

# Ipswich Local Plan

## Local Development Scheme for Ipswich

11<sup>th</sup> Edition – November 2020  
(10<sup>th</sup> Revision)



**IPSWICH**  
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**Please note:**

**This version of the Local Development Scheme for Ipswich replaces the version published in February 2019.**

<b><u>Contents</u></b>		
<b>Section</b>	<b>Title</b>	<b>Page</b>
1	<b>Introduction</b>	4
2	<b>Purpose and Content of the Local Development Scheme</b>	5
3	<b>A Summary of the Local Development Scheme for Ipswich</b>	9
4	<b>Local Development Documents</b>	11
5	<b>Other Evidence Base Documents that will be published</b>	19
6	<b>Strategic Environmental Assessment / Sustainability Appraisal</b>	20
7	<b>Risk Assessment</b>	21
8	<b>Monitoring and Review</b>	24
Appendix 1	Profiles of the local development documents proposed for preparation or review	25
	<ul style="list-style-type: none"> <li>❑ Joint or Aligned Local Plan Review*</li> <li>❑ Community Infrastructure Levy (CIL) Charging Schedule</li> <li>❑ Local List SPD</li> </ul>	25 26 28
	<ul style="list-style-type: none"> <li>❑ Low Emissions SPD</li> <li>❑ Reptile Strategy SPD</li> </ul>	29 30
	<ul style="list-style-type: none"> <li>❑ Statement of Community Involvement Review</li> </ul>	31
	[* indicates those documents that will be development plan documents – see paragraph 2.4]	
Appendix 2	Incorporating saved policies from the Core Strategy DPD (2011) into existing and proposed development plan documents	32
Appendix 3	List of supplementary planning guidance documents relevant to Ipswich and those revoked	33
Appendix 4	Summary of key changes from the October 2015 LDS	35
Appendix 5	Glossary of words and terms used in the LDS	36

## 1 **Introduction**

- 1.1 The Planning and Compulsory Purchase Act 2004 ('the Act'), as amended by the Planning Act 2008 and Localism Act 2011, requires the Council to prepare and maintain a 'local development scheme'. This document is the revised local development scheme for Ipswich (also referred to as the 'LDS') and is the eleventh edition since the original LDS was published in January 2005. It replaces the tenth edition of the LDS for Ipswich published in February 2019.
- 1.2 The LDS for Ipswich sets out the development plan documents that Ipswich Borough Council is preparing, or intends to prepare, as part of the local planning policy framework, known as the Ipswich Local Plan. The LDS also explains the subject matter and geographical coverage of the documents, and the timetables for their preparation and on-going review.
- 1.3 In addition to development plan documents that together form the Ipswich Local Plan, the Council proposes to prepare or review additional planning documents. These are also outlined in the LDS for information, although it is not a legal requirement to include them.
- 1.4 It is necessary to review the February 2019 LDS timetable to take account of:
- ❑ The submission of the Final Draft Ipswich Local Plan to the Secretary of State on 10<sup>th</sup> June 2020 for public examination;
  - ❑ The adoption of supplementary planning documents;
  - ❑ Changes to the timetable of the joint or aligned Local Plan Review as detailed in the Ipswich annual Authority Monitoring Report 2018/19 published in May 2020 and as subsequently affected by the Coronavirus Pandemic;
  - ❑ A new timeframe for the review of the Ipswich Statement of Community Involvement, following a focused review made in response to the Coronavirus Pandemic;
  - ❑ Joint work taking place under the Duty to Co-operate<sup>1</sup>; and
  - ❑ Changes to the timetables for supplementary planning documents which are currently in preparation.
- 1.5 This revised LDS sets a timetable that the Council expects to meet. However, there are often unforeseen delays in plan preparation, which may cause this timetable to change. Should there be significant changes prior to a formal revision of the LDS, it may be necessary for the Council to produce a revised timetable chart during the course of the plan making period. The LDS focuses on having completed an aligned Local Plan Review for Ipswich by mid-2021.
- 1.6 This LDS for Ipswich is publicly available via the Council website: [www.ipswich.gov.uk](http://www.ipswich.gov.uk). Whilst the temporary changes to the 2012 Local Planning Regulations, (August 2020) are operational, (to deal with the COVID-19 restrictions), paper copies will not be available.
- 1.7 It has been prepared having regard to the Act and its associated Regulations, which set out precisely what needs to be in a local development scheme.

