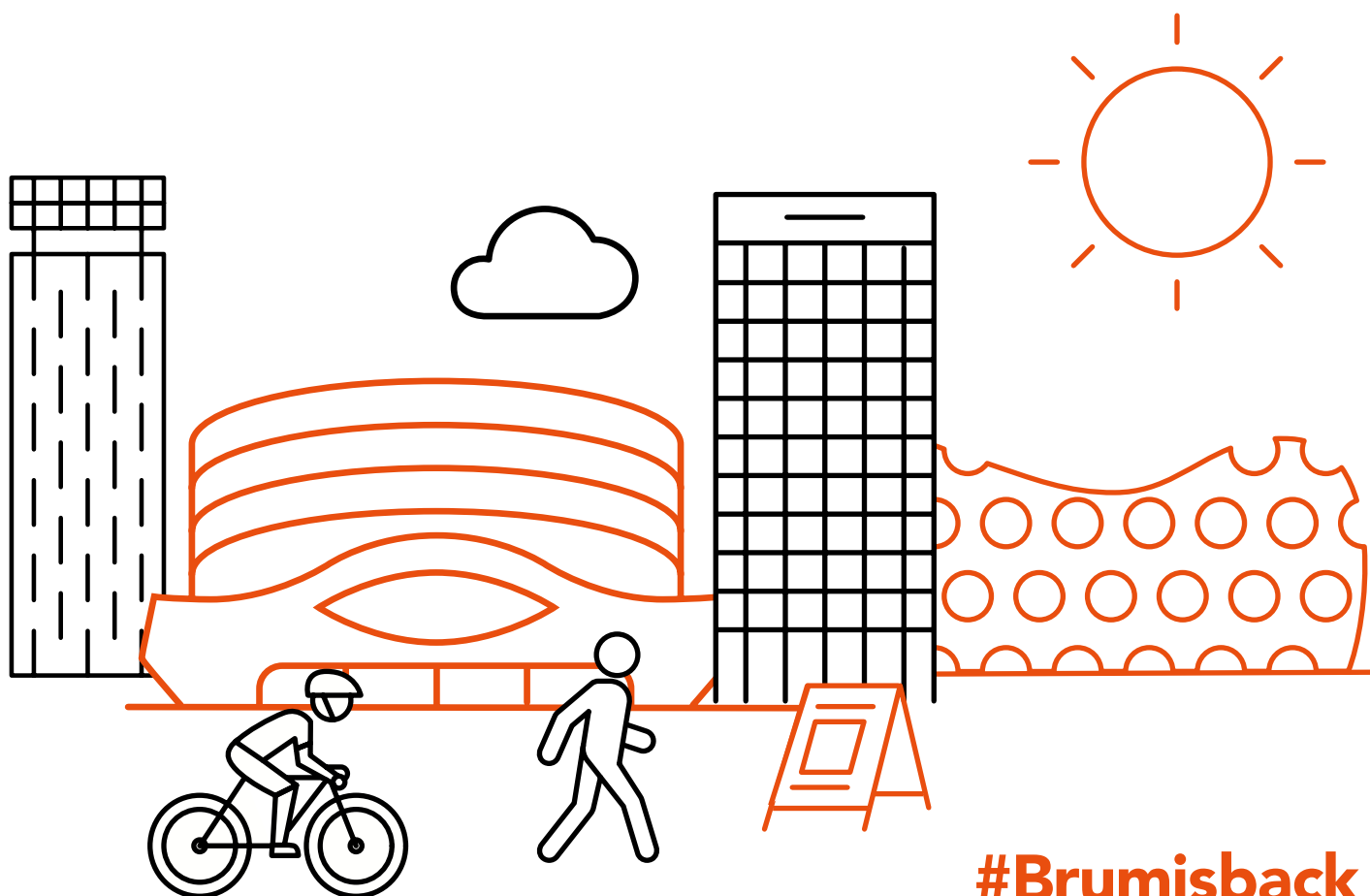


June 2020

BACK TO WORK IN BIRMINGHAM



#Brumisback

Back to business overview

From 15 June, all non-essential retail shops will be able to reopen provided they meet the Government's five key tests and follow COVID-19 guidelines. Retailers will include those selling:

- Clothes
- Shoes
- Toys
- Furniture
- Books
- Electronics
- Tailors
- Auction houses
- Photography studios
- Indoor markets

The **five key tests**, as outlined by the Government are:

- Work from home, where possible
- Carry out a COVID-19 risk assessment, in consultation with workers or trade unions
- Maintain two metre social distancing, where possible
- Where people cannot be two metres apart, manage transmission risk
- Reinforce cleaning budgets

For more information on the Government's timeline for businesses reopening, as well as further advice and support, visit www.gov.uk



Financial support

Due to the impact that COVID-19 has had on the economy, the Government has introduced some financial support packages to help businesses which have suffered exceptional hardship due to lockdown.

