

Combined Terms of Reference for the Ipswich Vision and Town Deal Board

Purpose

- To help drive forward long term, inclusive economic and productivity growth in Ipswich. The Ipswich Vision Board will work together to make East Anglia's Waterfront Town:
 - Connected
 - Attractive to investors, residents and visitors
 - True to its history
 - Suffolk's first City
- To lead on any partnership work required in the lead up to any other major regeneration bids to Government (e.g. 'Levelling Up Fund Bid(s))
- Ensure effective co-ordination between the activities and actions of the agencies and organisations involved during the development and delivery of the Town Investment Plan. To serve an advisory function to the Lead Council (Ipswich Borough Council) and to take decisions in collaboration with the IBC on aspects of programme delivery set out below.
- Ensure the strategy for the Towns Fund is in place
- To maintain an overview of the planning, development and delivery of development projects, providing a collective, co-ordinated response to issues, challenges and risks as appropriate
- To monitor and review the progress of the programme and effectiveness of the actions

Responsibilities

- To oversee the delivery of the 10 Ipswich Town Deal projects, ensuring that they deliver the expected outcomes for Ipswich. This includes having sight of six-monthly performance reporting returns, and the opportunity to feed into them, before they are submitted. The Town Deal Board Chair must sign the performance reporting return before it is submitted to DLUHC. The Board also has an approval role in Project Adjustment Requests and should review and agree on any proposals before they are submitted to Government by the Accountable Body.
- Influence stakeholders to ensure there is sufficient resources and co-investment to deliver the Town Investment Plan and the 10 projects
- To receive updates from Task Forces and other groups charged with the delivery of the Board's priorities
- To advise on other strategic economic interventions across Ipswich with a view to enabling coordinated and effective delivery
- To decide whether to support / endorse any relevant funding bids for the Ipswich Borough area (e.g. bids to the Government's Levelling Up Fund).
- To adhere to the Seven Principles of Public Life (i.e. the 'Nolan Principles') and the principles of good partnership working
- Embedding arrangements in local plans (where appropriate) and undertaking Environmental Impact Assessments and fulfilling duties on public authorities under the Equalities Act, in particular, and the public sector equality duty.

- coordinating resources and engaging stakeholders
- ensuring communities' voices are involved in shaping design and decision making at each phase of development
- ensuring diversity in its engagement with local communities and businesses
- overseeing each step of agreeing a Town Deal, and overseeing compliance with the Heads of Terms Agreement with government

Meeting Frequency

The meetings will be quarterly unless the Board decide to meet more frequently. Meetings will be in person and hosted by a member organisation.

Decision Making

The Board is not a legal entity in its own right. However, its views are important and will be documented within published minutes. The Board also has a decision making role in important areas of programme delivery, as set out in its responsibilities. Ipswich Borough Council is the accountable body for Town Deal arrangements with the Government.

Chair: Term and responsibilities

The Chair has the casting vote on any matters voted upon (in addition to their normal vote as a Board Member). The Chair will agree the Agenda of each meeting – and the draft minutes of each meeting – with the Borough Council prior to publication. The Chair's term of office will expire on 30th November 2024. The Chair is expected to spend the equivalent of 1 day per week on Ipswich Vision business and the role is funded by a mix of funding from Ipswich Borough Council, Suffolk County Council, Ipswich Central, NALEP and an Enterprise Zone pot.

In the event that the Chair is absent for a Board meeting – for whatever reason – the Vice Chancellor of the University will Chair the meeting / item (as Vice-Chair of the Board) and if they are also absent then those in attendance will elect a temporary chair from within the private sector attendees present.

Accountable Body

Ipswich Borough Council is 'lead council' and 'accountable body' for the Town Deal process / funding.

Board administration and co-ordination

It is proposed that an Ipswich Vision Co-ordinator is employed by Ipswich Borough Council and funded by the institutional members of the Vision Partnership. This post will work with the Chair to co-ordinate the work of the Board including but not limited to the Board meetings.

Public Access - Board papers and minutes will be publicly available (unless there is a reason for them to be kept confidential – with the Borough Council determining this in accordance with its normal 'Committee paper' rules).

Register of Interests - A publicly available register of interests will be maintained.

Note: the geographic extent of Ipswich for the purposes of the Town Deal proposal matches exactly the boundary of Ipswich Borough Council.