

# Ipswich Local Plan

## Local Development Scheme for Ipswich

10<sup>th</sup> Edition – February 2019  
(9<sup>th</sup> Revision)



**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)



**Please note:**

**This version of the Local Development Scheme for Ipswich replaces the version published in October 2015.**

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## **1 Introduction**

- 1.1 The Planning and Compulsory Purchase Act 2004 ('the Act'), as amended by the Planning Act 2008 and Localism Act 2011, requires the Council to prepare and maintain a 'local development scheme'. This document is the revised local development scheme for Ipswich (also referred to as the 'LDS') and is the tenth edition since the original LDS was published in January 2005. It replaces the ninth edition of the LDS for Ipswich published in October 2015.
- 1.2 The LDS for Ipswich sets out the development plan documents that Ipswich Borough Council is preparing, or intends to prepare, as part of the local planning policy framework, known as the Ipswich Local Plan. The LDS also explains the subject matter and geographical coverage of the documents, and the timetables for their preparation and on-going review.
- 1.3 In addition to development plan documents that together form the Ipswich Local Plan, the Council proposes to prepare or review additional planning documents. These are also outlined in the LDS for information, although it is not a legal requirement to include them.
- 1.4 It has become necessary to review the October 2015 LDS timetable again to take account of:
  - ❑ The adoption of the Review of Core Strategy and Policies Development Plan Document (DPD) in February 2017;
  - ❑ The adoption of the Site Allocations and Policies (incorporating IP-One Area Action Plan) DPD in February 2017;
  - ❑ Changes to the timetable of the joint or aligned Local Plan Review as detailed in the Ipswich annual Authority Monitoring Report published in March 2018;
  - ❑ Joint work taking place under the Duty to Co-operate<sup>1</sup>; and
  - ❑ The introduction of new supplementary planning documents.
- 1.5 This revised LDS sets a timetable that the Council expects to meet. However, there are often unforeseen delays in plan preparation, which may cause this timetable to change. Should there be significant changes prior to a formal revision of the LDS, it may be necessary for the Council to produce a revised timetable chart during the course of the plan making period. The LDS focuses on having completed a joint or aligned Local Plan Review for Ipswich by late 2020.
- 1.6 This LDS for Ipswich is publicly available, electronically and in paper form. A personal paper copy can be purchased from the Council or obtained via the Council website: [www.ipswich.gov.uk](http://www.ipswich.gov.uk).
- 1.7 It has been prepared having regard to the Act and its associated Regulations, which set out precisely what needs to be in a local development scheme.
- 1.8 Whilst Ipswich Borough Council is responsible for much of the planning system for the Borough, Suffolk County Council remains responsible for preparing a minerals and waste development scheme. Further advice on that scheme can be obtained from the County Council (contact number 0345 606 6067).

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<sup>1</sup> The duty for local planning authorities to co-operate with each other and key agencies for strategic planning purposes was introduced through Section 10 of the Localism Act 2011.

- 1.9 A glossary explaining terms used within the LDS is contained at Appendix 5.
- 1.10 If you would like to discuss any aspects of this document, please contact the planning policy team at the address on the front cover of this document.

## **2 The Purpose and Content of the Local Development Scheme**

- 2.1 The local development scheme has three main purposes. These are:
- To inform the public about documents that will make up the planning policy framework for Ipswich, and the timescales for the preparation of these documents;
  - To establish and reflect Council priorities and to enable work-programmes to be set for the preparation of documents; and
  - To set a timetable for the review of the documents once they have been prepared.
- 2.2 Sections 3 and 4 and Appendix 1 set out the documents the Council will prepare and the timetables for doing so.
- 2.3 There are six different types of planning document that could potentially be prepared. Their content varies between policies for the use of land, policies for involving the public in planning, guidance, and information and this is explained in the following paragraphs. The six types are:
- Development plan documents (DPDs);
  - Supplementary planning documents (SPDs);
  - A community infrastructure levy (CIL) charging schedule.
  - A statement of community involvement (SCI);
  - An authority monitoring report (AMR); and
  - Guidance prepared by Suffolk County Council.
- 2.4 The first type of planning document is called a **development plan document** (DPD). Together, DPDs form the statutory Local Plan for a local authority area. Ipswich has two adopted DPDs:
- the Core Strategy and Policies DPD Review (adopted February 2017) and
  - the Site Allocations and Policies (incorporating IP-One Area Action Plan) DPD (adopted February 2017).
- 2.5 The adopted Core Strategy and Policies DPD Review is a strategic document setting out the vision, objectives and spatial planning strategy for the Borough of Ipswich up to 2031, and contains policies to facilitate sustainable development. The adopted Site Allocations and Policies (incorporating IP-One Area Action Plan) DPD allocates sites for development and identifies sites or areas for protection across the whole of the Borough. The Ipswich DPDs currently under preparation or review, or which the Council intends to prepare, are highlighted within Section 4 and Appendix 1 of this LDS. All DPDs are subject to independent examination of their soundness by a Planning Inspector.
- 2.5 The statutory development plan for Ipswich currently consists of the Core Strategy and Policies DPD Review and the Site Allocations and Policies (incorporating IP-One Area Action Plan) DPD – both adopted on 22<sup>nd</sup> February 2017. The policies

map was revised at the same time, so as to show policies and proposals on a geographical basis (Regulation 9(1)).

- 2.6 These two documents provide the framework for the determination of relevant planning applications<sup>2</sup> in Ipswich under Section 38(6) of the Planning and Compulsory Purchase Act 2004, which states that:

*“... for the purpose of any determination to be made under the planning Acts the determination must be made in accordance with the (development) plan unless material considerations indicate otherwise.”*

- 2.7 Neighbourhood plans are also development plan documents. This type of planning document was introduced by the Government through the Localism Act 2011<sup>3</sup> and supporting regulations. The provisions of the Localism Act for neighbourhood planning came into force on 6<sup>th</sup> April 2012. They allow a community to prepare a plan for its neighbourhood, provided the plan is in general conformity with strategic policies in the local plan for the area, and is subject to independent examination and a referendum. At present, there are no proposals by communities for the preparation of neighbourhood plans in Ipswich.

- 2.8 The second type of planning document listed is called a **supplementary planning document** (SPD). These do not form part of the statutory development plan but they are considered as material considerations in planning decisions and provide additional detailed guidance to policies set out in development plan documents or in national policy. It is not a requirement that SPDs be listed in an LDS and this enables local planning authorities to prepare them as circumstances change. However, those that the Council currently plans to prepare are listed herein for information. SPDs are not subject to independent examination, but they are subject to public consultation by the Council before they are adopted.

- 2.9 The third type of planning document listed is the **community infrastructure levy (CIL) charging schedule**. The community infrastructure levy is a charge that local planning authorities may choose to levy on new development to fund infrastructure needed to support growth, usually taking the form of a charge per unit area of floorspace and may vary between types of development (i.e. housing, retail, industry). To date, Ipswich Borough Council has used section 106 agreements negotiated with developers to obtain such funding. However, after 6<sup>th</sup> April 2015 the scope to use section 106 agreements became more limited with local planning authorities not able to pool more than five section 106 contributions for an infrastructure project or type of general infrastructure, backdated to 6<sup>th</sup> April 2010. A CIL charging schedule is the document which sets out the charges to be levied and it is subject to independent examination.

- 2.10 Public consultation was undertaken on a preliminary draft charging schedule between December 2013 and January 2014. A further consultation was planned for May and June 2014 on the draft charging schedule. However, this was postponed whilst the Council considered how it may take CIL forward. This matter has not been progressed to date owing to the publication of the Housing White Paper ‘Fixing our Broken Housing Market’ (February 2017) and the Government’s commitment to review the current system of developer contributions. In October 2018, the Government consulted on changing the restrictions on pooling section

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<sup>2</sup> This excludes, for example, minerals and waste development applications.

<sup>3</sup> Localism Act 2011, Chapter 3

106 contributions. The outcome of the consultation is awaited. Future infrastructure funding will be considered through the preparation of a new Local Plan to 2036.