If businesses meet the eligibility criteria, they will receive a one-off cash grant which does not ever need to be repaid and is not restricted by use, provided it supports the needs of the business.

Small Business Grants

£10,000 for businesses in receipt of Small Business Rates Relief (SBRR) or Rural Rates Relief (one grant per business)

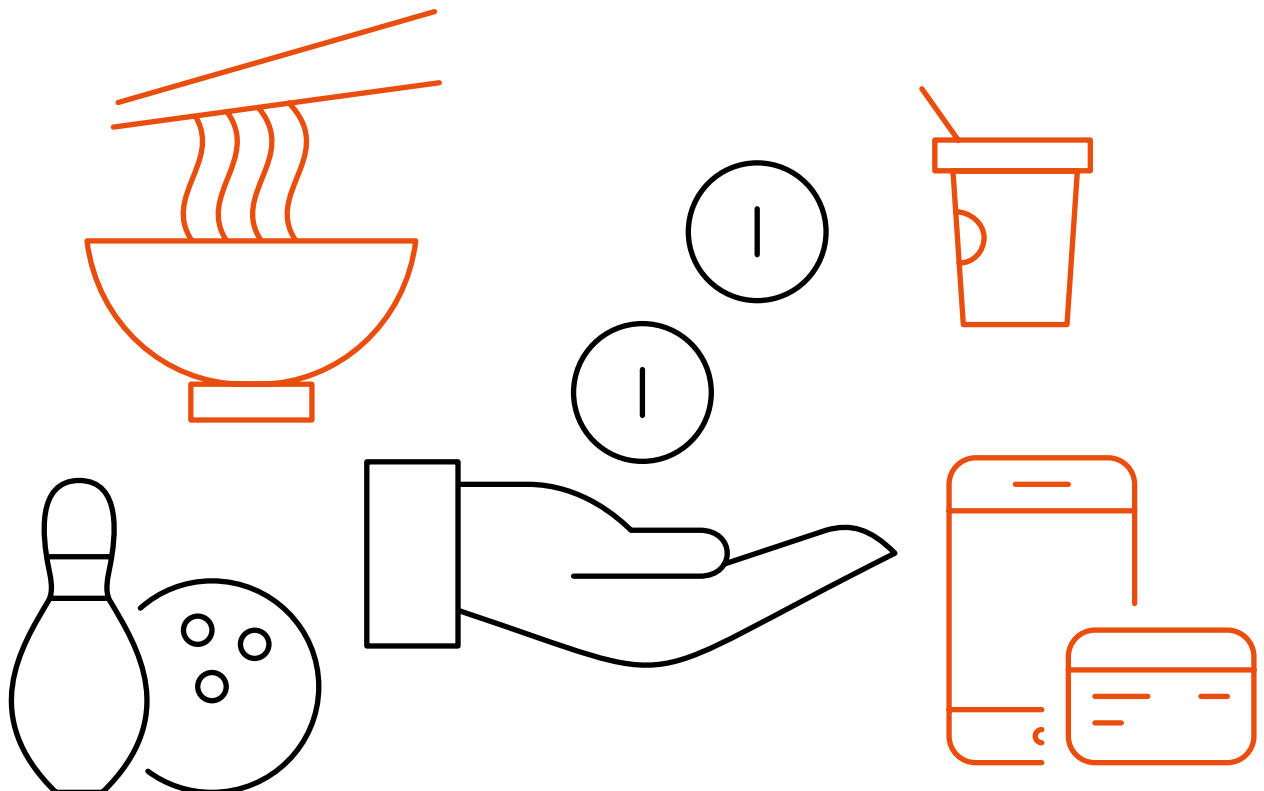
Or:

Retail, Hospitality and Leisure Grants

£10,000 for retail, hospitality or leisure businesses with a rateable value of £15,000 or less (one grant per premises)

£25,000 for retail, hospitality and leisure businesses with a rateable value of greater than £15,000 but less than £51,000 (one grant per premises)

A full list of eligibility criteria, exemptions and terms and conditions can be found on the Birmingham City Council website.



