

## **Statement of Compliance with the Duty to Co-operate**

June 2020



**IPSWICH**  
BOROUGH COUNCIL

**Planning and Development  
Ipswich Borough Council  
Grafton House, Russell Road  
Ipswich IP1 2DE  
(01473) 432019**

email: [planningpolicy@ipswich.gov.uk](mailto:planningpolicy@ipswich.gov.uk)

website: [www.ipswich.gov.uk](http://www.ipswich.gov.uk)

## **Contents**

1. Introduction
2. Context
3. Neighbouring local planning authorities
4. Key management / operational arrangements
5. Summary of co-operation in the preparation of the Ipswich Local Plan

Table 1 – Summary of duty to co-operate process

Table 2 – Site allocations

Appendix 1 – Memorandum of Understanding relating to planning for housing and employment development within the Ipswich Housing Market Area and Ipswich Function Economic Area

Appendix 2 – Ipswich Strategic Policy Area Board Terms of Reference

## 1. Introduction

The duty to co-operate (the duty) was introduced by the Localism Act 2011. The Act inserts a new Section 33A into the Planning and Compulsory Purchase Act 2004. The duty is a legal duty on local planning authorities to co-operate constructively, actively and on an ongoing basis with neighbouring authorities, county councils and other prescribed bodies in planning for strategic cross boundary matters.

The National Planning Policy Framework (NPPF) 2019 paragraph 26 advises that '*strategic policy-making authorities should collaborate to identify the relevant strategic matters which they need to address in their plans. They should also engage with their local communities and relevant bodies including Local Enterprise Partnerships, Local Nature Partnerships, the Marine Management Organisation, county councils, infrastructure providers, elected Mayors and combined authorities.*'

The National Planning Practice Guidance (PPG) provides further guidance on undertaking the duty, which requires a proactive, ongoing and focused approach to strategic planning and partnership working. This has recently been updated in July 2019 and incorporated previous local plan guidance into a single planning practice document. It should be noted that this does not supersede the Regulations on plan making.

Ipswich Borough Council has a good reputation for working proactively with external organisations and can demonstrate a significant level of cooperation with other authorities and public bodies in the preparation of the Final Draft Plan. The Council has participated in joint projects with other authorities on key evidence base documents and has worked closely with the duty bodies to ensure the Local Plan supports development in Ipswich Borough.

This statement demonstrates how Ipswich Borough Council has met the requirements of the duty to co-operate in the preparation of the Final Draft Ipswich Borough Council Local Plan Review. This Duty to Co-operate Statement was last published in January 2020 for the Regulation 19 consultation, and updated in June 2020 in preparation for the submission of the Local Plan. The Council recognises that this work is an ongoing process and cooperation will continue post submission and relevant information passed to the Inspectorate.

The strategic matters of relevance to Ipswich are:

- Housing growth and distribution;
- Gypsy and Traveller accommodation;
- Employment needs;
- Transport infrastructure and connectivity;
- Flood risk and water infrastructure;
- Protection of heritage assets; and
- Protection and enhancement of the natural environment.

## 2. Context

Ipswich is the county town of Suffolk. The Borough has relatively tight administrative boundaries and adjoins Babergh, Mid Suffolk and East Suffolk District Councils.

Suffolk is a two-tier area, with Suffolk County Council providing upper-tier services. The A12, A14 and rail links form strategic connections between Ipswich and adjoining authorities and beyond.

At the Suffolk County level, all local authorities have adopted a collaborative approach to deliver growth, particularly through the New Anglia LEP's Norfolk and Suffolk Economic

Strategy and Growth Deal and the Greater Ipswich City Deal. The Suffolk Growth Programme Board was established to oversee and coordinate the growth opportunities in the County and played a key role in the preparation of the Suffolk Growth Strategy.

The Growth Programme Board is chaired by the Chief Executive of the East Suffolk Council with membership drawn from Suffolk local authorities, New Anglia Local Enterprise Partnership, Suffolk Chamber of Commerce, the University of Suffolk and the Suffolk Housing Board. The role of the Board is to: lead on the delivery of growth in Suffolk and particularly the economic vision for growth; coordinate programmes and projects for growth directly and through facilitated work with partners; influence public / private stakeholders, businesses and politicians about the Suffolk priorities for growth, competitive position and prosperity; and managing risk through a flexible and innovative approach to growth. The proposed outcomes for the Board are as follows:

- Secure investment to deliver infrastructure that will enable development to the longer-term benefit of Suffolk’s communities and businesses;
- Create a consistent, efficient, and transparent approach to planning to improve land supply;
- Make Suffolk an optimal location for commercial innovation, investment, and business expansion;
- Meet clearly identified skills, employment and economic development needs;
- Deliver the homes that Suffolk needs to match current and future demand; and
- Operate a system-wide approach to funding and finance supporting place-based initiatives over the medium and long term.

As part of the collaborative approach to growth, quarterly officer level meetings also take place with Norfolk planning authorities to jointly consider and address cross boundary strategic issues.

### 3. Neighbouring local planning authorities

Ipswich shares a border with the former Suffolk Coastal area of East Suffolk, Babergh and Mid Suffolk Districts (working in partnership) as shown in the map below. The areas covered by Babergh, Mid Suffolk, Ipswich and the former Suffolk Coastal area of East Suffolk form the Ipswich Strategic Planning Area (ISPA).



### Babergh District Council

Babergh borders the southern and south western boundary of Ipswich Borough. It is a mainly rural district with the two main towns, Hadleigh and Sudbury, connected to Ipswich by the A1071. Significant housing development has occurred at Pinewood on the fringe of Ipswich. The linkages between the two Districts relate largely to their relationship with Ipswich and to transport connections. The eastern part of Babergh District has particularly strong connections with Ipswich due to the Borough boundary being tightly drawn.

### Mid Suffolk District Council

Mid Suffolk borders the western and north western boundary of Ipswich Borough; this boundary is largely rural. The two main towns are Stowmarket and Needham Market, both are connected to Ipswich via the A14 and the Ipswich to Cambridge railway line. Significant housing development has occurred in Stowmarket which is adjacent to the railway station connected to Ipswich via the main London to Norwich line.

Babergh and Mid-Suffolk are working together in partnership with a single workforce.

### East Suffolk District Council (formally Suffolk Coast District Council)

East Suffolk borders the eastern, north eastern and south eastern boundary of Ipswich Borough. There are a number of market towns in the district with Felixstowe and Woodbridge close to Ipswich connected by the A14 and A12 respectively and by railway lines. Significant housing development has occurred along the A12/14 towards Martlesham at Kesgrave and towards Felixstowe at Purdis Farm.

Recently Suffolk Coastal District Council and Waveney District Council agreed to dissolve their existing Councils and create a new single Council for East Suffolk. The new East Suffolk Council came into operation of the 1<sup>st</sup> April 2019.

## 4. Key management / operational arrangements

There are a number of cross organisation groups and bodies in operation in Suffolk at a number of different levels. Whilst these may reach agreement around particular issues, it should be noted that formal member decision making processes remain vested in each individual authority.

### Ipswich Strategic Planning Area

The Ipswich Strategic Planning Area (ISPA) encompasses the areas of Ipswich Borough, Babergh, Mid Suffolk and Suffolk Coastal Districts (now East Suffolk), reflecting the close functional relationships between these authorities. The principal mechanism for working on cross boundary strategic planning matters of relevance to Ipswich Borough is via the ISPA Board. The area represents the Housing Market Area and the Functional Economic Area recognising the strong functional relationship of the four authorities, centred around the county town of Ipswich.

