

SHAWLANDS SHOPFRONT GRANTS SCHEME



**Do you own or lease a shop in
Shawlands Town Centre?**

**Grants are available
for shopfront improvement works including repairs,
re-decoration and signage.**

Applications for grants will be accepted until 30th September 2016 unless the funding allocation for the scheme is fully committed sooner.

BACKGROUND

The Shawlands Town Centre Action Plan has been established to help coordinate improvements to ensure that Shawlands remains a desirable place in which people can choose to live and invest. The grant scheme is available to assist shop owners/occupiers to undertake the necessary repairs and redecoration to improve the external appearance of their shops.

GUIDANCE NOTES

How does the Shawlands Shopfront Grant scheme work?

The grant fund provided by Glasgow City Council as part of the Shawlands Town Centre Action Plan will enable shop owners/occupiers to appoint an architect and procure improvements to their premises subject to the appropriate consents (outlined on page 6, point 5).

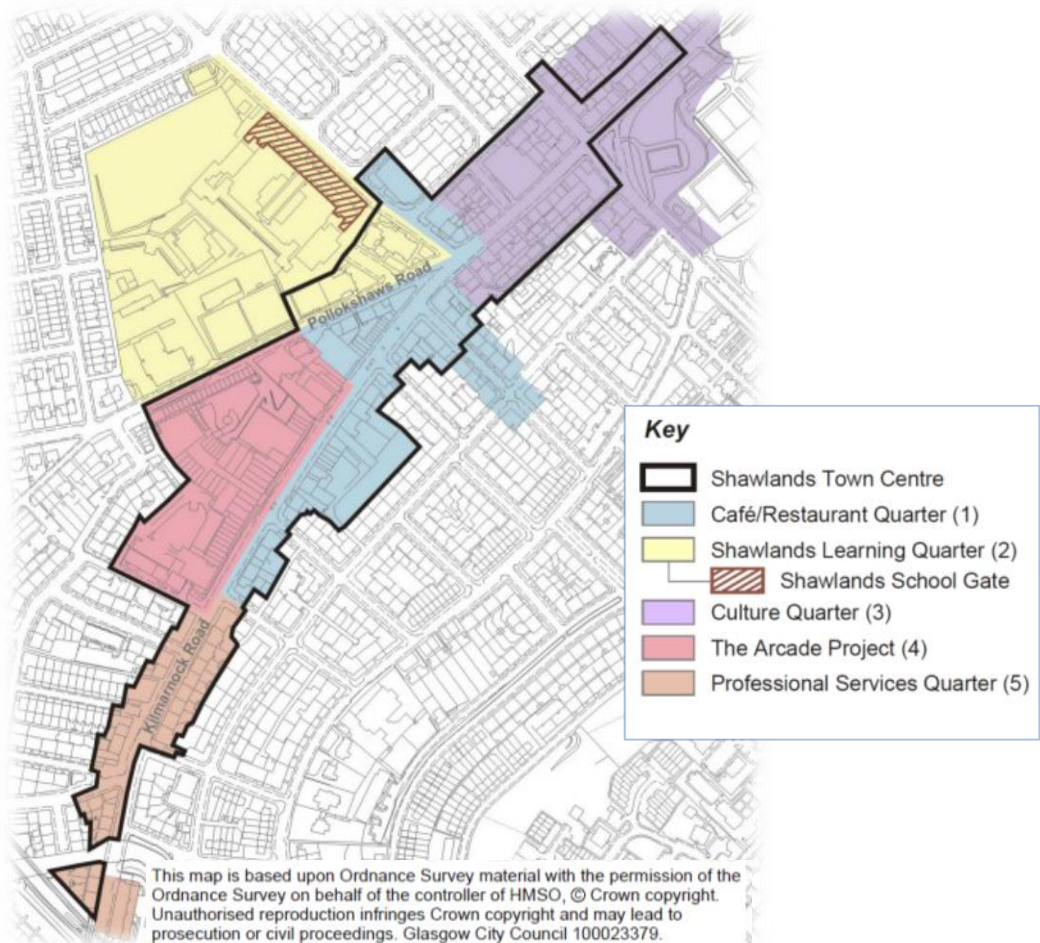


Image: Shawlands Cross

Who can apply?