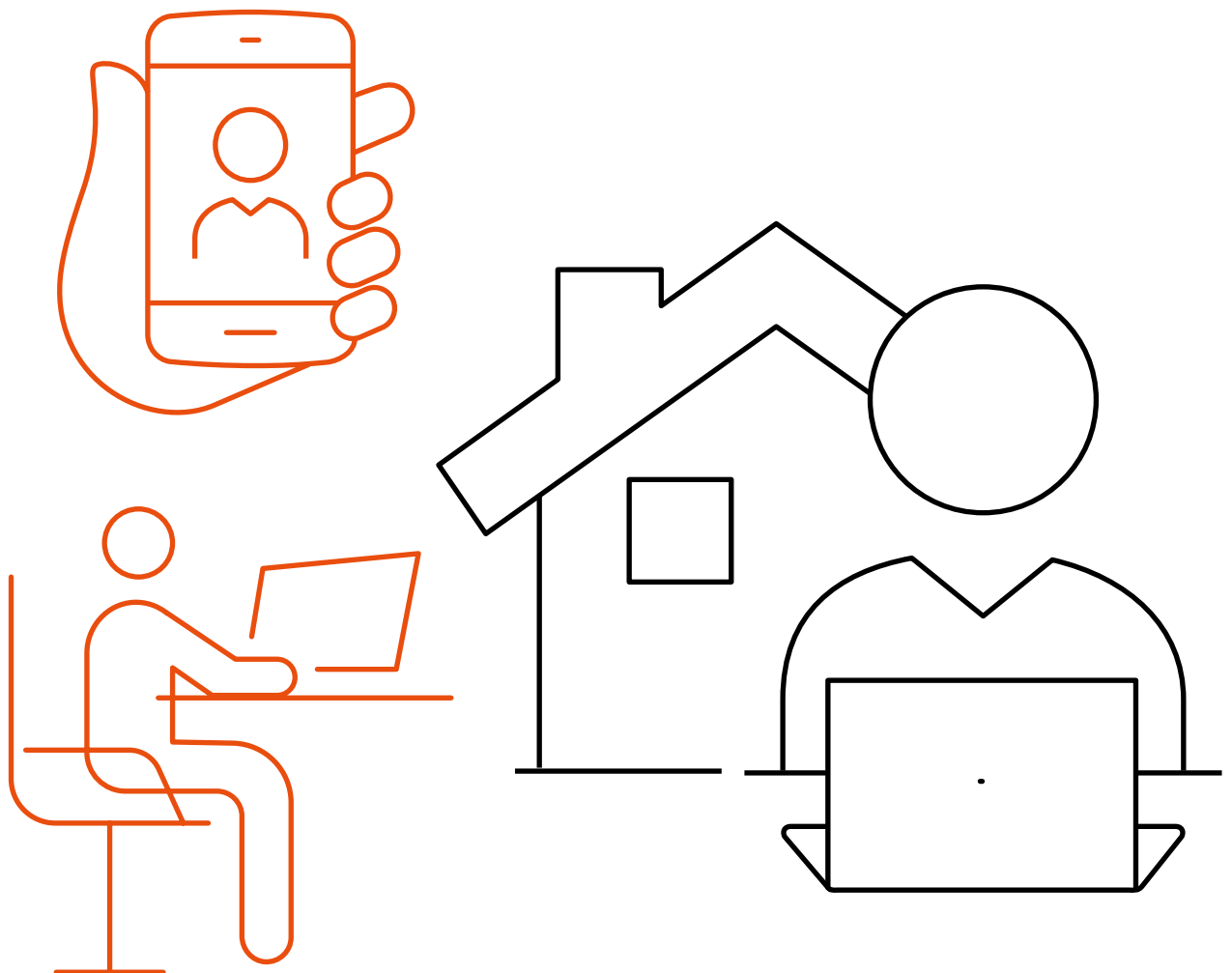
Workplace safety

Before reopening for trade, businesses should ensure the safety of the workplace in line with Government advice. This should include:

- carrying out a risk assessment in line with the HSE guidance
- consulting with your workers or trade unions
- sharing the results of the risk assessment with your workforce and on your website

Where possible, you should take all reasonable steps to help staff to work from home by:

- discussing home working arrangements
- ensuring they have the right equipment, for example remote access to work systems
- including them in all necessary communications
- looking after their physical and mental wellbeing