The ISPA Board, comprising of one Councillor from each of the local planning authorities, plus a Councillor from Suffolk County Council, provides the forum by which the authorities co-operate on strategic planning matters.

The Terms of Reference of the ISPA Board were revised in March 2018 and reviewed again in July 2019. They state the purpose of the ISPA Board is:

- To provide a forum in which the five local authorities can work together to develop, promote and deliver their vision for the Ipswich Strategic Planning Area, recognising

Ipswich and neighbouring communities as a major economic growth area within the Greater Ipswich sub region, County of Suffolk and New Anglia Local Enterprise Partnership area;

- To enable them to co-operate as local planning authorities on the preparation and monitoring of their Local Plans and share relevant evidence and intelligence;
- To provide a mechanism to ensure that all partners and stakeholders work together to deliver the housing and employment growth requirements for the Ipswich Strategic Planning Area and coordinate the delivery of the necessary infrastructure – including transport, education, skills, power, green infrastructure, flood and coastal defences;
- To produce and facilitate agreement, and keep under review as necessary, Statement(s) of Common Ground in relation to the above; and
- The Ipswich Strategic Planning Area covers the geographic areas of Ipswich Borough Council, Babergh District Council, Mid Suffolk District Council and the former Suffolk Coastal District Council area of East Suffolk Council (the Ipswich Housing Market Area and Ipswich Functional Economic Area).

At the meeting in March 2016 a Memorandum of Understanding (MoU) was published. The MoU includes a commitment from the authorities to work together on identifying and delivering objectively assessed needs for housing and employment, along with the necessary infrastructure, within the Housing Market Area/Functional Economic Area, comprising the three district and borough councils.

The MoU commits the parties to the following actions through a joint or aligned local plan review process and/or other mechanisms for joint working including the Suffolk Planning and Infrastructure Framework:

1. To agree objectively assessed housing need for the Ipswich Housing Market Area, which consists of the local authority areas of Ipswich Borough, Suffolk Coastal (now part of East Suffolk), Babergh and Mid Suffolk District Councils;
2. To agree objectively assessed employment need for the Ipswich Functional Economic Area, which also consists of the local authority areas of Ipswich Borough, Suffolk Coastal (now part of East Suffolk), Babergh and Mid Suffolk District Councils;
3. To identify broad locations to accommodate housing and employment growth, within the context of national planning policy and local planning constraints;
4. To ensure the implementation of any mitigation measures required as a result of Habitats Regulations Assessment; and
5. To identify and prioritise Infrastructure delivery related to housing and employment growth across the four local authority areas.

In relation to mechanisms, the Memorandum of Understanding also commits the parties to the following actions:

6. To review and agree the Ipswich Policy Area boundary; and
7. To agree the form of the future joint or aligned plan(s).

Following on from this, a separate MoU has also been agreed between East Suffolk, Babergh and Mid Suffolk District Councils, Ipswich Borough Council and Suffolk County Council, in relation to the joint Recreational disturbance Avoidance and Mitigation Strategy (RAMS) for those authorities. The strategy addresses the mitigation measures set out in the Habitats Regulation Assessments of the three Core Strategies for Babergh District Council, Suffolk Coastal District Council (now part of East Suffolk) and Ipswich Borough Council. The strategy has been developed with support from Natural England and this cross-boundary approach acknowledged by Natural England as exemplar practice.

As the local plans cover one Housing Market Area and one Functional Economic Area, and share joint evidence in this respect, the authorities within the Ipswich Strategic Planning Area

have committed to reviewing their Local Development Schemes and producing aligned Local Plans.

A Statement of Common Ground has been developed by the ISPA Board throughout the production of the authorities' local plans. This sets out the ways in which the authorities have worked together on the strategic cross boundary planning matters and the outcomes that have been reached. The Statement of Common Ground has been published at key points throughout the production of the Ipswich Local Plan and a signed statement (June 2020) is published as part of the Submission of the Final Draft Ipswich Local Plan (Iteration 6). Chapter 4 of the Final Draft Local Plan reflects the agreements reached through the Ipswich Strategic Planning Area Board.

### New Anglia Local Enterprise Partnership

Ipswich Borough falls within the New Anglia Local Enterprise Partnership (NALEP) area, which covers Norfolk and Suffolk and includes district and borough authorities and county authorities. Ipswich Borough Council contributed to the production of the NALEP Strategic Economic Plan which focuses on new jobs, businesses and homes and increased productivity. Identified growth sectors for the NALEP economy include:

- energy;
- life sciences and biotech;
- ICT, technology and digital creative;
- advanced agriculture food and drink;
- visitor economy – tourism and culture;
- financial services and insurance;
- transport, freight and logistics;
- construction and development;
- advanced manufacturing and engineering

The sectors which are particularly well represented in Ipswich are: information and communication technology, finance and insurance, port and logistics, tourism and creative and cultural industries.

The revised Core Strategy policies continue to support the growth of jobs in these sectors through Policy CS13, particularly in Ipswich town centre and in existing employment areas. Additional land is also identified for allocation to support the delivery of the target set in the policy of approximately 9,500 jobs in the Borough between 2018 and 2036.

### Suffolk Growth Programme Board

Suffolk Growth Programme Board (formally known as the Suffolk Growth Group) was established five years ago to oversee and coordinate the growth opportunities in the County. The Suffolk Growth Programme Board, supported by Suffolk Chief Executives, Leaders and other key partners is now developing the joint evidence needed to support a Suffolk wide approach to the delivery of strategic economic growth including housing and infrastructure.

### Suffolk Public Sector Leaders Group

Suffolk Public Sector Leaders group (SPSL) comprises Leaders and Chief Executives of Suffolk Councils, the Police and Crime Commissioner, Chief Constable and Chairs of the Clinical Commission Groups.

### Addressing strategic issues

An account of how each strategic issue has been addressed through the duty to co-operate is

set out in Table 1. It should be noted that although the issues have been set out as broad themes, there are clear overlaps between these matters, for example the provision of or improvements to transport infrastructure help to support actions around economic growth. The Council is happy to provide specific evidence of the joint working identified in Table 1, should the Inspectors require this.

The following bodies are relevant in the context of the duty for Ipswich Borough, however their involvement in addressing the strategic issues identified varies depending on the relevance of the issue:

- Babergh District Council
- Mid Suffolk District Council
- East Suffolk District Council
- Suffolk County Council
- Environment Agency
- Historic England
- Natural England
- Civil Aviation Authority
- Homes England
- NHS Ipswich and East Suffolk Clinical Commissioning Group
- Office of Rail Regulation
- Integrated Transport Authority
- Highways England
- Marine Management Organisation
- New Anglia Local Enterprise Partnership

Ipswich Borough Council has also engaged with Anglian Water and UK Power Networks although these are not regulatory 'duty' bodies.

Ipswich Borough Council has engaged with these bodies at consultation stage, and on an ongoing basis as appropriate and has had due regard to their comments in preparation of development plan documents.

### Statements of Common Ground

In line with the new requirement of the NPPF 2019, the Council has drawn up Statements of Common Ground with duty bodies and key consultees, where relevant. The statements clarify the areas of agreement and areas of divergence between the parties.

The work on these statements is ongoing and the unsigned statements will be further developed post submission. Both signed and draft statements have been submitted in the Council's Core Document Library. The draft statements have been submitted to indicate the direction of travel. It is the Council's intention to further develop these draft statements between submission and the start of the hearings and the position in each case has been made clear through a covering Statement as a Foreword to the draft Statement of Common Ground. The contents of the 'Foreword' element have been agreed with the relevant co-signatory party to the draft Statements of Common Ground.

