

Margate Town Deal Board Minutes



Date: 10 March, 2021 at 1pm

Venue: Virtually, via Google Meet

Present: Graham Razey OBE (Chair), Cllr Ruth Duckworth (RD), Madeline Homer (MH), Sir Roger Gale MP (RG), Adam Bryan (AB), Trish Nichols (TN), David Smith CBE (DS), Cllr Lesley Game (LG), Victoria Pomery OBE (VP), Eddie Kemsley (EK), Sam Causer (SC), Richard Ash (RA), Stephen Darrer (SD), Jesse Tomlinson (JT).

In attendance: Louise Askew (LA), Natalie Glover (NG), James Clapson (JC) Rebecca Collings (RC)

Apologies Lesley White, and Cheryl Potts (for whom Trish Nichols was substitute)

1. Welcome

The Chair welcomed everyone to the meeting and noted that it was good to hear that the Heads of Terms had been received from the Government.

2. Declarations of Interest

There were no declarations of interest.

3. Heads of Terms

The Chair provided the Board with a brief overview of the Heads of Terms (HoT). During consideration of the item it was noted that:

- The HoT had arrived on 9 March.
- If the Board wished to agree and proceed with these HoT then the offer would need to be officially accepted by 24 March.
- The Board could either agree to the HoT or choose to re-submit the Town Investment Plan. Margate seemed to have been offered more than the average.
- The HoT offered funding up to £22,200,000. It would be allocated to individual projects following the successful completion of the business case phase of the process.
- LA would request feedback from the Government to establish why the offer was less than requested. The assurance process of the next phase would be completed at a local level.
- The HoT were an 'in principle' document, the next phase would define exactly what the projects were.

The Board agreed to accept the HoT. They would be signed by GR as the Chair and MH on behalf of the accountable body.

4. Governance Arrangements

The Chair advised that he had tendered his resignation and would be leaving the Board following the meeting. Board members expressed their thanks to the Chair for his efforts in the process to date, and contribution to what has been achieved.

The Board agreed that MH, RG, DS and SD would form a working group to propose interim governance arrangements. This would likely need to be via an e-resolution so that an Interim Chair could be in place for the next meeting.

RC advised the Board that work was underway to produce some guidance for Boards, however, it was for the Board to develop its own future governance arrangements. The Board should consider:

- That Phase two, developing the business cases is a very different process from Phase one, of developing the TIP.
- It would be unlikely that the Board would be involved in drafting the business cases, as they are technical documents and required to meet the Government's Green Book appraisal standards.
- Board members would be ambassadors for the TIP, involved in engagement with stakeholders and would maintain high level oversight of the project.

5. Updates and discussion

LA gave the board a brief update:

- A series of project sponsor meetings had taken place, and a People's Panel meeting was to take place that evening. These meetings were to update people on the current position and advise of the next steps in the Town Deal process.
- The capacity funding bid had been submitted, and a response from the Government was expected in the next week or two.

Project prioritisation

- It was recognised that transparency and openness would be more important than ever during this next phase.
- LA advised that she had approached PRD to identify whether they could support this final element of delivering the TIP.
- The work would require a scoring methodology to be created to score the projects, with clear reporting lines for the programme of work.
- LA would draft a brief for the work and share it with the Board by email.

Meeting ended: 1:55pm

Actions	Responsibility
LA to request feedback from the Government into why their offer was less than requested.	LA
The working group to propose interim governance arrangements with the view to appointing an Interim Chair ahead of the next meeting.	MH, RG, DS and SD
LA would draft a brief for PRD and share it with the Board by email.	LA

