



Department for Levelling Up,  
Housing & Communities

**Department for Levelling Up,  
Housing & Communities**

Fry Building  
2 Marsham Street  
London  
SW1P 4DF

Peter Ward  
Chair, Tilbury Town Deal Board  
[peter.ward@potll.com](mailto:peter.ward@potll.com)

[www.gov.uk/DLUHC](http://www.gov.uk/DLUHC)

Tel: 0303 444 0000

Lyn Carpenter  
Chief Executive, Thurrock Council  
[lcarpenter@thurrock.gov.uk](mailto:lcarpenter@thurrock.gov.uk)

2 December 2021

Dear Mr Ward & Ms Carpenter,

**Tilbury Town Deal**

In September 2019, the Government announced the initial 101 places invited to develop Town Deal proposals as part of the £3.6 billion Towns Fund. Tilbury was included in this initial 101 places.

We were pleased to receive Tilbury's Town Investment Plan in January 2021. We are grateful for your hard work, and that of your team and Town Deal Board, in developing this set of project proposals to deliver long-term and sustainable economic growth in Tilbury.

Following our offer of a Town Deal for Tilbury on 15 July 2021, I am delighted to be signing you the Town Deal for Tilbury to a value of up to £22.8 million. The Heads of Terms for this deal are attached to this letter. A list of the projects that we are content to support within this funding envelope is also attached, with conditions as appropriate; it is for Tilbury to choose which projects to proceed with.

This is an exciting opportunity to come together to drive long-term economic and productivity growth in Tilbury, particularly as we meet the challenges presented by Covid-19. I look forward to working with you to make Tilbury's plans a reality.

Yours sincerely,

NEIL O'BRIEN MP

## **Heads of Terms offer for Tilbury**

### **Introduction**

Tilbury is an historic town on the River Thames, in Thurrock, Essex. Thurrock is a major hub for the country's global trade and logistics, with three major international ports. The Port of Tilbury is at its heart, providing a key gateway to London, European and International markets. Tilbury is also home to the London International Cruise Terminal, which welcomes some 170,000 visitors to the UK every year. Nevertheless, there is a stark need compared with the wider region and national averages. Deprivation of the resident population is as a key challenge along with high vacancy rates.

Government will work with Thurrock Council and its Town Deal Board to support the delivery of a Town Deal, with the goal of ensuring all Tilbury residents have a share in the town's success.

### **The commitment**

This document lays out the Heads of Terms offer to Tilbury, under the Towns Fund. This is not a contractually binding document and the offer is subject to various conditions being met. The Heads of Terms will act as a Memorandum of Understanding for the future development and delivery of Tilbury's Town Investment Plan and project proposals. It sets out joint expectations as Tilbury enters the business case development phase.

Government will provide up to **a total of £22.8 million from the Towns Fund**, which will be used to enable Tilbury to reconnect the town's station gateway ('hub'), with the town centre ('heart') and the riverside ('heritage') to create a thriving and vibrant community and local economy.

Tilbury has proposed a range of projects that will contribute towards achieving this vision. These include:

- Improve the Hub: Tilbury Station Gateway
- Develop the Heart: Civic Square
- Create the Heart: Youth Zone
- Develop the Heritage

Tilbury will need to prioritise these projects within the funding envelope being offered. Funding for individual projects will be subject to successfully completing Phase 2 of the Towns Fund process. This includes detailed project development and business case assurance at local level.

### **Process, governance and assurance**

Local partners will work with government to demonstrate the feasibility, viability and value for money of their projects by developing and submitting the Town Deal Summary Document, including (as per the Further Guidance and Stage two guidance: business case development):

- A list of agreed projects
- Details of business case assurance processes followed for each project
- An update on actions taken in relation to the Heads of Terms key conditions and requirements

- A Delivery Plan (including details of the team, working arrangements and agreements with stakeholders)
- A Monitoring and Evaluation Plan
- Confirmation of funding arrangements and financial profiles for each project
- Undertaking Public Sector Equalities Duty analysis
- Approval from the Town Deal Board and Lead Council

Tilbury should conduct project assurance in line with agreed routes for each individual project and should provide confirmation of match funding commitments. They should also provide further details of planned private sector stakeholder engagement.