Statements of Common Ground submitted alongside the Final Draft Ipswich Local Plan Review:

- Statement of Common Ground between Ipswich Borough Council as Local Planning Authority and Anglian Water Services Limited, June 2020
- Draft Statement of Common Ground between Ipswich Borough Council as Local Planning Authority and Babergh and Mid Suffolk District Councils, June 2020



- Draft Statement of Common Ground between Ipswich Borough Council as Local Planning Authority and East Suffolk Clinical Commissioning Group and East Suffolk & North Essex NHS Foundation Trust, June 2020
- Statement of Common Ground between Ipswich Borough Council as Local Planning Authority and the Environment Agency, June 2020
- Statement of Common Ground between Ipswich Borough Council as Local Planning Authority and East Suffolk Council, June 2020
- Draft Statement of Common Ground between Ipswich Borough Council as Local Planning Authority and Historic England, June 2020
- Babergh District Council, Ipswich Borough Council, Mid Suffolk District Council, East Suffolk Council and Suffolk County Council Statement of Common Ground in relation to Strategic Cross Boundary Planning Matters in the Ipswich Strategic Planning Area Version 6, June 2020
- Draft Statement of Common Ground between Ipswich Borough Council as Local Planning Authority and Suffolk County Council (Infrastructure), June 2020
- Draft Statement of Common Ground between Ipswich Borough Council as Local Planning Authority and Suffolk County Council as Highway Authority, June 2020

Several key Statements of Common Ground have been signed and agreed with the Borough already as outlined above. These include the Ipswich Strategic Planning Area (Iteration 6); East Suffolk.

#### Undertaking joint studies

A number of studies have been jointly commissioned or undertaken, which inform the evidence base for the Ipswich Local Plan documents. These include:

- The Baseline Assessment to the Sustainability Appraisal of the Plan was developed jointly between Suffolk Coastal (now part of East Suffolk) and the Borough (2017);
- Settlement Sensitivity Assessment (July 2018) (undertaken with Suffolk Coastal (now part of East Suffolk), Mid Suffolk and Waveney);
- Ipswich and Waveney Housing Market Areas Strategic Housing Market Assessment (May 2017) (undertaken with Babergh, Mid Suffolk, Suffolk Coastal and Waveney District Councils (now East Suffolk) );
- Ipswich Economic Area Sector Needs Assessment (September 2017) (undertaken with Babergh, Mid Suffolk and Suffolk Coastal (now part of East Suffolk) District Councils);
- Retail and Commercial Leisure Study 2017 (undertaken with Suffolk Coastal District Council (now part of East Suffolk) );
- Gypsy, Traveller, Travelling Showpeople and Boat Dwellers Accommodations Needs Assessment (May 2017) (undertaken with Babergh, Mid Suffolk, Suffolk Coastal and Waveney (now East Suffolk) District Councils);
- Suffolk Coast Habitats Regulations Assessment Recreational Avoidance and Mitigation Strategy (undertaken with Babergh, Mid Suffolk, Waveney and Suffolk Coastal (now East Suffolk) District Councils);
- Cross Boundary Water Cycle Study (undertaken with Suffolk Coastal (now part of East Suffolk) District Council);
- Local Transport Modelling (ongoing) (undertaken with Babergh, Mid Suffolk and Suffolk Coastal (now part of East Suffolk) District Councils and Suffolk County Council); and
- Air Quality Screening (undertaken with Suffolk Coastal (now part of East Suffolk), Babergh and Mid Suffolk District Councils and Suffolk County Council). The Councils are developing a proportionate approach to the transport mitigation of development on the edge of Ipswich and its likely impact on Ipswich using information from the transport and air quality modelling.

## 5. Summary of co-operation in the preparation of the Ipswich Local Plan

Ipswich Borough Council has demonstrated a significant level of co-operation with other authorities and public bodies in the preparation of the Final Draft Ipswich Local Plan. The Council has participated in and continues to participate in joint projects with other authorities on key evidence base documents and through regular meetings of the Ipswich Strategic Planning Area Board and the officer group serving it.

The Council continues to work closely with key infrastructure providers to ensure the Local Plan will deliver the infrastructure required to support new development in Ipswich Borough. It recognises that working with other bodies on strategic planning issues is an ongoing process.

An account of how each strategic issue has been addressed through the duty to co-operate is set out in Table 1 below.

**Table 1 – Summary of duty to co-operate process**

Strategic issue	Management and working arrangements	Evidence	Outcome	Ongoing cooperation
<p><b>Housing growth and distribution:</b> Ipswich Borough is tightly bounded which limits the scope to fully meet housing needs within the Borough. The identified housing need for the Borough is at least 8,010 new dwellings by 2036. Development within the Borough will need to be coordinated with neighbouring authorities, for example the development of Humber Doucy Lane. The Ipswich Housing Market Area extends over the four local authority areas of Ipswich, Babergh, Mid-Suffolk and Suffolk Coastal (now part of East Suffolk).</p>	<p>Ipswich Strategic Planning Area (ISPA) Board has, on an ongoing basis, discussed housing need in the Ipswich Housing Market Area. Regular ISPA Officer Group meetings inform the agenda of the ISPA Board.</p> <p>Suffolk Growth Programme Board (SGPB) oversees and coordinates the growth opportunities in the County.</p> <p>Suffolk Infrastructure Group provides a forum for officer based discussion of strategic infrastructure issues and has facilitated officer level co-operation on this issue.</p> <p>Meetings have been held throughout the plan making process with adjoining authorities to discuss specific issues or</p>	<p>Ipswich and Waveney Housing Market Areas Strategic Housing Market Assessment Part 1 and 2, May 2017. Covers the Ipswich Housing Market Area which comprises Ipswich, Babergh, Mid Suffolk and Suffolk Coastal (now East Suffolk) and Waveney Housing Market Area comprising Waveney (now East Suffolk). The study was jointly commissioned by Ipswich, Babergh, Mid Suffolk, Suffolk Coastal and Waveney (now East Suffolk) Councils.</p> <p>Ipswich Housing Market Assessment, Strategic Housing Market Assessment, Partial Part 2 Update, Jan 2019.</p> <p>Babergh District Council, Ipswich Borough Council, Mid Suffolk District Council, East Suffolk District</p>	<p>The ISPA Board work together on housing and employment needs and have agreed that needs arising within the ISPA would be met within the ISPA.</p> <p>Introduction of new Strategic Policies ISPA 1-4 in the Ipswich Borough Council Local Plan Core Strategy and Policies DPD Review Final Draft. ISPA4 requires the Borough Council to work with neighbouring authorities to master plan and deliver development on identified sites. Equivalent policies have been prepared in the emerging Suffolk Coastal Local Plan. These policies have been prepared jointly by both authorities.</p> <p>All ISPA authorities have provided constructive feedback and commentary at the relevant stages of plan</p>	<p>The Council continues to liaise with Anglian Water and UK Power Networks regarding local plan allocations for Ipswich.</p> <p>Suffolk local authorities are working with Hemingway Design, Design South East and Hudson Architects to explore how good design can support the delivery of social and economic benefits. This will result in the publication of an interactive Suffolk Design Guide in web form.</p> <p>Work in ongoing with Homes England to manage the HIF money and ensure Ipswich Garden Suburb and associated infrastructure is delivered.</p> <p>Continued work on the Ipswich Borough and statutory body draft Statements of Common Ground, in anticipations of</p>

