



Department for Environment and Community Services

Date: June 2020
Ref: Businesses re-opening
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Dear Business owner/Manager,

We know it has been a difficult time and we are here to help you reopen and manage the challenges.

The Government has announced that businesses will be permitted to open in stages (see below) to prevent the spread of coronavirus. Please be aware that before opening, businesses are required to complete a risk assessment. Template risk assessments can be found in your business toolkit or online at www.southglos.gov.uk/making-public-places-safer

- Essential businesses have been operating through the period of lockdown.
- From 1 June, outdoor markets and car showrooms were allowed to trade.
- From 15 June 'non-essential' retailers can commence trading.
- From 4 July the remaining businesses and premises, including hairdressers, hospitality venues, and public spaces including places of worship will reopen.

As a business community we want to work together to ensure visitors feel safe and have the confidence to come back to our shops, our businesses and engage with the services we provide. Resources for your business, risk assessment templates, information on personal protective equipment (PPE), trading licence applications and frequently asked questions to re-starting your business after lockdown can be found at www.southglos.gov.uk/making-public-places-safer

To help employers, employees and the self-employed understand how to work safely during the coronavirus pandemic, the Government has put together an extensive online guide which you can find www.gov.uk/guidance/working-safely-during-coronavirus-covid-19

To help the general public feel comfortable and safe to return to our high streets and help to restart the economy, it is vital that we all work to adjust how our high streets are used in order to manage queues and facilitate social distancing for pedestrians. We recognise that a sustainable future high street has to be an inviting and safe place that offers an experience to the consumer. For these reasons we are working to implement a range of measures including pedestrianising Thornbury high street, introducing temporary traffic control measures, creating dedicated walking and cycling zones and improving signage in order to help the general public return to the high street as quickly and as safely as possible. Expanded public space will also provide businesses space for additional trading opportunities and for collective resources to come together and promote new activities and experiences in our high

streets. Further details about these schemes can be found at www.southglos.gov.uk/making-public-places-safer

As part of our commitment to supporting High Streets as we recover from Covid-19, we are waiving our fee for licensing applications to trade outside of existing business premises. This is to enable cafes, restaurants and pubs to operate with social distancing in place, we are also waiving the requirement to gain planning permission for outside seating areas. You will need to submit an application form which is available on our website and we will contact you to arrange a site meeting to confirm arrangements for the tables and chairs. You will need to confirm your public liability insurance but not necessarily to the value of £5million. Further information on licensing requirements and support is available at www.southglos.gov.uk/licensing or email TechSupportStreetcareBMR@southglos.gov.uk

We're doing everything we can to help you get your business back to normal and have created a resource pack for businesses including guidance posters, social distance signage and risk assessment templates please visit www.southglos.gov.uk/businessinfo. For full information on the grants and finance assistance available from South Gloucestershire Council and the package of financial measures to support businesses financially during the Coronavirus pandemic please visit www.southglos.gov.uk/businessinfo

We are also exploring how further grant support for community and business associations can channel locally-inspired investment in making high streets attractive and vibrant spaces. We want to encourage these associations to grow and lead with ideas about how to enhance the collective offer of town centres. We hope to release further details over the next few months but would encourage you to consider how you can support your local groups and how these in turn can provide collective advice and support for all businesses in the community.

If you require further help or advice reopening your business safely, please call us on 01454 864541 or email business@southglos.gov.uk and for general business support please visit www.insouthglos.co.uk and www.insouthglos.co.uk/support.

We also work closely with the West of England Growth Hub that provides tailored information, advice and guidance to businesses in South Gloucestershire. For more information visit www.wearegrowth.co.uk

For information about how we are responding to COVID-19 please visit www.southglos.gov.uk/coronavirus or call us on our **COVID-19 freephone number 0800 953 7778**. As you can imagine we are facing significant pressures on our resources at this very difficult time for all of us and our telephone lines are very busy. If you do call us, please be patient and our staff will respond to you as soon as they can.

We wish you the best of luck in re-starting your business.

Kind regards,

South Gloucestershire Council
Public Health and Economic Development Teams