



IPSWICH

BOROUGH COUNCIL

Minutes

Meeting	Development Steering Group
Date	7 th August 2012
Time	09:30 – 12:30
Location	Room 4c, Grafton House
Present	Laurence Collins (LC) – IBC (Chair) Steve Miller (SM) – IBC Phil Sweet (PS) – IBC Fionnuala Lennon (FL) – ATLAS Nicholle Phillips (NP) – Crest Lawrence Revill (LR) – David Lock Associates Martin Blake – Mersea Homes Stuart Cock – Mersea Homes Neil McManus (NM) – SCC Robert Hobbs (RH) – IBC (minutes)
Apologies	Kevin Willcox – Crest Steve Haines – David Lock Associates Arwel Owen – David Lock Associates Paul Wranek – Ipswich School Dave Watson – SCC
Distribution	Attendees only (draft)
Minutes Agreed	To be confirmed at next meeting

Items:

		Action	Attachments
1.0	Minutes of Last Meeting		
1.1	Minutes of the last meeting were agreed.	All	
1.2	PS advised he was meeting with Jonathan Galton of Climate Consulting next week.	PS	
1.3	Freedom of Information is a standing item on the agenda from now on.	LC	
2.0	Report from Spatial Planning Group		
2.1	PS, NP, FL attended the Spatial Planning Working Group meeting on 31 st July. Draft minutes have been circulated to the Development Steering Group. It was noted that the community engagement day had gone well and David Lock Associates have produced a draft report of outputs from the day. David Lock Associates are to draft 3-4 options for consideration and approval prior to public consultation in the autumn. It was agreed that the options be presented to the Development Steering Group at the next meeting.	LR	
2.2	SC and NP agreed to co-ordinate an energy and sustainability report by consultants to present to the Development Steering Group at the next meeting.	SC/NP	
2.3	SC asked about the ability to increase the size of the country park outside of the supplementary planning document (SPD) boundary. The area in question is in Suffolk Coastal District Council. SM would raise this at the next Ipswich Policy Area Board meeting.	SM	
2.4	It was discussed that each option would have a separate land use budget. PS raised the issue of a landscape strategy and David Lock Associates agreed they would produce their landscape assessment for the area.	LR	
2.5	SC asked to see the landscape assessment undertaken as evidence for the Core Strategy.	SM	
3.0	Report from Transport Working Group		
3.1	SM referred to the paper from Ian Dix at Vectos noting the need for multiple accesses to the site. Ian Dix is doing a report for the next Transport Working Group and Development Steering Group.	Ian Dix	
3.2	SM mentioned that he had discussed with Network Rail the level crossing at Westerfield and felt that its improvement could also be linked with a Section 106 agreement from development at the Port of Felixstowe.		

3.3	It was noted by NP that the minutes of the Transport Working Group meeting on 1 st August needed to be corrected and SM agreed to do this.	SM	
4.0	Report from Community Engagement Day and future programme for Community Engagement		
4.1	All agreed a positive day and that transport was the most significant issue. PS agreed the Community Engagement Day summary and an analysis of responses from the Call for Ideas would be put on the Council's website.	PS	
5.0	Report from stakeholders engagement		
5.1	David Lock Associates had circulated a draft stakeholder report. SC noted that Sport England would like land retained for sports uses and would likely seek like for like replacement. NP noted UK Power Networks request for a new substation and advised consultants will have a look at the likely cost of this. PS advised that the Council is having a Phase 1 habitat survey of the area undertaken.		
6.0	SPD Boundary		
6.1	Agreed to finalise the SPD boundary at the next Development Steering Group meeting.		
7.0	SPD Programme/Management/Core Strategy Review		
7.1	SM discussed the proposed timetable for production of the SPD and was aiming to undertake public engagement on options in the autumn. Following this public engagement a draft SPD would go to Executive for approval, likely in the new year for statutory public consultation in early 2013. The Council agreed to formalise the project plan and to report back to the Development Steering Group at the next meeting.	SM	
8.0	SPD costs of David Lock Associates not covered by Developers (confidential)		
8.1	This item is confidential.		
9.0	Call for Ideas report/update		
9.1	The Council is to do an analysis summary of what was said before the next meeting.	PS	
10.0	Phasing and Delivery update		
10.1	SM asked for a paper on the developer's preferred phasing and infrastructure. SC noted this would be	SM	

	possible once the preferred option was available. NP asked if it was possible for SM and NM to provide details of when infrastructure would likely be triggered by the housing development. SM agreed he would produce a draft infrastructure list based upon initial discussions. SC needs clarification on whether this development is going to be exempt from the Community Infrastructure Levy (CIL) or not.		
11.0	Environmental and Retail Assessments update		
11.1	RH introduced that the Council were appointing two consultants to undertake a sustainability appraisal and a retail assessment of opportunities, location, need and impact at the Northern Fringe. Reports were expected in October.		
12.0	Community Steering Panel draft minutes		
12.1	It was agreed that a number of items are put on the agenda for discussion at the Community Steering Panel meetings, followed by a discussion around the minutes of other meetings for information. It was agreed that information could be released where it was a final version and agreed by the Council.		
13.0	Date of future Meetings of all Groups		
13.1	It was agreed that the next date of the Community Steering Panel was 21 st August and in the draft minutes this is stated as from 3.30pm.		
13.2	The next Spatial Planning Working Group meeting was proposed for 10 th September, beginning at 10am and agreed at this meeting.		
13.3	The next Transport Working Group meeting is scheduled to take place also on 21 st August.		
13.4	The next Development Steering Group meeting is scheduled to take place on 11 th September at 9.30am.		
14.0	FOI management		
14.1	Discussed in item 12. The Council is to advise when information can be released under the Freedom of Information Act.		
15.0	AOB		
15.1	None		

The full minutes of this meeting are assumed to be accessible to the public and to staff, unless the chair claims an exemption under the **Freedom of Information Act 2000**. For detailed guidance about applying the exemptions visit <http://www.ico.gov.uk/>



Please indicate opposite any exemptions you are claiming.

Remember that some exemptions can be overridden if it is in the public interest to disclose – as decided by the FOI multi-disciplinary team.

Exemptions normally apply for a limited time and the information may be released once the exemption lapses.

These minutes contain information;

Please insert an "x" if relevant

1. That is **personal data**

2. Provided in **confidence**

3. Intended for **future publication**

4. Related to **criminal proceedings**

5. That might prejudice **law enforcement**

6. That might prejudice ongoing **external audit** investigations

7. That could prejudice the **conduct of public affairs**

8. Information that could endanger an individual's **health & safety**

9. That is subject to **legal privilege**

10. That is prejudicial to **commercial interests**

11. That **may not be disclosed by law**

12. **Other** Please describe