

**Levelling Up Fund** **Application Form**

This form is for bidding entities, applying for funding from the Levelling Up Fund (LUF) across the UK. Prior to completing the application form, applicants should read the [LUF Technical Note](https://www.gov.uk/government/publications/levelling-up-fund-additional-documents).

The Levelling Up Fund Prospectus is available [here](https://www.gov.uk/government/publications/levelling-up-fund-prospectus).

The level of detail you provide in the Application Form should be in proportion to the amount of funding that you are requesting. For example, bids for more than £10m should provide considerably more information than bids for less than £10m.

Specifically, for larger transport projects requesting between £20m and £50m, bidding entities should submit the Application Form. If available, a more detailed business case may be submitted for larger transport project bids in addition to the application form. Further detail on requirements for larger transport projects is provided in the [Technical Note](https://www.gov.uk/government/publications/levelling-up-fund-additional-documents).

One application form should be completed per bid.

**Applicant & Bid Information**

**Local authority name / Applicant name(s)\*:** Omagh Enterprise Company Limited

*\*If the bid is a joint bid, please enter the names of all participating local authorities / organisations and specify the lead authority*

**Bid Manager Name and position:** Chief Executive

*Name and position of officer with day-today responsibility for delivering the proposed scheme.*

**Contact telephone number: Email address:**

**Postal address: Omagh, County Tyrone, BT78 5LU**

**Nominated Local Authority Single Point of Contact:**

**Senior Responsible Officer contact details:**

**Chief Finance Officer contact details:**

**Country:**

[ ]  **England**

[ ]  **Scotland**

[ ]  **Wales**

[x]  **Northern Ireland**

Please provide the name of any consultancy companies involved in the preparation of the bid**:**

For bids from **Northern Ireland applicants** please confirm type of organisation

[ ]  Northern Ireland Executive [ ]  Third Sector

[ ]  Public Sector Body [x]  Private Sector

[ ]  District Council **Other (please state)**

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| **PART 1 GATEWAY CRITERIA**Failure to meet the criteria below will result in an application not being taken forward in this funding round |
| 1a Gateway Criteria for **all bids**Please tick the box to confirm that your bid includes plans for some LUF expenditure in 2021-22 *Please ensure that you evidenced this in the financial case / profile.* | [x]  Yes [ ]  No |
| 1b Gateway Criteria for private and third sector organisations in **Northern Ireland bids only**1. Please confirm that you have attached last two years of audited accounts.
 | [x]  Yes [ ]  No |
| 1. **Northern Ireland bids only** Please provide evidence of the delivery team having experience of delivering two capital projects of similar size and scale in the last five years. (Limit 250 words)
 |
| Omagh Enterprise Company as the Local Enterprise Company for the Fermanagh and Omagh Council area will develop and deliver the Enterprise & Innovation Digital Hub (EIDH) project. The company has a proven track record of developing and delivering capital build projects and has built four phases of incubation units totalling 80,000 square feet of workspace that house over 80 businesses and 450 staff. The company will use its experience and resources to implement a tried and tested approach to the management of the planning, design, construction and delivery phases of the project.The company’s Board of voluntary directors which is fully representative of the local area has already put in place a Project Delivery Board to lead on the construction and delivery of the EIDH project on the former derelict town centre Health Centre site. The Chief Executive, will be responsible for the day-to-day operational management of the project.  |

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| **PART 2 EQUALITY AND DIVERSITY ANALYSIS** |
| 2a Please describe how equalities impacts of your proposal have been considered, the relevant affected groups based on protected characteristics, and any measures you propose to implement in response to these impacts. (500 words)  |
| The NI Multiple Deprivation Measures 2017 for the Lisanelly Super Output Areas (SOA) 1 and 2 provides context for investment in the EIDH. SOAs are ordered from most to least deprived on each type of deprivation and assigned a rank. The most deprived SOA is ranked 1 and the least deprived has a rank of 890. The table below shows the rankings for Lisanelly 1 and 2 SOAs:

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|  | **Rank****Lisanelly 1** | **Rank****Lisanelly 2** |
| Multiple Deprivation Measure | 47 | 46 |
| Income Deprivation | 21 | 61 |
| Employment Deprivation | 52 | 55 |
| Education & Skills Training Deprivation | 187 | 140 |

This table shows Lisanelly 1 and 2 falls within the top 5% most deprived SOAs for overall multiple deprivation, the top 5% in terms of income deprivation, the top 6% in terms of employment deprivation and the top 18% most deprived in terms of education and skills training deprivation. Investment in the EIDH will help to address such deprivation by supporting entrepreneur’s new business start-ups and accelerating business growth and local job creation. The Omagh Neighbourhood Renewal Area (NRA) has a total population of 2,701 in 2016. Approximately 67% of residents are working age. Table: Destination of school leavers in the Omagh NRA in comparison with the non-NRA and Fermanagh and Omagh District Council (FODC) Area

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| **Destination of school leavers** | **2004/2005** | **2016/2017** |
| Omagh NRA | Non-NRA | Omagh NRA | Non-NRA | FODC |
| Higher Education  | 34.2% | 41.7% | 33.3% | 46.0% | 51.4% |
| Further Education | 34.2% | 27.5% | 40.0% | 33.8% | 32.0% |
| Employment | 0.0 | 9.0% | <5 pupils | 8.0% | 6.5% |
| Training | - | 16.1% | 16.7% | 8.9% | 8.6% |
| Unemployed/unknown | <5 pupils | 5.7% | <5 pupils | 3.4% | 1.4% |

In 2016/2017, 16.7% of pupils from Omagh NRA went into training, and less than five entered employment. High percentages went on to either higher or further education (33.3% and 40% respectively). The outreach work (such as mentoring, placements, apprenticeships) EIDH will do with schools and South West College will help address the deprivation and target need in Omagh NRA by closing the gap in the quality of life between the most deprived neighbourhoods and the rest of society. Locating the EIDH in the Lisanelly SOAs means that any public subvention will target Omagh’s most disadvantaged communities in an effective, direct and meaningful way.Female Entrepreneurship: Whilst females in NI have a positive attitude towards entrepreneurship, there remains a significant gender gap specific to females starting a business. According to the Global Entrepreneurship Monitor data, females are half as likely to engage in entrepreneurship. Not in Employment Education Training & Long-term Unemployed: The project will attract businesses and employment opportunities specific to people not in education, employment or training and target long-term unemployed. This is another significant aspect of the project to target all sections of the community.Rural Community Linkage: Omagh is significantly a rural economy. It is important that the project provides adequate rural linkages ensuring that wider project objectives are met, in part at least, by businesses developing in the rural economy.The project will specifically target underrepresented groups including females, youth and NEETs/LTU and significant linkages with education at all levels. |

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| When authorities submit a bid for funding to the UKG, as part of the Government’s commitment to greater openness in the public sector under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004, they must also publish a version excluding any commercially sensitive information on their own website within five working days of the announcement of successful bids by UKG. UKG reserves the right to deem the bid as non-compliant if this is not adhered to.Please specify the weblink where this bid will be published:        |

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| **PART 3 BID SUMMARY** |
| 3a Please specify the type of bid you are submitting | **Single Bid** |
| 3b Please provide an overview of the bid proposal. Where bids have multiple components (package bids) you should clearly explain how the component elements are aligned with each other and represent a coherent set of interventions (Limit 500 words).  |
| OEC has acquired the former Omagh Health Centre site located in Omagh town centre. The derelict site was purchased from the Western Health & Social Services Trust in August 2018 under the Department for Communities Community Asset Transfer programme. In recent months, Omagh has been identified as the town in Northern Ireland with the greatest number of vacant sites. In this context, the project will regenerate one of the vacant sites as a flagship Enterprise & Innovation Digi-Hub (EIDH).Given the strategic location of the site the project will also work closely with local Neighbourhood Renewal areas and over 5,000 students in South West College and the six schools in the Strule Shared Education Campus which is planned to be completed in 2025. To this end, the project will develop an innovative and sustainable pathway for young-people in education to explore and embrace self-employment and new business creation as a viable career option. The EIDH will have an impact on job creation, town centre regeneration and the reduction of vacant buildings, as the company has a 30-year track record of successfully completing similar projects. The Board and management team have the necessary skills and experience to breathe new life and purpose into the vacant building in an area of dereliction. The project will play a critical role in regenerating the town centre, as it will create jobs, build social capital, and provide hope at a time when people and businesses suffer from a dramatically changed economy in the aftermath of Covid-19. The project will however benefit from new patterns of work, as demand for close to home enterprise hubs that provide business support and access to superfast broadband increases. The trend is already evident in everyday business activity as a significant structural and long-term economic growth model for regional towns.The EIDH will cater for a post-Covid environment where there is an increased demand for remote working, for small office space and flexible lease terms. It will provide the facility to support a ‘home, hub, headquarter approach’ for larger employers as well as supporting new and fledgling business start-ups. Demand for a ‘home, hub, headquarter’ is already working in practice at OEC’s existing site. |
| 3c Please set out the value of capital grant being requested from UK Government (UKG) (£). This should align with the financial case: | £ |
| 3d Please specify the proportion of funding requested for each of the Fund’s three investment themes | Regeneration and town centre  | 100% |
| Cultural  | % |
| Transport  | % |