- 2.11 The fourth type of document listed is the **statement of community involvement** (SCI). This deals specifically with how the Council will involve the community in planning. The SCI does not itself contain planning policies. A review of the Ipswich SCI was adopted in March 2018 and replaced the previous March 2014 SCI.
- 2.12 The fifth type of document listed is the **authority monitoring report** (AMR). All local planning authorities are required to prepare and publish an authority monitoring report at least every twelve months, to report progress on implementing the LDS and implementing policies in plans. The most recent AMR was published in March 2018 for the April 2016 to March 2017 monitoring period.
- 2.13 In addition Suffolk County Council prepares supplementary guidance, most recently the Suffolk Guidance for Parking, adopted by Ipswich Borough Council in February 2015.
- 2.14 The Planning and Compulsory Purchase Act 2004 (as amended by the Planning Act 2008 and Localism Act 2011) states in section 15 that a local development scheme must specify:
- ❑ the local development documents which are to be development plan documents;
  - ❑ the subject matter and geographical area to which each development plan document relates;
  - ❑ which development plan documents, if any, are to be prepared jointly with one or more other local planning authorities;
  - ❑ any matter or area in respect of which the authority has agreed (or proposes to agree) to the constitution of a joint committee (with other local planning authorities); and
  - ❑ the timetable for the preparation and revision of the development plan documents.
- 2.15 A duty to co-operate was introduced through the Localism Act 2011, which requires local planning authorities to work together constructively, actively and on an on-going basis on strategic, cross-boundary matters in the preparation of DPDs. The duty to co-operate is a means through which cross boundary issues will be dealt with. The National Planning Policy Framework February 2019 requires the preparation of statements of common ground to evidence such working. Therefore, a draft statement of common ground between Ipswich Borough Council and Suffolk County Council, Babergh District Council, Mid Suffolk District Council and Suffolk Coastal District Council has been prepared alongside the joint or aligned Local Plan Reviews. An updated iteration of the statement of common ground has been published as each Local Plan Review reaches a key milestone (for the Ipswich Local Plan Review to date, the point at which the Plan reached Preferred Options consultation stage in November 2018).
- 2.16 An Ipswich Strategic Planning Area (ISPA) Board has been established as a vehicle for cross boundary planning in the ISPA, which consists of the whole of Babergh, Mid Suffolk and Suffolk Coastal Districts and Ipswich Borough. The Board comprises councillors and officers from the four local planning authorities and Suffolk County Council. The ISPA Board superseded the Ipswich Policy Area



Board which preceded it. The ISPA Terms of Reference were agreed in March 2018 and are available to view on the ISPA page of the Ipswich Borough Council website, together with action notes from meetings (<https://www.ipswich.gov.uk/content/ipswich-strategic-planning-area>).

### **3 A Summary of the Local Development Scheme for Ipswich**

3.1 The Council has considered which DPDs to prepare or review to form a complete Ipswich Local Plan, which complies with new legislation and reflects Council priorities. It has also considered which other planning documents to prepare or review, as follows:

- DPDs and SPDs, including, for DPDs, updates to the policies map where appropriate (see Section 4 and Appendix 1);
- A CIL charging schedule that sets out charges to be levied against new development (see Appendix 1);
- An authority monitoring report (see Section 9);
- General evidence base documents that will inform the production of planning documents (see Section 5);
- Supporting documentation<sup>4</sup> will include for each relevant document:
  - a report setting out how the production of the development plan document complies with the requirements for Strategic Environmental Assessment and sustainability appraisal (see Section 6);
  - the details of pre-submission public participation as required by the Regulations;
  - an explanation of the steps undertaken to ensure that the document has been produced in accordance with the statement of community involvement; and
  - a list of documents that are relevant to the topic or areas that may be of relevance to the planning of that area. The Council may publish some of these but other bodies such as the Government will publish others.

3.2 The Council is not currently aware of community intentions within the Borough to prepare neighbourhood plans. These are plans led by the community rather than the local planning authority and therefore they would not necessarily in future be listed within the LDS.

3.3 County-wide supplementary guidance has been prepared by the County Council on parking standards, including car and cycle parking, which was adopted by Ipswich Borough Council on 10<sup>th</sup> February 2015.

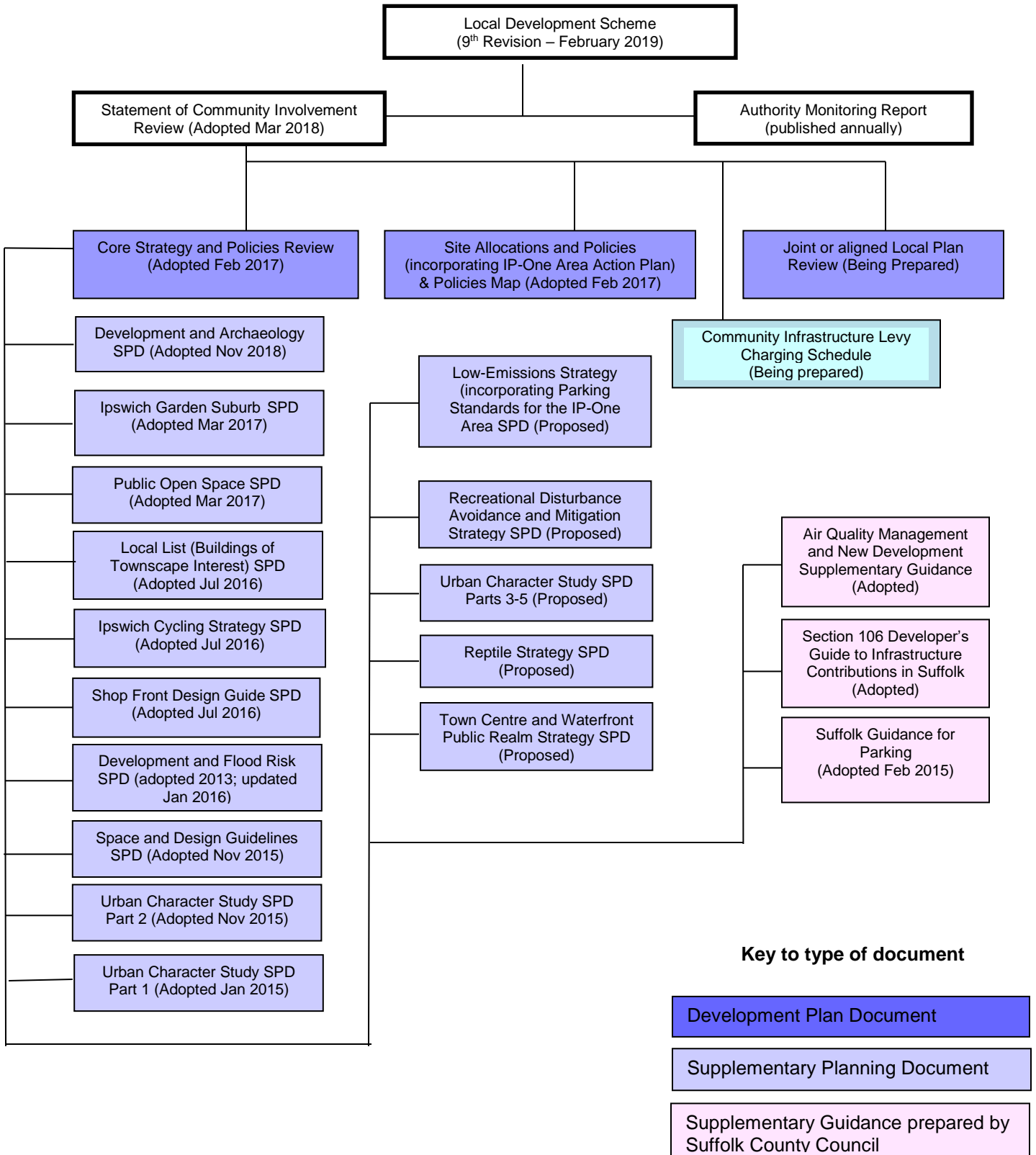
3.4 The diagram on the next page provides a summary of the planning documents that have been adopted or are proposed. All of these documents will be publicly available.