	<p>evidence studies.</p> <p>Ipswich Borough Council Major Projects Group. The group meets monthly to consider major applications within Ipswich; representatives include those from IBC development management, planning policy, economic development, parks and housing, Suffolk County Council planning and highways and Suffolk Constabulary.</p> <p>Norfolk and Suffolk Duty to Co-operate Group, which comprises the Norfolk, Suffolk and Broads authorities, formerly known as the Cross-Board Meeting. The Group meet every three months and is coordinated through the Norfolk Strategic Planning Programme Manager.</p> <p>IBC have hosted a Housing Delivery Action Forum, attended by strategic bodies such as the NHS, Suffolk County Council Transport Authority and</p>	<p>Council and Suffolk County Council Statement of Common Ground in relation to Strategic Cross Boundary Planning Matters in the Ipswich Strategic Planning Area, June 2020.</p> <p>Ipswich Strategic Planning Area Board Action Notes.</p> <p>The Suffolk Framework for Inclusive Growth. The Council's Executive resolved on 6th March 2018 that future versions of Local Plans for Ipswich Borough should have due regard to the report. The work is taken forward now through the Suffolk Growth Programme Board.</p> <p>Joint ISPA methodology for the Ipswich Strategic Housing and Economic Land Availability Assessment (January 2020). The joint methodology ensures a consistent approach to identifying land availability. The Council have consulted with relevant statutory bodies in the preparation of the</p>	<p>preparation.</p> <p>East Suffolk District Council and Ipswich Borough Council Statement of Common Ground, June 2020.</p> <p>Babergh and Mid Suffolk and Ipswich Borough Council Statement of Common Ground, June 2020.</p> <p>Ipswich Borough Council and Suffolk Coastal (now part of East Suffolk), jointly prepared the spatial options within the Sustainability Scoping Report.</p> <p>Coordinated through the Suffolk Growth Programme Board, an interactive Suffolk Design Guide is being developed supported by all Suffolk authorities including the launch of the Suffolk Design Charter which has been adopted across Suffolk. Helping to deliver quality homes for all and create an enjoyable place live, work and study (IBC Corporate Plan, Priority 3 and 5).</p>	<p>the hearings.</p> <p>Ipswich Borough Council will continue to engage with Homes England regarding the potential availability of HIF funding to support housing delivery in central Ipswich.</p> <p>Discussions with CCG regarding S106 requirements in relation to health infrastructure on new applications.</p> <p>Discussions with Homes England on priority sites, and potential Government funding to aid delivery.</p>
--	---	---	--	---

	<p>the Home Builders Federation (HBF). The event was run as a series of small group workshops addressing reasons for delivery issues in Ipswich and the way forward. Evidence from the workshops fed into the Housing Delivery Action Plan.</p> <p>Ipswich Borough Council has consulted with Suffolk County Council and the Department for Education with respect to the level of growth being planned and sought to safeguard specific sites for education facilities in the emerging Local Plan, in line with advice from the above bodies.</p>	<p>SHELAA, including Anglian Water.</p>	<p>Ipswich Borough Council successful bid for approximately £9.8 million in government funding from the Housing Infrastructure Fund (HIF) to support the delivery of Ipswich Garden Suburb.</p> <p>The Ipswich and East Suffolk Clinical Commissioning Group (CCG) and Ipswich Borough Council have prepared a draft Statement of Common Ground dated June 2020. The Council have worked with the CCG in identifying the health needs of the Borough over the Local Plan period. The CCG also attended the Whole Plan Viability Assessment Stakeholder Event, and their responses have informed the viability work.</p> <p>Ipswich Borough Council have prepared a draft Statement of Common Ground with Suffolk County Council regarding infrastructure needs over the local plan period. Table 8a is being</p>	
--	--	---	--	--

			<p>updated to reflect the latest evidence on infrastructure need in Ipswich.</p> <p>The Council have allocated sites for educational facilities broadly in line with the recommendations of the Department for Education.</p>	
--	--	--	---	--

Strategic Issue	Management and Working Arrangements	Evidence	Outcome	Ongoing cooperation
<p><b>Gypsy and Traveller accommodation:</b> identification of permanent and short stay sites across Suffolk.</p>	<p>The Suffolk Gypsy and Traveller Accommodation Needs Subgroup is an officer group representing the District and Borough Councils and Suffolk County Council, including the Gypsy and Traveller Liaison Officer. The group acts as an information sharing group with sub-groups set up in relation to specific tasks.</p> <p>In relation to the current work around identifying three short stay sites across Suffolk, this is being undertaken through the Public Sector Leaders Boards and Suffolk Chief Officers Leadership Team, with a Higher Level Steering Group set up to oversee the process. This group was split in 2018 to separate operational matters from strategic matters. The strategic matters remained with the Gypsy and Traveller High Level Steering Group and responsibility for operational matters was transferred to</p>	<p>Gypsy, Traveller, Travelling Showpeople and Boat Dwellers Accommodation Needs Assessment (ANA) for Babergh, Ipswich, Mid Suffolk, Suffolk Coastal and Waveney, (May 2017), identifies a need for 73 residential pitches for Gypsies and Travellers, 9 plots for Travelling Showpeople and 28 residential moorings across the ISPA.</p> <p>Babergh District Council, Ipswich Borough Council, Mid Suffolk District Council, East Suffolk District Council and Suffolk County Council Statement of Common Ground, Version 6 June 2020.</p> <p>Statement of Common Ground with Babergh and Mid Suffolk District Councils, June 2020.</p>	<p>Additional capacity has been identified through the Higher Level Steering Group including a bespoke officer hosted by East Suffolk and paid for by all the Suffolk authorities via housing budgets.</p> <p>Through the signed Statement of Common Ground with East Suffolk, it is proposed to amend Policy CS11 to reflect the current position on transit sites across the wider Suffolk area. A Statement of Common Ground is also being prepared with Babergh and Mid Suffolk to set out Ipswich Borough Council's position with respect to permanent pitch provision. This is also reflected in the Borough's Statement of Gypsy and Traveller Provision.</p> <p>Ipswich Borough Council is commissioning a focussed, bespoke study from the original 2017 consultants, to look in</p>	<p>The Ipswich Strategic Planning Area Board engage with Suffolk wide work undertaken on Gypsy and Traveller provision.</p> <p>Through the work undertaken by the Higher Level Steering Group, three transit sites which meet the needs of the Gypsy and Traveller community are being progressed.</p>

	<p>the Norfolk and Suffolk Gypsy, Roma and Traveller Forum run by a bespoke operation manager who has been in post since 2018.</p> <p>Unauthorised encampments monitored through Private Housing Team at IBC and reported through the AMR.</p>		<p>more detail at the needs and requirements of the local Gypsy and Traveller community within Ipswich.</p>	
--	--	--	---	--