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| **PART 4 STRATEGIC FIT** |
| **4.1 Member of Parliament Endorsement (GB Only)**See technical note section 5 for Role of MP in bidding and Table 1 for further guidance. |
| 4.1a Have any MPs formally endorsed this bid? If so confirm name and constituency. Please ensure you have attached the MP’s endorsement letter.  | **Yes** |
| The bid has been endorsed by the MP for West Tyrone, Northern Ireland. Letter of endorsement attached. |
| **4.2 Stakeholder Engagement and Support**See technical note Table 1 for further guidance. |
| 4.2a Describe what engagement you have undertaken with local stakeholders and the community (communities, civic society, private sector and local businesses) to inform your bid and what support you have from them**.** (Limit 500 words) |
| In support of the project a range of key stakeholders have been consulted over the last number of years. The project was well received and lauded as an excellent initiative to create jobs and regenerate the dereliction that has occurred at the heart of Omagh town centre. The consultees include:* Political representatives from across the political spectrum.
* Representatives from relevant Northern Ireland government Departments including the permanent secretaries from Community, Economy and Finance.
* Fermanagh & Omagh District Council – the proposal has been developed in consultation with the CEO of Fermanagh & Omagh District Council, a key supporter and stakeholder. The letter of support from Fermanagh & Omagh Council is attached and confirms the Council’s support for the project which is consistent with the Council’s strategy for economic development.
* The Manager of the Western Region for the Department for Communities confirmed that the project fits with the overall Neighbourhood Renewal and regeneration planning for Omagh Town and its neighbourhood renewal areas, not least because it is based in the Lisanelly SOA and adjacent to four NRAs in Omagh and is consistent with Department for Communities strategy and policy. A letter of support is attached from the Director of Department for Communities.
* The Head of Innovation Policy at the Department for the Economy was also consulted and confirmed the project fits with the Department’s focus on rebalancing the regional economy, increasing innovation, facilitating more competitive enterprises and creating a culture of competitiveness.
* The Manager of Invest Northern Ireland’s Western Regional Office confirmed that the project is consistent with Invest NI’s strategic position and will build on the success of OEC in supporting entrepreneurship in the area. Invest NI is not a provider of business incubation workspace as proposed by this project. As a result, the EIDH will complement investments in businesses and in enterprise awareness and development by Invest NI and its Western Regional Team. The project will support digital and creative entrepreneurs to develop and grow new businesses.
* The South West College have confirmed that the proposed EIDH will support and complement their IDEA Centre, a creative design lab to support students and industry to develop new products and processes to improve the performance of existing businesses and create new start-ups. The College has confirmed support for the development of the EIDH and a letter of support is attached.
* The project also has the support and endorsement of a number of private sector ambassadors, as follows:

**xxx*** OEC receives on-going requests for business incubation workspace from entrepreneurs and start-up businesses. Feedback from these enquiries confirms that there is a need for a model of workspace provision like that proposed in the EIDH.
* A number of letters of support have been received from local businesses, neighbourhood renewal groups and public sector organisations and are attached
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| 4.2b Are any aspects of your proposal controversial or not supported by the whole community? Please provide a brief summary, including any campaigns or particular groups in support or opposition? (Limit 250 words) |
| The proposal has broad support across the public and private sector and there is no evidence to suggest that any of the aspects of the proposal are controversial.The project also aligns with national, regional and local policies and strategies.There has already been engagement with the FODC planning team which did not present any issues in relation to possible planning approval. The proposal has been broadly welcomed by both Council members and officers. |
| 4.2c Where the bidding local authority does not have the statutory responsibility for the delivery of projects, have you appended a letter from the responsible authority or body confirming their support? | **Yes** |
| For Northern Ireland transport bids, have you appended a letter of support from the relevant district council | **N/A** |
| **4.3 The Case for Investment****See technical note Table 1 for further guidance.** |
| 4.3a Please provide evidenceof the local challenges/barriers to growth and context that the bid is seeking to respond to. (Limit 500 words) |
| * Most town centres in Northern Ireland have a vacancy rate which exceeded the UK national average (12% in 2013). In 2018 the average vacancy rate was 14.5% by unit and 11.9% by floorspace. Omagh vacancy rates are higher than the NI average.
* in particular there are several vacant sites in close proximity to the proposed EIDH including the former Scotts’ Feed site, the former fire station, the vacant Naturelle factory and the former Dickson Insurance building.
* the region is dominated by micro businesses with 94% of the FODC business base employing less than 10 employees
* the local business base is dependent on traditional sectors, dominated by Agriculture, Engineering & Construction
* the dependence on agriculture is significantly higher in Fermanagh & Omagh Council at 46% compared to an NI average of 24%
* emerging business sectors including Digital and Creative Technologies, that are required to create a balanced economy, are under -developed and virtually non-existent in the region. There is currently no dedicated infrastructure or support to nurture and develop these sectors
* there has historically been a significant differential in government investment between the East and the West of NI including Fermanagh and Omagh. Invest Northern Ireland has invested a total of £510m in financial assistance from 2013-14 to 2017-18. Addressing the population differences using a per capita basis, the east received £283.83 million and the west received £237.83 million – representing a difference of 16%.
* OEC have had X recent tenancy enquiries which range from traditional to ecommerce and digital businesses. X are seeking office or remote working space which are the types of facilities that would be provided by the proposed EIDH. X of the enquiries are considered to have some element of digital, technology and/or innovation focus. OEC cannot currently facilitate these businesses.
* An economic appraisal considered the availability of starter workspace and included a survey of local estate agents. It concluded that there is a lack of availability of space which is a constraint for the local area.

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| 4.3b Explain why Government investment is needed (what is the market failure)? (Limit 250 words) |
| * incubator facilities of this nature are not attractive to private sector investors as they do not generate a substantial return on investment
* there is evidence that demand out-weighs supply for incubation facilities of this nature
* there is a need to kick start investment in derelict properties and provide a catalyst for further future investment in the town centre
* the proposed Strule Education Campus to be completed in 2025 will create significant additional vacant properties in the town centre and will exasperate an already high level of dereliction/vacancies
* there has historically been poor education to industry linkages in the region and there is an opportunity for the EIDH to address this through partnership working with South West College which has an IDEA centre to support the development of new products and processes. The proposed EIDH will support this on the basis that it will provide business incubation workspace to which College students can graduate
* there is a need to address the imbalance in investment between the East and the West of Northern Ireland. There are a number of precedent projects that have received public funding and that focus on the provision of business incubation space for creative, digital, technology and knowledge-based sectors. However, these are in the cities of Belfast and Derry and not in rural towns
* The proposed project will lead to the creation of 50 new businesses and 250 new jobs in the local area and the associated salaries and disposable income will contribute significantly to the local economy
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| 4.3c Please set out a clear explanation on what you are proposing to invest in and why the proposed interventions in the bid will address those challenges and barriers with evidence to support that explanation. As part of this, we would expect to understand the rationale for the location. (Limit 500 words) |
| The proposal is the complete renovation and refurbishment of a derelict property in Omagh Town Centre to create an EIDH that will support:* Improvement in the level of vacancies and dereliction in Omagh Town Centre
* Create the conditions to transform the local economy and provide growth for the benefit of everyone.
* Social inclusion, equality in educational outcomes and equality in economic outcomes.
* Intervention and support for individuals and communities experiencing deprivation and giving people opportunities to fulfil their potential.
* Job creation; reduction in economic inactivity; increase in employability and skills; regional balance; increase in graduate employment
* Increased wellbeing, quality jobs, attractive employment opportunities, increased levels of health, confidence, self-respect and social inclusion
* Action is taken to enable more young people to gain qualifications; and improve the outcomes for young people living in deprived areas; and increase in the number of students (2nd and 3rd level) exposed to enterprise
* Increased volume of incubation space available in Omagh.
* Number of tenants supported through incubation units in Omagh and therefore an increase in job creation
* Ability to regenerate a previously key site on the outskirts of the town centre and contribute to town centre regeneration
* Contributing to Neighbourhood Renewal and social inclusion as the site is adjacent to a neighbourhood renewal area
* Addressing poverty via adopting ‘Buy Social’ clauses in the contract; linked to the Neighbourhood Renewal Catchment
* Act as a catalyst to encourage future public and private sector investment
* Address increased demand for remote working, for small office space and flexible lease terms. It will provide the facility to support a ‘home, hub, headquarter approach’ for larger employers as well as supporting new and fledgling business start-ups.
* Facilitate the development of a creative and digital sector in the region and encourage a new and balanced mix of businesses

The proposed site is located in Omagh town centre adjacent to the Lisanelly Neighbourhood Renewal Area, the South West College Campus and the Strule Shared Education Campus. Given the high vacant site rates in Omagh, lack of investment in the West and location adjacent to Lisanelly, the proposed EIDH will play a significant role to regenerate the town centre, increase high street foot fall and trigger future private sector investment to address other derelict sites in that area of the town. |
| 4.3d For Transport Bids: Have you provided an Option Assessment Report (OAR) | **N/A** |
| 4.3e Please explain how you will deliver the outputs and confirm how results are likely to flow from the interventions. This should be demonstrated through a well-evidenced *Theory of Change*. Further guidance on producing a Theory of Change can be found within [HM Treasury’s Magenta Book](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/879438/HMT_Magenta_Book.pdf) (page 24, section 2.2.1) and [MHCLG’s appraisal guidance](https://www.gov.uk/government/publications/department-for-communities-and-local-government-appraisal-guide). (Limit 500 words) |
| The outputs will be achieved by developing a robust implementation plan and monitoring and evaluation framework based on the Theory of Changeas follows:

