

# FAREHAM

## BOROUGH COUNCIL

### Report to the Executive for Decision 03 August 2020

<b>Portfolio:</b>	Streetscene
<b>Subject:</b>	Covid 19 Public Spaces Recovery Plan
<b>Report of:</b>	Head of Streetscene
<b>Corporate Priority:</b>	Protect & Enhance the Environment

**Purpose:**

The purpose of this report is to set out the Council's Public Spaces Recovery Plan in response to the Covid-19 pandemic.

**Executive summary:**

The Council's Public Spaces Recovery Plan forms part of a Recovery Framework which will be presented to the Executive on 3<sup>rd</sup> August 2020.

The plan has been produced in accordance with the Coronavirus (COVID-19) Safer Public Places – Urban Centres and Green Spaces guidance that was published by HM Government on 13 May 2020. The guidance document provides a framework for identifying the issues associated with the use of public spaces considering the need for social distancing. It focuses primarily on urban centres and green spaces which are likely to have high footfall.

The report focuses on the impact of the pandemic on urban and green spaces in the Borough, and highlights actions that the Council, and others, have taken to enable people to safely use public spaces.

Government has provided Councils across England with a share of £50m of additional funding to support the safe reopening of high streets and other commercial areas. The money allows local authorities in England to put in place additional measures to establish a safe trading environment for businesses and customers, particularly in high streets, through measures that extend to the end of March 2021.

Fareham Borough Council has been allocated a grant of £103,270 which comes from the European Regional Development Fund (ERDF). The Fund will particularly focus on high streets, as well as other public places that are at the heart of towns and cities gearing up to reopen as safe, welcoming spaces. Most of the details of how this will be allocated in Fareham will be included in the Economic Recovery Plan.

**Recommendation / Recommended Option:**

It is recommended that the Executive approves the Covid 19 Public Spaces Recovery Plan as detailed in the report.

**Reason:**

The report forms part of a Recovery Framework in response to the Covid-19 pandemic which will be presented to the Executive on 3<sup>rd</sup> August 2020.

**Cost of proposals:**

Fareham Borough Council has been allocated a grant of £103,270 which comes from the European Regional Development Fund (ERDF). This grant will be used to fund projects to support the safe reopening of high streets and other commercial areas in the Borough.

**Appendices:**

**Appendix A:** Estimated Fareham Town Centre footfall per hour count (June 2019).

**Appendix B:** Examples of the signage used in the Fareham Shopping Centre complex.

**Appendix C:** Examples of the signage in place for the Council car parks.

**Appendix D:** Summary of main strands of activity that can be funded from ERDF grant and key criteria

**Background papers:** None

**Reference Papers:** Coronavirus (COVID-19) Safer Public Places – Urban Centres and Green Spaces guidance

# FAREHAM

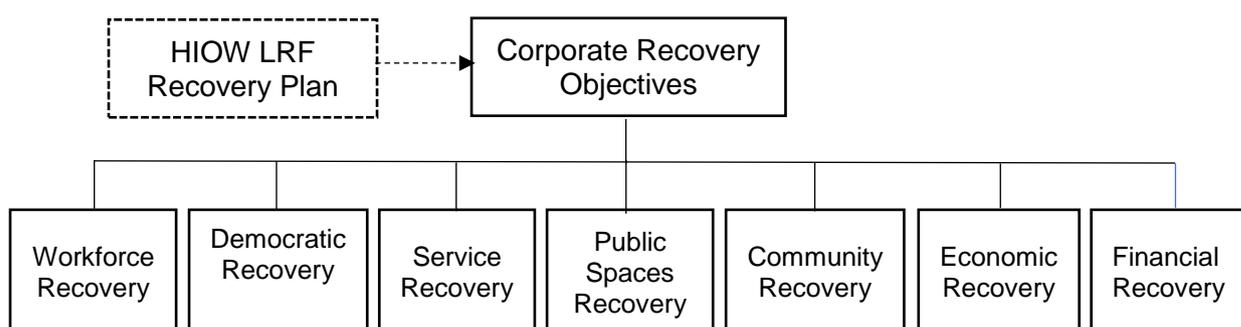
## BOROUGH COUNCIL

### Executive Briefing Paper

<b>Date:</b>	03 August 2020
<b>Subject:</b>	Covid 19 Public Spaces Recovery Plan
<b>Briefing by:</b>	Head of Streetscene
<b>Portfolio:</b>	Streetscene

#### INTRODUCTION

1. The purpose of this report is to set out the Council's Public Spaces Recovery Plan in response to the Covid-19 pandemic. It forms part of a Recovery Framework (illustrated below) which will be presented to the Executive on 3<sup>rd</sup> August 2020.
2. The report focuses on the impact of the pandemic on urban and green spaces in the Borough, and highlights actions that the Council, and others, have taken to enable people to use public spaces safely.