Strategic Issue	Management and Working Arrangements	Evidence	Outcome	Ongoing cooperation
<p><b>Employment needs:</b> delivering economic growth in line with the New Anglia LEP</p>	<p>New Anglia Local Enterprise Partnership (LEP).</p> <p>Ipswich Strategic Planning Area Board (ISPA).</p> <p>Suffolk Growth Programme Board – including attendance by a representative of the Local Enterprise Partnership.</p> <p>Suffolk Infrastructure Group – at officer level, through collaboration across the County.</p> <p>Regular meetings of Economic Development portfolio holders of Suffolk local authorities.</p> <p>6-weekly meeting of infrastructure and planning leads to share evidence.</p> <p>Attendance at regional Infrastructure Conference.</p>	<p>New Anglia Local Enterprise Partnership Economic Strategy for Norfolk and Suffolk, Nov 2017.</p> <p>New Anglia LEP Growth Deal, 2014 and 2015.</p> <p>Suffolk Growth Strategy 2019, Suffolk the Framework for Growth.</p> <p>East of England Forecasting Model, Autumn 2017.</p> <p>Updated IBC Economic Development Strategy, 2018.</p> <p>Local Energy East Strategy, May 2018.</p> <p>Ipswich Economic Area Sector Needs Assessment, (September 2017) undertaken jointly with Babergh, Mid Suffolk and Suffolk Coastal (now part of East Suffolk) through a steering group involving planning and economic development</p>	<p>Policy CS13 sets the basis for allocation of land for employment uses. Approach aligns with broad areas for growth identified in the Suffolk Growth Strategy/Suffolk's Framework for Growth and the LEP strategy and reflects ELNA findings.</p> <p>Employment land allocations amounting to 28.34ha made through the emerging Ipswich Borough Council Site Allocations DPD, Policy SP5.</p> <p>Policy SP12 of the emerging Ipswich Local Plan Review supports and facilitates the future development of University Campus Suffolk.</p> <p>Ipswich City Deal in place supporting apprenticeships and other training schemes.</p>	<p>Suffolk Design – Suffolk local authorities are working with Hemingway Design, Design South East and Hudson Architects to explore how good design can support the delivery of social and economic benefits.</p> <p>SGPB is coordinating the Suffolk response on employment and economy following the covid-19 emergency. All Council's surveys, responses and findings are being collated and analysed and sent to central government.</p> <p>Suffolk Growth Programme Board Meetings.</p> <p>Suffolk Infrastructure Group Meetings.</p> <p>Ipswich Strategic Planning Area (ISPA) Board Meetings.</p>

	<p>Local Energy East Network - including the three LEP areas of Cambridgeshire and Peterborough, Hertfordshire and New Anglia</p> <p>Norfolk Suffolk Cross Border Meeting</p> <p>Ipswich Vision Board</p>	<p>officers.</p> <p>Employment Land Supply Assessment (ELSA), April 2018. Jointly prepared for the Ipswich Economic Area, which includes all the ISPA authorities.</p> <p>Joint ISPA methodology for the Ipswich Strategic Housing and Employment Land Availability Assessment (January 2020).</p> <p>Retail and Commercial and Leisure Study, 2017. This work was jointly commissioned with the former Suffolk Coastal District Council (now part of East Suffolk). Ipswich later commissioned a focused update in 2019, specifically for Ipswich Borough, but as part of this engaged with East Suffolk Council.</p>		
--	---	--	--	--

Strategic Issue	Management and Working Arrangements	Evidence	Outcome	Ongoing Cooperation
<p><b>Transport infrastructure and connectivity:</b> improving accessibility to all transport forms within and around Ipswich.</p>	<p>Discussions with Highways Agency (Highways England).</p> <p>Ipswich Borough Council have met regularly with Suffolk County Council Highway Authority at key stages of plan making. This has included discussions on transport related policies and site allocations.</p> <p>Involvement in production of Local Transport Plan through consultations with Suffolk County Council.</p> <p>New Anglia Local Enterprise Partnership (LEP).</p> <p>Suffolk Infrastructure Group at officer level, through collaboration across the County.</p> <p>ISPA authorities are producing a table of grant aid available for air quality and transport mitigation, in order to coordinate and reduce financial impact on local authorities within ISPA.</p>	<p>Suffolk Local Transport Plan 2011 – 2031 prepared by Suffolk County Council and adopted in 2011. The document is currently under review.</p> <p>LEP transport strategy <a href="https://newanglia.co.uk/wp-content/uploads/2018/07/1TS-FINAL-280618.pdf">https://newanglia.co.uk/wp-content/uploads/2018/07/1TS-FINAL-280618.pdf</a></p> <p>Draft Statement of Common Ground between Ipswich Borough Council and Suffolk County Council, June 2020.</p> <p>RIS2 Highways England application to Department for Transport for funding for A14 junction improvements.</p> <p>Transport modelling for ISPA emerging Local Plans, most recent iteration is Model Run 7, January 2020.</p> <p>Suffolk County Council Rights of Way Study – Suffolk County Council have completed a comprehensive review of</p>	<p>Planned improvements to junctions on the A14.</p> <p>Ipswich Local Plan encourages use of sustainable modes of travel.</p> <p>New Anglia Growth Deal identifies ‘Ipswich Radial Corridor– Package of sustainable transport measures to improve traffic flows into Ipswich’ as a project for 2016/17 and beyond.</p> <p>Draft ISPA Transport Mitigation Strategy (TMS). The Borough Council has committed to delivering the outcomes of the TMS through Policy CS20 of the emerging Local Plan.</p> <p>ISPA authorities jointly commissioned transport modelling and a baseline assessment of air quality which resulted in another workstream on modal shift.</p> <p>Suffolk County Council have committed up to £10.8 million to “aid the</p>	<p>Involvement in future updates to the Local Transport Plan.</p> <p>Regular Joint Transport Portfolio Holders meeting between Ipswich Borough Council and Suffolk County Council.</p> <p>ISPA Board Meetings, attended by SCC Head of Transport.</p> <p>Transport and Air Quality Modelling is feeding into the production of IBC’s Low Emissions SPD and the air quality work being undertaken by IBC Environmental Health.</p> <p>Ipswich Borough Council and SCC continue to liaise on the preparation of the emerging Low Emissions and IP-One Car Parking Standards SPD.</p> <p>Ipswich sits on the Air Quality Action Group which is a corporate initiative. This is attended by SCC representatives and is a forum for sharing</p>

	<p>Suffolk County Council has commissioned transport modelling work on behalf of the ISPA authorities. All authorities use the same Transport Mitigation Strategy in coordination with Suffolk County Council.</p> <p>Regular Joint Transport Portfolio Holders meeting between Ipswich Borough Council and Suffolk County Council.</p>	<p>rights of way across Suffolk. This work will inform sustainable travel choices.</p> <p>Ipswich Cycling Strategy SPD adopted, July 2016.</p>	<p>regeneration of the Island Site at Ipswich Waterfront which will require an additional crossing of the River Orwell. Whilst the delivery of a single span main bridge, which would have provided additional highway capacity, cannot now proceed, the County Council will contribute a maximum of £10.8m to help to deliver crossings to serve the Waterfront and deliver on Ipswich Local Plan regeneration objectives”. – extract from ISPA Iteration 6.</p> <p>Following consultation with SCC Highways, Ipswich Borough amended Policies CS20, DM21 and DM22 of the emerging Ipswich Local Plan Review. The focus of this change was prioritisation of sustainable travel modes as a fundamental means of achieving modal shift objectives. In addition, Ipswich and SCC have had an ongoing dialogue regarding key strategic sites and the delivery of highway infrastructure to support these.</p>	<p>best practice and collaborative work.</p> <p>Suffolk Guidance for Streets ongoing study acting as a conduit between the Suffolk Design Guide work and Highways guidance.</p> <p>Working closely with Highways Planner and Engineers at Suffolk County Council on design solutions for major Local Plan sites within Ipswich and resulting applications.</p> <p>The Ipswich Action Plan arising from the Local Transport Plan.</p> <p>Ipswich Borough Council continues to engage with the Network Rail on the applications that may affect their assets, including work on Ipswich Garden Suburb.</p> <p>Ongoing ISPA meetings regarding modal shift and funding.</p>
--	---	--	---	--