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| **Input** | **Output** | **Outcome/Impact** | **Measurement** | **Timeframe** |
| Access to a high quality EIDH | Well designed and multifunctional business workspace which provides an operational and successful digi-hubNew and growing businessesAccess to high-speed broadband infrastructurePhysical regeneration of a strategic site in the town | Increased number of new businessesImproved business connectionsEnhanced image of the town centreImproved digital infrastructure | Tenancy agreementsTenant Consultations and surveysTenant satisfaction surveysConsultations with local businessesPhotographic surveys demonstrating before and after | Year 1 & Ongoing |
| Business & Employment | 50 new tenant businesses250 new jobs | Increased number of businesses Increased employment in high quality jobsReducing economic inactivity levels in the areaImproved business productivity  | Tenant recordsTenant consultations & surveys | OngoingAnnually |
| Community Engagement Activities/EventsTargeting female, rural, neighbourhood renewal, NEETs & long-term unemployed | Number of networking opportunitiesNumber of community activitiesNumber of community events No of tenants from underrepresented groups | Increased community engagementIncreased business representation by individuals from underrepresented groups  | Records of events/activitiesRegistration/ attendance records | Year 1 & Ongoing |
| Education – Enterprise Linkages | 10 of education leavers per annum starting a new business10 of 50 new businesses are creative & digital relatedNumber of events targeting education facilities | Increased number of businesses Increased employment in high quality jobsReducing economic inactivity levels in the areaImproved business productivity Increased level of enterprise awareness among students | Tenant recordsTenant consultations & surveysRecords of events/activitiesRegistration/ attendance recordsStudent surveys | Year 1 & OngoingAnnuallyOngoingAnnually |
| Community Business & Social Enterprise | 10 of 50 new businesses supported are Social Enterprises | Increased number of community businesses/social enterprisesImproved performance of community businesses/social enterprises | Tenant recordsTenant consultations & surveysRecords of events/activities | Year 1 & OngoingAnnuallyOngoing |
| Access to business growth services and advice (signposting & networking) | Number of individuals and businesses receiving services and advice | Improved business performance & growth | Tenant recordsTenant consultations & surveys | Ongoing |
| Impact on social inclusion and tackling deprivation | Number of tenants from underrepresented groupsNumber of people employed in tenant businesses | Increased number of businesses Increased employment in high quality jobsReducing economic inactivity levels in the area | Tenant recordsTenant consultations & surveys | Ongoing |
| Promotional Activity | Positive media coverageNumber of media activitiesNumber of promotional events | Positive image of the digi-hub and the local areaAchievement of tenancy targets | Records of promotional activity | Year 1 & Ongoing |

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| **4.4 Alignment with the local and national context** **See technical note Table 1 for further guidance.** |
| 4.4a Explain how your bid aligns to and supports relevant local strategies (such as Local Plans, local economic strategies or Local Transport Plans) and local objectives for investment, improving infrastructure and levelling up. (Limit 500 words) |
| The policy and strategic fit can be aligned to the following strategies.* **NI Programme for Government**

The NI PfG Framework 2016-2021 contains 12 strategic outcomes supported by 48 indicators. The relevant outcomes for EIDH are that we:* prosper through a strong, competitive, regionally balanced economy;
* have a more equal society;
* are an innovative, creative society, where people can fulfil their potential;
* have more people working in better jobs;
* have created a place where people want to live and work, to visit and invest;
* connect people and opportunities through our infrastructure.
* **Department for Communities Business Plan 2018/19**

The strategic objectives include the need to develop more engaged and improved communities, achieve lower levels of economic inactivity and unemployment and support people to achieve their full potential.The EIDH will support the social economy and contribute to the economic and physical regeneration of Omagh town centre.* **NI Economic Strategy 2030**

Strategic themes:* Stimulating innovation, R&D and creativity
* Improving employability and the level, relevance and use of skills
* Competing in the global economy
* Encouraging business growth
* Developing our economic infrastructure

The EIDH will contribute to the delivery of the priorities, it will provide opportunities reduce economic inactivity.* **Invest NI Business Strategy 2017 – 2021**

As part of its business strategy Invest NI has developed an Entrepreneurship Action Plan which focuses on supporting and encouraging synergy in the entrepreneurship ecosystem in Northern Ireland. The EIDH project will form a vital part of the entrepreneurship ecosystem locally where there is a deficit of facilities to support the development of new technology and innovative businesses.* **Mid & South West Regional Strategy 2020**

Includes Mid Ulster, Armagh Banbridge & Craigavon and Fermanagh & Omagh Councils. Challenges identified; the need to provide more and better jobs and to address substantial infrastructure deficits. The pillars for action:1. Future Proofing the Skills Base
2. Enabling Infrastructure
3. Boosting Innovation and Digital Capacity
4. Building a High Performing Visitor/Tourist Economy

The EIDH is of relevance to Pillars 1 & 3* **FODC Corporate Plan 2020-2024**

The key themes:* People and Communities
* Economy, Infrastructure and Skills
* Environment
* Supporting Service Delivery

 The EIDH has the potential to play a key role in economic growth locally and regionally economy, it will build strong and lasting connections and relationships between the public, private and community sectors.* **FODC Community Plan 2030**

The EIDH will contribute to the community plan by:* promoting economic growth
* bringing the public and community sectors together
* providing business incubation workspace
* delivering incubation support
* delivering annual activities
* providing a practical and measurable mechanism to deliver on the vision of the plan
* **FODC Economic Development Plan 2016 – 2019**

The plan recognises the importance of enhancing productivity, innovation and exports. The EIDH will contribute by: increasing the business birth rate; diversify the Council’s small business sector; growing creative, digital and knowledge-based businesses; and improving the potential for start-ups to develop as export and growth businesses. |
| 4.4b Explain how the bid aligns to and supports the UK Government policy objectives, legal and statutory commitments, such as delivering Net Zero carbon emissions and improving air quality. Bids for transport projects in particular should clearly explain their carbon benefits. (Limit 250 words) |
| The UK Government has set out the key priorities for 2021/2022 demonstrating how they will not only beat COVID-19, but also come back stronger than ever before. The main areas where EIDH align are:1. **Build Back Better:** a focus on economic recovery, supporting employment through the Plan for Jobs and ensuring investment levels up opportunity.
2. **Build Back Fairer:** increasing opportunities across the country, with better education, housing, skills and infrastructure.
3. **Build Back Stronger:** capitalising on post-Brexit opportunities, promoting our global interests and building the strength of the Union.
4. **Build Back Greener:** making green industries fit for the future.
 |
| 4.4c Where applicable explain how the bid complements / or aligns to and supports other investments from different funding streams. (Limit 250 words) |
| The EIDH proposal aligns with, is complimentary to and supports ongoing investment by Fermanagh & Omagh District Council and other government departments including the Department for the Communities town centre enhancements and the Department for the Economy (Invest NI) support to local businesses. It also supports the significant £180m proposed investment by the Department for Education in the Strule Shared Education Campus. |
| 4.4d Please explain how the bid aligns to and supports the Government’s expectation that all local road projects will deliver or improve cycling and walking infrastructure and include bus priority measures (unless it can be shown that there is little or no need to do so). Cycling elements of proposals should follow the Government’s cycling design guidance which sets out the standards required. (Limit 250 words) |
| N/A |

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| **PART 5 VALUE FOR MONEY** |
| **5.1 Appropriateness of data sources and evidence**See technical note Annex B and Table 1 for further guidance.All costs and benefits must be compliant or in line with [HMT’s Green Book](https://www.gov.uk/government/publications/the-green-book-appraisal-and-evaluation-in-central-governent/the-green-book-2020), [DfT Transport Analysis Guidance](https://www.gov.uk/guidance/transport-analysis-guidance-tag) and [MHCLG Appraisal Guidance](https://www.gov.uk/government/publications/department-for-communities-and-local-government-appraisal-guide). |
| 5.1a Please use up to date evidence to demonstrate the scale and significance of local problems and issues. (Limit 250 words) |
| The following economic and labour market data demonstrates the scale and significance of local problems and issues: * low levels of self-employed, 15%
* Fermanagh an Omagh has a high level of employment reliance on the publicsector, 30%
* there is a high dependence on agriculture (46%) and construction (13%) and business services (35%)
* the Digital & Creative sector (which supports faster economic growth) is under-represented
* Invest NI supported 111 businesses in 2019 equating to only 1.4% of the business base for the district suggesting significant under investment of public money in comparison to other NI regions
* the private sector median salary for the Council area in 2019 was £22,833 which was in line with the Northern Ireland median of £22,915, less than the UK equivalent
* business concerns regarding Brexit and Covid, the impacts of which are yet to be seen
* regarding project location, in 2017, Lisanelly Super Output Areas 1 and 2 rank within the top 5% most deprived SOAs in terms of overall multiple deprivation, the top 5% in terms of income deprivation, the top 6% for employment deprivation and the top 18% most deprived for education and skills training deprivation
* the level of VAT registered businesses, which demonstrates the presence of growing businesses, is one of the lowest in NI
* town centre vacany/dereliction is increasing as larger commercial and industrial businesses have relocated to out of town sites.
* There is a lack of available smaller-scale starter workspace to support enterprise development and none with a Creative & Digital focus
 |
| 5.1b  Bids should demonstrate the quality assurance of data analysis and evidence for explaining the scale and significance of local problems and issues. Please demonstrate how any data, surveys and evidence is robust, up to date and unbiased. (Limit 500 words) |
| The socio-economic profile and associated local problems and issues have been informed by consultation with stakeholders and assessment of a range of socio-economic matrices from independent sources including:* NISRA, Invest NI, Global Entrepreneurship Monitor, Agenda NI and the Enterprise NI Enterprise Barometer

The project has sought and taken on board the views of multiple stakeholders through a wide-ranging process of engagement and consultation. The local challenges and problems also reflect findings from specific consultations with the following organisations who are fully independent from the project:* Fermanagh and Omagh District Council (Local Authority)
* Department for Communities
* Department for the Economy (Innovation Policy)
* Invest Northern Ireland (Western Regional Office)
* South West College (Local Further Education Campus)
* Strathroy Community Enterprises Limited (Local Community Interest Group)