#### SCOPE

3. The plan recognises that public spaces form an important part of our Borough's infrastructure and that they could be affected as a result of the pandemic, due to:-
  - Public concerns that the areas are crowded and likely to increase the risk of virus transmission;
  - Public concerns with the cleanliness of public spaces;
  - A lack of public toilet facilities could prevent people from using public spaces; and
  - A reduction in the use of facilities such as public car parks will result in low footfall for retail outlets and a loss of income for the Council.

## CONTEXT

4. The Plan has been produced in accordance with the Coronavirus (COVID-19) Safer Public Places – Urban Centres and Green Spaces guidance that was published by HM Government on 13 May 2020.
5. The guidance contains information and examples of interventions that may be undertaken by the owners and operators of public spaces to keep people safe as and when the restrictions are relaxed, and as urban spaces become busier.
6. The guidance is primarily for the owners and operators of public places including:-
  - local councils;
  - landowners;
  - commercial landlords responsible for public places; and
  - management companies
7. The guidance document provides a framework for identifying the issues associated with the use of public spaces considering the need for social distancing. It focuses primarily on urban centres and green spaces which are likely to have high footfall. The definitions it uses are:-
  - **Urban centres** - publicly accessible areas such as high streets, transport hubs and shopping areas.
  - **Greenspaces** - publicly accessible open spaces (in urban and suburban contexts) including parks, burial grounds and cemeteries.

## PRINCIPLES

8. The principles to be followed within the Public Spaces Recovery Plan are as follows:-
9. **Social distancing** - Public Health England originally advised people to maintain 2 metres distance from others (outside of the immediate household) to reduce the risk of transmission of coronavirus. From 4<sup>th</sup> July the 2 metre distance was relaxed and the guidance now refers to “1 metre plus”, meaning people should remain 1 metre apart while taking mitigating measures to reduce the risk of transmission. Where social distancing is not possible, owners and operators are advised to do everything they can to reasonably reduce the risk.
10. **Protecting people who are at higher risk** - Individuals who are shielding are advised to stay at home until 1<sup>st</sup> August.
11. **Face coverings** - Government guidance recommends that if you can, wear a face covering in enclosed public spaces where social distancing isn't possible and where you will come into contact with people you do not normally meet. This is most relevant for short periods indoors in crowded areas. Face coverings are compulsory on public transport and in shops and supermarkets.
12. **Cleaning** - Owners and operators are advised to implement cleaning protocols to limit coronavirus transmission in public places. It is advised that touch points (e.g.

handrails and gates) should be particular areas of focus for increased cleaning.

13. **Good Hygiene (hand washing)** - to help everyone maintain good hygiene, consideration should be given to:-

- Sufficient provision of automated hand sanitising dispensers in public places;
- where possible, providing either paper towels or electrical hand dryers in handwashing facilities;
- using signs and messages to build awareness of good handwashing technique and other respiratory hygiene behaviours, e.g. around coughing and sneezing in public places;
- configuration of toilet facilities to ensure they are kept clean, with social distancing achieved as far as possible and with best practice handwashing followed;
- provision of more waste facilities and more frequent rubbish collection in public places;
- minimising use of portable toilets; and
- enhanced cleaning for facilities that are heavily used.

### KEY PUBLIC SPACES IN THE BOROUGH

14. An evaluation of the urban centres and green spaces in the Borough of Fareham has been undertaken in accordance with the criteria set out in the Government guidance.

15. This has identified the specific locations set out in the table below, which have been separated into three distinct areas:-

- Fareham Town Centre;
- Other Urban Centre locations; and
- Green Spaces.

16. A risk rating has been applied to each of the locations identified. This rating is based on the criteria set out in the guidance document and consideration of available footfall data, key user groups and type of activity taking place.

<b>Fareham Town Centre</b>			
<b>Location</b>	<b>Responsible Body</b>	<b>Risk</b>	<b>Risk Description</b>
Fareham Shopping Centre	Fareham Shopping Centre Owners	High	Social Distancing, Queuing, Cleaning, Hygiene.
West Street – Pedestrianised	HCC	Low	Social Distancing, Queuing.

West Street - Non-Pedestrianised	HCC	Low	Social Distancing, Queuing.
West Street – Fareham Monday Market	Bray Associates	Medium	Social Distancing, Queuing, Hygiene.
Osborn Road Multi-Storey Car Park	Fareham B.C.	Medium	Social Distancing, Queuing, Cleaning Hygiene.
Fareham Shoppers Multi-Storey Car Park	Fareham B.C., (Fareham Shopping Centre for access)	Medium	Social Distancing, Queuing, Cleaning Hygiene.
Market Quay Car Park	Fareham B.C.	Low	Social Distancing, Queuing.
Fareham Bus Station	First Group	High	Social Distancing, Queuing.
Fareham Train Station	South Western Railways	High	Social Distancing, Queuing, Cleaning Hygiene.
Town Centre Gardens	Fareham B.C.	Low	Social Distancing, Queuing, Cleaning Hygiene.