If the priority projects identified for funding do not progress, DLUHC cannot guarantee that funding can be assigned to alternative projects or that if it is those will be to the same value. This may result in an overall reduction in the amount of funding received.

Within two months of accepting this offer, Tilbury should confirm in writing details of projects being taken forward and a plan for addressing key conditions relating to those projects and the overall Town Investment Plan. This should be sent to [towns.fund@communities.gov.uk](mailto:towns.fund@communities.gov.uk), copied to the town lead.

Tilbury must then complete business cases for the projects being taken forward and submit the Summary Document within 12 months of the deal being agreed. DLUHC will then provide the agreed funding up to the maximum amount of **£22.8m** for those projects, provided that all conditions are met.

Signed:




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Chair of the Town Deal Board




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Chief Executive of lead Council



DLUHC Minister

1 December 2021

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Date

## ANNEX TO THE HEADS OF TERMS: PROJECTS WITHIN SCOPE OF THE TOWN DEAL

The Town Deal offer is a maximum of **£22.8 million** of DLUHC funding in total.

Within this maximum amount, Tilbury may take forward projects selected from those listed below.

This funding will be subject to successfully completing Phase 2 of the Towns Fund process as set out in the Towns Fund Further Guidance, including detailed project development and business case assurance at local level. It is also dependent on final spending profiles, including the RDEL/CDEL split being provided, and the further project-specific conditions set out below being met.

Project	Funding offer Limit	Match	Expected outputs and outcomes	Conditions	Fast Track (Y/N)
<b>The Hub: Tilbury Station Gateway</b>  This project will improve the area around Tilbury train station to create a more attractive gateway, enhance the pedestrian and cycle links connecting the station to the port, riverside and town.	£3.28m	N/A	<ul style="list-style-type: none"> <li>Enhanced Public Squares (Station Square and St. Andrews Square) - 3,815sqm.</li> <li>New cycle routes- 500m</li> <li>New Café - 70 sqm</li> <li>New cycle storage &amp; hire hub building - 50 sqm.</li> <li>New shopfronts - 22.</li> <li>Vehicle flow - Decrease in speed - Down to 20mph (from 30mph).</li> <li>Increase in good perceptions of the place by residents/visitor.</li> <li>Real time information through digital means regarding public transport across Tilbury - 5.</li> </ul>	<ul style="list-style-type: none"> <li>Provide a more detailed delivery plan that covers risks, interdependencies and mitigation measures; detailed delivery milestones and timelines.</li> <li>Provide further detail on the impact of this project through inclusion of a broader range of outcomes.</li> </ul>	N
<b>The Heart: Civic Square</b>  This project involves the development of a flexible community space for different	£9.91m	£20.798m	<ul style="list-style-type: none"> <li>Development of abandoned sites - 6000sqm (Civic Square) made up of the IMC Footprint - 1370m² GIFA - 3590m²</li> </ul>	N/A	N