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<sup>1</sup> The duty for local planning authorities to co-operate with each other and key agencies for strategic planning purposes was introduced through Section 10 of the Localism Act 2011.

- 1.8 Whilst Ipswich Borough Council is responsible for much of the planning system for the Borough, Suffolk County Council remains responsible for preparing a minerals and waste development scheme. Further advice on that scheme can be obtained from the County Council (contact number 0345 606 6067).
- 1.9 The planning system is currently under review by the Government. The Government is currently consulting on its 'Planning for the Future' White Paper (August 2020) and proposed Interim Arrangements. This iteration of the LDS for Ipswich relates to the current system of plan-making as set in place through the Planning and Compulsory Purchase Act 2004 (as amended).
- 1.10 This is a focused review of the LDS, pending the outcome of the White Paper consultation. The Council will need to respond to any introduced changes to the planning system when they are in force. Until there is greater certainty about the future form of the planning system, this focussed review does not include proposals for additional local plan development documents (such as supplementary planning documents). A glossary explaining terms used within the LDS is contained at Appendix 5.
- 1.11 If you would like to discuss any aspects of this document, please contact the planning policy team at the address on the front cover of this document.

## **2 The Purpose and Content of the Local Development Scheme**

- 2.1 The local development scheme has three main purposes. These are:
- To inform the public about documents that will make up the planning policy framework for Ipswich, and the timescales for the preparation of these documents;
  - To establish and reflect Council priorities and to enable work-programmes to be set for the preparation of documents; and
  - To set a timetable for the review of the documents once they have been prepared.
- 2.2 Sections 3 and 4 and Appendix 1 set out the documents the Council will prepare and the timetables for doing so.
- 2.3 There are six different types of planning document that could potentially be prepared. Their content varies between policies for the use of land, policies for involving the public in planning, guidance, and information. This is explained in the following paragraphs. The six types are:
- Development plan documents (DPDs);
  - Supplementary planning documents (SPDs);
  - A community infrastructure levy (CIL) charging schedule.
  - A statement of community involvement (SCI);
  - An authority monitoring report (AMR); and
  - Guidance prepared by Suffolk County Council.
- 2.4 The first type of planning document is called a **development plan document** (DPD). Together, DPDs form the statutory Local Plan for a local authority area. Ipswich has two adopted DPDs:
- the Core Strategy and Policies DPD Review (adopted February 2017) and

- the Site Allocations and Policies (incorporating IP-One Area Action Plan) DPD (adopted February 2017).
- 2.5 The adopted Core Strategy and Policies DPD Review is a strategic document setting out the vision, objectives and spatial planning strategy for the Borough of Ipswich up to 2031 and contains policies to facilitate sustainable development. The adopted Site Allocations and Policies (incorporating IP-One Area Action Plan) DPD, allocates sites for development and identifies sites or areas for protection across the whole of the Borough. The two Ipswich DPDs are currently under review and are highlighted within Section 4 and Appendix 1 of this LDS. All DPDs are subject to independent examination of their soundness by a Planning Inspector.
- 2.5 The statutory development plan for Ipswich currently consists of the Core Strategy and Policies DPD Review and the Site Allocations and Policies (incorporating IP-One Area Action Plan) DPD – both adopted on 22<sup>nd</sup> February 2017. The policies map was revised at the same time, so as to show policies and proposals on a geographical basis (Regulation 9(1)).
- 2.6 These two documents provide the framework for the determination of relevant planning applications<sup>2</sup> in Ipswich under Section 38(6) of the Planning and Compulsory Purchase Act 2004, which states that:
- “... for the purpose of any determination to be made under the planning Acts the determination must be made in accordance with the (development) plan unless material considerations indicate otherwise.”*
- 2.7 Neighbourhood plans are also development plan documents. This type of planning document was introduced by the Government through the Localism Act 2011<sup>3</sup> and supporting regulations. The provisions of the Localism Act for neighbourhood planning came into force on 6<sup>th</sup> April 2012. They allow a community to prepare a plan for its neighbourhood, provided the plan is in general conformity with strategic policies in the local plan for the area, and is subject to independent examination and a referendum. At present, there are no proposals by communities for the preparation of neighbourhood plans in Ipswich.
- 2.8 The second type of planning document listed is called a **supplementary planning document** (SPD). These do not form part of the statutory development plan but they are considered as material considerations in planning decisions and amplify policy through additional detailed guidance to policies set out in development plan documents or in national policy. It is not a requirement that SPDs be listed in an LDS and this enables local planning authorities to prepare them as circumstances change. However, those that the Council is in the process of preparation are listed herein for information. SPDs are not subject to independent examination, but they are subject to public consultation by the Council before they are adopted.
- 2.9 The third type of planning document listed is the **community infrastructure levy (CIL) charging schedule**. The community infrastructure levy is a charge that local planning authorities may choose to levy on new development to fund infrastructure needed to support growth, usually taking the form of a charge per unit area of floorspace and may vary between types of development (i.e. housing, retail, industry). To date, Ipswich Borough Council has used section 106 agreements