#### Other Urban Centre Locations

Location	Responsible Body	Risk	Risk Description
Swanwick & Portchester Train Stations	South Western Railways	High	Social Distancing, Queuing, Cleaning Hygiene.
Portchester Wednesday Market	Bray Associates	Medium	Social Distancing, Queuing, Hygiene.
District Centres – Portchester, Stubbington, Highlands Road	Private / HCC	Low	Social Distancing, Queuing.
Locks Heath Shopping Centre	Workmans / New River Retail	Medium	Social Distancing, Queuing, Cleaning Hygiene.
Solent Airport Viewing Area	Fareham B.C/ RCA	Medium	Social Distancing, Queuing, Cleaning Hygiene.

#### Green Spaces

Location	Responsible Body	Risk	Risk Description
Foreshore – Meon Shore, Salterns Promenade, Monks Hill	Fareham B.C.& private ownership.	Medium	Social Distancing, Queuing, Cleaning, Littering
Parks & Open Spaces, Outdoor Sports Facilities	Fareham B.C.	Low	Social Distancing, Cleaning, Littering

Play Areas, Outdoor Gyms, Skate Parks	Fareham B.C.	Medium	Social Distancing, Queuing, Cleaning, Littering
Cemeteries	Fareham B.C.	Low	Social Distancing

17. Appendix A contains estimated Fareham Town Centre footfall per hour count (June 2019). This information has been used to help determine the risk level for each of the respective areas identified.

### **INTERVENTIONS TO REDUCE RISK**

18. The following paragraphs outline the mitigation measures that have been implemented in the locations identified in the table. These measures will provide the building blocks for ensuring that robust arrangements are in place to safeguard the public who access these spaces.
19. The arrangements will be reviewed and amended to reflect any changes in Government guidance and lessons learnt as the public use of these locations increases.
20. **Fareham Town Centre**

#### **a) Fareham Shopping Centre**

- i) The owners of Fareham Shopping Centre have collaborated with each shop to create bespoke plans to manage queuing.
- ii) Covid 19 signage has been incorporated into the Shopping Centre.
- iii) The lifts for the car park have been marked for going up, and the stairs for going down.
- iv) A one-way system has been deployed with guidance signage and instructions at regular intervals.
- v) Anti-bacterial gel dispensers are located at the entrance/exit points.
- vi) Shopping Centre security staff will assist with safe distancing and queue management.

(Appendix B contains examples of the signage used in the Fareham Shopping Centre complex).

#### **b) Fareham Bus Station**

- i) Marshals have been introduced at the bus station to remind customers of social distancing.
- ii) Signage and floor markings are in place – customers are asked to remain behind the yellow line when they disembark the bus until they reach the exit.
- iii) Barriers are in place to assist with queuing and social distancing.

#### **c) Fareham Train Station**

- i) The station is cleaned throughout the day with anti-viral products.
- ii) As service levels increase, additional deep cleans will be carried out in toilet areas and common touch-point areas, such as doors and handrails.
- iii) Measures will be implemented in many station areas so that people can social distance and move around more safely.
- iv) A one-way system is in place in the booking halls.

- v) Banners, stickers and posters have been placed throughout the station.
- vi) Train companies are checking carriages regularly throughout the day and further cleaning is taking place at depots.

**d) West Street Pedestrianised and Non-pedestrianised Areas**

- i) General signage is in place to remind the public to maintain social distancing.
- ii) Play area open with appropriate signage in place.
- iii) The Council's Enforcement Officers and the Town Centre Security will assist with safe distancing and queue management.

**e) West Street – Fareham Monday Market**

- i) Bray Associates have arranged the stalls to take into account the distance from the adjacent pitch and the neighbouring shops.
- ii) Environmental Health will assist to identify/advise on any issues.
- iii) Further action may be required if the lines to the shops encroach on the distance from the stalls.
- iv) Stall holders are instructed to provide hand cleansing gel and promote social distancing.

**f) Car Parks – Osborn Road, Civic Way, Market Quay**

- i) Multi-Storey – Two lifts have been allocated for going up and two for down. Stairs have been allocated as down only.
- ii) Only one pay machine to operate per floor for social distancing.
- iii) Signage on each floor reminding of social distancing, using cashless payments and how to move through the car park.
- iv) Market Quay – Social distancing signage and floor marking, one pay machine in operation where two are situated together.
- v) Shoppers Multi-Storey – One pay machine in operation where two are situated together, lifts marked as up/down only, social distancing signage and floor markings.
- vi) Civic Way Car Park – Social distancing signage and floor markings, one pay machine in operation where two are situated together.
- vii) Sanitising gel stations are provided within the car park.

(Appendix C contains examples of the signage in place for the car parks.)

**g) Town Centre Gardens, Westbury Manor, Civic and Sensory.**

- i) Signage in place to remind the public to maintain social distancing, follow government guidelines and hygiene advice.
- ii) Enforcement Officers patrol to provide advice and reminders to the public on the need to maintain social distancing.