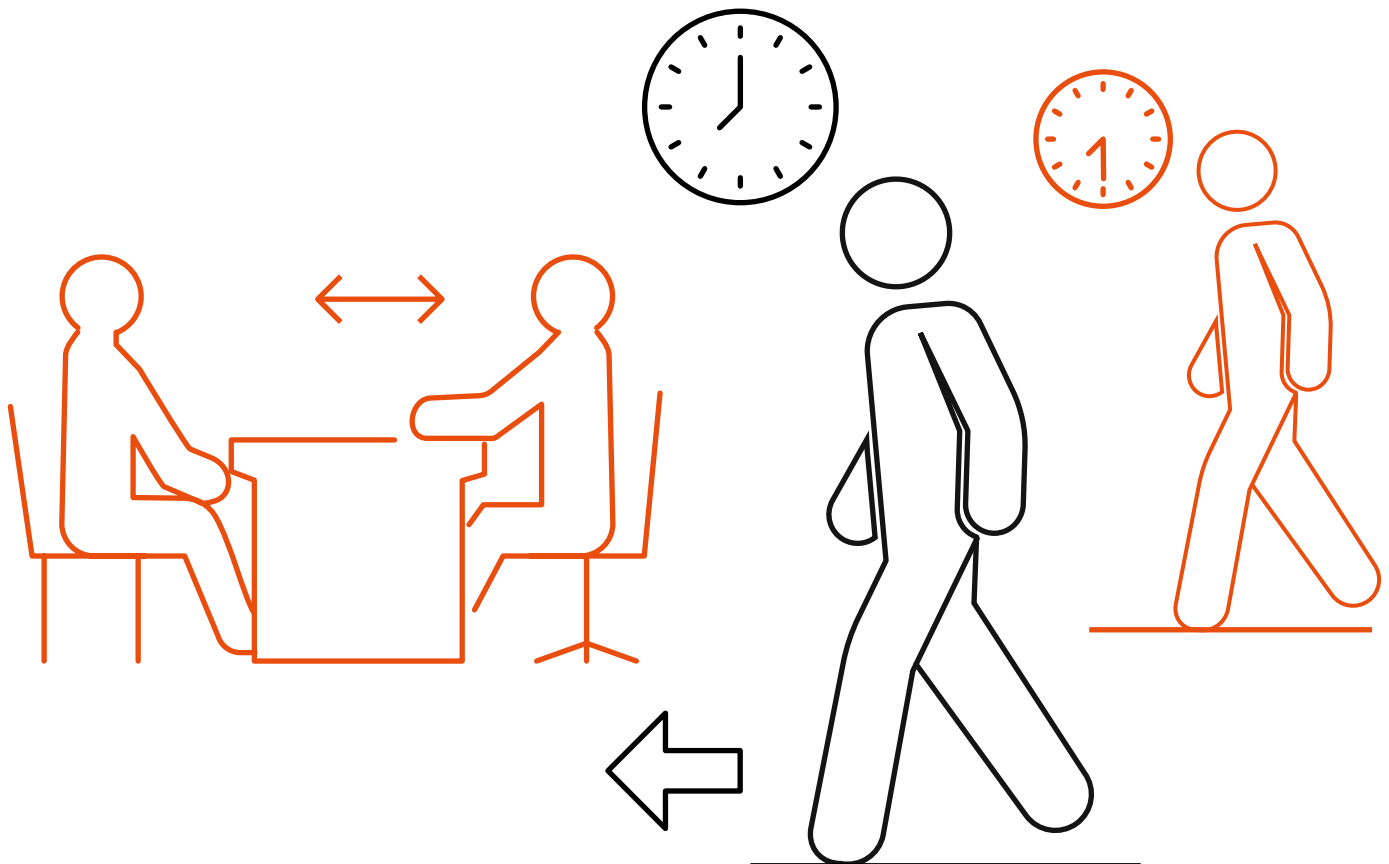


If it's not possible to work from home, two metre social distancing should be maintained as much as possible through measures such as:

- putting up signs to remind workers and visitors of social distancing guidance
- avoiding sharing workstations
- using floor tape or paint to mark areas to help people keep to a 2m distance
- arranging one-way traffic through the workplace if possible
- switching to seeing visitors by appointment only if possible

Where it's not possible for people to be two metres apart, you should do everything practical to manage the transmission risk by:

- considering whether an activity needs to continue for the business to operate
- keeping the activity time involved as short as possible
- using screens or barriers to separate people from each other
- using back-to-back or side-to-side working whenever possible
- staggering arrival and departure times
- reducing the number of people each person has contact with by using 'fixed teams or partnering'



Cleaning and hygiene

The Government has provided advice and guidance to shops on hygiene and cleaning processes to reduce the risk of transmission. This includes frequently cleaning work areas and equipment between uses, closing fitting rooms and staggering store entry/ collections.