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<sup>2</sup> This excludes, for example, minerals and waste development applications.

<sup>3</sup> Localism Act 2011, Chapter 3

negotiated with developers to obtain such funding. However, after 6<sup>th</sup> April 2015 the scope to use section 106 agreements became more limited with local planning authorities not able to pool more than five section 106 contributions for an infrastructure project or type of general infrastructure, backdated to 6<sup>th</sup> April 2010. A CIL charging schedule is the document which sets out the charges to be levied and it is subject to independent examination.

- 2.10 Public consultation was undertaken on a preliminary draft charging schedule between December 2013 and January 2014. A further consultation was planned for May and June 2014 on the draft charging schedule. However, this was postponed whilst the Council considered how it may take CIL forward. This matter has not been progressed to date owing to a Government review about how development funds infrastructure as part of wider planning reforms.
- 2.11 The fourth type of document listed is the **statement of community involvement** (SCI). This deals specifically with how the Council will involve the community in planning. The SCI does not itself contain planning policies. A review of the Ipswich SCI was adopted in March 2018 and replaced the previous March 2014 SCI. It has been revised alongside this LDS to respond to a temporary change in the Town and Country Planning (Local Planning) (England) Regulations 2012 (the Regulations). The requirements to make available to the public paper copies of planning documents, which is normally required through Regulations 35 and 36 of the 2012 Regulations, have been suspended temporarily. The Town and Country Planning (Local Planning) (England) (Coronavirus) (Amendment) Regulations 2020 have introduced temporary changes in response to current Coronavirus Pandemic restrictions. The Ipswich SCI has been updated to comply with this change. Currently, these temporary amendments to the 2012 Local Planning Regulations (August 2020), are due to expire on 31 December 2020. If these temporary amendments are not extended, then because the amendments are time limited, Sections 35 and 36 (as relevant) will revert to as they were drafted, prior to this time limited suspension becoming operational. Therefore, the next review of the SCI has been put back to late 2022.
- 2.12 The fifth type of document listed is the **authority monitoring report** (AMR). All local planning authorities are required to prepare and publish an authority monitoring report at least every twelve months, to report progress on implementing the LDS and implementing policies in plans. The most recent AMR for Ipswich Borough was published in May 2020 for the April 2018 to March 2019 monitoring period.
- 2.13 In addition, Suffolk County Council prepares supplementary guidance, most recently the Suffolk Guidance for Parking, adopted by Ipswich Borough Council in February 2015.
- 2.14 The Planning and Compulsory Purchase Act 2004 (as amended by the Planning Act 2008 and Localism Act 2011) states in section 15 that a local development scheme must specify certain information about planning documents that the local planning authority proposes to prepare. The required information is listed below and Appendix 1 provides the relevant detail for each proposed local development document:
- ❑ the local development documents which are to be development plan documents;
  - ❑ the subject matter and geographical area to which each development plan document relates;

