



IPSWICH

BOROUGH COUNCIL

Action Notes

Meeting	Ipswich Policy Area Board
Date	19 December 2014
Time	14:00
Location	Suffolk Coastal District Council Offices
Present	Cllr Geoff Holdcroft –Chair – Suffolk Coastal District Council (SCDC) Phil Ridley (PR) – Suffolk Coastal District Council Desi Reed (DR) – Suffolk Coastal District Council Cllr Simon Barrett – Babergh District Council (BDC) Cllr John Hinton – Babergh District Council Cllr John Whitehead – Mid Suffolk District Council (MSDC) Matt Deakin (MD) – Babergh & Mid Suffolk District Councils Gill Cook (GC) – Babergh & Mid Suffolk District Councils Cllr Carole Jones (CJ) – Ipswich Borough Council (IBC) Steve Miller (SM) – Ipswich Borough Council Robert Hobbs (RH) – Ipswich Borough Council Cllr Graham Newman (GN) – Suffolk County Council (SCC) John Pitchford (JP) – Suffolk County Council James Cutting (JC) – Suffolk County Council Mary Moore (MM) – Suffolk County Council
Apologies	Lindsay Barker – Babergh & Mid Suffolk District Councils Rich Cooke – Babergh & Mid Suffolk District Councils Matthew Ling – Ipswich Borough Council
Distribution	Published.
Action Notes Agreed	Agreed.

Items:

		Action	Attachments
1.0	Agree action notes of November meeting		
1.1	Agreed.	RH to publish on IBC website.	
2.0	Suffolk Housing Survey		
2.1	GC presented the background to the Suffolk Housing Survey, highlighting that each local authority undertakes a housing needs survey usually every five years. This reflects the needs within the household and is used to plan the right type of housing, its quality, place and price.	IPA Board to determine what data is required to be explored further.	
2.2	The results of the Suffolk Housing Survey will be available to local authorities in early 2015, to inform their decision-making.		
3.0	Update on project plan		
3.1	Agreed an Ipswich Policy Area (IPA) Board meeting to be held in February and March 2015 and then every month during the year.		
3.2	Expect a housing need and supply update in March 2015, following publication of the DCLG household projections in February.	Paper to be prepared for March.	
3.3	An employment land needs assessment report should be available in draft by May 2015 for the Board to consider.		
3.4	Additional resource for the IPA work was discussed and officers are to investigate project management capacity.	Officers to investigate.	
4.0	Employment Needs Assessment revised project plan		
4.1	Each IPA local authority undertaking a desktop review of employment data, along with Waveney District Council.	Officers to progress project.	

4.2	Will procure consultants to undertake market signal data collection and analysis in collaboration with economic development officers.		
4.3	The study will provide a deeper understanding of business needs and requirements.		
4.4	The study will also set the basis for establishing the functional economic area across the four IPA authorities.		
5.0	Employment Observations in Suffolk		
5.1	Discussed under item 4.		
6.0	Ipswich Housing Market Area objectively assessed housing needs update and population update		
6.1	A summary of existing projections was presented. It was noted that the recession had meant there was less people moving and therefore it was appropriate to use a ten year trend for projections, which is what the Ipswich Housing Market Area Population and Household Projections report by Luton Borough Council reflects, published in September 2013.		
6.2	The Further Alterations to the London Plan has also used a ten year base projection for its recent Examination in Public.		
6.3	As the population, labour force and economic aspects are related, it was agreed to use the forthcoming 2014 East of England Forecasting Model for population trends across the four local authority areas.		
7.0	Housing Standards Review		
7.1	This recent Government consultation was discussed and the need for local plans to specify any additional optional requirements to basic housing standards in accordance with this document.		
8.0	Local Plan update		
8.1	IBC: begun public consultation on Regulation 19, the proposed submission stage, of its Core Strategy and Policies development plan document		

	(DPD) review and its Site Allocations and Policies (incorporating IP-One Area Action Plan) DPD on 12 th December 2014. The consultation runs for 12 weeks to 5 th March 2015.		
8.2	BDC/MSDC: will publish in January Regulation 18 draft Development Management and Site Allocations development plan documents. MSDC are replicating the BDC approach to rural growth. The two districts have also done a call for sites. BDC/MSDC also undertaking a consultation on a draft community infrastructure levy charging schedule during November and December 2014.		
8.3	SCDC: currently consulting on Regulation 18 Site Allocations and Area Specifics DPD, and Felixstowe Area Action Plan DPD. Consultation runs from 15 th December 2014 to 27 th February 2015.		
9.0	Duty to co-operate statement for Ipswich Local Plan		
9.1	Updated and will be published on the IPA page on IBC website.	RH to publish on IPA page of IBC website.	
10.0	Suffolk Growth Group update		
10.1	Wider spatial planning piece to be discussed in the forthcoming months.		
11.0	Any other business		
11.1	Transport: would like to explore movement of goods and services and potential barriers to growth. Travel to work and relationships with housing. Objectives to Local Transport Plan review. The Greater Anglia rail franchise and Network Rail consultation was also raised along with the proposed amendment for passing bays on the Ipswich to Felixstowe branch line.	SCC to provide an update to a future Board meeting.	
11.2	Broadband: it was noted to ensure fibre-optic broadband is installed into new developments before dwellings are built.		
12.0	Date of Next Meeting		
12.1	Thursday 5 th February 2015 in Ipswich and Friday 20 th March 2015 at Suffolk Coastal District Council.		

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