

Ipswich Town Deal: A Search for Independent Members of a new Monitoring and Evaluation Group

The Government have offered £25m to Ipswich to deliver 11 projects across the town. The projects are:

Project Name	Project Number	Town Fund £m
Re-using the Old Post Office (on the Cornhill)	7	£0.23
Public Realm Improvements (Arras Square etc.)	9	£1.4
Integrated Care Academy (University of Suffolk)	18	£2.58
Tech Campus and Sustainable Construction Centre (Suffolk New College)	19	£0.94
Pedestrian / Cycle Bridge (etc.) @ Waterfront	2	£1.31
Former Paul's Building Silo (@ the Waterfront)	6	£3.75
Town Centre Regeneration Fund	11	£7.96
Academy of Yacht Building (Island Site)	20	£1.12
Creating a digital town centre	21	£2.34
Local shopping parades regeneration fund	24	£2.81
Ipswich Oasis (Town Centre Greening)	25	£0.56

The Town Deal Board has decided to set up a Mentoring and Evaluation Group to provide advice to it on the progress on the delivery of the project.

This Group will include a mix of Board Members and Independent Members and will be chaired by Dr Daniel Poulter MP.

We are seeking up to two people to be part of this group acting as 'independent members'. We would welcome applications from anyone with an interest, qualification and experience in auditing generally or project and / or programme management (especially in 'Built Environment' or 'Finance').

Further details of the role(s) are available on the attached document.

If you would like to apply please email town.fund@ipwich.gov.uk with your CV (2 sides maximum) and a one side letter explaining why you are interested in these roles.

The closing date is 22nd July 2022. It is anticipated that the successful people will have been appointed by 31st August 2022.

Monitoring and Evaluation Group Information

The Group will:

- (i) Report to the main Town Deal / Ipswich Vision Board on a quarterly basis with a summary of the position on all 11 Town Deal projects highlighting key risks, delivery highlights and any areas of concern that the Board should be aware of;
- (ii) Support the accountable body (Ipswich Borough Council) in preparing and validating any reports required by HM Government;
- (iii) Advise the accountable body of its views on any issues relevant to the delivery of the Projects – e.g. procurement activities - whilst recognising the independence of the Borough Council's decision making;
- (iv) Advise the Board and the accountable body (the Borough Council) on any issues associated with standards of conduct and transparency as they relate to the delivery of Town Deal related activities

Membership:

- (i) Dr Daniel Poulter MP (Chair)
- (ii) Another (volunteer) Board Member
- (iii) Potentially another (2nd) (volunteer) Board Member
- (iv) An independent person; and
- (v) Potentially A (2nd) independent person.

Note: The Board members on the group will not be Tom Hunt MP or David Ellesmere (Ipswich Borough Council) to ensure that there is a good spread of Board members and that the Group is clearly independent of the Borough Council as accountable body.

The independent people should not be related to any of the organisations represented on the Board

Remuneration

If sought, the independent roles will be remunerated at a comparable with Borough Council levels for such posts (i.e. up to £500 per annum – subject to attendance levels).

Regularity of Meetings

It is anticipated that the Group will meet quarterly as a time that ties in appropriately with Government Monitoring Timetables and Board meetings.

It is anticipated that most of the meetings will be held 'virtually', with one or possibly two in person meetings a year.

Support for Meetings

The Borough Council will support the Chair in organising and preparing for the meetings and will ensure that relevant information is made available in a timely manner.

The Borough Council's Chief Finance Officer (Section 151 Officer) will attend (or be represented) if asked to attend a Group meeting by the Chair.

Accessibility of Information

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).

Relevant minutes are likely to be attached to any relevant reports to formal Borough Council meetings considering Town Deal matters.