Eligible premises are not limited to retail shops but can also include restaurants, public houses, cafes, food takeaways, and financial and professional services.

The grant scheme is available to owners and lease-holders (with at least 3 years remaining on their lease) with a commercial shop-frontage in Shawlands town centre (town centre is defined as within the black line on the map below).



There are a limited number of grants available so where the scheme is oversubscribed, a system of prioritisation will be put in place. In such cases priority will be given to the following:

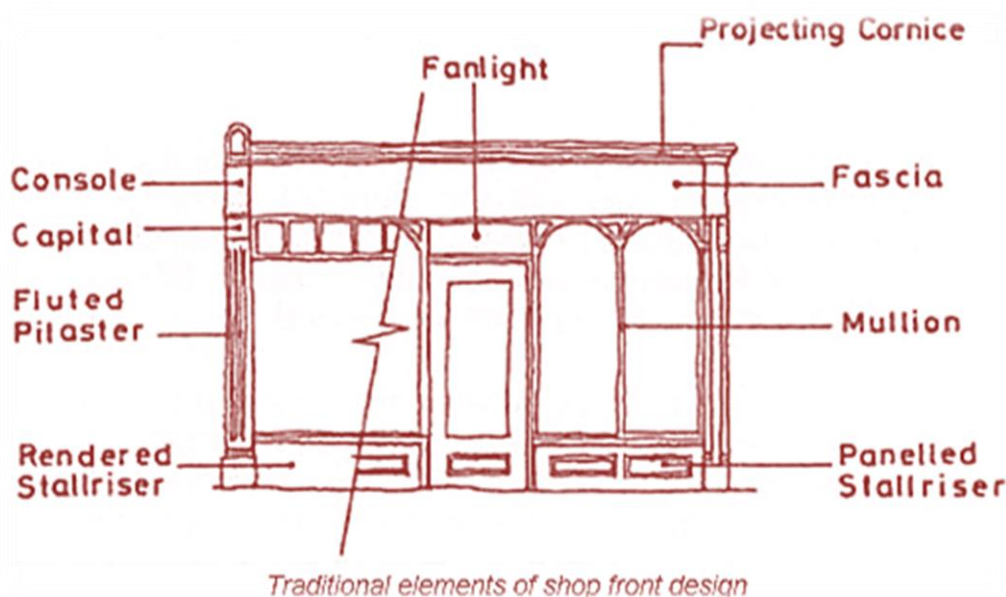
- Shopfronts in prominent locations where improvement would have the most impact (i.e. corner units, visible from a civic space)
- Shopfronts within listed buildings
- Shopfronts located within the Culture Quarter or the Café/Restaurant Quarter which Shawlands customers consider to be key destinations.



Images: Previous grant recipients (Merchant City and The Barras)

What works are eligible?

- Works that are in keeping with the Shawlands Cross Conservation Area status of the core and general design quality in the wider centre;
- The repair or replacement of windows, external doors and other external joinery as required;
- Repainting of shopfront in suitable colours;
- The repair of external stonework, brickwork and render including decorative elements as required;
- The repair of traditional features that may remain under later shop frontage additions, in particular the fascia board, cornicing, stallriser, and any original window framing or glazing;
- A creative interpretation of the traditional shopfront using appropriate proportions and materials may be considered;
- Lighting and signage appropriate to the area may also be eligible for grant support if forming part of an overall shopfront improvement scheme.



What works are unlikely to be eligible?

- Reinstatement works where the building fabric is currently not in sound condition;
- Internal repairs and alterations;
- Works that have already been undertaken or which have started prior to the final offer of grant funding being made;
- External shutters and other security devices (e.g. CCTV);
- The scheme will not fund recoverable VAT;
- Installation of canopies.

What does the grant cover?

The amount and percentage of grant awarded will be determined on a case-by-case basis. The grant will not cover 100% of the costs.

