



IPSWICH TOWN DEAL  
BOARD AGENDA  
8.30 to 9.30am  
25<sup>th</sup> September 2020

Agenda Item Number	Topic	Paper Reference	Lead	Anticipated Time (minutes)
1	Welcome, Introductions and Declarations of Interests		Terry Hunt (Chair)	5
2	Minutes of the Last Meeting	Paper 1	Terry Hunt	2.5
3	Matters Arising from the Last Meeting		Terry Hunt	2.5
4	Governance (i) Reminder of Governance tasks for Board Members		Terry Hunt	5
5	Town Investment Plan: Projects (i) Further Development of List (ii) Prioritisation of List	Paper 2A (Confidential Paper)	Terry Hunt	30
6	Update on Consultation Proposals / Dates		Terry Hunt	5
7	Dates of Future Meetings (i) 16 <sup>th</sup> October (ii) 13 <sup>th</sup> November (iii) 11 <sup>th</sup> December		Terry Hunt	2.5
7	Planned Activities for Next Meeting (i) Governance Update (ii) Feedback on Community Engagement (iii) Update on development of Town Investment Plan (Strategy and Projects) (iv) Confirmation of Board's position on the Town Investment Plan and its proposed submission by the Borough Council to Government		Terry Hunt	2.5
8	Any Other Business		Terry Hunt	5



IPSWICH TOWN DEAL  
BOARD MINUTES  
**DRAFT**

**18<sup>th</sup> September 2020**

**Attendees (Board members):** Terry Hunt (Chair), Terry Baxter, James Davey, Dr Dean Dorsett, David Ellesmere, Doug Field, Becca Jackaman, Sarah Holmes, Tom Hunt MP, Catherine Johnson, Professor Dave Muller, Dr Dan Poulter MP, Paul West.

**Attendees (Substitutes):** Tim Greenacre (for Helen Langton)

**Attendees (Non-Board members):** Chris Starkie (chair of Operations Group), Russell Williams (minute taker)

**Apologies:** Helen Langton

Agenda item	Description	Action
1	<p><b>Declarations of Interest</b> All Board members (and substitute) introduced themselves and the organisation / interest they represent within the Board.</p> <p>The Chair (TerryH) referred to item 4 and the need to formally submit declarations of interest as part of the work on governance.</p>	
2	<p><b>Minutes of the Last Meeting</b> Agreed</p>	
3	<p><b>Matters Arising from the Last Meeting</b> None</p>	

<p><b>4</b></p>	<p><b>Governance</b></p> <p>DE introduced the paper. An amendment to the Terms of Reference was agreed relating to 'substitutes' to permit a single named substitute for each Board member and for that individual to have 'voting' rights at Board meetings they attend as a substitute.</p> <p>It was resolved that:</p> <ul style="list-style-type: none"> <li>(I) the Board noted Proposals 1 to 6 set out in Table 2 (within Paper 2) above and commit to returning Appendix 1 to the Borough Council by 25<sup>th</sup> September 2020;</li> <li>(II) the Board noted the terms of reference set out within Appendix 2 to this paper (and agreed to amend them to include an allowance for a named substitute (with voting rights) to be put in place for each Board member;</li> <li>(III) the Board confirmed the Vice Chancellor the University of Suffolk (Professor Helen Langton) as the Board Vice-Chair.</li> </ul>	
<p><b>5</b></p>	<p><b>Town Investment Plan: Strategy</b></p> <p>DE introduced Paper 3.</p> <p>It was resolved that:</p> <ul style="list-style-type: none"> <li>(I) the Board endorse the Strategy for the Town Investment Plan – as set out in Paper 3 (which would then be consulted upon).</li> </ul>	
<p><b>6</b></p>	<p><b>Town Investment Plan: Projects</b></p> <p>TerryH referred to the public paper (Paper 4) and the confidential paper (4A) that had been circulated on the 10<sup>th</sup>. He thanked all Board members for the fact all had contributed to the completion of the set 'tasks'.</p> <p>He referred to the confidential paper (4C) he had circulated on the 17<sup>th</sup> which summarised the responses – ranked the 'starter for 20' projects – and included reference to 4 additional projects that had been proposed.</p> <p>Discussion followed and consensus was reached on the following points (i.e. they were resolved without a 'vote'):</p> <ul style="list-style-type: none"> <li>(I) Ipswich should continue to aim for a submission by 31<sup>st</sup> October 2020;</li> <li>(II) A further meeting of the Board was required to determine the final project list that should be consulted upon;</li> <li>(III) Recognised the importance of public consultation happening and not being delayed too much;</li> <li>(IV) That prior to that the Operations Group (chaired by CS) should undertake further work and engage the Board prior to the additional meeting on a further ranking system that should:</li> </ul>	

