



Long Term Plan for Towns Town Board Briefing

Town Board Composition

- Town Boards must be **chaired** by a local community leader or local businessperson
- The chair should act as a **champion** for the town and provide leadership for the Town Board
- The chair may choose to appoint **a deputy** – although this is not a requirement.
- Consider the **length of membership** when inviting members onto the Board, and whether the Board make-up needs to change over the duration of its lifetime.
- The local authority, or an alternative organisation such as a community group if that is agreed between the chair and local authority, should act as **secretariat** to the Town Board.
- Other members should include:
- The relevant local MP
- In unitary authorities, there should be 2 councillors from the authority.
- Town Boards must have a senior representative from the police. Where combined authority mayors exercise PCC functions, it is expected that the Mayor or their Deputy Mayor for Policing and Crime should be the representative, though, subject to agreement with the chair, a local senior representative from the police can act as an alternative.
- Should Town Boards feel that they require further contribution from the police, noting particularly the different skills and input that could be provided by an operational representative, then it is within their discretion to invite whomever they deem appropriate to sit on the Board.

Town Board Composition

Other membership should be tailored to local context and is at the chair's discretion, but might comprise:

Community partners, such as:

- community groups
- faith groups
- local charities
- neighbourhood forums
- youth groups
- the local Council for Voluntary Service (CVS) or Third Sector Interface (TSI) in Scotland

Local businesses and **social enterprises**, such as:

- the chair or board members for the Business Improvement District (BID) where these exist
- key local employers or investors in the town

Cultural, arts, heritage and sporting organisations, such as:

- local sports club directors
- local heritage groups

Public agencies and **anchor institutions**, such as:

- local schools, higher education and further education institutions
- relevant government agencies for that area, for example Integrated Care Boards or Community Planning Partnerships in Scotland

Town Board Composition

- As well as being a member of the Town Board, MPs should be individually involved in reviewing the Long-Term Plan prior to submission to DLUHC.
- Town Boards should be community-led institutions that build civic capacity in the town
- DLUHC encourages local authorities to help empower the Town Board in realising this role and driving forward a community-led vision for change.
- The Town Board (or, if prior to establishment, the Town Board chair) and the local authority should also consider existing community organisations that might want to undertake work on behalf of the Town Board.
- Town Boards should drive the priorities for investment.
- The programme has been designed to provide long-term certainty and facilitate strategic thinking.
- Towns will want to retain flexibility and the ability to amend plans as they develop, as well as reflect the context and changing priorities of local people.
- Opportunity to identify a route for the Town Board to become a self-sustaining body over time

Long Term Plan Guidance

- The Long-Term Plan should comprise:
 - **a 10-year vision**, which clearly identifies the longer-term priorities for the town, and
 - **a 3-year investment plan** as an annex.
- The Town Board's 10-year vision should be a long-term, strategic document.
- It should include:
 - A **250-word vision statement** that articulates, at a high level, the vision for the future of the town and how success will be judged.
 - The **strategic case for change**, building on the evidence in the pack provided by DLUHC
- The **outcomes and objectives** the town is trying to meet and how these align with the priorities of the local community, including what local people think needs fixing, the opportunities the investment offers over the decade, and priority outcomes for 2034 and beyond.
- The **planned direction of travel** for the regeneration of the town, **across the 3 investment themes**. It should detail the interventions that are available to achieve this
- The Town Board should seek to draw on the list of interventions and can also consider other, 'off-menu' interventions
- Clear **evidence that the Town Board is community led**, including through its membership, ways of working and distinction from the local authority, and evidence of buy-in from local businesses, civil society and communities.

Long Term Plan Guidance

- How the Town Board will attract and **combine new and existing private, public and philanthropic investment**, setting out the existing commitments and ambitions to secure further support going forwards.
- **High level delivery milestones** over the 10-year lifespan of the programme with an overview of potential future interventions and how the powers in the policy toolkit will be used in a way that best suits the town across the 3 investment themes.
- The **three year investment plan** should set out:
 - the **interventions** and **powers** the Town Board wishes to use over the 3 years for each investment theme;
- whether the interventions are from the list of interventions or are 'off-menu';
- how the Town Board will use the interventions locally and how much they will cost; and
- how the interventions will address the outcomes set out in the 10-year vision, grounded in evidence and data.
- The list of interventions is not exhaustive – DLUHC encourage Town Boards to think creatively about what solutions will deliver the desired outcomes
- The 10-year vision and 3-year investment plan annex will be subject to a light touch assessment process by DLUHC. While they may seek clarification on some points, this is not a pass or fail gateway.

Security & Safety

S1- Design and management e.g. streetlighting & CCTV

S2- Visible crime prevention e.g. hotspot policing

S3- Prevention of ASB and reduce reoffending e.g. mentoring and diversion models

S4- Reducing repeat burglary e.g. neighbourhood watch, alley gating

Pre-approved projects & policy toolkit

High-Street, heritage and regeneration

H1- Place based regeneration e.g. town square or high street

H2- New or improved community Infrastructure e.g. decarbonisation

H3- Improvement to local green spaces, tree planting, improving access

H4 + 5- Enhanced support for arts, cultural & heritage activities, programmes and assets

H6- promotion to encourage people to visit and explore the local area

H7- Volunteering and social action projects to develop social and human capital.

H8- funding for local sport

H9- funding for community centres

H10- Investment in digital infrastructure

H11- Investment in town centre retail and service sector including entrepreneurial support

H12-Funding for the development of the visitor economy

H13- Grants for business events and conferences

Pre-approved projects & policy toolkit

Transport and connectivity

T1- Active travel enhancements

T2- Funding for bus infrastructure

T3- Additional revenue to Bus Service Improvement Programme

T4 - Funding for road improvements

T5- Funding for rail connectivity

T6- Reducing vehicle emissions

T7- Digital infrastructure for local community facilities

Roles & Responsibilities

- Memorandum of Understanding between DLUHC and Council
- Monitoring- Local authorities will be required to provide data every six months