The project has also engaged with a number of private sector enterprises and has brought onboard four sector ‘champions’ who have a wealth of experience in developing Digital & Creative businesses and have first-hand experience of the local problems and challenges particular to the area and sector.  |
| 5.1c Please demonstrate that data and evidence chosen is appropriate to the area of influence of the interventions. (Limit 250 words) |
| Needs based project data has been sourced from the most reputable organisations possible and underpin the rationale for the project both strategically and operationally.The project has a clear enterprise and entrepreneurship focus and aims to generate economic impacts in this sector. The following organisations, where data has been sourced, are the most reputable information providers available in this sector:* NIRSA: NISRA is an Agency of the Department of Finance. NISRA is the principal source of official statistics and social research on Northern Ireland
* Invest NI: Is the economic development body for Northern Ireland and is part of the Department for Economy
* GEM: GEM carries out survey-based research on entrepreneurship and entrepreneurship ecosystems around the world
* Agenda NI: **agendaNi** is Northern Ireland's leading business and public policy magazine
* ENI: Umbrella body representing Northern Ireland’s 28 Local Enterprise Agencies. Enterprise Northern Ireland has worked with thousands of entrepreneurs, helping them set up their business in Northern Ireland, and enabling them to grow and develop.
* Fermanagh & Omagh District Council: Is the local authority body for the area with economic development responsibility
* DfC: Government Department whose responsibility includes bringing divided communities together by creating urban centres which are sustainable, welcoming and accessible to live, work and relax in peace
* DfE: Government Department whose responsibility includes economic development, social economy, innovation and access to finance
* South West College: Further education body for Tyrone & Fermanagh
* Strathroy Community Enterprises Limited: Local community group specific to the project area
 |
| * 1. **Effectiveness of proposal in addressing problems**
 |
| 5.2a Please provide analysis and evidence to demonstrate how the proposal will address existing or anticipated future problems. Quantifiable impacts should usually be forecasted using a suitable model. (Limit 500 words) |
| The Fermanagh & Omagh District Council 2030 Community Plan is the most significant documented evidence of current and future challenges facing the local area. The ‘Economy, Infrastructure & Skills’ is identified as one of 3 key themes for the plan developing a ‘thriving, expanding and outward looking economy in a ‘district which is connected’.The Plan identifies the future challenges that are facing the local area, and many are relevant to the proposed project, as follows:1. High levels of educational attainment but a poor link between industry and education – requirement for better industry & education linkage
2. A low population density requiring new models of service delivery necessary
3. Less than 1 in 5 people are self-employed but business survival rates are high – there is a need to promote self-employment as a credible career option
4. 85% of businesses are employing fewer than 5 people and there is a need for flexible solutions to support these businesses
5. Infrastructure in the locality is of mixed quality with high levels of town centre dereliction – there is a need to implement improvement strategies

The project will help to address the challenges above by:1. Creating industry and education linkages between the EIDH and South West College and Strule Education campus. This will include promoting entrepreneurship as a career choice and supporting educational delivery with industry support
2. The Digital Hub will promote flexible workspace as a solution to modern work requirements consistent with the theme of ‘Home, Hub & Headquarters’. The hub will provide digital access that will assist in addressing issues associated with rural access and low population density in the area.
3. The Digital Hub will provide flexible workspace for 50 new enterprises and support entrepreneurs to employ 250 people – this will have a significant impact in promoting self-employment in the town centre of Omagh. OEC has a very strong track record of managing workspace and promoting enterprise and entrepreneurship
4. The Digital Hub will target faster growing business starts in the digital & creative sectors. This is one of the fastest growing sectors in th UK and has the potential to generate additional employment levels above and beyond traditional business start ups
5. The redevelopment of the Old Health Centre will put back in use one of the derelict buildings in Omagh’s town centre. It is hoped that this might act as a catalyst for private sector redevelopment of other buildings in the direct locality. An additional 50 business employing 250 staff in the town centre will create additional opportunities for private sector investment.

The quantifiable impacts of the project, as independently assed in the economic appraisal of the project, include:* Establishment of the first Digital Hub in Omagh promoting flexible, connected workspace
* Redevelopment of a town centre derelict property
* Support the establishment of 50 new business starts in the digital & creative sector
* Support the generation of 250 staff on site
* Salary levels equating to 250 jobs at a FODC median of £22,915 = £5.7m per annum
 |
| 5.2b Please describe the robustness of the forecast assumptions, methodology and model outputs. Key factors to be covered include the quality of the analysis or model (in terms of its accuracy and functionality) (Limit 500 words) |
| The project has been subject to assessment via an independent economic appraisal completed in January 2021. The appraisal process is a robust model of project assessment and is guided by the HM Treasury’s Green Book. The appraisal considered the project fully and concluded positively, as follows:* A sound link to the policy perspective nationally, regionally and locally
* The EIDH has been identified by FODC as the Digi-Hub for the area which will be one of a network of hubs within the proposed Mid, South and West Regional Strategy
* A review of the economic performance data for FODC area confirms the need for intervention
* There is strong evidence of need based on actual enquiries to OEC in recent months.
* A wide range of key local stakeholders from both the public and private sector are supportive of the project
* The West of the province (outside of the City of Derry-Londonderry) lacks infrastructure that would support the development of the digital & creative sector. Government investment in infrastructure in this sector has been predominantly focussed on Belfast and Derry-Londonderry
* Development of the Digital Hub would be a catalyst for the creative & digital sector and have a positive impact on innovation in the area.
* ‘Wrap around’ model of support to entrepreneurs combining both infrastructure and technical guidance would have the potential to accelerate the incubation process
* The project location within the town centre provides for economic linkage opportunities that other out-of-town workspace provision cannot
* The project linkage to education both in its locality and aspiration to bring together industry and academia is unique in its proposition and opportunity
* There is a strong project linkage to the local community and representatives from the local community group (Strathroy) have been fully consulted and involved in the development of the project
* The proposed project is not attractive to the private sector as a result of lower workspace yields and returns. Without the intervention of OEC and project funders, the project will not proceed
* The independent appraisal has identified the project funding structure. It involves significant levels of cash and borrowed investment from OEC (£850k) which is the maximum that the company can support
* The appraisal concluded, with an appropriate level of Government intervention, there is potential to establish a life-long Digital Hub that is self-sustaining and viable
* The project will have a positive impact on 12 themed objective areas, including: business & employment, female entrepreneurship, rural community linkage, neighbourhood renewal, NEETs & long-term unemployed, education, social enterprise, business referrals & signposting (the customer journey), community linkage, regional and international networking and the creative & digital sector
* OEC is led by an experienced Board and Management Team with a 30-year track record of developing and managing business incubation workspace in the Omagh marketplace. The team has a proven track record in providing advice and support to their portfolio of start-up tenants to improve their business growth and survival rates. The experience and expertise of the Board and Management Team significantly reduces any risks related to the project
 |
| **5.3 Economic costs of proposal** |
| 5.3a Please explain the economic costs of the bid. Costs should be consistent with the costs in the financial case, but adjusted for the economic case. This should include but not be limited to providing evidence of costs having been adjusted to an appropriate base year and that inflation has been included or taken into account. In addition, please provide detail that cost risks and uncertainty have been considered and adequately quantified. Optimism bias must also be included in the cost estimates in the economic case. (Limit 500 words) |
| **Financial case:**The costs for the project have been calculated by an independent quantity surveyor. The project has also been subject to independent economic appraisal with a full business case presented to the Department for Communities.Following appraisal, project costs, based on the preferred option, are:

|  |  |
| --- | --- |
| **Total Project Costs** |  |
| Capital Costs - Purchase of site & works | £ 375,000 |
| Refurbishment Costs | £4,745,000 |
| Professional Fees | £ 455,000 |
| **Total** | **£5,575,000** |

OEC has already purchased the site for the project and undertaken preliminary site works. The refurbishment costs reflect the refurbishment of the building. The building is Xm2 with Xm2 of lettable floor space catering for 50 new enterprises.**Economic Case:**The independent appraisal of the project considered the projected NPC (over 25 years) and optimism bias at 8%. As site purchase and associated works have already taken place, these costs were excluded from the assessment of economic cost/benefit.

|  |  |
| --- | --- |
| **Factor** | **Option 4** |
| **Capital Cost** (excl. site purchase) | £5,200,000 |
| **NPC** | £3,206,558 |
| **NPC + Optimism Bias @ 8%** | £3,652,976 |

* The capital costs of the project are significant and have been subject to contingency for inflation, Covid-19 and Brexit
* Any investment which will support the capital build element of the project will result in a functional building that is a tangible asset with a value that is likely to increase in time. There is a strong value for money case based on an increasing asset value however, this is realised over the longer-term life of the project.
 |
| **5.4 Analysis of monetised costs and benefits** |
| 5.4a Please describe how the economic benefits have been estimated. These must be categorised according to different impact. Depending on the nature of intervention, there could be land value uplift, air quality benefits, reduce journey times, support economic growth, support employment, or reduce carbon emissions. (Limit 750 words) |
| The economic benefits identified in the findings of the appraisal are summarised, as follows. **Economic benefits:**

