

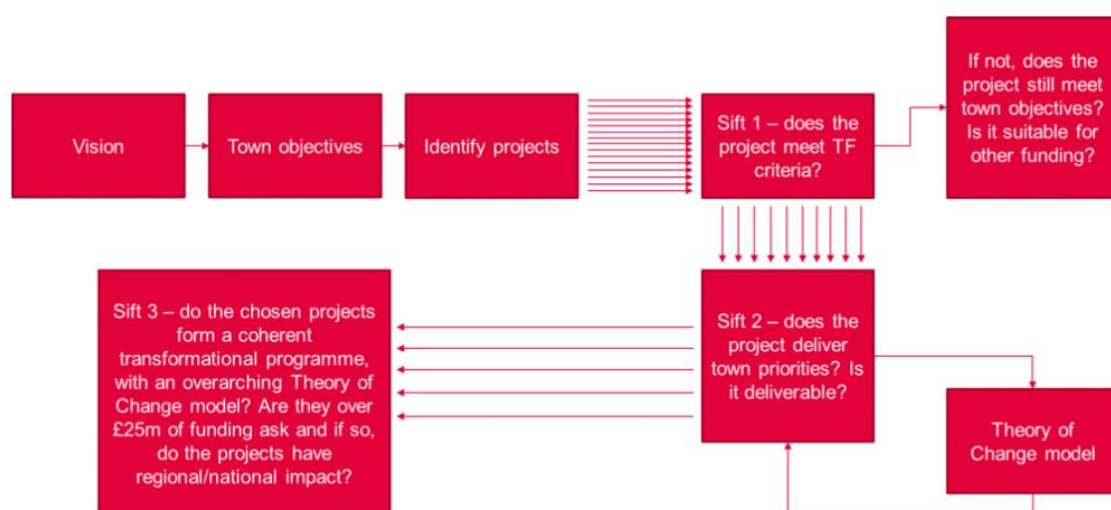
# 1. Building the Town Deal Long List

- 1.1 The Town Deal Board has been developing an initial long list of potential projects which could be put forward for Town Deal funding as part of the Town Investment Plan. As Hatch start to support the Board in their newly appointed role it is timely to take stock of the existing long list and the process by which it has been developed to ensure it responds to the expectations of MHCLG.

## Shared Insights from the Towns Fund Hub

- 1.2 The Towns Fund website provides some helpful insights on expectations for the Town Deal and insights gained from the Cohort 1 town experience. This blog shares some thoughts on the project prioritisation process: [Project Prioritisation 101](#).
- 1.3 The blog provides an overview of a project prioritisation process that could be followed:

Figure 1.1 Project Prioritisation Process



Source: [www.townsfund.org.uk](http://www.townsfund.org.uk)

- 1.4 The Towns Fund provides a project prioritisation tool which can help with this process: [Project Prioritisation Tool](#) which provides a helpful framework for the Board.

### Sift 1 – does the project meet Town Fund Criteria?

- 1.5 This initial sift considers the long-listed projects against an initial pass or fail test which considers the extent to which the project fulfils **all** the Towns Fund key requirements. The prioritisation tool requires each project to provide a description and total cost which can enable it to be assessed against each of the key requirements on a 'Yes' or 'No' basis:
- 1) **Capital:** is the project capital? If the project is revenue, could it form 10% or less of the overall revenue ask in your Towns Fund ask?
  - 2) **Geography:** does the project fit within the Towns Fund town boundary?

- 3) **Ask:** is the project ask within the Towns Fund financial limit (cost of all projects proposed within £25m or £50m through MHCLG route)
- 4) **Vision & Strategy:** does the project broadly fit with the town's vision and strategy?
- 5) **Project Status:** is the project 'shovel ready' and in a position to be fast-tracked after heads of terms agreement?

1.6 Each project should also consider:

- 6) **Funding:** does the project present opportunities for co-funding or match funding?
- 7) **Town Fund Intervention Theme:** Does the project meet at least one of the Towns Fund Intervention Themes?
  - Local Transport
  - Digital Connectivity
  - Regeneration, Planning & Land Use
  - Arts, Culture & Heritage
  - Skills Infrastructure
  - Enterprise Infrastructure

1.7 This process will identify whether the project can advance to the next stage of the assessment process. Where a project has not made it through but does meet the Towns Fund objectives, consideration should be given to whether the project is suitable for other sources of funding.

### Assessment Stage

- 1.8 This stage of the process considers whether the project will deliver the town priorities and if it is deliverable.
- 1.9 The consultant team will work with the Board to identify a set of town specific criteria (maximum of 11) which are relevant and specific to the town's vision, objectives and strategy.
- 1.10 A second set of criteria will also be used based on HMT Green Book guidance to help the town consider the proposed projects' potential performance when considered by MHCLG in their appraisal:
  - Value for Money (likeliness to deliver social value in terms of costs, benefits and risks)
  - Affordability (financing and affordability given existing budgets)
  - Achievability (deliverability given organisational capability and skills)
  - Commercial viability and feasibility of procurement
  - Stakeholder support
- 1.11 Each project on the final long list will be required to complete a concept form providing a level of detail which will enable the consultant team to score the project using this assessment criteria on a scale of 1-5. This process will provide each project with an overall score for consideration by the Board during the shortlisting stage.

### **Deriving a Short List**

- 1.12 A Project Prioritisation report will be shared which sets out the technical assessment and findings from Sift 2. The Board will consider the findings and will agree a shortlist of projects to be taken forward for project development. The key questions for the board to consider in doing so are:
- Do the chosen projects form a coherent transformational programme?
  - Are they over £25m of funding ask, and if so, do the projects have regional/national impact?

### **Project Development**

- 1.13 Once the shortlisted projects have been identified a project sponsor/owner for each project will be formed and a working group established which the consultant team will work with to develop the detail of the project to meet the submission requirements. At all stages of the process the wider community will be kept informed and have the opportunity to share their perspectives to shape the development of the project.

## 2. The Current Long List

- 2.1 The current long list of projects includes 15 project ideas. These have been assessed against the 'Sift 1' criteria as set out in the MHCLG Project Prioritisation Tool.
- 2.2 All of the projects 'pass' the initial sift which would take them to the 'Sift 2' assessment stage.
- 2.3 Of the 15 projects on the list, there is a good balance across Town Deal themes:
  - 6 urban regeneration, land use and planning projects
  - 5 skills and enterprise projects
  - 4 connectivity projects
- 2.4 There is also alignment with the local themes including references to:
  - Local transport – 5 projects
  - Digital – 1 project
  - Regeneration – 7 projects
  - Arts and culture – 2 projects
  - Skills Infrastructure – 6 projects
  - Enterprise infrastructure – 9 projects
- 2.5 Further discussion around what might be missing from the list, reflecting on the evidence review, and the Town Deal principles of clean growth and COVID recovery will be held at the Board meeting. Once a final long list is agreed concept forms will be developed by a nominated project sponsor.
- 2.6 The Board will also discuss the development of 'town specific' criteria which will inform the 'Sift 2' assessment process to derive the shortlist.