- ❑ which development plan documents, if any, are to be prepared jointly with one or more other local planning authorities;
  - ❑ any matter or area in respect of which the authority has agreed (or proposes to agree) to the constitution of a joint committee (with other local planning authorities); and
  - ❑ the timetable for the preparation and revision of the development plan documents.
- 2.15 A duty to co-operate was introduced through the Localism Act 2011, which requires local planning authorities to work together constructively, actively and on an on-going basis on strategic, cross-boundary matters in the preparation of DPDs. The duty to co-operate is a means through which cross boundary issues will be dealt with. The National Planning Policy Framework February 2019 requires the preparation of statements of common ground to evidence such working. Therefore, a draft statement of common ground between Ipswich Borough Council and Suffolk County Council, Babergh District Council, Mid Suffolk District Council and Suffolk Coastal District Council has been prepared alongside the joint or aligned Local Plan Reviews. An updated iteration of the statement of common ground has been published as each Local Plan Review reaches a key milestone (for the Ipswich Local Plan Review to date, the point at which the Plan was submitted for public examination on 10<sup>th</sup> June 2020).
- 2.16 An Ipswich Strategic Planning Area (ISPA) Board has been established as a vehicle for cross boundary planning in the ISPA, which consists of the whole of Babergh and Mid Suffolk Districts, the Suffolk Coastal area of East Suffolk Council and Ipswich Borough. The Board comprises councillors and officers from the four local planning authorities and Suffolk County Council. The ISPA Board superseded the Ipswich Policy Area Board which preceded it. The ISPA Terms of Reference were agreed in March 2018 and are available to view on the ISPA page of the Ipswich Borough Council website, together with action notes from meetings (<https://www.ipswich.gov.uk/content/ipswich-strategic-planning-area>).
- 2.17 The next plan reaching Regulation 19 in the ISPA authorities will be Babergh and Mid Suffolk District Councils' Local Plan. It is planned that this will be submitted to the Secretary of State in December 2020. This means that there will be a new iteration (Iteration 7) of the ISPA Statement of Common Ground which will be prepared so that it can be submitted to the Secretary of State as a key piece of evidence to reflect the statutory Statement to Co-operate, which Ipswich Borough will be a signatory to along with Suffolk County Council and the other ISPA authorities.



### **3 A Summary of the Local Development Scheme for Ipswich**

3.1 The Council has considered which DPDs to prepare or review to form a complete Ipswich Local Plan, which complies with new legislation and reflects Council priorities. It has also considered which other planning documents to prepare or review, as follows:

- ❑ DPDs and SPDs, including, for DPDs, updates to the policies map where appropriate (see Section 4 and Appendix 1);
- ❑ A CIL charging schedule that sets out charges to be levied against new development (see Appendix 1);
- ❑ An authority monitoring report (see Section 9);
- ❑ General evidence base documents that will inform the production of planning documents (see Section 5);
- ❑ Supporting documentation<sup>4</sup> will include for each relevant document:
  - a report setting out how the production of the development plan document complies with the requirements for Strategic Environmental Assessment and sustainability appraisal (see Section 6);
  - the details of pre-submission public participation as required by the Regulations;
  - an explanation of the steps undertaken to ensure that the document has been produced in accordance with the statement of community involvement; and
  - a list of documents that are relevant to the topic or areas that may be of relevance to the planning of that area. The Council may publish some of these but other bodies such as the Government will publish others.

3.2 The Council is not currently aware of community intentions within the Borough to prepare neighbourhood plans. These are plans led by the community rather than the local planning authority and therefore they would not necessarily in future be listed within the LDS.

3.3 County-wide supplementary guidance has been prepared by the County Council on parking standards, including car and cycle parking, which was adopted by Ipswich Borough Council on 10<sup>th</sup> February 2015 and updated in 2019.