The grant can cover eligible works and associated fees including:

- appointing an architect to produce detailed drawings, oversee and certify the works;
- planning application / listed building consent / advertisement consent / building warrant fees;
- appointing a contractor (builders/decorators) to carry out the works;
- all materials as specified on the drawings approved at full grant offer stage.



Images: Previous grant recipients (Govan)

How will the grant be paid?

The Grant will only be paid directly to the architect and/or contractor on submission of receipted invoices and upon satisfactory completion of the outlined work. Payment will normally be paid once all works are completed. Interim payments may be considered for larger projects.

Are there other sources of funding?

Glasgow City Heritage Trust's Building Repair Grant programme complements the Shopfront Grants Scheme and aims to preserve and enhance the unique character of the built environment. Grants can be offered for external repair and reinstatement works to any historic property within the Shawlands Conservation area or any A or B-listed property. For further information please contact the Trust at 0141 552 1331 or visit <http://glasgowheritage.org.uk/grants/>.

Where can I get further guidance?

The **Shawlands Conservation Area Shopfront Survey** commissioned by Glasgow City Council and Glasgow City Heritage Trust was produced in May 2015 and outlines the condition of commercial frontages in the Conservation Area along with recommendations for key improvements. This survey is indicative only but may provide a useful guide for prospective grant applicants. To view the survey, please visit <https://www.glasgow.gov.uk/CHttpHandler.ashx?id=30237&p=0> or visit the Shawlands Town Centre Action Plan webpage.

A guide for shop owners to traditional shopfronts can also be found on Historic Scotland's website at <http://www.historic-scotland.gov.uk/shopfronts.pdf>.

For advice on planning permission, advertisement consent and listed building consent please contact the Council's Planning Duty Officer on 0141 287 6060.

For advice on building warrants please phone 0141 287 8555 or alternatively email building.control@drs.gov.uk.



Images: Previous grant recipients (Parkhead)

What does the process entail?

1. Submit the enclosed application form detailing proposed improvements, estimated costs and supporting evidence. Please also enclose proof of ownership/lease.

2. Your application will then be processed and assessed by Glasgow City Council. This will involve a visit to the premises.
3. Either a provisional grant offer will be made or alternatively the applicant will be advised that a grant will not be made available for their project. The reasons will be outlined for that decision.
4. If you are eligible for a grant, you will need to receive consent for the necessary statutory permissions. An initiation grant will be made available to help cover statutory permissions (i.e. planning permission) and professional fees where required. This is an upfront payment deducted from the overall grant awarded. The amount of grant to be offered will also be outlined.
5. A final grant offer letter will be sent out once the Council has received and approved the following:
 - Drawings / Schedule of Work
 - Planning Permission / Advertisement Consent / Listed Building Consent / Building Warrant (where required)
 - 3 satisfactory quotes for the works from independent contractors
6. At the same time as accepting the final grant offer, you will be asked to enter into a legal agreement with the Council setting out the terms and conditions of grant. A copy can be made available in advance.
7. Physical works for the property are expected to commence within two months and be completed within six months of acceptance of the final grant offer. Glasgow City Council reserves the right to rescind the offer where these timescales are not met.
8. Grants will be paid on production of invoices from contractors showing a detailed breakdown of cost and following satisfactory inspection of the works.
9. Following completion, you will be required to maintain the property to a satisfactory standard for a minimum of three years.
10. The Shopfront Grant Scheme shall remain open until such time as funding for the scheme has been committed in its entirety to appropriate projects. The Shawlands Town Centre Action Plan is a 5 year investment programme which was approved in 2012. In line with that 5 year plan, no further applications for funding shall be considered after 30th September 2016 in order to ensure that all projects are completed no later than 28th February 2017.

HOW CAN I APPLY?

If you are interested in applying for a grant, please fill out the enclosed application form and post/email to the Shawlands Town Centre Action Plan team. If you would like to discuss your proposal or would like more information, you can call us on 0141 287 3760.

**Shawlands Town Centre Action Plan
Development and Regeneration Services
231 George Street
Glasgow G1 1RX
Email: shawlands@glasgow.gov.uk**