Common areas which are frequently touched and should be subject to additional cleaning include:

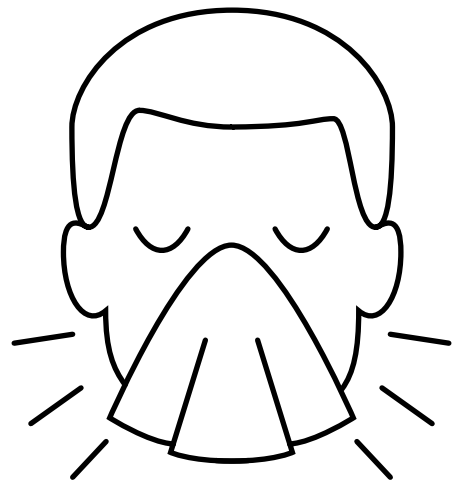
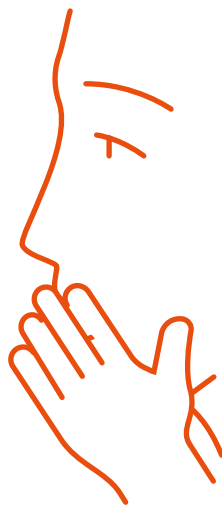
- self-checkouts
- trolleys
- coffee machines
- betting machines
- staff handheld devices

At the end of each shift, workspaces, waste and belongings should be removed.



To help address hygiene, sanitation facilities and toilets, employers should consider:

- Using signs and posters to build awareness of:
 - Good handwashing technique
 - Increased handwashing frequency
 - Avoidance of face touching
 - Coughing/ sneezing into tissues and disposing safely
- Providing hand sanitiser in multiple locations in addition to washrooms
- Setting clear use and cleaning guidance for toilets
- Enhanced cleaning in busy areas
- Providing more waste facilities and more frequent collections
- Providing hand drying facilities – either paper towels or electrical driers
- Cleaning and storing returned goods for at least 72 hours in a separate room before returning to the shop floor
- Limiting customer handling of merchandise



Travel and Movement

Government guidance on travel continues to evolve in response to COVID-19 so up-to-date travel advice can be found on their website.

Only use public transport if you have no other travel options. This keeps services safe and available for those who need them most. Where possible, walking and cycling should be the first choice of travel whilst maintaining social distancing - but you should continue to stay at home as much as possible.

Walking/ cycling

When moving around the city, pedestrians should keep to the left and wherever possible, to maintain social distancing. Directional arrows on the floor will indicate the flow of footfall and separate the two lanes of movement.

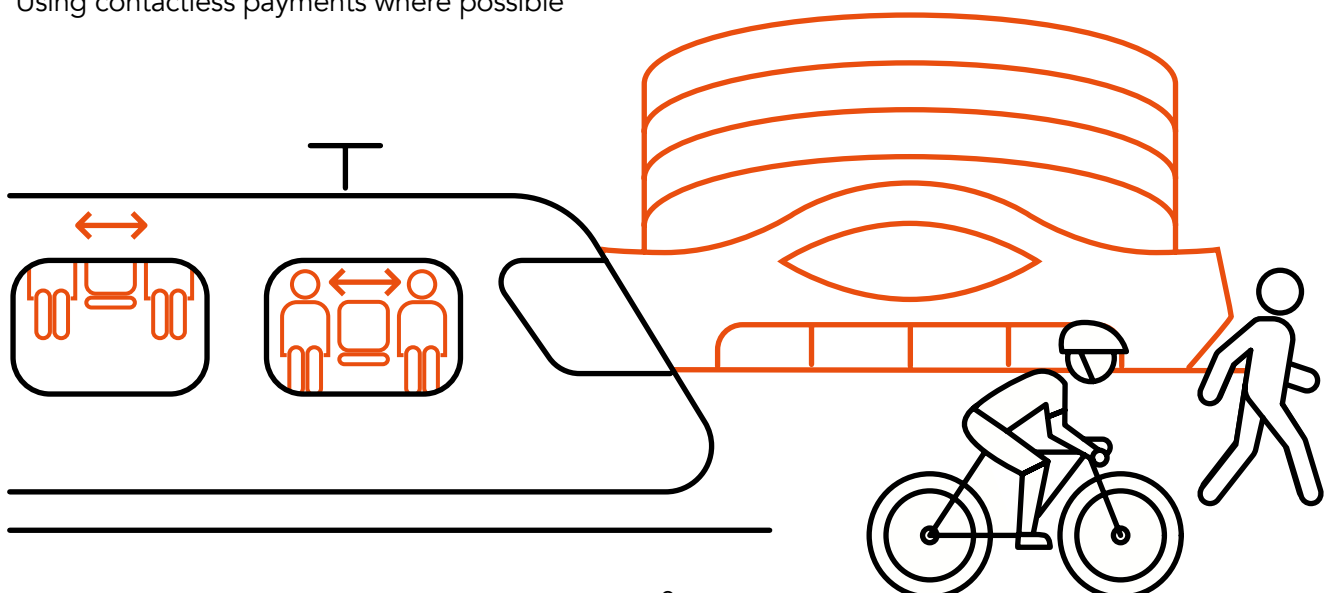
The walkways will be positioned in the centre of the footpath, leaving space in front of the shops to allow for queueing. To avoid creating further restrictions to social distancing, shops are being asked not to place A-boards on the street.