	<p>(a) Provide update information on each project (including potential costs) where such information is available;</p> <p>(b) Include three of the four new projects with the other one being combined with an existing project (project number 5);</p> <p>(c) Check – if possible – that in principle all remaining projects fit within the scope of what the Government might fund within Town Deal work;</p> <p>(d) Set out how the ‘scoring’ of any individual Board member views will be consolidated into a ranked list;</p> <p>(e) Enable the Board to slim down the list to no more than 15 projects that will be consulted upon (with a view that consultation should probably be undertaken on 15, 12 or 10 projects); and</p> <p>(f) Endeavour to ensure a balance across the categories set out by the Government for Town Deal funding.</p> <p>There wasn’t a clear consensus on one issue that was put to a vote and the outcome was that it was resolved that:</p> <p>(g) In doing the work associated with (a) to (e), it should be assumed that the ‘bottom’ 5 projects (numbers 1, 4, 12, 13 and 17) do not meet the ‘cut’ for the projects to be consulted upon and are – therefore – not included within the next Board ranking exercise.</p> <p>Note: Those that voted in favour of (g) were: JD, DD, TG, BJ, SH, TomH, CJ, DP and PW.</p> <p>Those that voted against (g) (i.e. would have included the 5 projects within the next ranking exercise) were: TB, DE, DF and DM.</p> <p>TerryH (the Chair) abstained.</p>	
7	<p><b>Community Engagement</b></p> <p>TH introduced the paper and note that the outcome of the ‘Projects’ discussion might delay the consultation to the start of the following week.</p> <p>It was resolved that:</p> <p>(I) That the Community Engagement plan – as set out in Paper 5 – is endorsed by the Board; and,</p> <p>(II) That the plan be delivered by the Chair (in relation to media liaison); the Borough Council in terms of survey creation; and All About Ipswich, Ipswich Central, Ipswich and Suffolk Small Business Association; and Suffolk Chamber of Commerce in relation to ensuring business awareness of the survey.</p>	

8	<p><b>Dates of Future Meetings</b></p> <p>An additional meeting was agreed to discuss the next version of the Project list (which will remain <u>confidential</u> until after the list for consultation is agreed).</p> <ul style="list-style-type: none"> <li>(i) 25<sup>th</sup> September 2020 (additional meeting)</li> <li>(ii) 16<sup>th</sup> October 2020</li> <li>(iii) 13<sup>th</sup> November 2020</li> <li>(iv) 11<sup>th</sup> December 2020</li> </ul>	RW
9	<p><b>Planned Activities for Next Meeting</b></p> <p>For the 25<sup>th</sup>: finalise the projects list for consultation</p> <p>For the 16<sup>th</sup>: (as set out on the Agenda for the 18<sup>th</sup>):</p> <ul style="list-style-type: none"> <li>(i) Governance Update</li> <li>(ii) Feedback on Community Engagement</li> <li>(iii) Update on development of Town Investment Plan (Strategy and Projects)</li> <li>(iv) Confirmation of Board's position on the Town Investment Plan and its proposed submission by the Borough Council to Government</li> </ul>	
10	<p><b>Any Other Business</b></p> <p>None</p>	