enclosed the following documents with your application:

- *Signed agreement to Terms and Conditions (Part A)*
- *Signed Application Form and Payment Details (Part B)*
- *Section 254 Licence Number (If applicable)*
- *Receipts for equipment / furniture dated since 1 April 2020*
- *Photos of furniture / equipment in place in the public domain and / or on your premises*