

One of the six BID4OBAN objectives is to:

*“Make the best first impression possible to visitors and shoppers to the town by helping provide a more attractive environment”.*



## OBAN BUSINESS RELOCATION OR EXPANSION FRONTAGE GRANT SCHEME

### GUIDE FOR APPLICANTS

As part of the evolution and adaptation of BID 4 Oban Ltd’s five year Business Plan (which has its basis in the priorities of the Oban business community identified through consultation), from October 2014 existing business levy payers will be able to apply for a grant to improve or adapt the frontage of new business premises (also above the levy threshold) into which they are relocating or expanding.

This grant scheme is one of several projects designed to deliver the objective of improving the environment and experience of both locals and visitors to the town, whilst also offering assistance to the business community, and it offers grant funding **up to £1000 including VAT** to any existing commercial levy paying business operating in the town which wishes to expand or relocate into new premises.

**There is an annual budget of £6,000 available for the Scheme, and the scheme will run throughout the BID4OBAN financial year (1<sup>st</sup> November to 31<sup>st</sup> October). It is expected that decisions will be made within 4 weeks of the application date.**

### Criteria

#### You can apply if:

- You are an existing BID4Oban levy payer **OR** a BID4Oban Associate Member, **AND** the ‘new’ premises is also above the threshold for the BID levy.
- Your new premises is located within the 30 mph speed limit of the town, the Oban BID boundary **AND**
- Your existing business has been in existence for or trading under the same name for 2 or more years.

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Chairman Graeme Bass Company no. SC435469 VAT 152327236





### You can apply for a grant for:

- *Improvements* to the physical appearance of the outside of your new business premises; costs such as decoration, renewed signage (fixed to the building), outside lighting, awnings, and replacement of exterior features;
- Up to 50% of the total costs of the improvements **to a maximum** of £1,000 (£833.00 ex VAT) towards the improvements.

### You cannot apply for:

- 100% of improvement costs;
- Indoor /non-visible improvements;
- Funding for work already /being completed;
- A -Board signage.

### Before applying you should check:

1. That (**if a tenant**) you have the owner's permission to undertake the work (we will need evidence to show this).
2. Whether you require planning permission for the proposed work:
  - Planning Permission is required for any alteration that 'materially affects the external appearance of a building, including canopies/awnings and external security features (and painting within Conservation Areas).'
  - Listed Building Consent may also be required in Conservation areas, or for original 19<sup>th</sup> or 20<sup>th</sup> Century shop frontages.
  - Many proposed signs require advertisement consent.

Guidance is provided at <http://www.argyll-bute.gov.uk/planning-and-environment/planning-permission>.

Please contact the Planning Team at Argyll and Bute Council for further advice:

Email: [planning.olandi@argyll-bute.gov.uk](mailto:planning.olandi@argyll-bute.gov.uk); 01546 605518

## ASSESSING YOUR APPLICATION

### Your application will be assessed against the following criteria:

- Evidence of Need (current condition of property)
- Standard of work and design
- Visual impact

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If your application is successful the grant awarded will generally be based on the lowest tender. Payment of the grant will be made on completion of the work and within 14 days of submission of invoice to BID4Oban. Works must be carried out within **3 months** of grant award. Please note that any planning requirements and permissions must be sought prior to the grant being awarded and the works being carried out. This is the responsibility of the applicant and not BID4Oban Ltd.

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