

TENANT RECRUITMENT POLICY

January '25



These are the guidelines to be used in tenanting The Arcade.

The space consists of 16 small units (100-200 sq.ft.), 4 larger end units (c.600 sq ft over 2 floors), 8 studios (100-150 sq.ft.), workspace over 18 Corporation St and 17, Foundry St, and the Events Room in Corporation St (1000 sq.ft.).

Initially, tenants will have to sign a minimum one-year lease for small units and three-year lease for the end units. We envisage 2 or 3 of the end units will be food and beverage. Shops will need to be open at least 5 days a week. The Arcade will shut around 6pm other than when events are organised, but we hope the 4 street facing units will consider evening opening.

Rents for the small units will be around £100 a week + VAT inclusive of service charge. No rates to pay. Only additional cost is metered electricity for lighting and wall heater.

Larger end units will be between £14,000 and £20,000 per annum rent and services + VAT, business rates and metered electricity.

We seek tenants who

- Bring a new, interesting offer to Dewsbury
- Do more than sell over the counter, developing shopper activities
- Do not rely wholly on footfall, but also have an on-line presence
- Are keen to be part of an Arcade community, putting on events and promoting the success of the town centre
- Offer long lasting / re-used and healthy products
- Respect the traditions and quality approach of The Arcade

For the larger units we seek

- Businesses of some experience, at least two of which are willing to open in the evening

For the small units we welcome:

Sellers of niche food, used and new clothing, music, art, craft, toys, games, vintage, florist, sweets, jewellery, books, ice cream and all sorts of independents and start-ups, bearing in mind that the size of shops will allow little on-site stock.

At any one time there will be at least one 'pop-up' shop for a business experimentation.

Studios

Lend themselves to art or personal health use, but will also consider linkage to shops (if not just for storage)

Events room and Workspace

We will work with members over 2025 to research potential users and management options

We will not take:

Gambling, vaping, nail bars, mobile phone repair or fast-food take-away shops

We are unlikely to take:

Business services and office trades, alcohol led businesses (as opposed to food led, serving alcohol), hairdressers or people moving a ground floor shop from another part of Dewsbury town centre other than if they are likely to leave the town or close. Doubtful cases will be referred to the Board.

TENANT RECRUITMENT PROCESS

- We are collecting expressions of interest. It is unlikely a tenant will be allocated a unit or given a draft lease until the time the Manager is in post (Nov '25).
- We will consider making a commitment to a tenant when we want to feature them in our promotion work. The Chair, Jackie Ramsay, and Development Director, Chris Hill, will make a judgement and inform the Board prior to publicity in case there are any specific objections
- Only in clear circumstances will someone be rejected outright at the Expression of Interest stage – usually when they contradict one of our essential requirements – no take-aways, nail bars etc. Tenants will ultimately be selected to achieve the mix we are looking for.
- All potential tenants of the four end units will be referred to the Board for decision
- The Development Director (later the Manager) will keep a detailed record of enquiries and the stage they have reached.

For further information or passing on tenant leads, please contact

chris.hill@arcade-dewsbury.org

m.07968968862