**21. Other Urban Centre Locations**

**h) District Centres**

- i) General signage to remind the public to maintain social distancing.
- i) Relevant guidance will be provided to shops and Environmental Health will assist to identify/advise on any issues.
- i) The Council's Enforcement Officers will assist with safe distancing and queue management.

**i) Swanwick and Portchester Train Stations**

- i) Stations are cleaned throughout the day with anti-viral products.
- ii) As service levels increase, additional deep cleans will be carried out in toilet areas and common touch-point areas, such as doors and handrails.
- iii) Measures will be implemented in many station areas so that people can social distance and move around more safely.
- iv) A one-way system will be implemented in the booking halls.
- v) Banners, stickers and posters have been placed throughout the station.
- vi) Train companies are checking carriages regularly throughout the day and further cleaning is taking place at depots.

**j) Daedalus Airport Viewing Area**

- i) Café 05 have carried out a risk assessment and has reopened as a sit down service.
- ii) The Viewing Area and Play Area has also reopened.
- iii) Signage is in place to remind the public to maintain social distancing, follow government guidelines and hygiene advice.
- iv) Sanitising gel stations are provided.

**22. Borough Wide Green Spaces**

**k) Foreshore**

- i) Signage in place to remind the public to maintain social distancing, follow government guidelines and hygiene advice.
- ii) Signage to be installed at regular intervals and at key access points to the promenade from the adjacent car parks to remind the public to maintain social distancing.
- iii) Concessions to display appropriate signage and queuing arrangements to maintain social distancing.
- iv) Public conveniences to be restricted to one person at a time and will be cleaned and checked three times every day. Appropriate signage will be in place.
- v) Enforcement Officers patrol to provide advice and reminders to the public on the need to maintain social distancing.
- vi) Visitors are asked to dispose of all litter in the bins provided, particularly any face coverings, gloves and cleansing wipes. If a bin is full, rubbish should be taken home.
- vii) Additional staff will be deployed to empty litter and dog bins at peak times.

**l) Parks & Open Spaces**

- i) Enforcement Officers patrol to provide advice and reminders to the public on the need to maintain social distancing.
- ii) Signage in place to remind the public to maintain social distancing, follow government guidelines and hygiene advice.
- iii) Play areas, outdoor gyms, skate parks are open and have appropriate signage in place.

- iv) Visitors are asked to dispose of all litter in the bins provided, particularly any face coverings, gloves and cleansing wipes. If a bin is full, rubbish should be taken home.
- v) Additional staff will be deployed to empty litter and dog bins at peak times.

**m) Cemeteries**

- i) Signage in place to remind the public to maintain social distancing, follow government guidelines and hygiene advice.
- ii) Enforcement Officers patrol to provide advice and reminders to the public on the need to maintain social distancing.

**PUBLIC CONVENIENCES**

- 23. The Fareham Borough Council public conveniences were reopened in two phases when changes to the Government's lockdown rules were made to allow people to take unlimited exercise outdoors.
- 24. The first phase to reopen on 16 May 2020 were those which serve large areas of public open space in the Borough:
  - Passage Lane, Warsash
  - Holly Hill, Sarisbury
  - Meon Shore, Cliff Road, Salterns and Monks Hill - Hill Head foreshore
  - Portchester Castle
- 25. The second phase to reopen on 1 June 2020 were those which mainly served shopping areas and district centres. This coincided with the Government's plan to reopen non-essential shops:
  - Warsash Village Centre
  - Middle Road, Park Gate
  - Lockswood Centre, Locks Heath Shopping Centre
  - Barry's Meadow, Titchfield
  - Stubbington Green
  - Portchester Precinct
- 26. Posters are displayed outside each toilet entrance with guidance about use of the facilities including:
  - Only one person should use the facilities at any one time;
  - If occupied wait outside until free at least 2m from the door;
  - Wash your hands thoroughly for at least 20 seconds;
  - Toilets are checked and cleaned daily.