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<sup>4</sup> This is usually prepared at the 'publication' (Regulation 18) or 'submission' (Regulation 19) stages for development plan documents (Town and Country Planning (Local Planning) (England) Regulations 2012).

# Ipswich Local Development Scheme

9<sup>th</sup> Revision – February 2019



## **4 Local Development Documents**

- 4.1 Planning documents that the Council proposes to produce are listed below and explained in detail within Appendix 1. All the information that is required by the Act to be in a local development scheme (see paragraph 2.12) is included. The documents are:

	<i>Page</i>
<b>Development Plan Documents (DPDs)</b>	
<input type="checkbox"/> Joint or Aligned Local Plan Review	29
<b>Community Infrastructure Levy Documents</b>	
<input type="checkbox"/> Community Infrastructure Levy Charging Schedule	31
<b>Supplementary Planning Documents (SPDs)</b>	
<input type="checkbox"/> Recreational Disturbance Avoidance Mitigation Strategy	32
<input type="checkbox"/> Ipswich Urban Character Parts 3-5*	33
<input type="checkbox"/> Town Centre and Waterfront Public Realm Strategy	34
<input type="checkbox"/> Low-Emissions Strategy (incorporating Parking Standards for the IP-One Area)*	35
<input type="checkbox"/> Reptile Strategy*	36

\* These SPDs will provide supplementary guidance to policies contained with the Core Strategy and Policies DPD.

- 4.2 The policies map will be revised at the same time as all development plan documents, which involve changes to site allocations or geographical designations that need to be illustrated spatially, so as to show policies and proposals on a geographical basis (Regulation 9(1)).

### **Key Changes since the Local Development Scheme published in October 2015**

- 4.3 There are some significant changes between this revised version (10<sup>th</sup> edition) of the LDS and the previous version (9<sup>th</sup> edition) published in October 2015. These are:
1. Reflecting the adoption of the Ipswich Local Plan on 22<sup>nd</sup> February 2017. The Local Plan consists of two development plan documents (DPDs): the Core Strategy and Policies DPD Review and the Site Allocations and Policies (incorporating IP-One Area Action Plan) DPD.
  2. Updating the timetable for the preparation of the Joint or Aligned Local Plan Review of both of the DPDs which form the Local Plan;
  3. Updating the Council's position on the Community Infrastructure Levy;
  4. Reflecting the adoption of supplementary planning documents (SPDs), which were listed in the October 2015 Local Development Scheme, as follows: Ipswich Garden Suburb SPD in March 2017; Ipswich Urban Character SPD Part 2 in November 2015; Public Open Space SPD in March 2017; Space and Design Guidelines SPD in November 2015; Ipswich Cycling Strategy SPD in July 2016; and the Shop Front Design Guide in July 2016

5. Updating references to and timetables for the preparation of outstanding SPDs; this includes combining the Low Emissions Strategy SPD and Parking Standards for the IP-One Area SPD into one document, and deleting reference to the Identified Frontages (Central Shopping Area and District and Local Centres) SPD; and
6. Adding two new SPDs on the Recreational Disturbance Avoidance and Mitigation Strategy and Town Centre and Waterfront Public Realm Strategy.

#### Joint or Aligned Local Plan Review

- 4.4 The Planning Inspector who examined the adopted Core Strategy Review in 2016 required the Council to undertake a joint or aligned Local Plan Review with neighbouring authorities. It is necessary because of the Borough's tightly drawn administrative boundary. In his report, the Planning Inspector wrote, '... the objectively-assessed needs for new housing, employment land and new retail floorspace will be reviewed in the short term, the Council doing so in partnership with neighbouring authorities' (see also Council report C/16/16, 22nd February 2017).
- 4.5 The preparation of a joint or aligned Local Plan Review has commenced. Public consultation on Issues and Options for the Ipswich Borough Local Plan Review began on 18th August 2017 and ran until 30th October 2017. There were two parts to the Local Plan consultation document: the first (Part 1) addressed strategic matters and was produced jointly with Suffolk Coastal District Council and with reference to a joint Local Plan being prepared by Babergh and Mid Suffolk District Councils. The second part (Part 2) addressed local matters specific to Ipswich Borough.
- 4.6 Work continues on the preparation of a new joint or aligned Local Plan Review development plan document with the three neighbouring local planning authorities, which are Babergh District Council, Mid Suffolk District Council and Suffolk Coastal District Council. This is to review each local authority's Local Plan on a geography which covers the Ipswich Housing Market Area and the Ipswich Functional Economic Area. The Local Plan Reviews will project forward to 2036 to meet the development needs identified through jointly-commissioned evidence studies. This revised local development scheme extends the timetable for the work to show the process through to plan adoption.
- 4.7 It is anticipated that the work will continue to be joint where opportunities allow, but plans will be primarily aligned. This approach still requires the individual local planning authorities' formal approval processes to be followed and does not currently involve formally constituted joint committees.

#### The Duty to Cooperate

- 4.8 The National Planning Policy Framework (NPPF) February 2019 sets out a duty for public bodies to cooperate on strategic matters that cross administrative boundaries. Strategic planning matters are defined as (paragraph 20):
  - the homes and jobs needed,
  - retail and leisure development needed,
  - the provision of infrastructure and community facilities,
  - adapting to climate change and mitigating its effects, and
  - conserving and enhancing the historic, built and natural environment.

- 4.9 The 2019 NPPF requires strategic policy-making authorities to prepare and maintain one or more statement of common ground, documenting the cross-boundary matters being addressed and the progress made in co-operating to address them.
- 4.10 The Ipswich Strategic Planning Area ('ISPA') Board provides a forum for key cross boundary matters to be discussed between the neighbouring local planning authorities and Suffolk County Council over the Ipswich Housing Market Area and Functional Economic Area (consisting of the whole of Ipswich Borough, Babergh District, Mid Suffolk District and Suffolk Coastal District). Iterations of a draft Statement of Common Ground between the ISPA authorities have been published alongside the Suffolk Coastal District Council Local Plan Preferred Options consultation in July 2018, and the Ipswich Borough Council Preferred Options consultation in January 2019 (report reference E/18/32 refers). Formal signed copies will be submitted to the Government with each Local Plan Review at formal submission stage (regulation 22).
- 4.11 The joint or aligned Local Plan Reviews are currently progressing on broadly aligned timetables. Babergh and Mid Suffolk District Councils are preparing a joint Local Plan Review. Suffolk Coastal District Council is preparing its own Local Plan Review and is at a more advanced stage than the other ISPA authorities. Ipswich Borough Council is also preparing its own Local Plan Review, but shares four policies addressing strategic, cross-boundary matters with the Suffolk Coastal Local Plan Review. Key plan preparation stages for the respective Local Plan Reviews are as set out below.

#### Joint or aligned Local Plan Review Timetables

Stage	Timescale		
	Ipswich Borough Local Plan Review	Suffolk Coastal Local Plan Review	Babergh and Mid Suffolk Joint Local Plan Review <sup>5</sup>
Notify stakeholders and invite representations (issues and options stage and preferred options stage, regulation 18)	August–October 2017 January–March 2019	August–October 2017 July-September 2018	September–November 2017 Dec 2018- January 2019
Publish draft proposed submission plan for Inspection and invite representations on soundness (regulation 19)	August-October 2019	January-February 2019	April – May 2019
Submit plan and submission documents to Secretary of State (regulation 22)	Feb 2020	March 2019	May/June 2019
Independent examination hearings	May 2020	June 2019	June 2019

<sup>5</sup> Timetable based on the Babergh Mid Suffolk Local Development Scheme, July 2018. An update published on the Babergh Mid Suffolk web site in January 2019 states: 'Please note that the Joint Local Plan Regulation 18 Draft is currently in preparation, and is due to be considered by Full Council in June.'