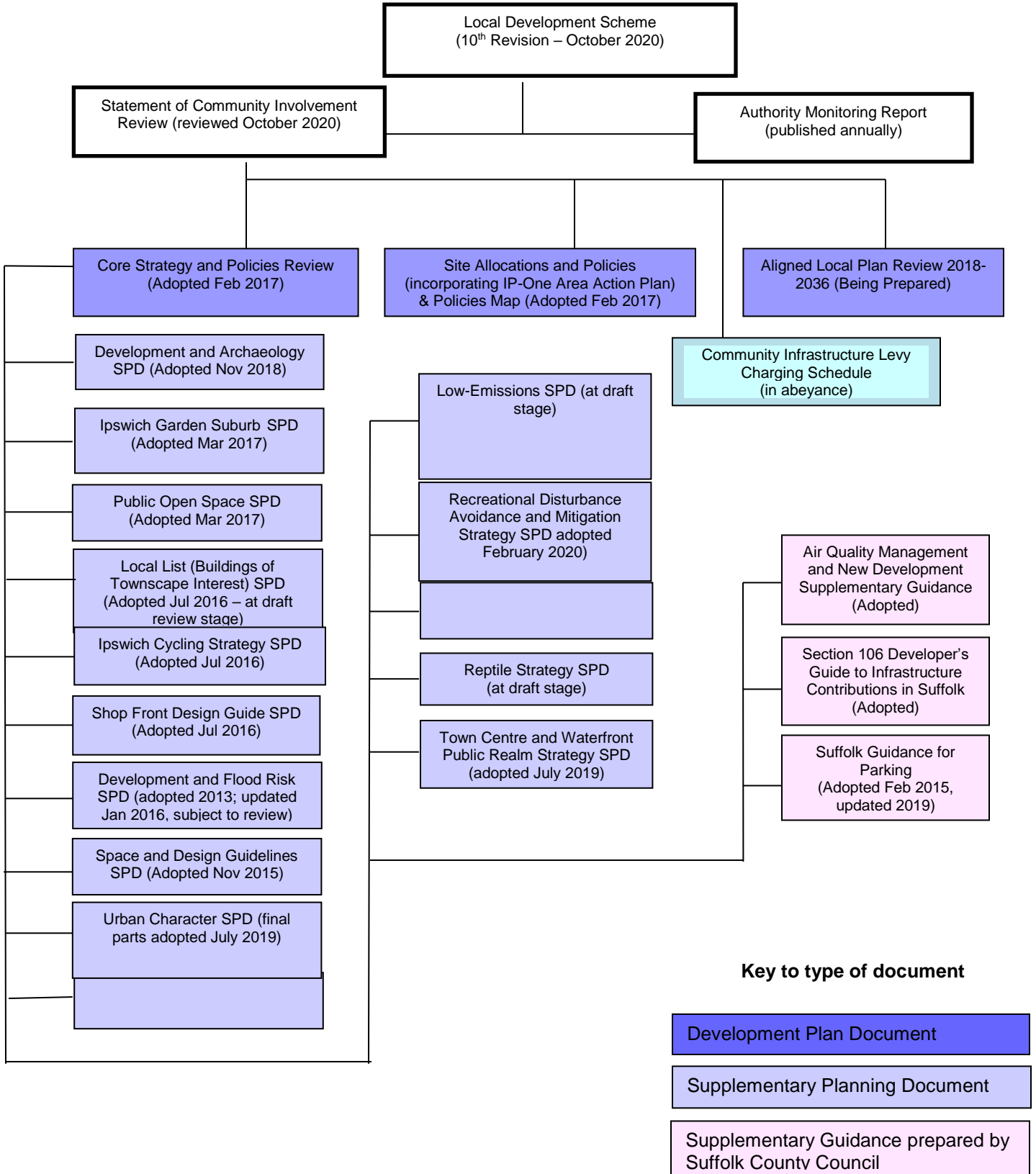
3.4 The diagram on the next page provides a summary of the planning documents that have been adopted or are proposed. All of these documents will be publicly available.

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<sup>4</sup> This is usually prepared at the 'publication' (Regulation 18) or 'pre-submission' (Regulation 19) stages for development plan documents (Town and Country Planning (Local Planning) (England) Regulations 2012).

# Ipswich Local Development Scheme

11<sup>th</sup> Revision – October 2020



#### **4 Local Development Documents**

- 4.1 Planning documents that the Council proposes to produce are listed below and explained in detail within Appendix 1. All the information that is required by the Act to be in a local development scheme (see paragraph 2.12) is included. The documents are:

	<i>Page</i>
<b>Development Plan Documents (DPDs)</b>	
<input type="checkbox"/> Joint or Aligned Ipswich Local Plan Review	29
<b>Community Infrastructure Levy Documents</b>	
<input type="checkbox"/> Community Infrastructure Levy Charging Schedule	31
<b>Supplementary Planning Documents (SPDs)</b>	
<input type="checkbox"/> Low-Emissions *	35
<input type="checkbox"/> Reptile Strategy*	36
<input type="checkbox"/> Local List (Buildings of Townscape Interest)*	

\* These SPDs will provide supplementary guidance to policies contained with the Core Strategy and Policies DPD.