Public transport

Do not use public transport if you have COVID-19 symptoms.

From 15 June it will be compulsory for anyone travelling on public transport to wear face coverings. Before travelling, people should check with their operator for details on service provision and travel advice, which includes:

- Allowing people to exit before alighting
- Avoiding touching anything on buses/ trains/ metros where possible
- Carrying and using hand sanitiser when you travel
- Washing hands before and after journeys
- Avoiding crowding at doors when boarding
- Maintaining a safe distance from other passengers, drivers and conductors
- Using contactless payments where possible



Cars

Pay and Display parking charges will resume from 15 June 2020, for all on-street parking bays and in all council fee-paying car parks. In addition to the Snow Hill multi-storey car park, which remained open during lockdown, a further three car parks will also re-open on this date:

- Town Hall multi storey car park (city centre)
- Dudley Street underground car park (city centre)
- Jewellery Quarter multi-storey car park (city centre)

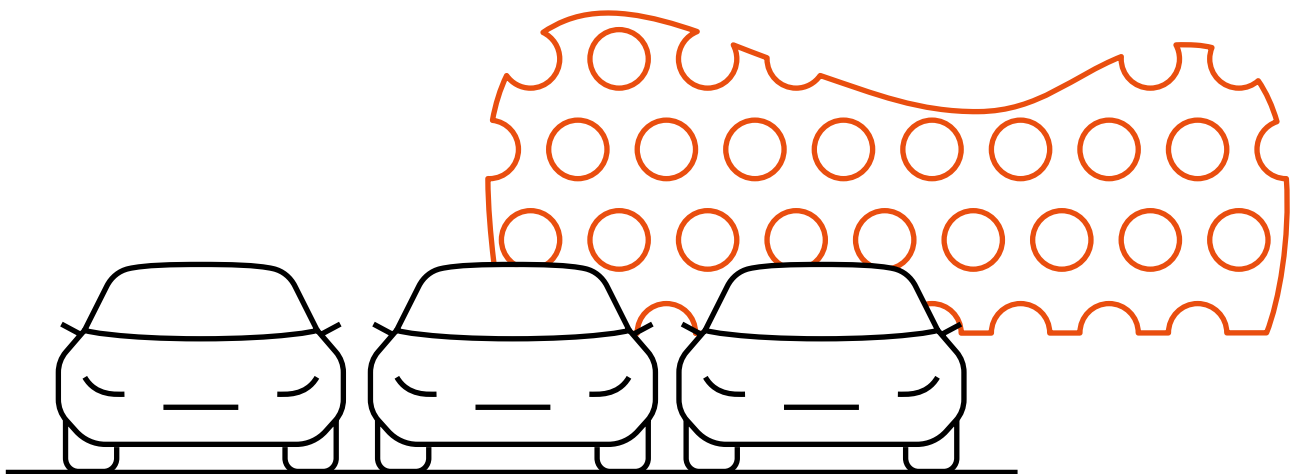
Social distancing measures will be introduced in lifts and stairwells where possible. Payment for parking can also be done in a contactless way via the RingGo service.

Five council car parks remained closed, and a decision on re-opening them will be made in due course.

They are:

- Markets (City Centre)
- Millennium Point (City Centre)
- Paradise Circus (City Centre)
- Pershore Street (City Centre)
- Victoria Road (Sutton Coldfield)

Free parking for NHS staff, health and social care workers and NHS volunteer responders displaying the relevant pass will remain in place until the Government withdraws this concession