Receive and publish Inspector's recommendations	October 2020	October 2019	Winter 2019
Adopt the plan	November 2020	Nov-December 2019	February 2020

4.12 The revised terms of reference of the ISPA Board were agreed in March 2018 and are as follows:

- To provide a forum in which the five local authorities can work together to develop, promote and deliver their vision for the ISPA, 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 ISPA 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 ISPA covers the geographic areas of Ipswich Borough Council, Babergh District Council, Mid Suffolk District Council and Suffolk Coastal District Council (the Ipswich Housing Market Area and Ipswich Functional Economic Area).

4.9 The commencement of the Joint Local Plan Review began in March 2017 and a 'Call for Sites' public consultation was carried out between 14<sup>th</sup> June and the 26<sup>th</sup> July 2017. Following this, a round of Regulation 18 public consultation on 'Issues and Options' was carried out for ten weeks between 18<sup>th</sup> August and 30<sup>th</sup> October 2017 on two Local Plan Review documents:

- Issues and Options for the Ipswich Local Plan, consisting of Part 1, prepared jointly with Suffolk Coastal District Council in order to consider strategic, cross-boundary issues, and Part 2 to address local issues for Ipswich Borough; and
- A Sustainability Appraisal Scoping Report – which will form the basis for sustainability appraisal of the new Local Plan Review documents as they are prepared.

4.10 A draft proposed 'Preferred Options' Local Plan Review was published in November 2018 with Regulation 18 public consultation taking place from January to March 2019. The remaining stages of plan preparation of the Joint Local Plan Review are projected to align with the timetable shown in table 1 of this document, with adoption anticipated in November 2020.

#### Update on Supplementary Planning Documents (SPDs)

4.11 The Planning Act 2008 removed the requirement for SPDs to be included in the local development scheme and for them to be subject to sustainability appraisal. However, they are included here for information and completeness, and are subject to Strategic Environmental Assessment (SEA) screening to determine

whether an assessment is required. If it is, then a sustainability appraisal incorporating SEA will be undertaken as was the case for the Ipswich Garden Suburb SPD.

- 4.12 An Ipswich Urban Character SPD is being prepared in multiple parts. This document will support the implementation of Core Strategy policies and inform future plan preparation and development management decision making. Detailed guidance already exists for the town's conservation areas, but there is little additional design guidance for the larger part of the urban area to guide developers or planners. National and local planning policies require the protection and enhancement of the special character and distinctiveness of Ipswich. Part 1 of the SPD was adopted in January 2015. It identifies, describes and analyses four urban character areas: California, Gipping & Orwell Valley, Norwich Road, and Parks. Part 2 of the SPD covers the areas of Chantry, Stoke Park and Maidenhall, and was adopted in November 2015. Parts 3-5 focus on the final three character areas: outer North East, North West and South East Ipswich. Preparation began in 2018 and the document will reach adoption in 2019.
- 4.13 A Recreational Disturbance Avoidance and Mitigation Strategy SPD is being prepared to provide guidance to developers and the public on how the impacts of new residential developments in Ipswich Borough on a number of European nature conservation sites may be avoided and mitigated. The SPD will establish a charge and charging mechanism for residential development in the Borough to ensure that mitigation measures can be implemented. The Council sought views on the content of the SPD from 14<sup>th</sup> June – 26<sup>th</sup> July 2017. The intention is to adopt the SPD by December 2019.
- 4.14 A Town Centre and Waterfront Public Realm Strategy SPD is being prepared to provide guiding principles for use in relation to street and public space design projects within the area. The 'call for ideas' for this SPD took place from 14<sup>th</sup> June – 26<sup>th</sup> July 2017. It is scheduled to adopt the SPD by June 2019.
- 4.15 A Low-Emissions Strategy SPD is being prepared. The call for ideas for this SPD was issued June to July 2017 (repeating a stage conducted previously in July 2015). This SPD is supported by the Council's Environmental Health service and would seek to provide a package of measures aimed at mitigating the transport impacts of development. The primary aim of low-emissions strategies is to accelerate the uptake of cleaner vehicle fuels and technologies in and around development sites and to promote modal shift away from the car. An example could be electric recharging points in car parks and on-street. It is proposed to incorporate the Parking Guidance for the IP-One Area SPD into the Low Emissions Strategy SPD. The reasoning is to ensure that the approach to parking in central Ipswich should not undermine actions to improve the Ipswich Air Quality Management Areas. The Parking Standards for the IP-One Area SPD will set maximum standards for car parking for new residential development within the IP-One Area and define appropriate standards for operational car parking in connection with non-residential uses within the central car parking core. An initial 'call for ideas' consultation on the parking standards was held during July and August 2015. A further 'call for ideas' consultation took place from 14<sup>th</sup> June – 26<sup>th</sup> July 2017.
- 4.16 A Reptile Strategy SPD is being prepared which will provide guidance on how to work within the 'mitigation hierarchy' in relation to reptiles on development sites. This includes guidance on how to avoid or minimise impacts to reptiles, and



particularly how to mitigate impacts by moving ('translocating') populations of reptiles to other sites. The aim of the SPD is to support Local Plan delivery by taking a more strategic approach to reptile translocation, by identifying receptor sites and planning for their establishment and ongoing maintenance. A 'call for ideas' public consultation took place in August 2015 and a subsequent follow up 'call for ideas' consultation was carried out from 14<sup>th</sup> June – 26<sup>th</sup> July 2017. Feedback from this consultation has been collated and the Council is in the process of producing a draft SPD with an aim to adopt it by December 2019.

- 4.17 An Identified Frontages (Central Shopping Area and District and Local Centres) SPD was previously due to be prepared to review and amend the identified frontages within the Primary, Secondary and Speciality Shopping Area of the Central Shopping Area, and the District and Local Centres. However, the 2018 review of the National Planning Policy Framework deleted reference to frontages. As a consequence, the draft Local Plan Review changed the approach within the Central Shopping Area to focus on groups of shop units instead of frontages. The groups are identified through an appendix to the draft Local Plan Review. The change in approach responds to the need for greater flexibility in the Central Shopping Area to support town centre regeneration. Therefore, the Council no longer plans to prepare this SPD.
- 4.18 Three further SPDs have been adopted or amended since October 2015, which were not listed in the Local Development Scheme. The first is the Development and Flood Risk SPD adopted in September 2013 and updated in January 2016 to reflect changes to national and local policy and guidance. The second is the Local List (Buildings of Townscape Interest) SPD adopted in 2013 and updated in July 2016 to amend existing or add more properties. The third is the Development and Archaeology SPD, which was prepared as part of a wider project with Suffolk County Council and Historic England to create an Urban Archaeological Database for Ipswich drawing together known written records of the town's archaeology into an online resource. The purpose of this SPD is to highlight the considerations and processes for the management of archaeological remains through the development process, in support of Local Plan policy on archaeology.

#### CIL Charging Schedule

- 4.19 CIL is a charge levied on new developments based on their floor area (usually a charge per square metre). It is a set charge and is not negotiable. The money raised is used to pay for infrastructure provision needed to support growth. Since 6<sup>th</sup> April 2015, local planning authorities have not been able to pool more than five section 106 contributions<sup>6</sup> (CIL Regulation 123). Thus tariff or standard charge approaches based on the section 106 system became unlawful after 6<sup>th</sup> April 2015.
- 4.20 The process for preparing a CIL charging schedule is similar to that for development plan documents. It is broadly as follows (for more detail refer to the Community Infrastructure Regulations 2010, as amended):
- Informal public consultation on the proposed levy rates in a draft preliminary version of the charging schedule (Regulation 15) – this was undertaken between December 2013 and January 2014;

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<sup>6</sup> Section 106 of the Town and Country Planning Act 1990

- Formal public consultation on a draft schedule for a period of at least four weeks during which representations can be made (Regulations 16 and 17);
- Submission to, and examination in public of the draft charging schedule by an independent person appointed by the charging authority (Regulations 19 and 20);
- Publication of the examiner's recommendations (Regulation 23);
- The Council adopts the charging schedule (Regulation 25).

4.21 The 2015 LDS identified a timetable for progressing the CIL beginning from December 2015 with adoption in July 2017. However, this matter has not been progressed owing to the publication of the Housing White Paper 'Fixing our Broken Housing Market' and the Government's commitment to review the current system of developer contributions. Future infrastructure funding will be considered through the preparation of a new Local Plan to 2036.

