



<b>Meeting</b>	Ipswich Strategic Planning Area Board
<b>Date</b>	Monday 2 <sup>nd</sup> October 2025
<b>Time</b>	17:00
<b>Location</b>	Orwell Room, Grafton House, Ipswich
<b>Attendees</b>	<p> Cllr Carole Jones (Ipswich Borough Council) (Chair)  Cllr Mark Packard (East Suffolk Council)  Cllr Sally Davies (Babergh District Council)  Cllr Andrew Stringer (Mid Suffolk District Council)  James Cutting (Suffolk County Council) (JC)  Peter Freer (Suffolk County Council) (PF)  Robert Hobbs (Babergh and Mid Suffolk District Councils) (RH)  Dee O'Rourke (Babergh and Mid Suffolk District Councils) (DO)  Ben Woolnough (East Suffolk Council) (BW)  Andrea McMillan (East Suffolk Council) (AM)  Jason Beck (East Suffolk Council) (JB)  Isaac Plummer (East Suffolk Council) (IP)  Nick Khan (East Suffolk Council) (NK) </p>
<b>Distribution</b>	Attendees
<b>Apologies tendered in advance</b>	<p> Cllr Paul West (Suffolk County Council)  James Mann (Ipswich Borough Council) (JM)  Graeme Mateer (Suffolk County Council) (GM) </p>

**Items:**

	Item	Action
<b>1.</b>	<b>Apologies for absence</b>	
1.1	James Mann (Ipswich Borough Council) (JM) Graeme Mateer (Suffolk County Council) (GM)	
<b>2.</b>	<b>Agreement of Action Notes from previous meeting</b>	
2.1	Agreed.	
<b>3.</b>	<b>Suffolk wide working</b>	
3.1	<b>AM</b> delivered a presentation to members providing an update and overview of the ongoing Suffolk-wide working arrangements. <b>BW</b> recommended that a representative from West Suffolk Council (WSC) be invited to attend the next ISPA Board meeting. This suggestion was met with agreement from all members present.	
3.2	<b>Cllr Davies</b> inquired about the potential risks associated with the proposed arrangements. <b>AM</b> responded by noting that the primary risk would be the absence of appropriate governance structures and confirmed that this concern had been addressed within the existing risk assessment.	
3.3	<b>Cllr Stringer</b> emphasized the importance of maintaining momentum on the Local Plans, particularly in preparation for the establishment of the mayor. <b>BW</b> added that the language used within Local Plans would reflect the anticipated changes to council boundaries, ensuring alignment with future governance structures.	
<b>4.</b>	<b>Call for Sites</b>	
4.1	<b>JB</b> delivered a presentation to members providing an update and overview of the work undertaken by the Call for Sites sub-group.	
4.2	<b>Cllr Packard</b> raised a question about what approach West Suffolk Council (WSC) is taking. <b>RH</b> responded that WSC had adopted their Local Plan in July and noted that WSC will be publishing a call for sites slightly later in the	

<p>4.3</p> <p>4.4</p> <p>4.5</p>	<p>process, but WSC are involved in the joint working on Call for Sites.</p> <p><b>BW</b> suggested that planning consultants be notified in advanced via the mailing list to ensure they are adequately prepared, given the simultaneous nature of the upcoming communications. <b>Cllr Stringer</b> asked whether there would be value in preparing a joint press release in advance. <b>AM</b> confirmed that there is sufficient time to draft a press release ahead of the call for sites launch.</p> <p><b>NK</b> recommended preparing a set of Frequently Asked Questions (FAQs), a member briefing, and parish briefings in advance, noting that these would be highly beneficial. <b>PI</b> supported the idea of joint working on these materials, highlighting the advantages of a coordinated approach.</p> <p><b>Cllr Stringer</b> emphasized that the press release should be shared as early as possible to ensure alignment and readiness across authorities.</p>	<p><b>Action:</b> Officers to draft a press release and circulate it to ISPA Board members for review and approval.</p>
<p>5.</p> <p>5.1</p> <p>5.2</p> <p>5.3</p> <p>5.4</p>	<p><b>Evidence base</b></p> <p>Officers presented to members the priority evidence supporting the development of the Local Plan.</p> <p>Constraints Mapping - <b>AM</b> led a discussion on constraints mapping. <b>NK</b> asked whether the number of constraints had increased since the previous Local Plan. <b>AM</b> confirmed that certain constraints, such as flood risk and water supply, have intensified in some areas. Other constraints, such as landscape designations, remain largely unchanged. <b>BW</b> added that Anglian Water had flagged foul water drainage as an emerging constraint.</p> <p>Transport Modelling - <b>LB</b> provided an update on transport modelling. In response to a question from <b>Cllr Packard</b> regarding the inclusion of bus services, <b>LB</b> confirmed that bus infrastructure can be incorporated once traffic modelling is complete. <b>LB</b> also explained the Department for Transport's connectivity tool, which is capable of projecting the benefits of bus infrastructure improvements.</p> <p><b>Cllr Stringer</b> asked about funding mechanisms for bus improvements. <b>LB</b> responded that while funding can be referenced in Local Plan allocations, actual negotiations would take place during the Section 106 process. There is also potential for cumulative site contributions to support infrastructure delivery.</p>	

5.5	<p><b>Cllr Stringer</b> noted that some schemes are already in place but are facing delays due to design capacity limitations. He asked whether Suffolk County Council (SCC) would be able to deliver. <b>LB</b> stated that having greater certainty over the pipeline of schemes would help build the case for increased resources.</p>	
5.6	<p><b>Cllr Stringer</b> also raised the issue of speed limits in new developments. <b>LB</b> confirmed that speed limit policy is currently under review, although exceptions will remain. <b>Cllr Jones</b> agreed that speed limits should be considered early in the planning process.</p>	
5.7	<p>Housing Needs and Gypsy and Traveller Accommodation - <b>RH</b> provided an update on housing needs and gypsy and traveller accommodation evidence. In response to a question from <b>Cllr Stringer</b> regarding timelines, <b>RH</b> noted that some evidence was gathered last year, but further work is now focused on defining the scope and location of future studies. <b>AM</b> added that there is a national shortage of consultants in this area, making it important to begin work as early as possible.</p>	
5.8	<p>Stakeholder Engagement - <b>AM</b> responded to a question from <b>Cllr Jones</b> about stakeholder involvement and listed some examples of key stakeholders including Suffolk County Council, Anglian Water, the Environment Agency, Natural England, National Highways, the Integrated Care Board. <b>AM</b> explained that these organisations are essential for providing evidence that cannot be sourced internally due to their specific responsibilities.</p>	
<b>6.</b>	<b>AOB</b>	
6.1	<p><b>PF</b> informed members that a workshop on the Spatial Development Strategy is scheduled to take place with the Planning Advisory Service (PAS) later in October or November. Officers are currently discussing and progressing work in preparation for this session.</p>	