|  |  |
| --- | --- |
| **PROJECTED ECONOMIC BENEFITS** |  **TARGET & Reach** |
| 1. **Business & Employment**
 |
| Supporting business starts primarily in the digital sector with potential to sell external to NI | 50 business starts |
| Creation of new employment through business support | 250 new jobs |
| 1. **Female Entrepreneurship**
 |
| Networking Events targeting female self-employment | 4 events per annum |
| 1. **Rural Community Linkage**
 |
| Quarterly linkages with DAERA, Dromore 2000 & the Milestone Centre | 3 linkages each, quarterly |
| 1. **Neighbourhood Renewal**
 |
| Link to 5 NRAs in Omagh promoting support to NRA business starts | 5 linkages, quarterly5 new businesses annually |
| 1. **NEETs & Long-term Unemployed**
 |
| Link to ASPIRE and Jobs & Benefits Office to deliver enterprise awareness start-up workshops | 4 workshops delivered annually |
| 1. **Education**
 |
| Link to South West College and Strule Campus to deliver enterprise awareness start-up workshops | 4 workshops delivered annually |
| 10 education leavers to start their own business | 10 annually |
| Promotion of enterprise to technology students | Annual promotion linked to curriculum |
| 10 technology related start-ups supported | 50 business starts including 10 creative/digital start ups |
| 1. **Community Business & Social Enterprise**
 |
| Linkage with FODC First Stop Shop to provide support to social enterprises | 50 business starts including 10 social enterprises supported |
| 1. **Referrals and Signposting**
 |
| Referrals and signposting to other supports in the entrepreneurship ecosystem | 20 business referrals for faster growing businesses |
| 1. **Wider Omagh Community Linkage**
 |
| Provision of hot desk space for entrepreneurs | 4 hot desks for wider community use |
| Linkage to FODC to disseminate community support information | Information hub. Ongoing |
| Linkage to Omagh Town Centre Forum, Omagh Chamber of Commerce, Strule Stakeholder Forum, South West College, Enterprise NI, FODC Economic Advisory Group, Social Enterprise NI & Women in Business | Information hub. Ongoing |
| 1. **Regional Networking**
 |
| Linking to Google Garage, Catalyst, Social Enterprise NI, Women in Business to hold regional networking & information events | 4 regional events |
| 1. **EU Networking**
 |
| Working with partners in the EU [Finland, Denmark, Ireland, Turkey, Romania & Latvia] to deliver a social enterprise ERASMUS & a Sustainable Enterprise Centre Programme. EU networking could become more challenging as a result of Brexit | 2 EU linked programmes |
| 1. **Creative & Digital**
 |
| Provision of 200Mbps broadbandAnnual digital networking events | 50 businesses5 annual events |

* Economic returns are based on median salary levels (£22,915) for the Fermanagh and Omagh District Council area, a fully functional EIDH supporting employment creation 250 persons would potentially generate an annual salary increase of £5.73m for the FODC area. The ratio of jobs to businesses has been based on evidence provided by OEC and is consistent with findings associated with the current provision of workspace.
* 250 new enterprises contributing to rates collection via the Department for Communities – c.£500 per business annually = a total of c.£125k annually
* Additional income tax collections associated with both 50 new businesses and the 250 staff promoted by these businesses – c. £2k per employee (based on median salary) x. 250 employees = a total of c.£500k annually
 |
| 5.4b Please complete Tab A and B on the **appended excel spreadsheet** to demonstrate your:Tab A - Discounted total costs by funding source (£m)Tab B – Discounted benefits by category (£m) |
| **5.5 Value for money of proposal** |
| 5.5a Please provide a summary of the overall Value for Money of the proposal. This should include reporting of Benefit Cost Ratios. If a Benefit Cost Ratio (BCR) has been estimated there should be a clear explanation of how this is estimated ie a methodology note. Benefit Cost Ratios should be calculated in a way that is consistent with [HMT’s Green Book](https://www.gov.uk/government/publications/the-green-book-appraisal-and-evaluation-in-central-governent/the-green-book-2020). For non-transport bids it should be consistent with [MHCLG’s appraisal guidance](https://www.gov.uk/government/publications/department-for-communities-and-local-government-appraisal-guide).   For bids requesting funding for transport projects this should be consistent with [DfT Transport Analysis Guidance](https://www.gov.uk/guidance/transport-analysis-guidance-tag). (Limit 500 words) |
| A financial appraisal has been undertaken and forecasts include assessment of projected profitability, cashflows and balance sheet underpinned by a strong evidence base and include analysis of:**Capital costs**These were prepared by XX Chartered Quantity Surveyors in December 2020. A summary of these costs is included in 5.3 of this application. Contingencies are included to address 10% project allowance, Covid 8% and inflation allowance to reflect timing of the project’s construction start and completion. **Operational costs**There is a high degree of predictability in the income and overhead projections, as the promoter has extensive experience of managing incubation space of 80,000 square feet over 30 years. This ensures a high level of historical precedent underpinning income and overhead calculations.OEC has a track record of investing accumulated reserves in enterprise and local economic development work linked to its core mission of promoting enterprise and supporting start-up, growth and social economy businesses. A review of the projected incomes and overheads establishes that surpluses will be generated from year three. Given the company’s core mission and ethos, any investment of public capital funding to lever the project will generate surpluses that will further contribute to local economic development, greater levels of inclusion and opportunity, and the regeneration of the town centre.Financial projections are summarised as follows.XXX**Sensitivity analysis**Sensitivities have been applied based on a reduction of income of 10% and an increase in overheads of 10%. In both scenarios, and when combined, the project is viable and sustainable.**Overall Value for Money Statement**The project will support the creation of 50 new business and 250 new jobs generating annual salaries of £5.73m annually, £125k of additional rates annually and £500k of additional income tax annually.The project is fully additional from a funding perspective and represents a life-long value for money investment that is self-sustaining and viable following the initial investment required.  |
| 5.5b Please describe what other non-monetised impacts the bid will have, and provide a summary of how these have been assessed. (Limit 250 words) |
| Non-monetised impacts include:**Business & Employment:**Support to business starts, business growth and additional new employment creation. **Female Entrepreneurship:**An increase in the number of females starting a business to address the gender gap of new businesses. **Rural Community Linkage**Support to businesses developing in the rural economy**Neighbourhood Renewal**The project will actively target all sections of the community in Omagh including the most deprived areas to ensure widest possible reach in the identification of new entrepreneurs **NEETs & Long-term Unemployed**This is another significant aspect of the project in its aspiration to equally reach all sections of the community**Education**The project will engage with second and third level education, including South West College and schools in Strule Shared Education campus. **Social Enterprise**The project will attract businesses with a social economy ethos in keeping with OEC and its charitable status**Referrals and Signposting**Signposting to other areas of business support to develop a stronger entrepreneurship ecosystem**Wider Omagh Community Linkage**The project will provide linkage to the wider community in Omagh by providing hot desk space and by linking to relevant community organisations to better support the flow of community opportunities to local residents**Regional and International Networking**Regional and international linkage specific to Digital and Innovation and will seek partnership in the EU (where possible following BREXIT)**Creative & Digital**The EIDH will have a specific innovation & digital focus in terms of the businesses it attracts and also in the information and support it provides  |

|  |
| --- |
| 5.5c Please provide a summary assessment of risks and uncertainties that could affect the overall Value for Money of the bid. (Limit 250 words)  |
| Options have been analysed and risks and uncertainties under each have been considered to include:* **Capital cost overruns** –costs have been prepared by an independent architect & quantity surveyor and are subject to allowances for project contingencies and optimism bias at 8%. Mitigation: Programme to be reviewed at all project management and board meetings. Early warnings of project pressures to be raised. Actions to mitigate programme slippage to be implemented. Detailed contractor specifications developed with appropriate penalty clauses covering delays. Construction Programme to be monitored by PM and engagement in early consultation to facilitate approvals
* **Delay or failure to secure planning permission** - OEC are engaged in the planning process and early discussions with officials indicate no significant impediments are foreseen. Mitigation: Public consultation to be undertaken together with full planning consultation process.
* **Reduction in income generation** - high demand demonstrated for the project and analysis suggests projected income is realistic. Mitigation: OEC will conduct periodic financial and strategic reviews
* **Increase in overhead costs** – OEC has a strong track record in managing similar projects. Running costs are highly predictable. Mitigation: OEC will conduct periodic financial and strategic reviews
* **Ongoing impact of BREXIT** – Implications exist for increases to supply and cost of goods. Mitigation: Ongoing economic conditions to be monitored and consideration of BREXIT impacts included with Contingency allowances
* **Ongoing impact of COVID-19** – Economic conditions continue to be impacted as a result of Covid. Mitigation: Ongoing economic conditions to be monitored and consideration of COVID impacts included with Contingency allowances
 |
| 5.5d For transport bids, we would expect the [Appraisal Summary Table](https://www.gov.uk/guidance/transport-analysis-guidance-tag), to be completed to enable a full range of transport impacts to be considered. Other material supporting the assessment of the scheme described in this section should be appended to your bid. |
| N/A |