#### Work programme to December 2022

- 4.22 Chart 1 below presents the work programme up to the end of 2022 and plots all the documents against a time-line. This chart illustrates the work programme for the production of planning policy from now until the end of 2022. The way in which Chart 1 shows the post-submission examination of DPDs is **indicative only** and will ultimately be a matter for the Inspector to determine. The length of examinations and reporting will depend on the number of representations received and the resources available at the Planning Inspectorate at the time. Therefore, the examination and reporting times shown may need to be revised at a later date. The appointed Inspector will decide how the examinations will run once the documents and final representations have been submitted.
- 4.23 It is recognised that the planning system has resource implications for the Council. The Council's planning policy team will lead the production of local development documents, but additional resources will be made available corporately to support the work. There is also an acknowledgement that outside expertise will be required on some issues and that this will require funding via grants or corporate budgets.
- 4.24 The Council will, as far as possible, keep to the timetable it has set itself for the completion of individual local development documents and the Local Plan as a whole. The timetable has been prepared having regard to the current and future anticipated resources available to the Council. A detailed risk assessment is provided in Section 7.
- 4.25 The work programme for post 2022 is yet to be determined, with the exception of continuing a further Local Plan Review and the annual authority monitoring report. It is anticipated there will be further joint strategic planning work with neighbouring local authorities as each local authority reviews their strategic development plan documents. The National Planning Policy Framework requires Local Plans to be subject to review at least every five years (i.e. with adoption to be achieved within five years of the previous plan's adoption).

**Ipswich Local Development Scheme Timetable February 2019**

	2019												2020												2021												2022											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Joint or Aligned Local Plan Review <sup>1</sup>																																																
Recreational Disturbance Avoidance and Mitigation Strategy (RAMS) SPD																																																
Reptile Strategy SPD																																																
Low-Emissions Strategy (incorporating Parking Standards for the IP-One area) SPD																																																
Urban Character SPD - Part 3 (North West), 4 (North East) and 5 South East																																																
Ipswich Town Centre and Waterfront Public Realm Strategy SPD																																																
Local List SPD Review																																																
Statement of Community Involvement Review																																																
CIL Charging Schedule <sup>2</sup>																																																
Authority Monitoring Report																																																

<sup>1</sup> Timetables will depend on joint decisions with neighbouring local planning authorities on how to proceed. <sup>2</sup> The CIL Charging Schedule is currently in abeyance.

**Key to Stages of Preparation of Local Development Documents (note latest stage shown in colour for each month)**

	Pre-submission Consultation for DPDs (Reg 18) & evidence gathering for SPDs
	Consideration of informal consultation comments
	Preparation of the planning document or AMR
	IBC Executive agree a draft document / make recommendation to Council
	Ipswich Borough Council to agree the Local Development Document
	Publication of DPD and formal public consultation period (Regs 19 & 20 for DPDs, Regs 12 & 13 for SPDs)
	Consideration of formal consultation comments
S	Submission of the Development Plan Document to Secretary of State (Regulation 22)
	Preparation of examination evidence
E	Independent Examination
	Consult on Inspector's modifications
R	Receive Inspector's Report
A	Modify and Adopt the Local Development Document (Reg 26 for DPDs, Reg 14 for SPDs)
	Publish Authority Monitoring Report

The way in which this chart shows the post-submission examination of DPDs is indicative only and will ultimately be a matter for the Inspector to determine

## **5 Other Evidence Base Documents that will be published**

- 5.1 The development plan documents will establish the Council's planning policies. However, in preparing these documents, a range of background work needs to be undertaken or taken account of. This work will be or has been published as the evidence base for policy preparation. Many of these documents will be/are produced either by, or for, the Council, but a number of them will be/are prepared by or for other organisations. In addition, a number of background documents will not be or have not been produced specifically for planning purposes but will be of relevance to development plan documents (e.g. the Suffolk Local Transport Plan).
- 5.2 The 'Core Document Library' contains a number of background papers. The Core Document Library for the adopted Core Strategy and Policies Review DPD and the Site Allocations and Policies (incorporating IP-One Area Action Plan) DPD has been available since the plans were submitted and it includes at least 200 documents. Where appropriate, the Core Strategy Core Document Library reference has been included in the table below for ease of reference. The Core Document Library can be viewed at [www.ipswich.gov.uk/coredocumentlibrary](http://www.ipswich.gov.uk/coredocumentlibrary), and at the Council's offices at Grafton House, Russell Road in Ipswich. It can also be viewed at the County Library in Northgate Street, Ipswich, during periods of public consultation and independent examination.
- 5.3 Whilst the need for some background documents can be identified now, it should be noted that the Council might publish others in the course of preparing development plan documents.
- 5.4 Documents published since February 2017 have been included in a new evidence base for the Joint Ipswich Local plan Review to 2036. To date, the following documents have been published:

<b>Study or plan</b>	<b>Date published</b>
Settlement Sensitivity Assessment Volume 1: Landscape Fringes of Ipswich – July 2018.	2018
Ipswich and Waveney Housing Market Areas Strategic Housing Market Assessment (Peter Brett Associates) – Part 1 and Part 2	2017
Ipswich Economic Area Sector Needs Assessment Final Report (Lichfields)	2017
Ipswich Borough and Suffolk Coastal District Retail and Commercial Leisure Town Centre Study (WYG)	2017
Gypsy, Traveller, Travelling Showpeople and Boat Dwellers Accommodation Needs Assessment (ANA) for Babergh, Ipswich, Mid Suffolk, Suffolk Coastal and Waverney (RRR Consultancy Ltd)	2017

## **6 Strategic Environmental Assessment / Sustainability Appraisal (update)**

- 6.1 The Council is required to assess and appraise its development plan documents to comply with Strategic Environmental Assessment / Sustainability Appraisal (SEA / SA) requirements. The SEA requirement stems from the European Directive 2001/42/EC on the assessment of the effects of certain plans and programmes on the environment, which has been transposed into English law by the Environmental Assessment of Plans and Programmes Regulations 2004. The SA requirement stems from the Planning and Compulsory Purchase Act 2004, Part 2 Section 19(5)(a). Previously supplementary planning documents (SPD) have also been subject to SA, but the Planning Act 2008 removed this requirement. However, SPDs undergo a screening exercise to determine if a Strategic Environmental Assessment is required and if so this is undertaken as part of a Sustainability Appraisal.
- 6.2 The key difference between the two processes is that Strategic Environmental Assessment focuses on environmental effects only, whereas Sustainability Appraisal gives equal consideration to social, environmental and economic effects.
- 6.3 An initial SA Scoping Report to support the preparation of the Joint Local Plan Review was prepared in August 2017 and publically consulted on between 18<sup>th</sup> August and 30<sup>th</sup> October 2017. Following the feedback from this consultation, the SA Scoping Report has been amended to take account of comments where appropriate to inform the preparation of the draft SA. The draft SA will also be published for consultation alongside the Joint or Aligned Draft Local Plan Review when this goes through Regulation 19 consultation (with an interim at Regulation 18).
- 6.4 Information on the monitoring of objectives and indicators for these sustainability appraisal documents will be contained within future authority monitoring reports (see Section 8).

## 7 Risk Assessment

- 7.1 The Council is required in this local development scheme to set out firm timetables for the delivery of local development documents. Therefore, it is important to identify the risks that could affect the work programme set out in this revised local development scheme, and to consider how the risks may be minimised and mitigated.