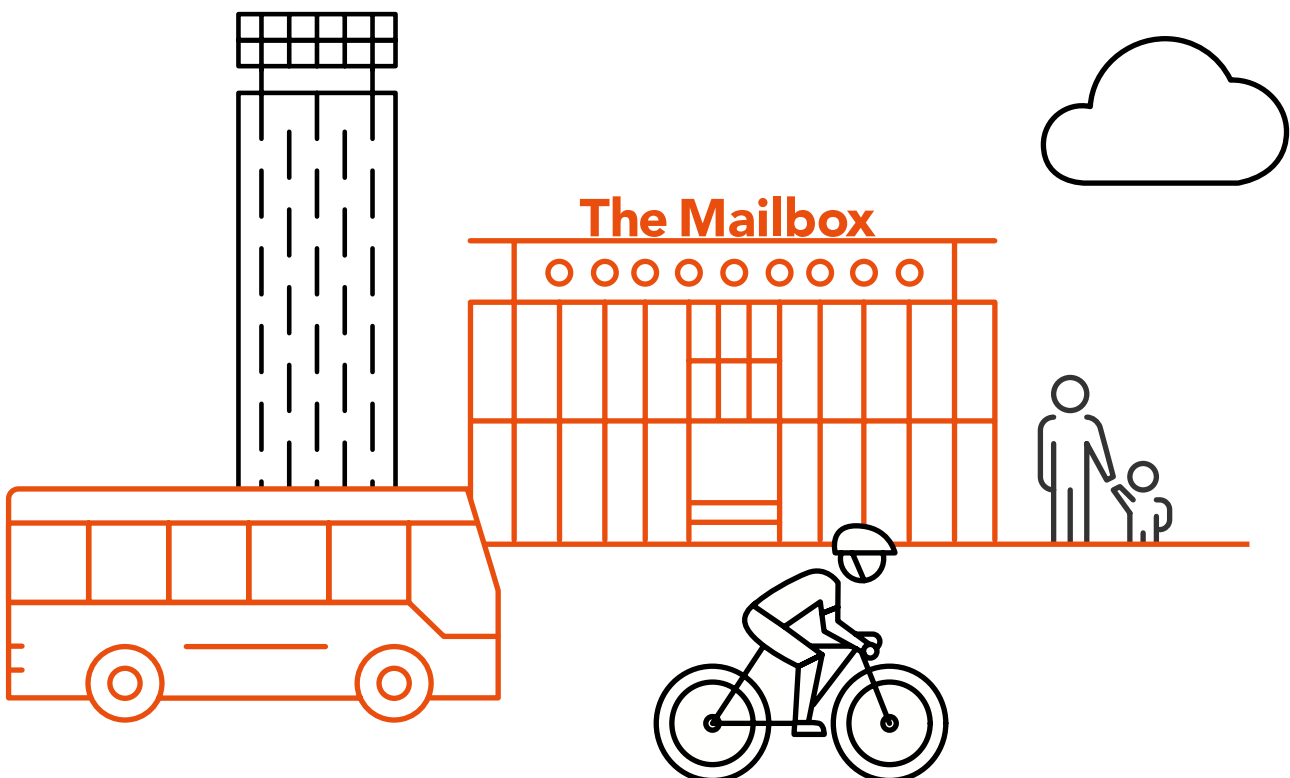
Emergency Transport Plan

Birmingham's **Emergency Transport Plan** was published in May and sets out plans for a wide range of emergency measures to support walking, cycling and public transport throughout the city, in light of the impact of COVID-19.

The plan prioritises and accelerates some of the measures that were outlined in the draft **Birmingham Transport Plan** consulted on earlier this year. Proposals are organised around the same four "big moves":

- Reallocating road space – to support the creation of safe space for walking, cycling and social distancing while maintaining public transport provision.
- Transforming the city centre – through the creation of walking and cycling routes alongside public transport services and limited access for private cars.
- Prioritising active travel in local neighbourhoods – so that walking and cycling is the way most people get around their local area most of the time and these become places where people are put first, creating stronger communities.
- Managing demand through parking measures – where land and space currently occupied by car parking is repurposed for walking, cycling and social distancing.

This Emergency Birmingham Transport Plan does not replace a full and final Birmingham Transport Plan, which will be published later in 2020.



