



IPSWICH TOWN DEAL

BOARD AGENDA

8.30 to 10.00am

27th November 2020

Agenda Item Number	Topic	Paper Reference	Lead	Anticipated Time (minutes)
1	Welcome, Introductions and Apologies for Absence		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	Paper 2 (<i>including confidential appendices</i>)	Terry Hunt	15
5	Declarations of Interest <ul style="list-style-type: none">In addition to any raised within Paper 2 (confidential appendix 2)			2.5
5	Town Investment Plan: Projects <ul style="list-style-type: none">(i) Agree Project List and Bid Amounts(ii) Agree Headline Narrative	Paper 3 (<i>Confidential Paper</i>)	Terry Hunt	45
6	Timetable for Submission to Government	Paper 4	Terry Hunt	10
7	Dates of Future Meetings <ul style="list-style-type: none">(i) 11th December		Terry Hunt	2.5
8	Any Other Business		Terry Hunt	5



IPSWICH TOWN DEAL
BOARD MINUTES
DRAFT

23rd October 2020

Attendees (Board members): Terry Hunt (Chair), Terry Baxter, James Davey, Dr Dean Dorsett, David Ellesmere, C-J Green, Becca Jackaman, Sarah Holmes, Tom Hunt MP, Professor Helen Langton, Professor Dave Muller, Dr Dan Poulter MP, Angela Stroud, Paul West.

Attendees (Substitutes): John Dugmore (for Catherine Johnson)

Attendees (Non-Board members): Chris Starkie (Chair – Operations Group), Russell Williams (minute taker)

Apologies: Catherine Johnson

Agenda item	Description	Action
1	<p>Welcome / Introductions / Apologies</p> <p>TerryH (Chair) welcomed C-JG (replacing Doug Field) and AS to their first meeting.</p> <p>Apologies from CJ were noted. JD was attending as her substitute.</p>	
2	<p>Declarations of Interest</p> <p>It was noted that everyone has now submitted their 'Governance Forms' and the full Register of Interests would be circulated to Board members prior to the next meeting.</p> <p>It was also noted that the next meeting was likely to be the critical one in terms of finalising the submission and the amounts to be bid for each project.</p>	

3	<p>Minutes of the Last Meeting (25th September 2020)</p> <p>Agreed</p>	
4	<p>Matters Arising from the Last Meeting</p> <p>None</p>	
5	<p>Governance</p> <p>At TerryHs request, RW informed the Board that the Governance returns had not been received from all Board members and that:</p> <ul style="list-style-type: none"> (i) The profiles would be published next week (with any updates to be submitted to RW by Board members from those in the draft paper by 5pm on 26th October); (ii) All Board members had 'signed up' to the Seven Principles of Public Life (the Nolan Principles) (iii) A Register of Interests would be circulated prior to the next Board meeting; and (iv) A paper on the outcome of the Board diversity audit will be tabled for the next meeting. 	<p>All</p> <p>RW</p> <p>RW</p>
6	<p>Town Investment Plan: Projects</p> <p>TerryH referred to the headline outcomes of the consultation exercise (Appendix 1 of Confidential Paper 3A) and the Task that had been set out for Board members within the body of that paper.</p> <p>RW / CS confirmed – in response to a query from DP – that it was their understanding that the level / extent of engagement / consultation was more than most other Town Deal locations appeared to have done to-date.</p> <p>14 of the 15 Board members had replied and undertaken the set Task and Confidential Paper 3B provided a summary of the responses.</p> <p>DE expressed disappointment that Park and Ride wasn't a project being reconsidered – especially as it came top within the Borough survey for 'new ideas'. The Board held a vote as to whether this project should be reconsidered and that vote was lost 4 (BJ, DE, DM and TB) to 11 (all others).</p>	

The Board confirmed that it wished to see the following 13 original projects included within the final submission (these are set out in numeric order rather than in any form of priority order):

- Project 2: Pedestrian / Cycle Bridge (etc) @ Waterfront
- Project 6: Former Paul's Building Silo (@ the Waterfront)
- Project 7: Re-Using the Old Post Office (on the Cornhill)
- Project 9: Public Realm Improvements (Arras Sq etc)
- Project 10: A Town Centre Health Clinic
- Project 11: Town Centre Regeneration Fund
- Project 14: Town Centre: Events, Lighting and Sound
- Project 16: A Town Centre Music Venue
- Project 18: Integrated Care Academy (University of Suffolk)
- Project 19: Tech Campus and Sustainable Construction Centre (Suffolk New College)
- Project 20: Academy of Yacht Building
- Project 21: Creating a digital town centre
- Project 24: Local shopping parades regeneration fund

In addition, the Board confirmed that it wished the following two projects to be worked up for inclusion in the final submission:

- Project 25: Ipswich Oasis (Town Centre Greening)
- Project 26: Indoor Foodhall

Finally, the Board confirmed that the following two projects should be dropped from consideration at this time:

- Project 3: River Cycle Path: *noting the fact it didn't link well to the agreed Strategy, the challenges of delivery due to land ownership issues and the fact it wasn't one of the more popular schemes within the public consultation;*
- Project 8: Princes Street Public Space: *noting that the project came at the bottom of the consultation outcomes.*

The Board also noted – following comment by TomH - that it was quite likely that the final submission might end up including less than the 15 projects still up for consideration.