### **Risk Assessment for Revised Local Development Scheme**

<b>Risk</b>	<b>Likelihood H/M/L</b>	<b>Impact H/M/L</b>	<b>Mitigation / contingencies</b>
1. Loss of staff, or reduction in staffing levels	Med	High	<ul style="list-style-type: none"> <li>• Look to alternative sources of help e.g. secondments from the development management team, student planners.</li> <li>• Exit interviews are conducted to find out why staff leave so that any “push” factors may be identified and addressed.</li> <li>• IBC has a staff performance, development and review system in place.</li> <li>• Use consultants particularly for specialist work, dependent on available funding.</li> <li>• Look at possibility to increase resources within the team.</li> <li>• Ultimately we will need to monitor the staffing situation and adjust timetables if there is no alternative.</li> </ul>
2. Risk to IBC's LDS timetables in undertaking joint working.	Med	Med	<ul style="list-style-type: none"> <li>• Exchange information on timetables with neighbouring districts.</li> <li>• Undertake regular liaison with key officers to get early alert to any changes.</li> <li>• Working together through the Ipswich Strategic Policy Area Board</li> </ul>
3. Inadequate budget for preparation of plans or evidence base work.	Med	High	<ul style="list-style-type: none"> <li>• Ensure future likely examinations and associated costs are considered within the Council's budgeting process.</li> <li>• Ensure, as far as possible, that monies have been set aside in the Council's budget.</li> <li>• Look for ways to add value to work e.g. through joint commissioning.</li> </ul>

<b>Risk</b>	<b>Likelihood H/M/L</b>	<b>Impact H/M/L</b>	<b>Mitigation / contingencies</b>
4. New national policy guidance being published part way through plan preparation.	Med	High	<ul style="list-style-type: none"> <li>• High level policy change is monitored through the AMR.</li> <li>• Need to progress LDDs based on best information we have at the time.</li> <li>• Seek advice from the Planning Inspectorate as appropriate.</li> </ul>
5. A new policy direction being adopted locally part way through plan preparation	Low	High	<ul style="list-style-type: none"> <li>• Aim for widest possible buy-in through involving Economic Development and Planning Working Groups.</li> </ul>
6. Capacity of Planning Inspectorate and other agencies to support the process.	Low	High	<ul style="list-style-type: none"> <li>• Liaise with Planning Inspectorate in revising the LDS and keep PINS up to date if timetables change.</li> </ul>
7. Over-ambitious programming of document preparation	Med	High	<ul style="list-style-type: none"> <li>• Manage non-local plan workload so as to ensure that LDS targets are met.</li> <li>• Employ robust project management approaches.</li> <li>• Continue to improve web-based comment system to make processing representations more efficient.</li> </ul>
8. Documents being found unsound/subject to legal challenge	Low	High	<ul style="list-style-type: none"> <li>• Use the soundness self-assessment tool kit.</li> <li>• Take legal advice on plan process and content.</li> <li>• Ensure accurate records are kept of the process.</li> <li>• Ensure evidence base is robust.</li> </ul>
9. Age of some of evidence base by the time we get to examination.	Med	Med	<ul style="list-style-type: none"> <li>• Update information where possible.</li> </ul>

## **8. Monitoring and Review**

- 8.1 The Ipswich local development scheme will be monitored on an annual basis from April to the end of March. Each autumn a monitoring report will be prepared. The report will:
- ❑ Outline where the Council has reached in the preparation of each local development document. This would include giving reasons if any LDD is behind the timetable set out in the LDS;
  - ❑ Give the date of adoption of local development documents;
  - ❑ Provide information on the extent to which policies within the development plan documents and the saved Ipswich Local Plan policies are being achieved;
  - ❑ In particular, for policies which the Council thinks are not being implemented, the Council will give reasons as to why they are not being implemented and what it intends to do about it;
  - ❑ Provide information on the number of housing units that have been completed;
  - ❑ Conclude as to whether any new local development documents are required or whether any existing plans need reviewing in advance of their scheduled main review date (see paragraph 9.5 below); and
  - ❑ Indicate where the local development scheme needs updating.
- 8.2 The Council is required to prepare a local development authority monitoring report under the Localism Act 2011 and publish it direct to the public.
- 8.3 In Appendix 1, each local development document has been given a formal review period of between two and five years. This period has been determined having regard to the relative importance placed on ensuring each document is kept as up-to-date as possible, together with an analysis of the likelihood of circumstances changing that would affect the contents of the document.
- 8.4 This staggered review period will also ensure that the planning policy workload is spread out as consistently as possible across a three year period. This local development scheme effectively creates a work programme for the Council on planning policy from 2019 to 2022 (this is illustrated in the timetable in Section 3). This work programme will be informed and amended via future versions of the local development scheme as a result of monitoring that will be brought together within the authority monitoring report.



## **Appendix 1 – Profiles of the Local Development Documents Proposed for Preparation or Review**

### **Document 1**

What will the document be called?	<b>Aligned Ipswich Local Plan Review</b>
What is the subject of the document?	<b>The plan will quantify the housing and employment growth needed and identify broad locations and sites for the growth, the infrastructure needed and any mitigation measures required through Habitats Regulations Assessment. The Aligned Local Plan Review will look ahead to 2036.</b>
What geographical area does the document cover?	<b>All of the Borough of Ipswich</b>
Will it be a development plan document?	<b>Yes</b>
Will it be produced jointly with other authorities and will this involve a joint committee?	<b>No, but the timetable of work and relevant policies for strategic, cross-boundary matters will be aligned with the other local authorities in the Ipswich Strategic Planning Area (ISPA) through the ISPA Board. Attention will be paid to the views of Suffolk County Council, as a member of the ISPA Board, as well as the education and highway authority, in accordance with the Duty to Co-operate.</b>
What timetable is proposed for this document (under the 2012 Regulations)?:	
<i>Notify stakeholders &amp; invite representations (reg 18)</i>	Jan 2019 – March 2019
<i>Publish draft proposed submission plan for inspection &amp; invite representations (regs 19-20)</i>	Aug 2019 – Oct 2019
<i>Submit plan &amp; submission documents to Secretary of State (reg 22)</i>	Feb 2020
<i>Independent examination hearings (reg 24)</i>	May 2020
<i>Receive &amp; publish Inspector's recommendations (reg 25)</i>	Aug 2020
<i>Adopt the plan (reg 26)</i>	Nov 2020
Who will be responsible for producing the document?	<b>The planning policy service of Ipswich Borough Council</b>
When will the document be reviewed?	<b>The document will be monitored on an annual basis and will then be the subject of a review within five years of adoption. It is proposed that the next review of the Local Plan would continue to be undertaken jointly or aligned with neighbouring authorities in</b>

**order to plan strategically for the growth of Ipswich.**

## **Document 2**

What will the document be called?	<b>Community Infrastructure Levy (CIL) Charging Schedule</b>
What is the subject of the document?	<b>The document will set out the charges to be levied on new development in Ipswich.</b>
What geographical area does the document cover?	<b>All of the Borough of Ipswich</b>
Will it be a Development Plan document?	<b>No</b>
Will it be produced jointly with other authorities and will this involve a joint committee?	<b>No, but during the process of document production, particular attention will be paid to the views of Suffolk County Council, as education and highway authority, and neighbouring authorities in relation to any cross-boundary infrastructure provision.</b>
What timetable is proposed for this document (under the CIL Regulations 2010 as amended)?	<b>This matter is not proposed to be progressed currently, owing to the publication of the Housing White Paper 'Fixing our Broken Housing Market' and the Government's commitment to review the current system of developer contributions.</b>
Who will be responsible for producing the document?	<b>The planning policy service of Ipswich Borough Council</b>
When will the document be reviewed?	<b>The document would be monitored on an annual basis and will then be the subject of a review if the monitoring highlights such a need.</b>

### Document 3

What will the document be called?	<b>Ipswich Urban Character SPD (Parts 3-5)</b>
What is the subject of the document?	<b>The Ipswich Urban Character SPD will identify, describe and analyse urban character areas across the Borough and identify important views within the town. It will enable new development to enhance local distinctiveness within Ipswich and support adopted 2017 policies DM5: Urban Design Quality and DM6: Tall Buildings in the Core Strategy. It will be supplementary to policy contained within the Core Strategy and Policies DPD.</b>
What geographical area does the document cover?	<b>All of the Borough of Ipswich excluding the conservation areas. The SPD is being prepared area by area. Parts 3-5 cover the outer North East, North West and South East Ipswich areas.</b>
Will it be a Development Plan document?	<b>No</b>
Will it be produced jointly with other authorities and will this involve a joint committee?	<b>No</b>
What timetable is proposed for this document (under the 2012 Regulations)?	<i>Evidence gathering, consultation, preparation of SPD</i> January 2019 (reg 12) <i>Public consultation period (regs 12, 13)</i> February 2019 <i>Modify and Adopt SPD (reg 14)</i> March - June 2019
Who will be responsible for producing the document?	<b>The planning service of Ipswich Borough Council</b>
When will the document be reviewed?	<b>The document will be monitored on an annual basis and will then be the subject of a review if the monitoring highlights such a need.</b>