World of Work

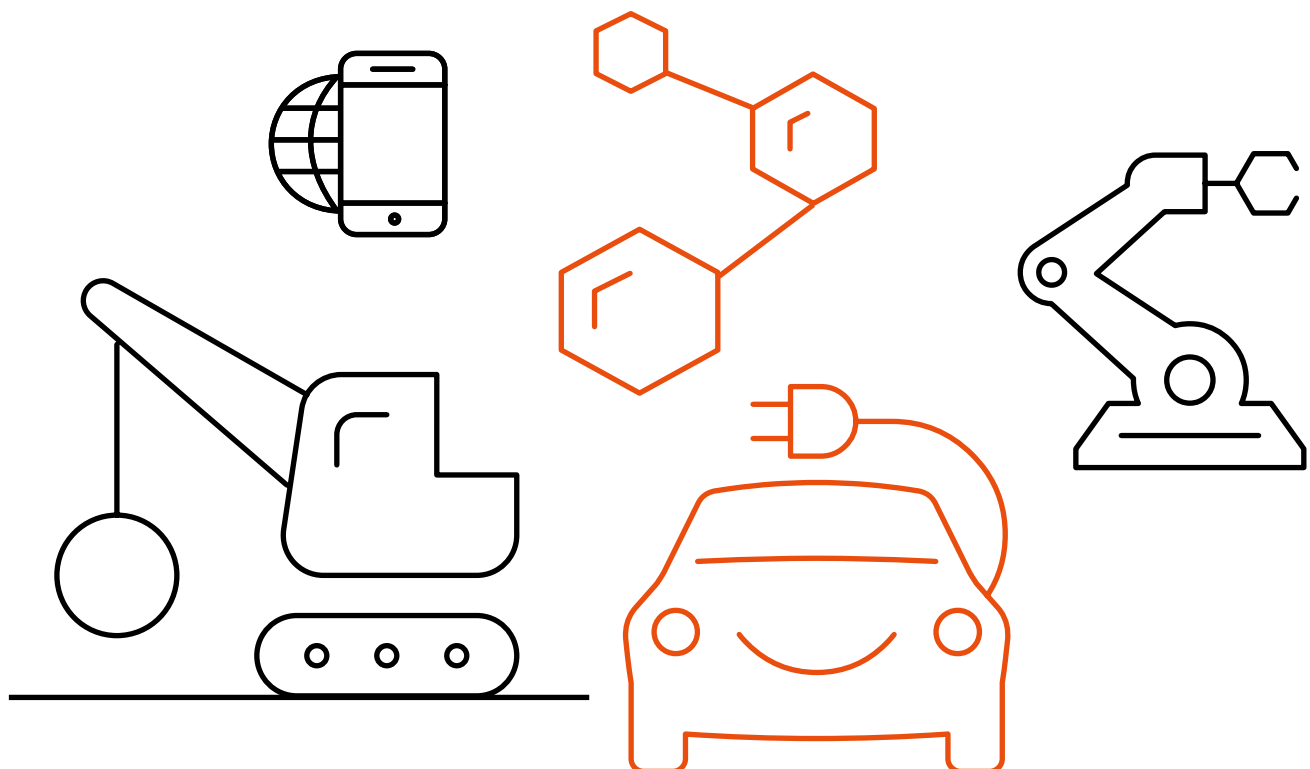
The World of Work project aims is to engage with long term unemployed people across Birmingham and provide support with training and linkages to work within key growth sectors.

It can actively help businesses in their efforts to recruit, particularly in key growth sectors such as:

- Advanced Manufacturing and Engineering
- Creative Industries
- Low Carbon & Environmental Technologies and Services
- Transport and Logistics
- Life Sciences
- Digital and Technology
- Business, Professional and Financial Services
- Construction and Infrastructure
- Health and Social Care

WoW is funded by the European Social Fund and is managed by Birmingham City Council. The project will run until October 2020.

Businesses looking for support with their recruitment can also **get in touch via email**.



Useful websites for businesses

Government advice, support and guidance: www.gov.uk

Birmingham City Council support for businesses: www.birmingham.gov.uk

https://www.birmingham.gov.uk/info/50232/support_for_businesses

Topic	Organisation	Website
Five key tests for retailers to open	Government	www.gov.uk/government/news/new-guidance-launched-to-help-get-brits-safely-back-to-work
Financial support for businesses	Birmingham City Council	www.birmingham.gov.uk/info/50232/support_for_businesses_during_the_coronavirus_covid-19
Workplace safety advice	Government	www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/5-steps-to-working-safely
Travel guidance	Government	www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers
Face coverings for travel	Government	www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers#face-coverings
Rail services and information on operators	National Rail	www.nationalrail.co.uk
Metro services	West Midlands Metro	www.westmidlandsmetro.com/
Bus services and information on operators	Network West Midlands	www.journeyplanner.networkwestmidlands.com/operator
Journey planner	Network West Midlands	www.networkwestmidlands.com/
Car parks (Birmingham City Council)	Birmingham City Council	www.birmingham.gov.uk/directory/16/council_car_parks_in_birmingham
Birmingham Transport Plan and Emergency Transport Plan	Birmingham City Council	www.birmingham.gov.uk/downloads/download/3187/birmingham_transport_plan
World of Work	Birmingham City Council	www.birmingham.gov.uk and search 'World of Work'
Free posters for businesses (social distancing, keep left etc)	Birmingham City Council	TBC