Strategic Issue	Management and Working Arrangements	Evidence	Outcome	Ongoing Cooperation
<p><b>Flood risk and water infrastructure:</b> addressing issues of flood risk, water supply and waste water.</p>	<p>Joint work on evidence: Cross Boundary Water Cycle Study for East Suffolk Council and Ipswich Borough Council.</p> <p>Strategic Flood Risk Assessment (SFRA) Update with Suffolk County Council, the Environment Agency and Suffolk Joint Emergency Planning Unit.</p> <p>Involvement with Anglian Water and other local authorities in relation to the production of the Surface Water Management Plan (SWMP).</p> <p>Information exchange with Anglian Water on site allocations, including through the Ipswich SHELAA.</p> <p>Meetings between Ipswich Borough Council and the Environment Agency throughout 2017-2019 on Ipswich Tidal Barrier.</p>	<p>Ipswich Strategic Flood Risk Assessment Refresh (SFRA) (Ipswich Borough Council, June 2020). The Borough Council have been working very closely with the Environment Agency and Suffolk County Council on the revisions to the SFRA and LP Site Review.</p> <p>Sequential Test Statement and Exception Test Statement (Aecom for Ipswich Borough Council, 2020).</p> <p>Statement of Common Ground with the Environment Agency, June 2020.</p> <p>Suffolk Flood Risk Management Strategy, March 2016.</p> <p>Water Resources Management Plan, Dec 2019.</p> <p>Ipswich Development and Flood Risk Supplementary Planning Document (Ipswich Borough Council,</p>	<p>Ipswich is now protected from tidal surges by improved defences and a tidal barrier which became operational in 2019. Policy DM4 of the emerging Ipswich local Plan sets out the approach to flood risk and new development and is supported by the EA.</p> <p>The Ipswich Borough Council Development and Flood Risk SPD sets out the 'Safety Framework' for development within the flood zone.</p> <p>Water Resources Management Plan identifies measures to ensure that future water supply is able to meet demand created by levels of planned growth. Requirement for optional water standard under Policy DM1 is consistent with the aim of reducing demand for water in the Water Resources Management Plan.</p> <p>Anglian Water and</p>	<p>Regular liaison with the Suffolk County Council as Lead Local Flood Authority.</p> <p>The Council continues to keep Anglian Water informed of future local planning for Ipswich. Correspondence is also sent to Anglian Water in respect of sites identified for development and their likely delivery to assist Anglian Water in their future forecasting.</p> <p>Ipswich Development and Flood Risk Supplementary Planning Document (update due post SFRA update).</p>

		2013, updated 2016, and 2020 update currently on hold awaiting the Gipping Model).	Ipswich Borough Council have signed a Statement of Common Ground dated June 2020. The Council has also worked with Anglian Water on an on-going basis, during the formal consultation stages and in the preparation of the SHELAA.	
--	--	--	--	--

Strategic Issue	Management and Working Arrangements	Evidence	Outcome	Ongoing cooperation
<p><b>Protection of heritage assets:</b> development should conserve and enhance the historic environment of Ipswich.</p>	<p>Meeting with Historic England and Suffolk County Council in Dec 2018 focusing particularly on the prominence given to heritage in the DPDs.</p> <p>Cooperation with Suffolk County Council Archaeological Service on planning applications and emerging Local Plan site allocations.</p> <p>Buildings at Risk are monitored by IBC and discussion are ongoing to bring them back into use with Historic England and landowners.</p>	<p>Development and Archaeology SPD adopted 28/11/18 and comprehensive Urban Archaeological Database</p> <p>Conservation Area Character Appraisals Supplementary Planning Documents.</p> <p>Ipswich Urban Characterisation Study Supplementary Planning Documents.</p> <p>The Local Plan Site Allocations and Policies DPD Review, includes Opportunity Areas with site analysis and development options in development brief form, which was prepared by the Conservation and Urban Design Team.</p>	<p>Increased prominence given to protection and enhancement of heritage assets in the emerging Plan, including details of historic assets on the Site Sheets accompanying each site allocation.</p> <p>Urban Character SPDs all completed.</p> <p>The Development and Archaeology SPD was funded through Historic England and created for the first time a comprehensive and interactive guide for developers of the complete archaeology in Ipswich. The work on this was a three-way partnership between Historic England, Suffolk County Council Museum and Archaeology Service and Ipswich Borough Council. This work has informed the site sheets for allocations in the Local Plan. This will help IBC in seeking HIF funding to bring sites forward and developers in costing their proposals</p>	<p>Ongoing cooperation with Suffolk County Council Archaeological Service.</p> <p>All Conservation Area Appraisals and boundaries are currently being reviewed and policy planners are working closely with the Conservation Team.</p> <p>Ipswich Borough Council and Historic England Draft Statement of Common Ground, June 2020.</p>

Strategic Issue	Management and Working Arrangements	Evidence	Outcome	Ongoing cooperation
<p><b>Protection and enhancement of the natural environment:</b> to protect and enhance the natural environment including from the cumulative impact of development on the Stour and Orwell Estuaries SPA.</p>	<p>Discussions with Natural England.</p> <p>RAMS Delivery Board comprising senior officers from Ipswich, Babergh, Mid Suffolk and East Suffolk and a representative from Natural England.</p> <p>Ipswich responded to iteration two of the SE Marine Management Plan.</p> <p>IBC attend meetings and training sessions with MMO on the SE Marine Plan.</p> <p>Discussions with the Environment Agency.</p>	<p>Habitats Regulations Assessment for Ipswich Proposed Submission Core Strategy and Policies DPD Review (2014).</p> <p>Habitats Regulation Assessment for Final Draft Ipswich Local Plan (2019).</p> <p>Habitat Regulation Assessment for the Final Draft Ipswich Local Plan Addendum (2020).</p> <p>Orwell Country Park Visitors Survey (2015) to identify patterns of visitor use and recreational disturbance.</p> <p>Policy CS4 (Protecting our Assets) of the adopted Ipswich Borough Local Plan.</p> <p>Ipswich Wildlife Audit, 2019.</p>	<p>Habitats Regulations Assessment Recreational Disturbance Avoidance and Mitigation Strategy for Ipswich Borough, Babergh District, Mid-Suffolk District and East Suffolk Councils – Technical Report, April 2019.</p> <p>Suffolk Coast European Sites Recreational Disturbance Avoidance and Mitigation Strategy Supplementary Planning Document (RAMS SPD), 2019.</p> <p>Management Plan for Orwell Country Park being produced reflecting the results of the 2015 Visitor Survey.</p> <p>New Country Park as part of the Ipswich Garden Suburb to reduce visitor pressure on the Special Protection Area.</p> <p>Identification of green infrastructure</p>	<p>Ongoing discussions with Natural England, neighbouring authorities and Suffolk County Council to deliver mitigation measures.</p> <p>Future liaison with the MMO on the South East Marine Management Plan.</p> <p>RAMS Delivery Board.</p>



			<p>opportunities, including the identification of possible suitable alternative accessible natural greenspaces, and mechanisms for delivering these through the update to the 2008 Haven Gateway Green Infrastructure Strategy.</p> <p>The plan contains reference to the Inshore South East Marine Plan and Marine Management Special Protection Area. It also references the East Inshore and East Offshore Marine Plan.</p> <p>Natural England's suggested amendments at the Preferred Options Consultation stage were incorporated into the Final Draft Local Plan. These changes included the introduction of a policy requiring biodiversity net gain, the need to safeguard soil quality and creating habitats to support wildlife in public open spaces.</p>	
--	--	--	--	--

			<p>Ipswich has taken forward recommendations presented by the Environment Agency in response to the Preferred Options Local Plan. For example, the introduction of an ecological buffer along the river.</p> <p>The Ipswich Wildlife Audit, 2019 provides recommendations for net gain on each survey site.</p>	
--	--	--	---	--

Table 2 - Site Allocations

The Council has also co-operated with adjoining authorities in relation to the allocation / development of sites on the periphery of Ipswich.