#### **Document 4**

What will the document be called?	<b>Recreational Disturbance Avoidance Mitigation Strategy SPD</b>
What is the subject of the document?	<b>This document will to provide guidance to developers and the public on how the impacts of new residential developments in Ipswich Borough on a number of European nature consideration sites may be avoided and mitigated.</b>  <b>It will support policy CS4 contained within the Core Strategy and Policies DPD.</b>
What geographical area does the document cover?	<b>All of the Borough of Ipswich.</b>
Will it be a Development Plan document?	<b>No</b>
Will it be produced jointly with other authorities and will this involve a joint committee?	<b>No</b>
What timetable is proposed for this document (under the 2012 Regulations)?	<i>Evidence gathering, consultation, preparation of SPD (reg 12)</i> January – May 2019 <i>Public consultation period (regs 12, 13)</i> July – August 2019 <i>Modify and Adopt SPD (reg 14)</i> September – November 2019
Who will be responsible for producing the document?	<b>The planning policy service of Ipswich Borough Council will lead preparation but significant input will also be needed from the Parks and Open Spaces team.</b>
When will the document be reviewed?	<b>The document will be monitored on an annual basis and will then be the subject of a review if the monitoring highlights such a need.</b>

## Document 5

What will the document be called? **Town Centre and Waterfront Public Realm Strategy SPD**

What is the subject of the document? **The Town Centre and Waterfront Public Realm Strategy SPD will provide guiding principles for use in relation to street and public space design projects within the Town Centre and Waterfront areas.**

**It will be supplementary to policies contained within the Site Allocations and Policies (incorporating IP-One Area Action Plan) DPD and the Core Strategy and Policies DPD.**

What geographical area does the document cover? **Alexandra, St Margarets, Westgate, Holywells, Bridge, Gipping.**

Will it be a Development Plan document? **No**

Will it be produced jointly with other authorities and will this involve a joint committee? **No, but during the process of document production, particular attention will be paid to the views of Suffolk County Council.**

What timetable is proposed for this document (under the 2012 Regulations)?

*Evidence gathering, consultation, preparation of SPD* January 2019  
(reg 12)

*Public consultation period (regs 12, 13)* February 2019

*Modify and Adopt SPD (reg 14)* March - June 2019

Who will be responsible for producing the document? **The planning policy service of Ipswich Borough Council.**

When will the document be reviewed? **The document will be monitored on an annual basis and will then be the subject of a review if the monitoring highlights such a need.**

## Document 6

What will the document be called?	<b>Low-Emissions Strategy SPD incorporating parking standards for the IP-One Area</b>
What is the subject of the document?	<b>The document will seek to provide a package of measures aimed at mitigating the transport impacts of development. The primary aim of low-emissions strategies is to accelerate the uptake of cleaner vehicle fuels and technologies in and around development sites and to promote modal shift away from the car. An example could be electric recharging points in car parks and on-street. It is proposed to incorporate the Parking Guidance for the IP-One Area SPD into the Low Emissions Strategy SPD. The reasoning is to ensure that the approach to parking in central Ipswich should not undermine actions to improve the Ipswich Air Quality Management Areas. It will be supplementary to policies contained within the Core Strategy and Policies Review DPD.</b>
What geographical area does the document cover?	<b>All of the Borough of Ipswich</b>
Will it be a Development Plan document?	<b>No</b>
Will it be produced jointly with other authorities and will this involve a joint committee?	<b>No, but during the process of document production, particular attention will be paid to the views of Suffolk County Council, as the highway authority.</b>
What timetable is proposed for this document (under the 2012 Regulations)?	<i>Evidence gathering, consultation, preparation of SPD</i> January – May 2019 (reg 12) <i>Public consultation period (regs 12, 13)</i> July – August 2019 <i>Modify and Adopt SPD (reg 14)</i> September – November 2019
Who will be responsible for producing the document?	<b>The planning policy service of Ipswich Borough Council will lead preparation but significant input will also be needed from the Environmental Health team who undertake air quality work.</b>
When will the document be reviewed?	<b>The document will be monitored on an annual basis and will then be the subject of a review if the monitoring highlights such a need.</b>

## Document 7

What will the document be called?	<b>Reptile Strategy SPD</b>
What is the subject of the document?	<b>The Reptile Strategy SPD will provide guidance on how to work within the ‘mitigation hierarchy’ in relation to reptiles on development sites. This includes guidance on how to avoid or minimise impacts to reptiles, such as by retaining populations or part of a population on-site, and how to mitigate impacts, for example by moving (‘translocating’) populations of reptiles to other sites. It will include criteria for identifying receptor sites for translocated reptiles and will also identify potential sites. It will be supplementary to a policy contained within the Core Strategy and Policies DPD.</b>
What geographical area does the document cover?	<b>All of the Borough of Ipswich</b>
Will it be a Development Plan document?	<b>No</b>
Will it be produced jointly with other authorities and will this involve a joint committee?	<b>No</b>
What timetable is proposed for this document (under the 2012 Regulations)?	<i>Evidence gathering, consultation, preparation of SPD</i> January – May 2019 (reg 12) <i>Public consultation period (regs 12, 13)</i> July – August 2019 <i>Modify and Adopt SPD (reg 14)</i> September – November 2019
Who will be responsible for producing the document?	<b>The planning policy service of Ipswich Borough Council will lead preparation but significant input will also be needed from the Parks and Open Spaces team.</b>
When will the document be reviewed?	<b>The document will be monitored on an annual basis and will then be the subject of a review if the monitoring highlights such a need.</b>



## **Appendix 2 – Saved Policies**

The Core Strategy and Policies DPD Review (adopted February 2017) and Site Allocations and Policies (incorporating IP-One Area Action Plan) DPD (adopted February 2017) replaced any remaining saved policies of the Ipswich Local Plan (1997) and Core Strategy and Policies DPD (2011).

**Appendix 3 – List of Supplementary Planning Guidance documents relevant to Ipswich and those revoked**

The following is a list of adopted Supplementary Planning Guidance documents that will remain material considerations in the determination of planning applications. In due course the Council will delete them but it is anticipated that this will only occur after the event highlighted in the ‘Long Term position in new Local Plan’ column occurs.

<b>Supplementary Planning Guidance Title</b>	<b>Date</b>	<b>Long term position in new Local Plan</b>
Accessible General Housing	1997	Not likely to be required. Many of the issues are now covered by the Building Regulations system.
Central Shopping Area Frontages	1997	The Revised NPPF does not advocate the use of frontages for town centre retail-based policies. As such, emerging policies in the Preferred Options Draft Core Strategy do not promote the use of frontages. Therefore, this is unlikely to be needed in the long term.
Reducing the Environmental Impact of New Development	1999	Not likely to be required. Policies have been incorporated within the Core Strategy and Policies DPD and many of the issues are now covered by the Building Regulations system.

The following is a list of supplementary planning guidance documents previously revoked.