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| **PART 6 DELIVERABILITY** |
| **6.1 Financial**See technical note Table 1 for further guidance**.** |
| 6.1a Please summarise below your financial ask of the LUF, and what if any local and third party contributions have been secured (please note that a minimum local (public or private sector) contribution of 10% of the bid costs is encouraged).  Please also note that a contribution will be expected from private sector stakeholders, such as developers, if they stand to benefit from a specific bid (Limit 250 words) |
| The total project costs are £5,575,000 and are based on independent architect and quantity surveyor schedules developed for the project. **The request from the LUF is for £4,125,000 as the balance of funding required to fully develop the project.**LU funding will be used in the construction process for the refurbishment of the former Omagh Health Centre which is now unoccupied. This site is of strategic importance to the area in terms of its town centre location and as a potential catalyst for other development in the immediate area as there are a number of other buildings in close proximity which are also in need of redevelopment. LUF funding to bring the project to fruition will be a potential catalyst for further development and the project has the potential to impact significantly on footfall into the town centre, above and beyond meeting its immediate project objectives.Without LUF funding the project will not proceed. From that perspective, LUF funding is fully additional and will support existing investment commitments from OEC, UCIT, Fermanagh & Omagh Council and Department for Communities. |
| 6.1b Please also complete Tabs C and D in the **appended excel spreadsheet**, setting out details of the costs and spend profile at the project and bid level in the format requested within the excel sheet.  The funding detail should be as accurate as possible as it will form the basis for funding agreements. Please note that we would expect all funding provided from the Fund to be spent by 31 March 2024, and, exceptionally, into 2024-25 for larger schemes. |
| Tabs C & D in the appended excel spreadsheet have been completed. We commit to having spend on the project during 2021/22 and all LUF funding provided will be spent by 31 March 2024. |
| 6.1c Please confirm if the bid will be part funded through other third-party funding (public or private sector). If so, please include evidence (i.e. letters, contractual commitments) to show how any third-party contributions are being secured, the level of commitment and when they will become available.  The UKG may accept the provision of land from third parties as part of the local contribution towards scheme costs. Where relevant, bidders should provide evidence in the form of an attached letter from an independent valuer to verify the true market value of the land.      | **Yes** |
| 6.1d Please explain what if any funding gaps there are, or what further work needs to be done to secure third party funding contributions.  (Limit 250 words) |
| The present funding gap is £4,125,000 (which is the subject of the application). |
| 6.1e Please list any other funding applications you have made for this scheme or variants thereof and the outcome of these applications, including any reasons for rejection.(Limit 250 words) |
| OEC has committed significantly to the project.OEC is not presently aware of other funding possibilities and has exhausted all funding opportunities to bring the project forward including both public and private sector. |
| 6.1f Please provide information on margins and contingencies that have been allowed for and the rationale behind them.  (Limit 250 words) |
| **Project Contingencies:**The construction costs associated with the project have been prepared by an independent firm of architects and quantity surveyors. All costs are current at January 2021. The project costs have been subject to project contingencies (10%) and a Covid-19 contingency (8%). The project costs also allow for inflation and assumes spend in latter part of 2021. Contingencies in these project areas at this level are standard quantity surveying estimates and are consistent with commercial capital projects of a similar nature. The quantity surveyor has also provided a cashflow forecast indicating a 16 month construction project which can commence in 2021.**Commercial Contingencies:**The independent economic appraisal conducted on the project also considered the impact of delivering the project from the perspective of OEC. The appraisal prepared a full financial forecast and assessment of viability for a five-year period. The assessment of viability subjected the project to sensitivities on a reduction in sales (10%) and an increase in overheads (10%) and concluded positively on the ability of the project to be viable and profitable. Assessment of OEC’s financial position also concluded that the company has a strong track record of profitability and experience of delivering similar projects. The company balance sheet is of sufficient strength to support the financial implications associated with delivering the project. |
| 6.1g Please set out below, what the main financial risks are and how they will be mitigated, including how cost overruns will be dealt with and shared between non-UKG funding partners. (you should cross refer to the Risk Register).   (Limit 500 words) |
| 1. **Lack of Funding**: Inability to raise the finance/attract investment in the proposed EIDH. Mitigations: Develop a funding plan; A UCIT Community loan of £X has been secured;
2. **Project Procurement**: Procurement of the project will be open and transparent and ensure the project represents value for money. Mitigations: Adherence with agreed project management guidelines; Compliance with DoF procurement requirements and engagement of CPD; Advertisement of tenders in appropriate journals; Development of a Bill of Quantities and use appropriate procedures to manage early warnings and compensation events in order to achieve both site cost control and onsite programme control
3. **Capital Cost Overruns**: The project costs are estimated at £5.75 million. There is a risk that the construction process will exceed the budget. Given that there will be a reliance on public funding to deliver the project there will be no capacity for any uplift in funding over the limits set in a funding offer. Mitigations: The procured contractor will be required to develop a detailed construction programme plan to establish budgets for all key elements of the project; The Contract Manager will be required to report on performance against these budget headings at fortnightly site meetings; where there is a risk of an overspend remedial strategies will be agreed and responsibility for delivering them identified; A ‘Project Delivery Sub Committee’ of OEC will monitor the budget performance; If a serious overspend situation occurs a bill of reductions will be agreed between the funders, OEC and the procured architects and contractor
4. **Reduced revenues due to a lack of demand**: There is a risk that the units will not be fully let or that the uptake will be slower. Mitigations: Target relevant entrepreneurs on the most up to date OEC waiting list to raise awareness and encourage tenancy; A PR and Communication Plan will be put in place and delivered from six months prior to the delivery of the new incubation units and sustained until the project reaches its occupancy targets; Ensure that the EIDH is promoted through relevant stakeholders; Ensure an adequate budget is set aside for promotional activities; A dedicated Digi-Hub Officer will be employed and one of their roles will be to raise awareness and contribute to tenancy numbers; Develop a maintenance plan to ensure the EIDH is kept safe and at a high-quality standard to encourage repeated use; Ensure an adequate budget has been set aside to meet management and maintenance requirements
 |
| **6.2 Commercial**See technical note Section 4 and Table 1 for further guidance. |
| 6.2a Please summarise your commercial structure, risk allocation and procurement strategy which sets out the rationale for the strategy selected and other options considered and discounted.  The procurement route should also be set out with an explanation as to why it is appropriate for a bid of the scale and nature submitted. Please note - all procurements must be made in accordance with all relevant legal requirements. Applicants must describe their approach to ensuring full compliance in order to discharge their legal duties. (Limit 500 words)  |
| OEC is a limited company with charitable status managed by a Board of Voluntary Directors. The procurement strategy for the project will be in line with Northern Ireland Public Procurement Policy and the evaluation of submissions will be in accordance with the applicable international and national rules that regulate the procurement process at that time. The company has experience of working with Central Procurement Directorate to develop Pre-Qualification Questionnaires and Instructions to Tenderers in previous capital projects completed. Procurement will be based on value for money through a competitive process. We will apply the Social Value model to the tendering process and this area will be scored as part of the overall procurement evaluation.  |
| **6.3 Management**See technical note Section 4 and Table 1 for further guidance |
| Delivery Plan: Places are asked to submit a delivery plan which demonstrates:  * Clear milestones, key dependencies and interfaces, resource requirements, task durations and contingency.
* An understanding of the roles and responsibilities, skills, capability, or capacity needed.
* Arrangements for managing any delivery partners and the plan for benefits realisation.
* Engagement of developers/ occupiers (where needed)
* The strategy for managing stakeholders and considering their interests and influences.
* Confirmation of any powers or consents needed, and statutory approvals eg Planning permission and details of information of ownership or agreements of land/ assets needed to deliver the bid  with evidence
* Please also list any powers / consents etc needed/ obtained, details of date acquired, challenge period (if applicable) and date of expiry of powers and conditions attached to them.

6.3a Please summarise the delivery plan, with reference to the above (Limit 500 words)    |
| The delivery plan has been developed by the project’s architect and is set out below. The project plan meets the needs of the LUF and can commence with immediate effect committing expenditure to the current year and completing the project in a 65-week timescale. The project plan shows clear milestones to complete the project and how we will engage with developers of the project.Project Plan:* OEC has the skills and capacity to ensure the project is delivered within the budget as the management team has a proven track record in delivering similar capital projects
* OEC has acquired full ownership of the site and as a result the project can commence immediately
* OEC have had preliminary discussions with the planning department and have confirmation that the project is consistent with planning policy.
* No other powers or consents are required for the project. The site is fully owned by OEC.

The strategy for managing stakeholders and roles and responsibilities for project implementation & delivery and the benefits realisation plan are summarised as follows:

|  |  |  |
| --- | --- | --- |
| **Benefit** | **Owner & accountability** | **Target**  |
| 1. Creating conditions to transform our economy and provide growth for the benefit of everyone. People acquire, develop and maintain the skills they need to improve their lives, and we equip our children with the education and skills to succeed.  | OEC  |  Site transformed into a base for business innovation and growth providing xm2 / xft2 square feet of incubation space |
| 2. Social inclusion, equality in educational outcomes, equality in economic outcomes  | OEC  | Site transformed into a base for business innovation and growth providing xm2 / xft2 square feet of incubation spaceProviding a ‘drop-in’ space for enterprises/social entrepreneurs from neighbourhood renewal areas |
| 3. Job creation; reduction in economic inactivity; increase in employability and skills; regional balance; increase in graduate employment | OEC  | Site transformed into a base for business innovation and growth providing xm2 / xft2 square feet of lettable incubation spaceWithin 5 years of investment create employment opportunities by supporting tenant businesses to create c.200 new jobs ensuring people from Omagh NRA have opportunities to apply for the positions  |
| 4. Increased wellbeing, quality jobs, attractive employment opportunities, increased levels of health, confidence, self-respect and social inclusion  | OEC  | Site transformed into a base for business innovation and growth providing xm2 / xft2 square feet of lettable incubation space |
| 5. Volume of incubation units available in Omagh  | OEC  | x square feet |
| 6. Number of tenants supported through incubation units in Omagh  | OEC  | 138  |
| 7. Ability to regenerate a previously key site on the outskirts of the town centre  | OEC | Reduction in derelict commercial properties in the town centre. Project acting as a catalyst for reduction |

  |
| 6.3b Has a delivery plan been appended to your bid? | **Yes** |
| 6.3c Can you demonstrate ability to begin delivery on the ground in 2021-22? | **Yes** |
| 6.3e Risk Management: Places are asked to set out a detailed risk assessment which sets out (word limit 500 words not including the risk register):  * the barriers and level of risk to the delivery of your bid
* appropriate and effective arrangements for managing and mitigating these risk
* a clear understanding on roles / responsibilities for risk
 |
| The company will put in place a Risk Management Plan which will be agreed with funders. This plan will be implemented and fully managed by OEC throughout the contract period and we believe that a robust Risk Management Plan is essential to the success of the project. The purposes of the Risk Management Plan is to identify potential problems before they occur so that risk-handling activities may be planned and invoked as needed throughout the term of the project to mitigate adverse impacts on achieving our main objectives.OEC has identified the following barriers to the delivery of our bid:* Lack of funding
* Robust project planning
* Lack of leadership
* Acquiring planning consents
* Project procurement
* Capital cost overrun
* Failure to adhere to the construction timeframe
* Management of the EIDH
* Reduced revenue due to a lack of demand
* Too high exposure to debt financing
* Safety, crime and anti-social behaviour
* Brexit implications
* Covid-19 implications

