



IPSWICH BOROUGH COUNCIL

Action Notes

Meeting	Ipswich Policy Area Board
Date	Thursday 21 st November 2013
Time	14:00
Location	Council Chamber, Suffolk Coastal District Council
Present	Cllr John Hinton (JH) – Babergh District Council Cllr Carole Jones (CJ) – Ipswich Borough Council Cllr John Whitehead (JW) – Mid Suffolk District Council Cllr Geoff Holdcroft (GH) – Suffolk Coastal District Council Lindsay Barker (LB) – Babergh/Mid Suffolk District Councils Rich Cooke (RC) – Babergh/Mid Suffolk District Councils Robert Hobbs (RH) – Ipswich Borough Council Matthew Ling (ML) – Ipswich Borough Council Steve Miller (SM) – Ipswich Borough Council Desi Reed (DR) – Suffolk Coastal District Council Phil Ridley (PR) – Suffolk Coastal District Council John Pitchford (JP) – Suffolk County Council
Apologies	Cllr Graham Newman (GH) – Suffolk County Council
Distribution	Published.
Action Notes Agreed	Agreed.

Items:

		Action	Attachments
1.0	Nominations and agreement of Chair		
1.1	It was agreed that GH would chair the meeting as it was being held at Suffolk Coastal District Council offices.	All	

2.0	Action Notes of last meeting (information only)		
2.1	Action notes of the last meeting on 19 th November 2012 were noted for future reference.	All	
3.0	Presentation on Duty to co-operate	PR	
3.1	PR introduced changes to the planning environment since the IPA Board met in November 2012, in particular the loss of the regional planning with the revocation of the East of England Plan. In its place was an emphasis on the duty to co-operate introduced by the Localism Act in November 2011 and amplified by the National Planning Policy Framework (NPPF) in March 2012. PR emphasised the first test at an Examination in Public is to be able to evidence co-operation.		
3.2	Local authorities are now the strategic and local plan makers. The duty to co-operate (referred hereinafter to as the duty) places a legal duty on local planning authorities, county councils and public bodies to engage constructively, actively and on an ongoing basis to maximise the effectiveness of Local and Marine Plan preparation relating to strategic cross boundary matters.		
3.3	Public bodies include the Environment Agency, English Heritage and Natural England. Other parties not subject to this duty but that local planning authorities must have regard to their activities in plan preparation include the New Anglia local enterprise partnership and the Wild Anglia local nature partnership. Private utility companies and providers are also expected to engage positively.		
3.4	Strategic priorities to be covered by the duty include the homes and jobs needed in the area, the provision of infrastructure, health, climate change mitigation and adaptation, and conservation and enhancement of the natural and historic environment.		
3.5	<p>It was noted that the duty is an ongoing collaborative process, which is to be recorded and evidenced, and that the focus is on outcomes to deliver effective local plan policies. There is no set way to undertake the duty but it was agreed that the IPA Board presented a forum to discuss matters of cross boundary strategic significance and to report back recommendations to the respective local planning authority strategic committees.</p> <p>Action: That each local planning authority and Suffolk County Council report to their strategic committees the importance of the duty to co-operate and the role of the IPA Board in meeting this requirement.</p>		

<p>4.0</p> <p>4.1</p> <p>4.2</p> <p>4.3</p> <p>4.4</p> <p>4.5</p> <p>4.6</p>	<p>Ipswich Policy Area proposed work programme</p> <p>It was agreed that all IPA partners would work together to agree a position on housing and employment needs and supply across the IPA by the autumn of 2014.</p> <p>Action: A work programme to be drafted by the next meeting of the IPA Board.</p> <p>It was agreed that a paper would be produced considering alternative options to the existing IPA boundary. The current IPA boundary is based upon that identified in the former East of England Plan. Supporting maps showing employment locations on a Suffolk wide basis to be produced.</p> <p>Action: A paper considering alternatives to the IPA boundary to be prepared, supported by appropriate locational maps.</p> <p>It was agreed that the IPA use the Pop Group model and the current scenarios used by Ipswich Borough Council for population and household forecasting modelling. A paper explaining the scenarios and their conclusions to be presented.</p> <p>Action: A paper explaining the scenarios used by Ipswich Borough Council in the population and household forecasting to support their draft Core Strategy Focused Review, to be presented to the Board.</p> <p>It was agreed that the objectively assessed housing needs of the IPA should be met in the IPA.</p> <p>Action: Objectively assessed housing needs to be established across the IPA.</p> <p>In addressing Gypsy and Traveller provision in the IPA, it was noted that work was being undertaken Suffolk wide and that the IPA Board should feed in recommendations to this work.</p> <p>Action: IPA Board to engage with the Suffolk wide work being undertaken on Gypsy and Traveller provision.</p> <p>It was agreed that the East of England Forecasting Model (EEFM) is used in evidencing employment forecasting data but to be taken alongside work from both the Local Enterprise Partnership, and Suffolk Growth work being undertaken by local planning authorities and Suffolk County Council.</p>	<p>SM/All</p>	
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	<p>Action: An economic paper to be produced explaining the evidence, assumptions and strategy.</p>		
4.7	<p>A formal planning mechanism was discussed and options are to be presented to a future IPA Board meeting.</p> <p>Action: A paper explained options to be presented to a future IPA Board meeting.</p>		
4.8	<p>In respect of the Community Infrastructure Levy (CIL), work is being undertaken on a Suffolk wide scale around charging schedules.</p> <p>Action: The IPA Board to be kept informed of the progress of CIL charging schedules and their respective infrastructure lists.</p>		
4.9	<p>A work programme is to be prepared for the next IPA Board meeting.</p> <p>Action: A work programme to be presented to the next IPA Board meeting.</p>		
4.10	<p>It was agreed that GH chair the IPA Board meetings, which will be held every other month, until May 2015. Ipswich Borough Council will provide the secretariat.</p>		
5.0	<p>Any Other Business</p>	JP/All	
5.1	<p>JP suggested the IPA Board report to the Public Sector Leaders Board, which was agreed.</p>		
6.0	<p>Date of Next Meeting</p>	All	
6.1	<p>A provisional date was agreed of Friday 10th January 2014.</p>		

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These minutes contain information;	Please insert an "x" if relevant
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2. Provided in confidence	
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4. Related to criminal proceedings	
5. That might prejudice law enforcement	
6. That might prejudice ongoing external audit investigations	
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8. Information that could endanger an individual's health & safety	
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