



TEMPORARY TOWN CENTRE STREETSPACE FUND

Prospectus

FUND OVERVIEW

Barnet Council has set up the Town Centres Streetspace fund to support our local businesses, venues and organisations in Barnet's town centres to access much needed street space to support them to increase operational capacity and create space to safely welcome their customers back into their town centre. Examples of temporary measures activating an outdoor space safely could include:

- Measures to define and allocate space to applicants on wide pavements to clearly define street trading space in front of property.
- Temporarily re-allocating car parking space in front of applying business to support businesses to create a temporary outdoor seating area for customers within the public realm.

This fund will support town centre businesses, venues and/or community organisations to:

- Obtain a temporary fast track street trading licensing for up to a 3-month period with an opportunity, where eligible, for all costs associated with this to be free.
- Support eligible applicants to attract needed permissions to implement temporary measures within the public realm and/or highways to access and activate a designated outdoor space safely, by installing temporary barriers to create a safe, enclosed space. Where eligible, costs associated with this might be free or partially funded by the council.

For any queries regarding the fund please email towncentres@barnet.gov.uk.

To submit an application please go to [insert website link.]

COUNCIL PRIORITIES

The council will look favourably on applications that:

1. Clearly demonstrate how access to streetspace will address reduced trading capacity due to a reduction of available indoor space arisen from efforts to operate in compliance with social distancing.
2. Demonstrate clearly how the intended use of the public realm will positively contribute to the visitor and/or evening economy within the respective town centre.
3. Support the council to improve its offer in town centres to increase the opportunity for visitors, particularly the elderly and/or vulnerable, to rest along the street.
4. Support the council to increase temporary access to cycle infrastructure in our town centres.
5. Support the council to improve public accessibility of toilet facilities within their town centres by allowing the integration of Cycle Stands provision into the created streetspace.
6. Support the council to improve accessibility of our town centres to all by signing up, where appropriate, to a Council Community Toilet Scheme and/or Water Refill program.
7. Applications will also be looked on favourably where they are made in collaboration with neighbouring businesses and/or organisations who want to collectively to undertake a consolidated intervention to activate the public realm in front of their properties.

KIT OF PARTS

Organisations that submit an application that is reviewed positively, receive a drawn up and costed proposal by the council. This proposal will include usage of a combination of the furniture shown below, used to create a barrier between public realm and business streetspace as required.

All items will be planted by Barnet Council, but will need to be maintained by the business. Additionally, the Business/Venue is responsible for occupying the new outdoor space with street furniture such as tables, chairs etc.

Planted Bicycle Lock
L900mm X W400mm



Corner Planters
L700mm x W700 mm



Trough Planters
L1200mm x W400mm



ELIGIBILITY CRITERIA

The Business and/or Organisation applying for this fund **MUST**:

1. Have a premise located on the ground floor within one of Barnet town centres. The location and boundaries of these town centres are defined within [Barnet Local Plan: Development Management Policies DPD: Appendix 5](#).
1. Be able to demonstrate a clear need to access additional streetspace and how this will mitigate a reduced trading capacity arisen from efforts to operate in compliance with social distancing.
2. Set out a clear proposal identifying a suitable location, intended use, hours of operation and demonstrate a consideration of how proposal will not impede on existing social distancing around theirs and neighbouring premises.
3. Be legally constituted. For example, Self-employed/Sole trader, Charity, Community Interest Company, Partnership, Limited Company or other.
4. Have no previous prosecutions around street trading offences and/or are currently under investigation for street trading offences.
5. Be positioned to source and uphold the minimum £2million public liability insurance throughout the temporary license period.
6. Assume responsibility for regular maintenance and upkeep of the area within the designated license, this includes any street furniture and/or planting provided through this fund.

FUNDING LEVELS

There are three levels of grant funding available to a Business, Venue and/or community organisation. A Business and/or Organisation can only apply to access this fund once.

To qualify for **FULL** or **PARTIAL** support the business will need to confirm it is a small or micro business in accordance with the definition provided within the Companies Act 2006. (See the Application form for the full definition).

If the business has multiple premises or are operating through a franchise model are only able to apply for the **SUPPORT** level.

No monies through this fund will be granted directly to the business. The Council will allocate funding as required and deemed necessary for any associated costs to implement the public realm and/or highways works including the purchase, installation and removal of the items shown above in the kit of part. Should the maximum funding amount not need to be spent, then the Council is under no jurisdiction to give any of the remaining monies allocated from the fund to the applicant.