The Board confirmed that they would like to see papers to the next Board meeting that provided:

- (i) A revised / updated summary for each project;
- (ii) The financial position for each project
- (iii) The key output(s) / outcome(s) for each project;
- (iv) An overall financial plan for the bid;
- (v) A summary of the overall narrative; and
- (vi) A final Consultation Outcome report.

If any Board member wished to help the development of any projects they should contact RW.

7	<p>Timetable for Submission to Government</p> <p>The Board considered Paper 4 and noted and supported the intention to join Cohort 2A and submit the bid to the Government by 11th December 2020.</p>	
8	<p>Dates of Future Meetings</p> <ul style="list-style-type: none"> (i) 13th November 2020 (ii) 11th December 2020 	
9	<p>Planned Activities for Next Meeting</p> <p>For the 13th November:</p> <ul style="list-style-type: none"> (i) Register of Interests (ii) Diversity Audit (iii) Finalisation of the Board input into the proposed submission by the Borough Council to the Government (see summary in item 6 above) 	
10	<p>Any Other Business</p> <p>TerryH confirmed that he would brief the media on the main point of likely interest from the Board – i.e. the replacement of two projects with two new projects – with an awareness that the remaining 15 aren't necessarily the final list for submission.</p>	

Ipswich Town Deal Board: 27th November 2020

Agenda Item 4: Governance

Author of Paper: Russell Williams, Chief Executive, Ipswich Borough Council

Note: This paper will be published on the Borough Council's website alongside the meeting agenda. The appendices will be kept confidential (i.e. not published on the website) until the Board have considered them.

The Board, at its meetings on the 23rd October 2020 considered progress on the various Governance strands associated with Town Deal work / boards.

The Board member profiles are now all publicly available via the Borough Council's web-site and all Board members have committed to ensuring they act in accordance with the 'Nolan Principles'.

This paper updates on three other areas:

- (i) Board Member Substitutes;
- (ii) Register of Interests
- (iii) Board Diversity Audit.

In relation to Board Member Substitutes, Appendix 1 provides a list of nominated substitutes. The Board are asked to consider whether the Substitutes should also be asked to complete the same governance requirements as Board Members (e.g. published profile, declaration of interest, commitment to Nolan principles and diversity questionnaire) prior to taking part in their first meeting.

In relation to the Register of Interests, Appendix 2 sets out the Interests submitted by each Board member. The Board are asked to consider whether this should be made public (via the Borough Council website).

In relation to the Board Diversity Audit, Appendix 3 summarises the responses provided and sets them against the comparable Ipswich and UK population data. The Board should consider it at any point when a change of membership is considered.

Recommendations to the Board

1. That the nominated substitutes (Appendix 1) can only attend Board meetings and vote (in the event that the substantive Board member is absent) when they have completed the same governance requirements that Board members have already undertaken (i.e. provided a short profile, completed the declarations of interest form, the qualities monitoring form and committed to the Nolan standards);
2. That the Board decide whether or not to publish the Register of Interests (Appendix 2);
3. That the Board decide whether or not to publish the Diversity Audit (Appendix 3) and confirm that it will be considered at the time of any change of Board membership.

Ipswich Town Deal Board: 27th November 2020

Agenda Item 4: Timetable for Submission to Government

Author of Paper: Russell Williams, Chief Executive, Ipswich Borough Council

Note: This paper will be published on the Borough Council's website alongside the meeting agenda.

The intention is to submit the Town Deal proposal to Government on or just before 11th December 2020.

In the event that any substantive changes are proposed after the Board meeting on 27th November then the Board will be consulted by email.

It is intended to produce two documents:

- (i) The full submission to Government including all the technical details required;
- (ii) A simpler shorter version (e.g. up to 8 pages) based around the outcomes of Agenda Item 3 – incorporating the narrative, the Strategy and the projects / costings.

Both documents will be circulated to all Board members at the time they are submitted and will be made publicly available shortly thereafter.

Both are likely to refer to the members of the Town Deal Board.

If any Board members wishes to see a draft of either document prior to them being finalised then please let Russell Williams know (via town.fund@ipswich.gov.uk) and he will ensure you get a draft next week.

The final list of projects and the amounts being bid for will be made available as part of the minutes that will be published by 3rd December 2020. If document (ii) is complete by that point then it will be published alongside the minutes.

The formal submission to Government will be made under the delegations that Russell Williams holds as Chief Executive of Ipswich Borough Council (as accountable body for the Ipswich Town Deal bid).

Recommendation to the Board

Recommendation 1: That the contents of Paper 4 be noted.