## **PLAY AREAS, SKATE PARKS, OUTDOOR GYMS, OUTDOOR SPORTS FACILITIES**

27. Fareham Borough Council's 'free to play' tennis courts at Sarisbury Green, Titchfield Recreation Ground and Burrigde Recreation Ground reopened on 13 May 2020. This followed changes to Government guidance, which allowed more daily exercise outside, including tennis. The courts at Park Lane Recreation Ground, managed by Everyone Active, were also be reopened.
28. Signs are in place on the entrance to all Council courts with guidance about maintaining social distance, wash/sanitise hands regularly and to follow government guidance.
29. Skate parks across the Borough reopened on Monday 8 June. The decision followed changes to the Government's lockdown rules which enabled the skate parks to be used for the first time since March. Advice about how to use the skate parks safely was produced by Skateboard England and Skateboard GB and is displayed at each location. Users are encouraged to maintain social distancing and avoid congregating in groups.
30. Fareham Borough Council's play areas reopened on Saturday 4th July, following changes to lockdown rules. All 43 of the Borough's play areas were closed in March due to Covid-19. Prior to opening, a safety inspection was carried out at each play area to ensure it is ready to open and regular checks are carried out as part of the routine inspection process.
31. A dynamic risk assessment has been completed and this will be amended to take account of the emerging issues and experience gained to ensure appropriate measures are in place to assist safe use of these facilities. Signage is in place at each play area to remind families to help reduce the spread of the virus and to follow the guidelines:
  - Social Distancing – Visitors should adhere to social distance guidelines. To help with this it is recommended that one adult or family member accompanies one child when entering the play areas. If a site looks busy, visitors should wait at a safe distance or return later in order to ensure social distancing is maintained.
  - Cleanliness – Play areas will be cleaned regularly, specifically the touch points on equipment and gates. However to ensure risk is minimised further visitors are asked to:
    - Bring wipes to clean obvious touch points before children use the equipment such as swing chains, rocker handles, seesaw handles and gates;
    - Bring hand sanitiser or wipes to clean children's hands during and after the visit;
    - Wash hands thoroughly when returning home.
  - Food and drink - Consumption of food and drink in the play area is not allowed.
  - Rubbish – Visitors are asked to dispose of all litter in the bins provided,

particularly any face coverings, gloves and cleansing wipes. If a bin is full, rubbish should be taken home.

32. In line with the Government announcement, outdoor gyms were also reopened on 4th July. As with play areas, users are encouraged to take steps to reduce the spread of the virus, such as wiping equipment before use and keeping their hands clean. Users are also reminded to follow social distancing rules.
33. The UK Government has given approval for competitive grassroots football and training sessions to re-start. Detailed guidance has been produced by The FA in relation to football in England. It applies to 11-a-side youth and adult football, as well as the small-sided game.
34. Competitive training can take place for all participants, in an outdoor setting provided this takes place in groups of no more than 30 (including coaches). Any spectators at training sessions (including parents and carers) must be restricted to discrete six-person gathering limits and spread out, in line with wider government guidance, ensuring space for officials, coaches and substitutes.
35. The Government announced that club cricket could recommence from 11 July, subject to the relevant guidance being followed and an appropriate risk assessment in place.
36. Changing rooms are an area of increased risk of transmission and should remain closed so players and officials should arrive changed and shower at home.
37. Toilets in sports pavilions will be available with appropriate signage in place for social distancing and hygiene.

## **LITTERING**

38. The easing of the lockdown and the governments advice to the public to use parks and public open space for exercise and mental wellbeing resulted in a significant number of people accessing these facilities. This coincided with a warm and sunny settled period of weather, particularly during May.
39. The key strategic parks, green spaces and foreshore have been inundated with visitors which has resulted in unprecedented volumes of litter and dog waste being collected from litter /dog waste bins. Even the bins in the smaller localised areas of open space and street litter bins have exceeded capacity. This trend looks set to continue and is likely to be the norm throughout the summer and into the autumn until the weather turns cooler.
40. In an attempt to mitigate the increased volumes, staff resources have been re-deployed to work over the weekends and peak periods to empty the bins and clear any accumulations of litter. Larger bins are being installed on the foreshore and open space areas that get a high level of visitors who subsequently generate large volumes of litter.
41. Visitors are asked to dispose of all litter in the bins provided, particularly any face coverings, gloves and cleansing wipes. If a bin is full, rubbish should be taken home.

## **HIGHWAYS**

42. Hampshire County Council (HCC) has been working on ideas to better

accommodate current transport modal choices including proposals to reallocate road space for pedestrian and cycle use, in response to Covid-19.

43. HCC have developed a policy statement to provide advice and guidance to businesses, District Councils and other interested bodies regarding the implementation of any reasonable highway and transport related measures deemed necessary to make locations Covid-19 safe and secure.
44. The Government announced on 20<sup>th</sup> May 2020 that HCC had been allocated £863,000 from Phase 1 of the Active Travel Emergency Fund to deliver “pop-up”/temporary highway measures to support social distancing.
45. HCC have been developing a package of temporary measures that could be delivered in the coming weeks and months, reviewing and prioritising over 300 suggestions from officers, councillors and members of the public. These measures could include, for example, reallocation of highway or parking bays to provide more space for people to walk or cycle, pop-up cycle lanes; a variety of new signs, additional cycle parking; and modal filters.
46. Several different schemes were considered for Fareham, but as it stands none of these will be put forward to be part of the Phase 1 of the Active Travel Emergency measures.

The following schemes are currently being considered to assist with providing safer urban public space in Fareham Town Centre:-

- The routes from Lysees Car Park to the town centre
- Pedestrian access from West Street to Tesco Superstore via Quay Street

## **STATUTORY REGULATIONS**

47. The Public Health (Coronavirus Regulations) (England) Regulations 2020, are enforced by the Police and Local Authorities. At Fareham Borough Council any enforcement activities will be undertaken by the Commercial Team within Environmental Health. Support will also be provided by the Enforcement Team and Town Centre Security Team.
48. An approach will be adopted of offering advice and assistance in the first instance. This will include help with Risk Assessments, provision of signage and managing queues. Only where issues persist would enforcement measures be employed. The Regulations allow for Prohibition Notices, preventing businesses from opening and for Fixed Penalty Notices and prosecution.