uses; the creation of an employment, digital and skills hub; Integrated Medical Centre; car park provision; upgrade of the recreational offer in the park, and; free, fast public Wi-Fi in the heart of the community.			<ul style="list-style-type: none"> <li>• New Build Extension to the existing Library building to provide an education centre Footprint - 400m<sup>2</sup> GIFA - 400m<sup>2</sup></li> <li>• Overall: Footprint – 872m<sup>2</sup>, GIFA - 872m<sup>2</sup></li> <li>• Community Building - Footprint - 336m<sup>2</sup> GIFA – 414m<sup>2</sup>"</li> <li>• Development of existing park land- Daisy Fields area - 60,837sqm.</li> <li>• Parking Provision - 40 spaces. New Courses available to residents – 32.</li> <li>• Number of new learners assisted - 3,000 adults p.a.</li> <li>• Percentage of learners gaining relevant experience/being 'job ready' (as assessed by employers) - 97% (based on current benchmark of service provision).</li> <li>• Learners who further their studies (FE) - 74% (based on current benchmark of service provision).</li> </ul>		
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<p><b>The Heart: Youth Zone</b></p> <p>The Youth Zone will have 13 high spec equipped spaces, including large-scale sports hall and 3G pitch, climbing wall, boxing and fitness suite, dance and music studios, art workshop, café and social areas plus flexible spaces that can be adapted to the changing needs and priorities of our young people.</p>	£6.69m	£8.41m	<ul style="list-style-type: none"> <li>• Delivery of a state-of-the-art facility for young people which will become a landmark in the town and a community asset - 2,000 - 2,400 sqm NIA.</li> <li>• New Jobs Created - 35FTE (70 jobs)</li> <li>• Closer collaboration with employers in preparing young people to be 'work ready' - 40 employers.</li> <li>• Increased employability offer, supporting young people to become 'work ready' (one employability programme offered but as an 8-week programme, will be available at least 6 times a year) - 60-70 youths assisted p.a.</li> <li>• Percentage of learners gaining relevant experience/being 'job ready' (as assessed by employers) - 83% of youths assisted through employability programme.</li> <li>• Number of visitors to arts, cultural and heritage events and venues - 3,000</li> </ul>	N/A	N
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			<p>youths (60,000 visits p.a. on average).</p> <ul style="list-style-type: none"><li>• Improvement to the perception of the area - 90% (obtained from other Onside Youth Zones Local Surveys).</li></ul>		
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<b>The Heritage</b>  This project aims to reconnect Tilbury to its heritage by making more of, and celebrating the historic and natural heritage assets of Tilbury riverside.	£6.11m	£0.13m	<ul style="list-style-type: none"> <li>• New or upgraded cycle of walking path - 3.8km.</li> <li>• Wider cycling infrastructure such as cycle parking - 20 cycle hoops.</li> <li>• Delivery of new public spaces - 4,400 sqm.</li> <li>• New, upgraded or protected prominent landmarks or historical buildings, parks or gardens - 3x public art installations.</li> <li>• 1x listed building refurbishment 240sqm.</li> <li>• Remediation of dilapidated site and delivery of quality commercial space in key location - 240 sqm .</li> <li>• Number of visitors to arts, cultural and heritage events and venues - 10,000 p.a.</li> <li>• Perceptions of the place by residents/visitors</li> <li>• Average time taken to travel to work by usual method of travel - 1hr to London (via Thames Clipper).</li> </ul>	<ul style="list-style-type: none"> <li>• Provide a more detailed delivery plan that covers risks, interdependencies and mitigation measures; detailed delivery milestones and timelines.</li> <li>• Provide further detail on the impact of this project through inclusion of a broader range of outcomes.</li> </ul>	N
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### General conditions

There are also the following requirements for the process and governance:

- **TIP Improvements:** Provide confirmation of match funding commitments. Also, provide further details of planned private sector stakeholder engagement.
- **Assurance:** The business cases for each project will be taken through Thurrock Council, in line with local assurance processes.
- **Public Sector Equalities Duty (PSED) and other assessments:** Thurrock Council will undertake programme-wide level impact assessment, relevant project-level impact assessment to meet their Public Sector Equalities Duty as well as carry out relevant Environmental Impact Assessments.

If the priority projects identified for funding do not progress, DLUHC cannot guarantee that funding can be assigned to alternative projects or that if it is those will be to the same value. This may result in an overall reduction in the amount of funding received.

Within two months of accepting this offer, Tilbury should provide the following information to [towns.fund@communities.gov.uk](mailto:towns.fund@communities.gov.uk), copied to the town lead (annex a in business case guidance):

- Details of the projects being taken forward (including for each project the capital/revenue split and the financial profile)
- Overall capital/revenue split and financial profile for the Town Deal
- A plan for addressing key conditions relating to those projects and the overall Town Investment Plan.

Tilbury must complete business cases for the projects being taken forward and submit the Town Deal Summary Document within 12 months of accepting this offer. Business cases should follow the Lead Council's usual assurance processes and be undertaken in partnership with the Town Deal Board.

If the town wishes to alter the projects being developed, change them for other projects, or otherwise depart from the conditions placed on the projects above, they will inform the Towns Hub as soon as possible setting out clear justifications and evidence. A form for requesting such changes is in the business case guidance.