To address each of the barriers we will put in place appropriate and effective arrangements to manage and mitigate each of the risks together with whose responsibility it will be to reduce or mitigate the risk.Risk management is an important part of business and project planning and addresses issues that may endanger achieving critical objectives. As a result OEC employs this robust and comprehensive approach to all projects that we manage and this is one of the main reasons the company has successfully delivered a number of similar capital projects in the past.A Risk Register is attached to the application which details a description of the risk and associated mitigation factors which OEC will take full responsibility for. The company has a proven track record in delivering capital projects within budget and timescales and will put in place appropriate and effective arrangements to manage the risks at all times. The Risk Register and roles and responsibilities will be reviewed and updated on an ongoing basis and reported to funders.Against each risk title the company has identified risk mitigation factors and actions to address each risk. In addition, as part of the public procurement exercise to appoint an architect and construction team, they will be asked to provide a Risk Assessment Plan and Risk Register with mitigations and roles and responsibilities to be put in place.OEC will hold regular meetings with the design team and construction company to ensure we are on target to meet all deadlines. We will report to funders on a regular basis and update current/identified risks and the proposed solution to ensure that risk does not impact significantly on the successful deliver of the project. Should a serious risk arise OEC will liaise immediately with funders on the nature of the risk and proposed solution. |
| 6.3f Has a risk register been appended to your bid? | **Yes** |
| 6.3g Please evidence your track record and past experience of delivering schemes of a similar scale and type (Limit 250 words) |
| Omagh Enterprise Company (OEC) is the promoter and will develop, deliver and implement the EIDH project. OEC has a proven track record of delivering capital build projects and has, corporately, delivered four phases of incubation units on time and within budget, over a 30-year period, and subsequently has managed these assets in a financially sustainable manner. OEC will adopt a proven approach to the management of the planning & design, construction and delivery phases of the project.OEC’s Board will put in place a Project Delivery Board to lead on the construction and delivery of the proposed EIDH on the former Health Centre site. The Chief Executive will be responsible for the day-to-day operational management of the EIDH project.  |
| 6.3h Assurance: We will require Chief Financial Officer confirmation that adequate assurance systems are in place.For larger transport projects (between £20m - £50m) please provide evidence of an integrated assurance and approval plan. This should include details around planned health checks or gateway reviews.  (Limit 250 words) |
| N/A |
| **6.4 Monitoring and Evaluation**    *See technical note Section 4 and Table 1 for further guidance*.   |
| 6.4a Monitoring and Evaluation Plan: Please set out proportionate plans for M&E which should include (1000 word limit):* Bid level M&E objectives and research questions
* Outline of bid level M&E approach
* Overview of key metrics for M&E (covering inputs, outputs, outcomes and impacts), informed by bid objectives and Theory of Change. Please complete Tabs E and F on the **appended excel spreadsheet**
* Resourcing and governance arrangements for bid level M&E
 |
| The approach to monitoring & evaluation of the project and resourcing and governance arrangement will be as follows:**Programme Management / Monitoring & Evaluation**The role of the Programme Manager will be to deliver the project within given timescales, within budget and to meet all targets. **Finance and Legal**The Steering Group will be responsible for all the financial aspects of the programme including claims and payments. The ability to prepare claims to meet funders requirements and draw down funds quickly will be essential to the success of the programme. The Steering Group will also facilitate the drafting of documents such as tender documentation, contracts and service level agreements. The assistance of the Central Procurement Directorate or other expertise will be employed when required. In order to ensure that the development and direction of the project are on course to deliver the specified objectives, Monitoring and Evaluation of the programme will occur as detailed below.* **Monitoring**

Regular quarterly progress reports will be submitted to OEC Board and will be reviewed at regular management team meetings. The submitted report will include collection and analysis of data, refinement, key indicators, and outcomes to date and occupancy levels. The company will maintain records of support provided to onsite tenants and outreach service users and will include same in monthly and quarterly reports.* **Evaluation**

Evaluation will form an integral part of the project and will be considered at the planning stage of the project to assist in achieving the agreed outcomes. The evaluation process will consist of both qualitative and quantitative measures such as:* To what extent the project has met its objectives to date
* How effective are the services provided to clients under the project
* The efficiency of Management and Administration
* The extent to which the project has met its wider objectives
* Any recommendations to assist in the improvement of the project and for future provision beyond the duration of the project.

The evaluation process will involve individual meetings with randomly sampled clients and consultations with stakeholders as follows:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Stage** | **Stakeholder** | **Types of Changes** | **Impacts** | **Actions** |
| Specification | Owner/Client/User or architect | Changes to requirements including specification, scope of projects, design brief, etc. | Changes in design and construction processes | Carefully provide detailed specification documents before bidding |
| Design | Design/engineering Consultant | Incomplete/inconsistent drawings; design error/defect; design change; omissions of site conditions and buildability; changes in codes and regulations | Rework of design and drawing; rework in construction; change orders | Better control of design versions, drawings; site investigation; consider buildability in design |
| Construction | Contractor/sub-contractors | As-builds do not conform with as-design; quality defects; unanticipated site conditions; value engineering; materials or equipment not available; inclement weather | Rework; change orders; changes in design | Specification Quality control; site operational control; coordinated documents and drawings; daily logs |

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| **PART 7 DECLARATIONS**  |

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| --- |
| **7.1 Senior Responsible Owner Declaration** |
| As Senior Responsible Owner for Omagh Enterprise Company Limited Enterprise & Innovation Digi-Hub I hereby submit this request for approval to UKG on behalf of Omagh Enterprise Company Limited and confirm that I have the necessary authority to do so.I confirm that Omagh Enterprise Company Limited will have all the necessary statutory powers and other relevant consents in place to ensure the planned timescales in the application can be realised. |
| Name:  | Signed: |

**X04: DECLARATIONS**

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| **7.2 Chief Finance Officer Declaration** |
| As Chief Finance Officer for Omagh Enterprise Company Limited I declare that the scheme cost estimates quoted in this bid are accurate to the best of my knowledge and that Omagh Enterprise Company Limited* has allocated sufficient budget to deliver this scheme on the basis of its proposed funding contribution
* accepts responsibility for meeting any costs over and above the UKG contribution requested, including potential cost overruns and the underwriting of any funding contributions expected from third parties
* accepts responsibility for meeting any ongoing revenue requirements in relation to the scheme
* accepts that no further increase in UKG funding will be considered beyond the maximum contribution requested and that no UKG funding will be provided after 2024-25
* confirm that the authority commits to ensure successful bids will deliver value for money or best value.
* confirms that the authority has the necessary governance / assurance arrangements in place and that all legal and other statutory obligations and consents will be adhered to.
 |
| Name:  | Signed: |

**ECLARATIONS**

 **0ECLTIONS**

|  |
| --- |
| **7.3 Data Protection** |
| Please note that the The Ministry of Housing, Communities and Local Government (MHCLG) is a data controller for all Levelling Up Fund related personal data collected with the relevant forms submitted to MHCLG, and the control and processing of Personal Data. The Department, and its contractors where relevant, may process the Personal Data that it collects from you, and use the information provided as part of the application to the Department for funding from the Levelling Up Fund, as well as in accordance with its privacy policies. For the purposes of assessing your bid the Department may need to share your Personal Data with other Government departments and departments in the Devolved Administrations and by submitting this form you are agreeing to your Personal Data being used in this way.Any information you provide will be kept securely and destroyed within 7 years of the application process completing. **You can find more information about how the Department deals with your data** [**here**](https://www.gov.uk/government/publications/levelling-up-fund-additional-documents)**.** |

**Annex A - Project One Summary (**only required for a package bid)

|  |
| --- |
| **Project 1** |
| A1. Project Name |
|  |
| A2. Strategic Linkage to bid:Please enter a brief explanation of how this project links strategically to the overall bid. (in no more than 100 words) |
|  |
| A3. Geographical area:Please provide a short description of the area covered by the bid (in no more than 100 words) |
|  |
| A4. OS Grid Reference |  |
| A5. Postcode |  |
| A6. For Counties, Greater London Authority and Combined Authorities/Mayoral Combined Authorities, please provide details of the district council or unitary authority where the bid is located (or predominantly located)  |  |
| A7. Please append a map showing the location (and where applicable the route) of the proposed scheme, existing transport infrastructure and other points of particular interest to the bid e.g. development sites, areas of existing employment, constraints etc. | [ ]  Yes[ ]  No |
| A8. Project themePlease select the project theme | [ ]  **Transport investment**[ ]  **Regeneration and town centre investment**[ ]  **Cultural investment** |
| A9. Value of capital grant being requested for this project (£): |  |
| A10. Value of match funding and sources (£): |  |
| A11. Value for MoneyThis section should set out the full range of impacts – both beneficial and adverse – of the project. Where possible, impacts should be described, quantified and also reported in monetary terms. However there may be some impacts where only a qualitative assessment is possible due to limitations in the available analysis. There should be a clear and detailed explanation of how all impacts reported have been identified, considered and analysed. When deciding what are the most significant impacts to consider, bidders should consider what impacts and outcomes the project is intended to achieve, taking into account the strategic case, but should also consider if there are other possible significant positive or negative impacts, to the economy, people, or environment (Limit 250 word |
|  |
| A12. It will be generally expected that an overall Benefit Cost Ratio and Value for Money Assessment will be reported in applications. If this is not possible, then the application should include a clear explanation of why not. |
|  |
| A13. Where available, please provide the BCR for this project |  |
| A14. Does your proposal deliver strong non-monetised benefits? Please set out what these are and evidence them.  |  |
| A15. **Deliverability**Deliverability is one of the key criteria for this Fund and as such any bid should set out any necessary statutory procedures that are needed before it can be constructed. |
|  |
| A16. **The Bid – demonstrating investment or ability to begin delivery on the ground in 2021-22** As stated in the prospectus UKG seeks for the first round of the funding that priority will be given to bids that can demonstrate investment and ability to deliver on the ground in 2021-22 |
| A17. Does this project includes plans for some LUF expenditure in 2021-22?   | [ ]  Yes[ ]  No |
| A18. Could this project be delivered as a standalone project or do it require to be part of the overall bid?  | [ ]  Yes[ ]  No |
| A19. Please provide evidence |  |
| A20. Can you demonstrate ability to deliver on the ground in 2021-22.  | [ ]  Yes[ ]  No |
| A21. Please provide evidence |  |
| **Statutory Powers and Consents** |
| A22. Please list separately each power / consents etc obtained, details of date acquired, challenge period (if applicable) and date of expiry of powers and conditions attached to them. Any key dates should be referenced in your project plan. |  |
| A23. Please list separately any outstanding statutory powers / consents etc, including the timetable for obtaining them. |  |