The following table sets out the different funding levels available to applicants:

FULL FUNDING (Small or Micro Business only)	<p>Applicant who clearly demonstrates an operational need resulting from COVID-19 and how their proposed use will provide great additionality to the town centre.</p> <p>The applicant will benefit from:</p> <ol style="list-style-type: none">1. A Temporary street trading fast track license for 3 months offered at no cost.2. Support with retrieving the required licenses, traffic orders and permissions to enclose and use a piece of public realm for trading purposes.3. Access up to £5,000 from the council's capital fund to implement proposal. The funding can only be used on items identified in the kit of parts, and will include costs for their installation and removal. Any additional costs associated to undertake proposed measures will need to be covered by the applicant.
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<p>PARTIAL FUNDING (Small or Micro Business only)</p>	<p>Applicant who clearly demonstrates an operational need resulting from COVID-19 and how their proposed use will provide limited additionality to the town centre.</p> <p>The applicant benefits from:</p> <ol style="list-style-type: none"> 1. A Temporary street trading fast track license for 3 months offered at no cost. 2. Support with retrieving the required licenses, traffic orders and permissions to enclose and use a piece of public realm for trading purposes. 3. Access up to £2,500 from the council's capital fund to implement proposal. The funding can only be used on items identified in the kit of parts, and will include costs for their installation and removal. Any additional costs associated to undertake proposed measures will need to be covered by the applicant.
<p>SUPPORT (Any Eligible Business)</p>	<p>Any small or micro local business who applies that demonstrates no additional operational need resulting from COVID-19.</p> <p>Or</p> <p>Any Franchise or medium to large businesses that clearly demonstrates an operational need and how their proposed use of the public realm will provide great additionality to benefit the town centre.</p> <p>The applicant will benefit from:</p> <ol style="list-style-type: none"> 1. Access to the fast-tracked licensing review. £100. All costs associated with this will be covered by the applicant. 2. Support with retrieving the required licenses, traffic orders and permissions to enclose and use a piece of public realm for trading purposes. 3. Where appropriate, applicant can utilise the council resources to implement temporary measures within the public realm/highways to create a safe space to trade/operate from. All costs associated with the delivery of these works will need to be covered by the applicant.

HOW TO APPLY

The Temporary Town Centre Streetspace Fund is a one stage application process. We will look to review applications on a bi-weekly basis going forward. Your application will be reviewed by the project review board against the following criteria set out below.

To submit your application, you will need to download the application form from the webpage, complete and respond via email including any necessary attachments to the following email address towncentres@barnet.gov.uk.

HOW WILL YOUR APPLICATION BE ASSESSED?

PART 1: PRE-REQUISITE CHECK

Applications will be checked by relevant council teams to assure legitimacy and suitability of proposed application. Businesses will need to pass this pre-requisite assessment to be considered for the quality scoring.

PART 2: QUALITY ASSESSMENT

The Council will then review the applications and undertake an assessment as to the quality of the application with respect of the Councils Priorities for this fund. This assessment will allow the council to decide whether they can support the application. Any decision made by the council is final.

Following this, any applications that require temporary public realm and/or highways measures to be undertaken will be drawn up and costed by the Council.

THE AWARD

At this stage the applicant will be informed of decision. Any award will be at the absolute discretion of the Programme Review Board and the decision will be final.

Successful applicants will be provided with a temporary street trading license agreement for review with a proposal for public realm/highways, measures to be undertaken and summary of any additional associated costs for these temporary works to be undertaken.

The applicant will not be able to start trading from the space until:

1. Applicant agrees and signs street trading license agreement;
2. Applicant agrees and makes payment of any additional costs associated for works to be undertaken;
3. Installation of the measures within the public realm and highways is completed by the Council.

The awarding of the fund, available to cover license fees and the installation of temporary barriers, is allocated on a first-come-first served basis. The total amount of funding is capped and we cannot commit to funding eligible businesses once all available funding has been allocated.

Due to the temporary nature of all licenses granted there will be no formal consultation prior to granting these licences. Should public concerns be raised in relation to any licence that has been granted; the Licensing team will investigate this and if necessary, the licence will be revoked immediately. The trader will then have the opportunity to apply under the normal process with the full consultation taking place.