## **REOPENING – NON ESSENTIAL RETAIL**

49. A number of essential retail outlets have remained open during the pandemic providing food and medicine in Fareham Town Centre and the local district centres. The Government announcement that non-essential retail could reopen from the 15<sup>th</sup> June meant that the Town Centre and district centre retailers could start to reopen for business.
50. Details of the support measures that will be put in place to assist Town Centre and

District Centre retailers will be contained in the Economic Recovery Plan.

## **FINANCE**

51. The Government has provided Councils across England with a share of £50m of additional funding to support the safe reopening of high streets and other commercial areas. The money allows local authorities in England to put in place additional measures to establish a safe trading environment for businesses and customers, particularly in high streets, through measures that extend to the end of March 2021.
52. Fareham Borough Council has been allocated a grant of £103,270 which comes from the European Regional Development Fund (ERDF). The Fund will particularly focus on high streets, as well as other public places that are at the heart of towns and cities gearing up to reopen as safe, welcoming spaces.
53. Appendix D contains a summary of four main strands of activity the fund will support plus some of the key criteria that need to be met.
54. Officers are preparing a separate Economic Recovery Plan, which will review the impact of Covid-19 on the Fareham Town Centre economy and include priorities and proposals for supporting the Town Centre. This will include reference to market concessions and Town Centre events etc. This will set out in more detail in the plans to support the recovery of Fareham Town Centre and how the grant fund awarded to the Fareham Borough Council will be allocated to support these activities.

## **CONCLUSION**

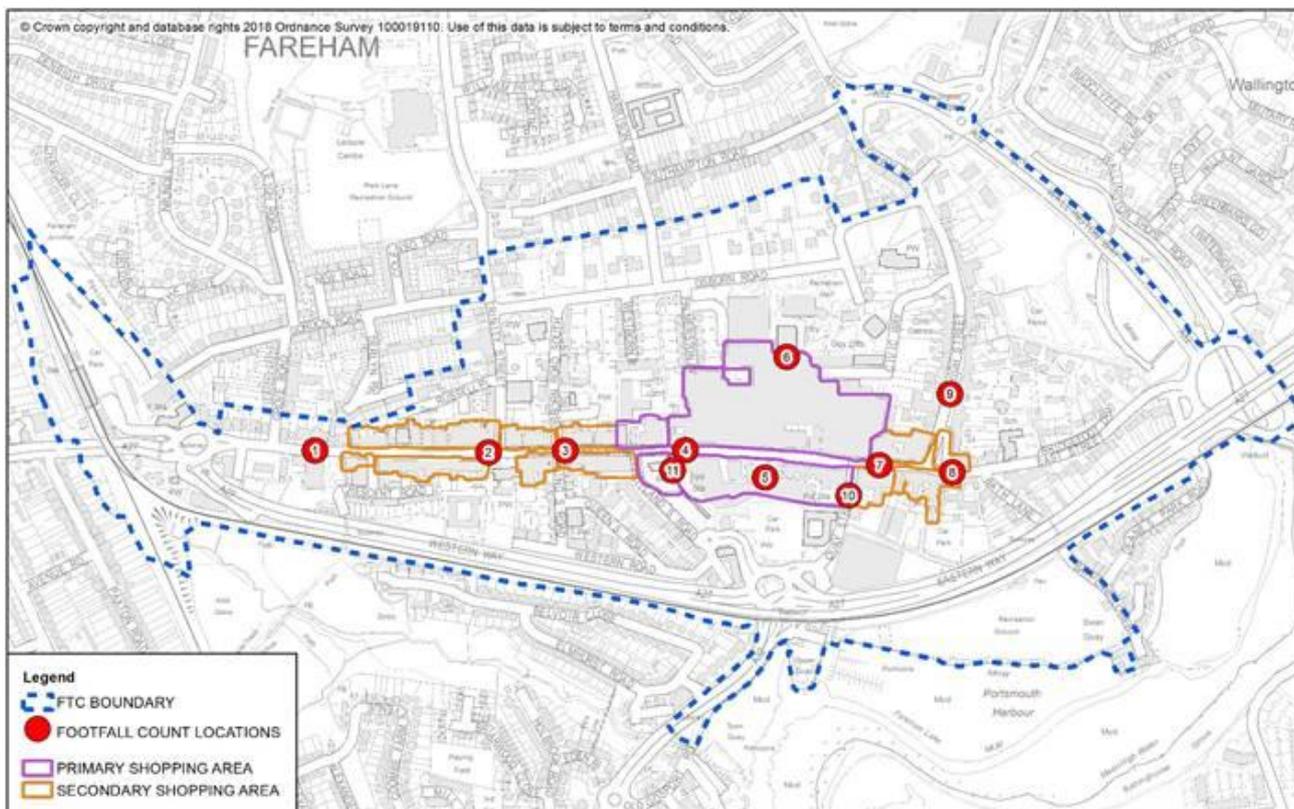
55. This report has set out the Council's Public Spaces Recovery Plan in response to the Covid-19 pandemic. It forms part of a Recovery Framework which was presented to the Executive on 3<sup>rd</sup> August 2020.
56. The Plan focuses on the impact of the pandemic on urban and green spaces in the Borough, and suggests actions that the Council, and others, might take to enable people to safely use public spaces.