<b>Site</b>	<b>Issue</b>	<b>Action / Outcome</b>
<b><i>Sites within Ipswich Borough</i></b>		
Ipswich Garden Suburb (Policy CS10)	Large site for 3,500 dwellings, at northern edge of Ipswich adjoining the border with East Suffolk District and close to the border with Mid Suffolk District.	The proposed Country Park acts as a buffer between the development and nearby Westerfield village which is in East Suffolk District. The Country Park is also intended to mitigate impacts on European designated sites including those in East Suffolk District.
Northern End of Humber Doucy Lane (ISPA4)	Large strategic allocation for 496 dwellings linked to an adjoining site in East Suffolk for 150 dwellings.	Master planning jointly by the two local authorities to ensure delivery of strategic cross boundary sites.
Land north of Whitton Lane (IP140)	Employment allocation adjoining land in Mid Suffolk District Council area to the north of the site.	The Babergh and Mid Suffolk Preferred Option Plan provisionally allocated land to the north of IP140 for development.
Elton Park (IP059)	Land in Babergh District to the north, on the other side of the River Gipping, (the former sugar beet factory site) is identified as a strategic employment allocation in the Babergh Core Strategy, along with a requirement for proposals for the site to have regard to provision / upgrading of sustainable transport access between the site, nearby villages and Ipswich town centre as necessary.	The site sheet for the Elton Park allocation includes a requirement to ensure land is safeguarded to land a pedestrian and cycle bridge to the river path.

<b>Sites outside Ipswich Borough</b>		
Allocation Land West of Bourne Hill, Wherstead - 75 dwellings	The site is close to the southern edge of the built up area of Ipswich but outside Ipswich Borough.	Allocation of land for housing development within the Babergh and Mid Suffolk Preferred Options Local Plan 2019.
Land south east of Back Lane, Copdock and Washbrook – 226 dwellings	New allocation for 226 dwellings to the south west and adjoining the Borough boundary.	Allocation of land for housing development within the Babergh and Mid Suffolk Preferred Options Local Plan 2019.
Land north of the A1071, Sproughton Land at Poplar Lane, Sproughton – 1575 dwellings and 4ha employment	LA013 and LA014 together represent a substantial new residential allocation on the western edge of Ipswich, for 1,100 and 475 dwellings respectively and 4ha of employment land. The sites adjoins the western boundary of Ipswich.	Allocation of land for housing and employment development within the Babergh and Mid Suffolk Preferred Options Local Plan 2019.
Land north of Burstall Lane and west of B1113, Sproughton – 75 dwellings	This new allocation is close to the western boundary of Ipswich and is allocated 75 dwellings.	Allocation of land for housing development within the Babergh and Mid Suffolk Preferred Options Local Plan 2019. The Council welcomes the request for contributions towards junction improvement on the A1071.
Land south of Fitzgerald Road, Bramford / Land east of The Street, Bramford – 295 dwellings	New site allocations for 100 and 195 dwellings respectively. Site adjoins the Ipswich western boundary.	Allocation of land for housing development within the Babergh and Mid Suffolk Preferred Options Local Plan 2019. The Council welcomes the contributions sought to offset the impact of these developments.
Sproughton Enterprise Park / Former Sugar Beet Factory Site, Sproughton	Sproughton is located west of Ipswich, and is classified as a Core Village, within the Ipswich Fringe.	Allocation of land for B1, B2 and B8 uses within the Babergh and Mid Suffolk Preferred Options Local Plan 2019.

## **Appendix 1 - Memorandum of Understanding relating to planning for housing and employment development within the Ipswich Housing Market Area and Ipswich Functional Economic Area**

### **Memorandum of Understanding relating to planning for housing and employment development within the Ipswich Housing Market Area and Ipswich Functional Economic Area**

This Memorandum of Understanding has been prepared in order to address the requirements of the Localism Act 2011, section 110, 'Duty to co-operate in relation to planning of sustainable development'.

The Ipswich Housing Market Area and the Ipswich Functional Economic Area comprise the local authority areas of Babergh, Ipswich, Mid-Suffolk and Suffolk Coastal. Ipswich Borough Council's administrative boundary is therefore more tightly drawn than the Ipswich Housing Market Area and Ipswich Functional Economic Area and, therefore, there is a need to work jointly with neighbouring areas to ensure that future needs for development and infrastructure are met. In particular, the objectively assessed need for housing in Ipswich cannot be met within the Borough boundary. The Duty to Co-operate Statement (December 2015) prepared to accompany the Ipswich Borough Council Core Strategy and Policies Development Plan Document Review describes how strategic cross-boundary issues are being jointly addressed. It builds on long-established joint working between the authorities.

The Memorandum of Understanding establishes a framework for co-operation between Babergh District Council, Ipswich Borough Council, Mid Suffolk District Council, Suffolk Coastal District Council and Suffolk County Council in relation to planning for housing across the Housing Market Area and employment growth across the Functional Economic Area.

### **Parties to the Memorandum of Understanding**

The Memorandum of Understanding is between the following parties:

- Babergh District Council
- Ipswich Borough Council
- Mid Suffolk District Council
- Suffolk Coastal District Council and
- Suffolk County Council.

### **Scope of the Memorandum of Understanding**

The Memorandum of Understanding commits the parties to the following actions through a joint or aligned local plan review process and/or other mechanism for joint working including the Suffolk Planning and Infrastructure Framework:

1. To agree objectively assessed housing need for the Ipswich Housing Market Area, which consists of the local authority areas of Ipswich Borough, Suffolk Coastal, Babergh and Mid Suffolk District Councils;
2. To agree objectively assessed employment need for the Ipswich Functional Economic Area, which also consists of the local authority areas of Ipswich Borough, Suffolk Coastal, Babergh and Mid Suffolk District Councils;

3. To identify broad locations to accommodate housing and employment growth, within the context of national planning policy and local planning constraints;
4. To ensure the implementation of any mitigation measures required as a result of Habitats Regulations Assessment; and
5. To identify and prioritise Infrastructure delivery related to housing and employment growth across the four local authority areas.

In relation to mechanisms, the Memorandum of Understanding also commits the parties to the following actions:

6. To review and agree the Ipswich Policy Area boundary; and
7. To agree the form of the future joint or aligned plan(s).

Specifically in relation to point 1 above, the Proposed Submission Ipswich Borough Council Core Strategy and Policies Development Plan Document Review November 2014, as updated September 2015, identifies objectively assessed housing need for Ipswich Borough of 13,550 dwellings 2011-2031 (through Policy CS7 The Amount of Housing Required). This figure needs to be considered in the context of the objectively assessed housing need for the Ipswich Housing Market Area, identified in 2013 as 34,250.

Of the total requirement for Ipswich Borough of 13,550 dwellings 2011-2031, land for the delivery of 5,578 dwellings remains to be identified. It is expected that 1,800 of these will be delivered on windfall sites within Ipswich Borough, but an element of need will need to be planned for through joint work with neighbouring local authorities. The residual need identified in the Ipswich Core Strategy Review is 3,778 dwellings.