**Annex B - Project Two description and funding profile (**only required for package bid**)**

|  |
| --- |
| **Project 2** |
| B1. Project Name |  |
| B2. Strategic Linkage to bid:Please enter a brief explanation of how this project links strategically to the overall bid. (in no more than 100 words) |
|  |
| B3. Geographical area:Please provide a short description of the area covered by the bid (in no more than 100 words) |
|  |
| B4. OS Grid Reference |  |
| B5.Postcode |  |
| B6. For Counties, Greater London Authority and Combined Authorities/Mayoral Combined Authorities, please provide details of the district council or unitary authority where the bid is located (or predominantly located)  |  |
| B7. Please append a map showing the location (and where applicable the route) of the proposed scheme, existing transport infrastructure and other points of particular interest to the bid e.g. development sites, areas of existing employment, constraints etc. |
| B8. Project themePlease select the project theme | [ ]  **Transport investment**[ ]  **Regeneration and town centre investment**[ ]  **Cultural investment** |
| B9. Value of capital grant being requested for this project (£): |  |
| B10. Value of match funding and sources (£):  |  |
| B11. Value for MoneyThis section should set out the full range of impacts – both beneficial and adverse – of the project. Where possible, impacts should be described, quantified and also reported in monetary terms. However there may be some impacts where only a qualitative assessment is possible due to limitations in the available analysis. There should be a clear and detailed explanation of how all impacts reported have been identified, considered and analysed. When deciding what are the most significant impacts to consider, bidders should consider what impacts and outcomes the project is intended to achieve, taking into account the strategic case, but should also consider if there are other possible significant positive or negative impacts, to the economy, people, or environment |
|  |
| B12. It will be generally expected that an overall Benefit Cost Ratio and Value for Money Assessment will be reported in applications. If this is not possible, then the application should include a clear explanation of why not. |
|  |
| B13. Where available, please provide the BCR for this project |  |
| B14. Does your proposal deliver strong non-monetised benefits? Please set out what these are and evidence them.  |  |
| B15. **Deliverability**Deliverability is one of the key criteria for this Fund and as such any bid should set out any necessary statutory procedures that are needed before it can be constructed. |
|  |
| B16. **The Bid – demonstrating investment or ability to begin delivery on the ground in 2021-22** As stated in the prospectus UKG seeks for the first round of the funding that priority will be given to bids that can demonstrate investment and ability to deliver on the ground in 2021-22 |
|  |
| B17. Does this project includes plans for some LUF expenditure in 2021-22?  | [ ]  Yes[ ]  No |
| B18. Could this project be delivered as a standalone project or do it require to be part of the overall bid?  | [ ]  Yes[ ]  No |
| B19. Please provide evidence |  |
| B20. Can you demonstrate ability to deliver on the ground in 2021-22.  | [ ]  Yes[ ]  No |
| B21. Please provide evidence |  |
| **Statutory Powers and Consents** |
| B22. Please list separately each power / consents etc obtained, details of date acquired, challenge period (if applicable) and date of expiry of powers and conditions attached to them. Any key dates should be referenced in your project plan. |  |
| B23. Please list separately any outstanding statutory powers / consents etc, including the timetable for obtaining them. |  |

**Annex C – Project Three- description and funding profile (**only required for package bid**)**

|  |
| --- |
| **Project 3** |
| C1. Project Name |  |
| C2. Strategic Linkage to bid:Please enter a brief explanation of how this project links strategically to the overall bid. (in no more than 100 words) |
|  |
| C3. Geographical area:Please provide a short description of the area covered by the bid (in no more than 100 words) |
|  |
| C4. OS Grid Reference |  |
| C5. Postcode |  |
| C6. For Counties, Greater London Authority and Combined Authorities/Mayoral Combined Authorities, please provide details of the district council or unitary authority where the bid is located (or predominantly located)  |  |
| C7. Please append a map showing the location (and where applicable the route) of the proposed scheme, existing transport infrastructure and other points of particular interest to the bid e.g. development sites, areas of existing employment, constraints etc. |
| C8. Project themePlease select the project theme | [ ]  **Transport investment**[ ]  **Regeneration and town centre investment**[ ]  **Cultural investment** |
| C9. Value of capital grant being requested for this project (£): |  |
| C10. Value of match funding and sources (£): |  |
| C11. Value for MoneyThis section should set out the full range of impacts – both beneficial and adverse – of the project. Where possible, impacts should be described, quantified and also reported in monetary terms. However there may be some impacts where only a qualitative assessment is possible due to limitations in the available analysis. There should be a clear and detailed explanation of how all impacts reported have been identified, considered and analysed. When deciding what are the most significant impacts to consider, bidders should consider what impacts and outcomes the project is intended to achieve, taking into account the strategic case, but should also consider if there are other possible significant positive or negative impacts, to the economy, people, or environment |
|  |
| C12. It will be generally expected that an overall Benefit Cost Ratio and Value for Money Assessment will be reported in applications. If this is not possible, then the application should include a clear explanation of why not. |
|  |
| C13. Where available, please provide the BCR for this project |  |
| C14. Does your proposal deliver strong non-monetised benefits? Please set out what these are and evidence them.  |  |
| C15. **Deliverability**Deliverability is one of the key criteria for this Fund and as such any bid should set out any necessary statutory procedures that are needed before it can be constructed. |
|  |
| C16. **The Bid – demonstrating investment or ability to begin delivery on the ground in 2021-22** As stated in the prospectus UKG seeks for the first round of the funding that priority will be given to bids that can demonstrate investment and ability to deliver on the ground in 2021-22 |
| C17. Does this project includes plans for some LUF expenditure in 2021-22?   | [ ]  Yes[ ]  No |
| C18. Could this project be delivered as a standalone project or do it require to be part of the overall bid?  | [ ]  Yes[ ]  No |
| C19. Please provide evidence |  |
| C20. Can you demonstrate ability to deliver on the ground in 2021-22.  | [ ]  Yes[ ]  No |
| C21. Please provide evidence |  |
| **Statutory Powers and Consents** |
| C22. Please list separately each power / consents etc obtained, details of date acquired, challenge period (if applicable) and date of expiry of powers and conditions attached to them. Any key dates should be referenced in your project plan. |  |
| C23. Please list separately any outstanding statutory powers / consents etc, including the timetable for obtaining them. |  |

**ANNEX D - Check List Great Britain Local Authorities**

|  |  |  |
| --- | --- | --- |
| Questions | Y/N | Comments |
| 4.1a Member of Parliament support |
| MPs have the option of providing formal written support for one bid which they see as a priority.  Have you appended a letter from the MP to support this case? |  |  |
| Part 4.2 Stakeholder Engagement and Support |
| Where the bidding local authority does not have responsibility for the delivery of projects, have you appended a letter from the responsible authority or body confirming their support? |  |  |
| Part 4.3 The Case for Investment |
| For Transport Bids: Have you provided an Option Assessment Report (OAR) |  |  |
| Part 6.1 Financial |
| Have you appended copies of confirmed match funding? |  |  |
| The UKG may accept the provision of land from third parties as part of the local contribution towards scheme costs. Please provide evidence in the form of a letter from an independent valuer to verify the true market value of the land. Have you appended a letter to support this case? |  |  |
| Part 6.3 Management |
| Has a delivery plan been appended to your bid? |  |  |
| Has a letter relating to land acquisition been appended? |  |  |
| Have you attached a copy of your Risk Register? |  |  |
| **Annex A-C - Project description Summary (**only required for package bid**)** |
| Have you appended a map showing the location (and where applicable the route) of the proposed scheme, existing transport infrastructure and other points of particular interest to the bid e.g. development sites, areas of existing employment, constraints etc. |  |  |

**Annex E Checklist for Northern Ireland Bidding Entities**

|  |  |  |
| --- | --- | --- |
| Questions | Y/N | Comments |
| Part 1 Gateway Criteria |
| You have attached two years of audited accounts |  |  |
| You have provided evidence of the delivery team having experience of delivering two capital projects of similar size and in the last five years  |  |  |
| Part 4.2 Stakeholder Engagement and Support |
| For transport bids, have you appended a letter of support from the relevant district council  |  |  |
| Part 6.1 Financial |
| Have you appended copies of confirmed match funding |  |  |
| The UKG may accept the provision of land from third parties as part of the local contribution towards scheme costs. Please provide evidence in the form of a letter from an independent valuer to verify the true market value of the land.  |  |  |
| Part 6.3 Management |
| Has a delivery plan been appended to your bid? |  |  |
| Has a letter relating to land acquisition been appended? |  |  |
| Have you attached a copy of your Risk Register? |  |  |
| **Annex A-C - Project description Summary (**only required for package bid**)** |
| Have you appended a map showing the location (and where applicable the route) of the proposed scheme, existing transport infrastructure and other points of particular interest to the bid e.g. development sites, areas of existing employment, constraints etc. |  |  |