



# IPSWICH

## BOROUGH COUNCIL

# Action Notes

<b>Meeting</b>	Ipswich Policy Area Board
<b>Date</b>	7 November 2014
<b>Time</b>	14:00
<b>Location</b>	Suffolk Coastal District Council Offices
<b>Present</b>	Cllr Geoff Holdcroft –Chair – Suffolk Coastal District Council (SCDC) Phil Ridley (PR) – Suffolk Coastal District Council Desi Reed (DR) – Suffolk Coastal District Council Cllr John Hinton – Babergh District Council (BDC) Cllr John Whitehead – Mid Suffolk District Council (MSDC) Lindsay Barker (LB) – Babergh & Mid Suffolk District Councils Matthew Ling (ML) – Ipswich Borough Council (IBC) Steve Miller (SM) – Ipswich Borough Council Robert Hobbs (RH) – Ipswich Borough Council John Pitchford (JP) – Suffolk County Council (SCC) James Cutting (JC) – Suffolk County Council
<b>Apologies</b>	Cllr Simon Barrett – Babergh District Council Rich Cooke – Babergh & Mid Suffolk District Councils Cllr Carole Jones – Ipswich Borough Council Cllr Graham Newman – Suffolk County Council
<b>Distribution</b>	Published.
<b>Action Notes Agreed</b>	Agreed.

**Items:**

		<b>Action</b>	<b>Attachments</b>
<b>1.0</b>	<b>Agree action notes of September meeting</b>		
1.1	Agreed.	RH to publish on IBC website.	
<b>2.0</b>	<b>Update on project plan and summary note</b>		
2.1	The paper outlined what has been achieved since 10 <sup>th</sup> January 2014 and future projects to be undertaken. These include an employment needs assessment, a housing topic paper, updated population and household projections, a strategic housing market assessment, together with papers on strategic infrastructure and transport in the Ipswich Policy Area (IPA).	Officers to continue to prepare papers.	
2.2	The joint employment needs assessment is planned for completion in March 2015. This is being undertaken between the IPA authorities and Waveney District Council. There will be two reports produced, one for IPA and one for Waveney.	Update on study at next IPA Board meeting.	
2.3	A revised strategic housing market assessment (SHMA) covering the whole of Ipswich, Babergh, Mid Suffolk and Suffolk Coastal is to be undertaken in the spring of 2015.	Project plan for the SHMA to be drafted.	
2.4	Members noted that the work programme seems challenging. SCC is currently undertaking an update to the Suffolk economic assessment work and the results of the East of England Forecasting Model (EEFM) are expected to be published in <u>December 2014</u> . There is a need to engage with agents, businesses and market representatives about the quality of employment land and business accommodation available and required in meeting employment needs.	EEFM (desktop review) paper to be prepared for December Board meeting.	
2.5	In respect of the transport paper it was agreed to set out the current position across the IPA for the February IPA Board meeting.	Paper to be drafted for February IPA Board meeting.	

<p><b>3.0</b></p> <p>3.1</p> <p>3.2</p> <p>3.3</p> <p>3.4</p>	<p><b>Employment Needs Assessment project plan</b></p> <p>It was noted that the Valuation Office Agency provides data on its website about how large industrial uses have changed over time. A concern was raised around a shortage of warehousing and in particular refrigerated warehousing. It was agreed to appoint a consultant to assist with the preparation of this study and to work with planning officers and economic development officers from each authority in obtaining and collating data and information. Engagement with the New Anglia Local Enterprise Partnership Growth Hub was suggested. The project will be funded by each local authority.</p> <p>Concerns were raised around the availability of freehold land and power constraints on some sites.</p> <p>The EEFM this year will have a module that converts jobs growth into floorspace and will be able identify floorspace requirements within different categories of office for example.</p> <p>On the topic of housing floorspace requirements, it was requested that a paper on the Government's housing standards review be presented to the next IPA Board meeting.</p>	<p>Project to be progressed.</p> <p>EEFM (desktop review) paper to be prepared for December Board meeting.</p> <p>Paper to be produced for December IPA Board meeting.</p>	
<p><b>4.0</b></p> <p>4.1</p> <p>4.2</p>	<p><b>Ipswich Housing Market Area objectively assessed housing needs update</b></p> <p>Still awaiting household projections from Government so the local authorities can reflect on this. The National Planning Practice Guidance says Government projections should be used unless other evidence is available and this will come from the Pop Group model. The Government headship rates need to be interrogated through the model.</p> <p>As a background trend, rising affordability could be making it harder to form households. The numbers per household are going up with extended families. Some households are being formed later due to people staying in education longer.</p>	<p>Paper to be produced once DCLG household projections published. Likely for December Board meeting.</p> <p>Joint housing topic paper to be presented to the Board in December.</p>	

		Suffolk Housing Survey results report for December IPA Board meeting.	
<b>5.0</b>	<b>Local Plans serving the Ipswich Policy Area</b>		
5.1	BDC/MSDC – There is a public consultation on the community infrastructure levy at present together with a call for sites for the site allocations plan.	None	
5.2	SCDC – There is a public consultation on the community infrastructure levy to 17 <sup>th</sup> November with an examination expected in December. The Rendlesham Neighbourhood Plan will be examined in early December. There is public consultation on site allocation policies and the Felixstowe Area Action Plan commencing on 15 <sup>th</sup> December.		
5.3	IBC: draft sites and CS review went to Executive on 4 <sup>th</sup> November and going to Council on 19 <sup>th</sup> November. Public consultation to commence on 12 <sup>th</sup> December. Members supported the duty to co-operate statement and closely aligned plans.		
5.4	SCC: the waste plan is consistent with the National Planning Policy Framework and there is no need to alter this. The minerals plan will need to be reviewed. A local aggregate assessment has been undertaken and reviewed as ok.		
<b>6.0</b>	<b>Duty to co-operate statement for Ipswich Local Plan</b>		
6.1	This was a document that would evolve between now and submission of the Ipswich Local Plan documents to Government in mid-2015.		
6.2	It was suggested that a map could show the employment areas within the IPA and the Travel to Work area. These could be added under section 6. The IPA Board supports this statement and suggested it is linked to the IPA page on the IBC website. Agreed to mention the IPA supports this statement within the document.	Make minor amendments to the duty to co-operate statement prior to public consultation.	

<b>7.0</b>	<b>Any other business</b>		
7.1	Inward investment was discussed and it was advised that the Suffolk Growth Group were addressing how this can be improved.		
7.2	The Suffolk Housing Survey was mentioned and results are anticipated soon.	To discuss the Suffolk Housing Survey at a future IPA Board meeting.	
<b>8.0</b>	<b>Date of Next Meeting</b>		
8.1	19 December 2014.		

The full action notes 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 <b>personal data</b>	
2. Provided in <b>confidence</b>	
3. Intended for <b>future publication</b>	
4. Related to <b>criminal proceedings</b>	
5. That might prejudice <b>law enforcement</b>	
6. That might prejudice ongoing <b>external audit</b> investigations	
7. That could prejudice the <b>conduct of public affairs</b>	
8. Information that could endanger an individual's <b>health &amp; safety</b>	
9. That is subject to <b>legal privilege</b>	
10. That is prejudicial to <b>commercial interests</b>	
11. That <b>may not be disclosed by law</b>	
12. <b>Other</b> Please describe	