Objectively assessed need for housing is updated periodically and therefore the figure to be planned for is likely to change in the future. The objectively assessed need for the Housing Market Area will be reviewed to inform the joint work. Identifying locations to accommodate housing and employment development will be informed by sustainability appraisal, Habitats Regulations Assessment and consideration of deliverability and infrastructure requirements.

#### **Timetable for the joint work**

Ipswich Borough Council and Suffolk Coastal District Council have set out the following timetable for the production of joint or aligned local plan reviews through their current 'in effect' local development schemes. Babergh and Mid Suffolk District Councils are scheduled to approve the same timetable through a revised local development scheme.

<i>Notify stakeholders &amp; invite representations</i>	Oct 2018-Jun 2018
<i>Publish draft proposed submission plan for inspection &amp; invite representations</i>	Sept-Oct 2018
<i>Submit plan &amp; submission documents to Secretary of State</i>	Feb 2019
<i>Independent examination hearings</i>	Jun 2019
<i>Receive &amp; publish inspector's recommendations</i>	Oct 2019
<i>Adopt the plan</i>	Nov-Dec 2019

### **Mechanism for the Joint Work**

The parties already have a forum for joint working through the Ipswich Policy Area (IPA) Board. Its terms of reference are attached at Appendix 1.

The joint work is anticipated to take the form of a joint or aligned plan review and/or a Strategic Planning and Infrastructure Framework. It is yet to be determined whether the plan review will be a single document approved either by a formally-constituted joint body or by each respective council, or aligned local plans for each of the local planning authorities. At a Suffolk Leaders and Portfolio Holders Workshop on 11<sup>th</sup> March 2016 it was agreed that work will commence on a Suffolk-wide Strategic Planning and Infrastructure Framework. It is anticipated that an Issues and Options document can be produced for consultation in the autumn of 2016 and that the County, District and Borough Councils will be able to adopt it in 2017/18 in order to support future Local Plans in Suffolk. The joint work, or parts of it, referred to in this Memorandum of Understanding may therefore be subsumed into the Suffolk Strategic Planning and Infrastructure Framework.

Under the devolution deal for East Anglia, announced in March 2016, a Combined Authority may take responsibility for the strategic planning and infrastructure framework from May 2017 onwards.

The IPA Board will provide the mechanism for joint working in the short to medium term. The earliest work that the IPA Board will undertake will be to review the IPA boundary and agree the form of the joint plan. In doing so, it will have regard to any strategic planning work which may be looking at different geographies, including Suffolk-wide.

The IPA Board does not have decision-making powers and therefore the parties will agree outcomes through each Council's existing decision-making structures, in accordance with their constitutions.

### **Roles and responsibilities**

In relation to a joint or aligned local plan review, the planning policy services of Ipswich Borough Council, Suffolk Coastal District Council, Mid Suffolk District Council and Babergh District Council will lead the preparation of the work, with support from Suffolk County Council. The resourcing of the Suffolk Strategic Planning and Infrastructure Framework is to be agreed through the Transformation Challenge Award Board. The IPA Board terms of reference already sets out roles and responsibilities in relation to that body.

### **Limitations**

This Memorandum of Understanding does not alter the fact that Babergh District Council, Ipswich Borough Council, Mid Suffolk District Council and Suffolk Coastal District Council remain the local planning authorities for their respective areas. The key objective of this Memorandum of Understanding is to ensure that strategic policies are consistent across the local authorities. In addition, each local authority will have non-strategic, locally-specific policies covering a range of topic areas, which will need to be considered and included in appropriate documents.

**SIGNATURES**

Signature:

Date 23/5/16

Signed on behalf of Babergh District Council

Signature:

Date 17/5/16

Signed on behalf of Ipswich Borough Council

Signature:

Date 23/5/16

Signed on behalf of ~~Mid~~ Suffolk District Council

Signature:

Date 26/5/16

Signed on behalf of Suffolk Coastal District Council

Signature:

Date 9/6/16

Signed on behalf of Suffolk County Council —

Appendix 1 – Terms of reference of the Ipswich Policy Area Board



# Ipswich Policy Area Board

## Revised Terms of Reference, October 2015

- To provide a forum in which the five local authorities can work together to develop, promote and deliver their vision for the Ipswich Policy Area as a major economic growth area within the Greater Ipswich sub region, County of Suffolk and New Anglia Local Enterprise Partnership.
- To enable them to co-operate as local planning authorities on the preparation and monitoring of their Local Plans and share relevant evidence and intelligence.
- To provide a mechanism to ensure that all partners and stakeholders work together to deliver the housing and employment growth requirements for the Ipswich Policy Area and coordinate the delivery of the necessary infrastructure – including transport, education, skills, power, green infrastructure, flood and coastal defences.

## Constitution

The Board will consist of one Councillor and one Officer from the following authorities:

Ipswich Borough Council  
Suffolk Coastal District Council  
Mid Suffolk District Council  
Babergh District Council  
Suffolk County Council

Each authority will nominate its representatives to the Board.

Ipswich Borough Council will provide the Secretariat to the Board, including Minutes of all meetings and processing all Freedom of Information requests.

The Board will be chaired by Suffolk County Council until March 2017.

The Board will meet every two months but additional meetings may be called if required.

Sub-groups may be established by agreement. Other organisations may be co-opted onto sub-groups or invited to attend meetings.

## Ipswich Strategic Planning Area Board

Revised Terms of Reference, July 2019

- To provide a forum in which the five local authorities can work together to develop, promote and deliver their vision for the Ipswich Strategic Planning Area, recognising Ipswich and neighbouring communities as a major economic growth area within the Greater Ipswich sub region, County of Suffolk and New Anglia Local Enterprise Partnership area.
- To enable them to co-operate as local planning authorities on the preparation and monitoring of their Local Plans and share relevant evidence and intelligence.
- To provide a mechanism to ensure that all partners and stakeholders work together to deliver the housing and employment growth requirements for the Ipswich Strategic Planning Area and coordinate the delivery of the necessary infrastructure – including transport, education, skills, power, green infrastructure, flood and coastal defences.
- To produce and facilitate agreement, and keep under review as necessary, Statement(s) of Common Ground in relation to the above.
- The Ipswich Strategic Planning Area covers the geographic areas of Ipswich Borough Council, Babergh District Council, Mid Suffolk District Council and the former Suffolk Coastal District area of East Suffolk Council (the Ipswich Housing Market Area and Ipswich Functional Economic Area).

### Constitution

The Board will consist of one Councillor and one or more Officers (as necessary) from the following authorities:

Ipswich Borough Council  
East Suffolk Council  
Mid Suffolk District Council  
Babergh District Council  
Suffolk County Council

Each authority will nominate its representatives to the Board.

East Suffolk Council will provide the Secretariat to the Board, including minutes of all meetings and processing all Freedom of Information requests. The Secretariat role will be reviewed at 31<sup>st</sup> March 2021.

The Board will be chaired by the Councillor representative for Suffolk County Council until December 2019.

The Board will meet every two months but additional meetings may be called if required.

Sub-groups may be established by agreement. Other organisations may be co-opted onto sub-groups or invited to attend meetings.

The Action Notes will be shared with Suffolk Growth Portfolio Holders.

The Action Notes will be published on the Ipswich Strategic Planning Area page of the Ipswich Borough Council website.

It is the responsibility of Board Members to feed back to their respective Authorities, as appropriate.