

**MINUTES OF A MEETING OF
THE IGNITE STEERING GROUP
HELD IN THE BOARDROOM, STELLA HOUSE
TUESDAY 2 OCTOBER 2007 9.00am**

Present:

Members

Phil Hughes	Chair
Barry Errington	
Steve Gawthorpe	
Colin Haylock	
Alison Thain	
David Williams	

Officers

Kirsteen Thomson	Sustainable Regeneration Manager
James Arkless	Secretariat

ISG/07/31 Apologies for absence

Apologies were received from Tony Chapman, Barry Clarke and Ed Rowley.

ISG/07/32 Declarations of Interest

The following interests was declared:
Colin Haylock as a Design Advisor to CABA.

ISG/07/33 Minutes from meeting on 19 June 2007

The minutes of the previous meeting were agreed as a correct record and signed by the Chairman, subject to amending the title 'Vision for 2020' to 'Our Place 2020' on page 3.

ISG/07/34 Matters arising

Journal Homemaker Awards – Kirsteen Thomson reported that the Journal had now found a single sponsor for this so Ignite and its partners were out of the running. It was noted that the funds accrued for this might be utilised elsewhere, but not necessarily in sponsoring any other award. It was agreed that KT would explore the possibility of Steering Group members contributing editorial material to the Journal and local papers in the south of the region such as the Northern Echo.

Action: Explore editorial space in local press

KT

Our Place 2020 – English Partnerships funding had been confirmed and a satisfactory price agreed with Educational Business Links.

ISG/07/35 Outputs from Awayday

Kirsteen Thomson presented paper ISG/OCT/07/01. The purpose of this paper was to summarise the discussions of the Away Day in the context of the Business Plan in order to move forward with the delivery of IGNITE.

There was some discussion of IGNITE's relationship with One NorthEast its role as statutory planning consultee. It was agreed that Ignite should provide the Agency with a formal checklist of issue to look at in considering applications. However some of these issues needed to be addressed at an earlier stage than this to ensure added value. This would be more easily achieved when the Design Review Panel was in place. At present negotiations were ongoing about this, and the assumption was that the Panel would handle about 36 applications per year but this was an estimate.

Alison Thain asked for the draft budget to be circulated to help the Group understand the business case for the Design Review Panel.

Minutes of the IGNITE Steering Group meeting held on 2 October 2007

KT again highlighted the lack of resource for Ignite. There was general agreement that in the longer term co-location of Ignite with other key delivery partners would be desirable.

It was suggested that a meeting between the Chairs of Ignite, CABE, Northern Architecture and Constructing Excellence would be helpful to look at the draft Memorandum of Understanding and issues such as branding. A marketing plan could flow from this.

In relation to the website strategy (page 2), it was agreed that the website needed to contain quality information and that this needed to be used intelligently.

In relation to specific issues in the paper:

- 1) the Steering Group discussed the vision statement and agreed that it should be termed a mission statement and amended to read *Inspiring the passion to create lasting places where people want to belong*;
- 2) they agreed that the strapline *Powering Regeneration* should be replaced with *Sustainability matters!* And that this should be used as a standard logo for Ignite to remove the current proliferation of different straplines.
- 3) in relation to the drivers & goals listed, David Williams proposed a definition of sustainable communities based on the three key strands think – promote – deliver. The Steering Group welcomed his proposal and agreed to include it in the updated MoU.

Actions:

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|--|------------------|
| <i>i) Arrange KDP chairs meeting</i> | <i>KT</i> |
| <i>ii) Vision statement be re-termed mission statement and amended to read Inspiring the passion to create lasting places where people want to belong</i> | <i>KT</i> |
| <i>iii) Replace strapline Powering Regeneration with Sustainability matters!</i> | <i>KT</i> |
| <i>iv) Update drivers and goals as set out in David Williams' proposals</i> | <i>KT</i> |
| <i>v) Add branding requirements for sponsors to MoU</i> | <i>KT</i> |
| <i>vi) Re-circulate amended MoU</i> | <i>KT</i> |
| <i>vii) Circulate budget & business case for Panel</i> | <i>KT</i> |

Resolved:

- i. That the Steering Group endorse the content of the paper and principles of the Plan, subject to examining the budget and business case more closely;***
- ii. That the changes to the vision statement, straplines and descriptors for the 'Challenge' should be amended as set out in the minutes;***
- iii. That the draft MoU should be reviewed and amended as agreed in the minutes; and***
- iv. That this report may be published in the public records of the Agency.***

ISG/07/36 Quarterly Update

Kirsteen Thomson presented paper ISG/OCT/07/02, which provided an outline of work carried out against the business plan. The paper was taken as read.

Resolved:

- i. That the Committee note the content of this report; and***
- ii. That this report may be published in the public records of the Agency.***

ISG/07/37 Any Other Business

Kirsteen Thomson would canvas dates for the national meeting of Steering Groups for Centres of Excellence in Regeneration, which would now be held on January 2008.

There was a possibility of a visit to related initiatives in Glasgow.

Colin Haylock reported that the Home Office was considering a regional pilot of its crime strategy, which had an environmental design dimension, and Ignite should support the possibility of this coming to the North East.

ISG/07/38 Date of the Next Meeting

The next meeting will be held on 8 January 2008

Minutes of the IGNITE Steering Group meeting held on 2 October 2007

ISG/07/39 The Meeting closed at 11.45am

I confirm that these are a true record of the meeting to which they relate:

Signed **Dated**

Phil Hughes

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