### **Enquiries:**

For further information on this report please contact. Mark Bowler (Ext 4420)

## Appendix A - Fareham Town Centre Footfall Count Per Hour

Location	Health Check Reference	Total Per Hour <i>Thursday 20/06/19</i>	Total Per Hour <b>(Market Day)</b> <i>Monday 24/06/19</i>
<b>Main Areas</b>			
Western End of West Street (Train Station)	1	228	276
Western Entrance of Shopping Centre	4	1548	564
Walkway to Market Quay Carpark	5	1032	468
Northern entrance to shopping centre	6	804	1476
Eastern End of West Street	7	684	888
High Street	9	204	228
Bus Station	11	396	540
<b>Fringe Areas</b>			
High Street / East Street junction	8	144	156
West of Holy Trinity Church (West Street)	2	540	420
East of Holy Trinity Church (West Street)	3	792	396
Quay Street	10	600	552



Fareham Town Centre Footfall Count Locations

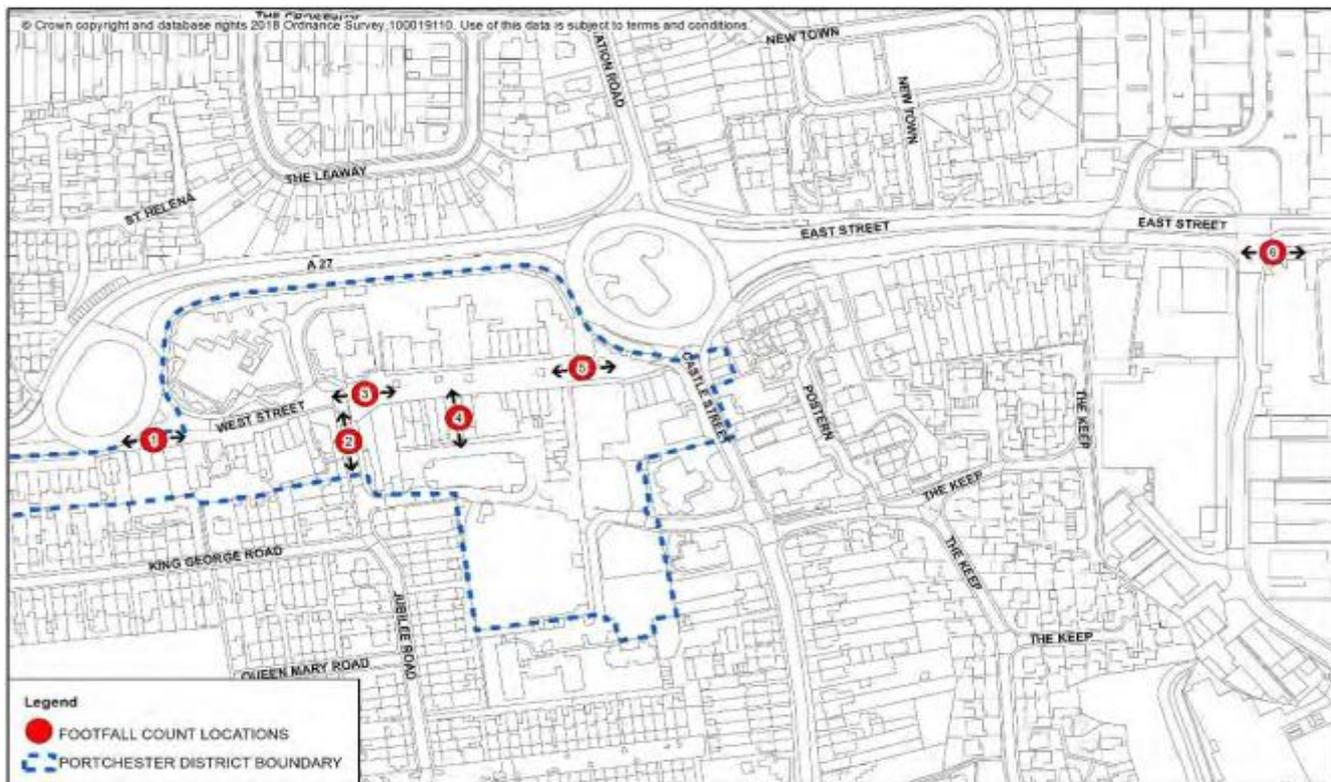
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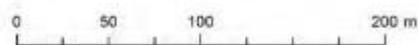
### Portchester Centre Footfall Count Per Hour:

Location	Health Check Reference	Total (per hour) Saturday 24/06/19
Western end of West Street, Portchester	1	132
South West of pedestrian area	2	132
Western end of pedestrian end	3	528
Car par access to pedestrian area	4	360
Eastern end of pedestrian area	5	276



Portchester District Centre Footfall Count Locations

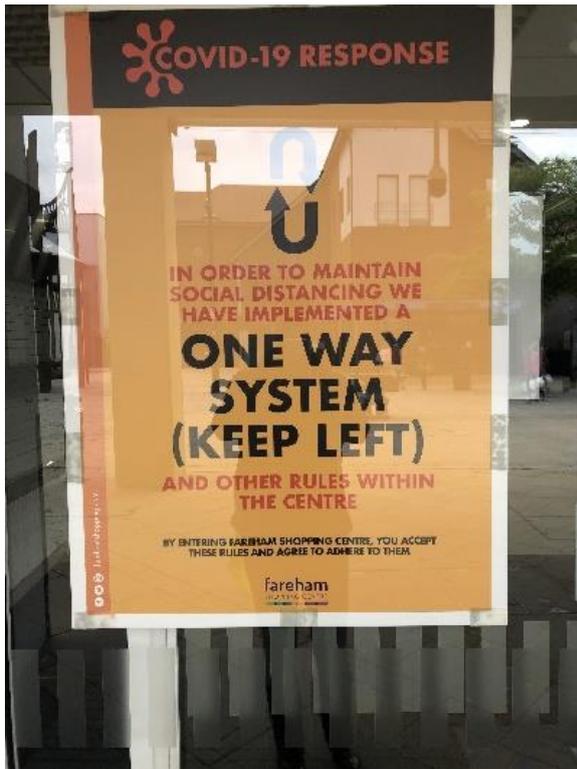
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### Car Park Machine Tickets Issued Per Day:

Location	Total (daily) Monday 03/06/19
Osborne Road Car Park	1077
Market Quay Car Park	1561
Civic Way Car Park	324

## Appendix B - Images of Fareham Shopping Centre Signage



## Appendix C - Images of Car Park Signage



## **Appendix D - Summary of main strands of activity that can be funded from ERDF grant and key criteria**

**(1) Support to develop an action plan for how the local authority may begin to safely reopen their local economies:** Local authorities are encouraged to engage businesses, business organisations and other relevant stakeholders when considering how to use this award. In addition, where temporary changes to the public realm are being proposed the respective local authority should work in partnership with public sector landowners as appropriate.

**(2) Communications and public information activity to ensure that reopening of local economies can be managed successfully and safely:** The local authority will want to effectively communicate to its citizens their role in ensuring that the local economy can reopen safely. It is for local authorities to decide the most appropriate communication channels for their areas.

Examples of communication activities include:

- online and digital;
- media and press activities; and
- print and publications such as posters and leafleting campaigns.

Appendix D contains the outline action plane for the first phase reopening of Fareham Town Centre on 15 June.

**(3) Business-facing awareness raising activities to ensure that reopening of local economies can be managed successfully and safely.** The principle of this activity is the same as for communications to citizens, but it is recognised that the messaging needs to be different and as such part of a separate campaign.

The campaigns should be focussed on supporting SMEs. The advice being provided in these campaigns should be focussed on those businesses that operate alongside public spaces and have customers.

In developing and delivering the campaign the local authority needs to ensure that it is engaging businesses, business organisations and other relevant stakeholders.

**(4) Temporary public realm changes to ensure that reopening of local economies can be managed successfully and safely.**

To ensure that public spaces that are next to businesses are as safe as possible, temporary changes will need to be made to the physical environment. Local authorities are already undertaking changes in line with HMG's Safer Public Places – Urban Centres and Green Spaces guidance as outlined in the first part of this document.

### **Activities out of scope**

There are three main categories where activities cannot be supported:

- **Activity that provides no additionality** - The Government recognises that local authorities will already be delivering activity to ensure the safe reopening of their economies. This funding is intended to be additional funding on top of that existing activity; it should not be replacing the source for already committed expenditure. Clarification has already been provided by the Government confirming the cost of employing Street Wardens and Town Centre Enforcement Officers are out of scope.

- **Capital expenditure** – This funding is intended to help local authorities address the short-term issue of re-opening their local economies. It can support some temporary changes to the physical environment, but those changes should not be anticipated to last beyond 12 months, or until no longer required for social distancing.
- **Grants to businesses** – Funding cannot provide direct financial support to businesses to make adaptations to premises, purchase PPE, purchase goods or equipment or offset wages or other operating costs.

### **Publicity**

The ERDF branding requirements will need to be followed by all local authorities. The use of the ERDF logo, which includes the emblem and reference to the Fund, and the requirements set on colour use, sizing, visibility and positioning must be followed. The HMG logo must be used alongside the ERDF logo