<b>Supplementary Planning Guidance Title</b>	<b>Date</b>	<b>Reason for revocation</b>
Section 106 Obligations	2000	Superseded by the Section 106 Developers Guide to Infrastructure Contributions in Suffolk adopted by Ipswich Borough Council in July 2012 and updated in January 2014.
Henslow Road Co-op Depot	1999	Development completed at the site.
Bolton Lane area	1999	Development completed at the site.
Land south of Bramford Road	1998	The site has largely been developed and the remaining sites will have individual site briefs if considered necessary.
Hayhill Road Allotments	1997	The site has planning permission and is almost complete.
Development Control Policies and Design Guidelines	1992	Standards still considered necessary and regularly used. Will be incorporated into new Space and Design Guidelines SPD. Superseded by Space and Design SPD 2015
Out of Town Centre Shopping	1997	Policies have been incorporated within the Core Strategy and Policies DPD.
A Cycle Strategy for Ipswich	1998	Superseded by the Cycling Strategy SPD in July 2016.
Public Open Space	1998	Superseded by the Public Open Space SPD in March 2017.
Smart Street / Foundation Street / Lower Orwell Street	1998	Incorporate within the opportunity area / IP-One Area Action Plan in the Site Allocations and

area		Policies DPD in February 2017.
A Good Practice Guide to Extending Your Home	1999	Superseded by the Space and Design Guidelines SPD in November 2015.
The Provision and Maintenance of Children's Play Space	1999	Superseded by the Public Open Space SPD in March 2017.

## **Appendix 4**

### **Summary of Key Changes from the October 2015 LDS**

There are three major changes between this revised version of the LDS and the previous version published in October 2015. These are:

1. Reflecting the adoption in February 2017 of the Ipswich Local Plan;
2. Updating timetables for DPDs and SPDs;
3. Updating reference and timetables to joint working planned on a joint Local Plan Review development plan document covering the wider Ipswich Policy Area and including the Ipswich Housing Market Area and Ipswich Travel to Work Area; and
4. Adding three SPDs on Development and Archaeology, Recreational Disturbance Avoidance Mitigation Strategy and Town Centre and Waterfront Public Realm Strategy.

In addition a number of other minor changes have been made to the text to ensure that:

- It is clear that this is a revision of the previous LDS; and
- Parts of the text are amended to ensure that it is up to date.

More detail on these changes and the reasoning behind them can be found in Section 4 of this Local Development Scheme and within the relevant report to Ipswich Borough Council's Executive Committee on 5<sup>th</sup> February 2019. A copy of that report can be obtained from the address on the front cover of this document, or the Council's website [www.ipswich.gov.uk](http://www.ipswich.gov.uk).

## **Appendix 5**

### **Glossary of Words and Terms used in the LDS**

<b><u>Word / Phrase</u></b>	<b><u>Abbreviations</u></b>	<b><u>Definitions</u></b>
<b>106 Obligations</b>		Requirements of developers as part of planning permissions. These are agreed in the planning application process, to provide contributions (usually financial) to develop facilities / amenities for the local community (e.g. education, open space).
<b>Adopted</b>		Final agreed version of a document or strategy.
<b>Affordable housing</b>		Housing which is accessible to those who cannot afford to buy or rent appropriate accommodation for their needs in the local housing market.
<b>Authority Monitoring Report</b>	<b>AMR</b>	Document produced each year recording and presenting progress on all elements of the local development framework where measurement is required.
<b>Area Action Plan</b>	<b>AAP</b>	One of a number of types of planning documents that can form part of the local plan. The document would relate to part of, rather than all of the borough.
<b>Authority</b>		Organisation or body responsible for implementation of particular tasks.
<b>Community Plan</b>		'One-Ipswich' is the community plan for Ipswich and is a document produced to promote and improve the economic, social and environmental well-being of the community.
<b>Conformity</b>		A term for a proposal, plan or strategy which is in line with policies and principles set out in other relevant documents.
<b>Core Strategy</b>		The development plan document which provides the vision for the future development of Ipswich. It sets out the key policies that all planning applications will be assessed against.

<b>Development Plan Document</b>	<b>DPD</b>	A document which sets out the planning policy framework against which proposals for development will be assessed. The Core Strategy and combined Site Allocations document are both DPDs.
<b>Development Plans Team</b>		See Planning Policy.
<b>Implementation Framework</b>		A process which sets out to ensure proposals in plans, programmes and strategies are completed within an agreed timeframe.
<b>Inspector's Report</b>		Document produced by an independent inspector from the Planning Inspectorate. It assesses the soundness and robustness of development plan documents.
<b>Integrated Transport</b>		Term used to describe how various modes of transport work together.
<b>Ipswich Borough Council</b>	<b>IBC</b>	The Council responsible for a range of service provision in Ipswich including the local development framework and dealing with planning applications.
<b>Local Development Documents</b>	<b>LDD</b>	All development plan documents and supplementary plan documents are local development documents.
<b>Local Development Framework</b>	<b>LDF</b>	The name previously given to the collection of plans prepared by IBC which provided the policy framework for development in the Borough. Now it is known as a Local Plan.
<b>Local Development Scheme</b>	<b>LDS</b>	The document that sets out Ipswich Borough Council's proposals for new LDDs and the timetable for producing them.
<b>Local Plans</b>		The 'new' term for a local planning authority's local development framework. The local plan comprises all the DPDs for a local planning authority's area.
<b>Material Consideration</b>		A factor to be taken into account when making a planning decision.
<b>Monitoring and Review</b>		Regular measurement of progress towards targets, aims and objectives. It also involves scrutiny, evaluation and, where necessary, change of policies, plans and strategies.
<b>Options Consultation</b>		A stage in the production of a LDD which seeks to actively involve statutory authorities and the public in determining a range of options for future planning policy and development.

<b>Planning and Compulsory Purchase Act 2004</b>		The law that changed the planning system in the UK.
<b>Planning Policy</b>	<b>PP</b>	The service within Ipswich Borough Council which is responsible for developing the local plan in Ipswich.
<b>Planning Policy Framework</b>		Policy statements and guidance on planning issues set out in documents produced at central, regional and local government levels.
<b>Pre Submission Consultation</b>		Consultation with statutory consultees prior to DPDs and SPDs being written.
<b>Pre Submission Public Participation</b>		Consultation with the general public and all those with an interest in each particular document prior to the documents being written.
<b>Regeneration</b>		Renewal and rehabilitation of former derelict or under-used sites / areas.
<b>Renaissance</b>		Term to describe the revitalisation of an area.
<b>Site Allocations</b>		Designation of land in a LDD for a particular land use (e.g. Housing).
<b>Statement of Community Involvement</b>	<b>SCI</b>	Document which sets out the standards which an authority will achieve with regard to involving local communities in the preparation of <i>local development documents</i> and development management decisions.
<b>Statement of Conformity</b>		Statement which identifies and confirms that all policies, proposals and strategies are in line with relevant national policies.
<b>Strategic Environmental Assessment</b>	<b>SEA</b>	An environmental assessment which complies with the EU Directive 2001/42/EC. The environmental assessment involves the preparation of an environmental report, the carrying out of consultations, the taking into account of these in decision making, the provision of information when the plan or programme is adopted and showing that the results of the environmental assessment have been taken into account.
<b>Strategic Housing Land Availability Assessment</b>	<b>SHLAA</b>	A piece of evidence required to demonstrate that the land proposed for residential development in a DPD is suitable, available and likely to come forward during the plan period.

<b>Strategic Housing Market Assessment</b>	<b>SHMA</b>	A piece of evidence required to enable local planning authorities to ensure that local plan policies help to create balanced housing markets.
<b>Suffolk County Council</b>	<b>SCC</b>	The Council that is responsible for a range of services including education and transport.
<b>Suffolk Local Transport Plan</b>	<b>LTP</b>	A document relating to highway and transport projects and programmes.
<b>Supplementary Guidance</b>		Guidance to assist the delivery of development and may be prepared by another body such as a County Council, where this would provide economies in production and the avoidance of duplication, e.g. where the information in it would apply to areas greater than single districts.
<b>Supplementary Planning Documents</b>	<b>SPD</b>	Documents which local planning authorities may prepare which will provide additional supporting information in respect of policies in <i>development plan documents (DPDs)</i> . They do not form part of the Development Plan and are not subject to independent examination but they will be treated as a material consideration when determining planning applications.
<b>Supplementary Planning Guidance</b>	<b>SPG</b>	Non-statutory planning guidance which complements development plans and Central Government policy advice under the old planning system. SPG offers more detailed advice and has often been used to help implement the policies and proposals in the local plan.
<b>Sustainability Appraisal</b>	<b>SA</b>	A tool for appraising policies and documents to ensure they reflect sustainable development objectives. All policies and development plan documents must be subject to a sustainability appraisal.