#### **Other Local Development Documents**

- Statement of Community Involvement Review
- 4.2 The policies map will be revised at the same time as all development plan documents, which involve changes to site allocations or geographical designations that need to be illustrated spatially, so as to show policies and proposals on a geographical basis (Regulation 9(1)).

#### **Key Changes since the Local Development Scheme published in February 2019**

- 4.3 There are some significant changes between this revised version (11<sup>th</sup> edition) of the LDS and the previous version (10<sup>th</sup> edition) published in February 2019. These are:
1. Updating the timetable for the preparation of the Joint or Aligned Local Plan Review of the two DPDs which form the Local Plan – the Core Strategy and Policies DPD and the Site Allocations and Policies (incorporating IP-One Area Action Plan) DPD;
  2. Updating the Council’s position on the Community Infrastructure Levy;
  3. Reflecting the adoption of supplementary planning documents (SPDs), which were listed in the February 2019 Local Development Scheme, as follows: Ipswich Urban Character SPD Parts 3-5 in July 2019; Ipswich Town Centre and Waterfront Public Realm Strategy SPD in July 2019; and Suffolk Coast RAMS SPD in January 2020; and

4. Updating references to and timetables for the preparation of the two outstanding SPDs – the Reptile Strategy SPD and the Low Emissions SPD; and.
5. Putting back the timetable for reviewing the Statement of Community Involvement to late 2022, because a focused review has been undertaken in 2020 to reflect changes in the Regulations in response to the Coronavirus Pandemic.
6. Reflecting the forthcoming Iteration 7 of the ISPA authorities Statement of Common Ground in readiness for the Babergh and Mid Suffolk District's Local Plan Final Draft to the Secretary of State, expected in December 2020.

#### Joint or Aligned Local Plan Review

- 4.4 The Planning Inspector who examined the adopted Core Strategy Review in 2016 required the Council to undertake a joint or aligned Local Plan Review with neighbouring authorities. It is necessary because of the Borough's tightly drawn administrative boundary. In his report, the Planning Inspector wrote, '... the objectively-assessed needs for new housing, employment land and new retail floorspace will be reviewed in the short term, the Council doing so in partnership with neighbouring authorities' (see also Council report C/16/16, 22nd February 2017).
- 4.5 The preparation of an aligned Local Plan Review has reached the independent public examination stage, following submission of the Final Draft Local Plan on 10<sup>th</sup> June 2020. Three phases of public consultation took place prior to submission: Issues and Options for the Ipswich Borough Local Plan Review 18th August 2017 to 30th October 2017; Preferred Options 16<sup>th</sup> January 2019 to 13<sup>th</sup> March 2019; and Final Draft Local Plan 15<sup>th</sup> January 2020 to 2<sup>nd</sup> March 2020.
- 4.6 The Local Plan review continues to be aligned with those of the three neighbouring local planning authorities, which are Babergh District Council, Mid Suffolk District Council and East Suffolk Council (for the Suffolk Coastal area of the district). Each local authority's Local Plan is being reviewed on a geography which covers the Ipswich Housing Market Area and the Ipswich Functional Economic Area. The Local Plan Reviews will project forward to 2036 to meet the development needs identified through jointly-commissioned evidence studies.
- 4.7 It is anticipated that the work will continue to be joint where opportunities allow, but plans will be primarily aligned. This approach still requires the individual local planning authorities' formal approval processes to be followed and does not currently involve formally constituted joint committees.

#### The Duty to Cooperate

- 4.8 The National Planning Policy Framework (NPPF) February 2019 sets out a duty for public bodies to cooperate on strategic matters that cross administrative boundaries. Strategic planning matters are defined as (paragraph 20):
  - the homes and jobs needed,
  - retail and leisure development needed,
  - the provision of infrastructure and community facilities,
  - adapting to climate change and mitigating its effects, and
  - conserving and enhancing the historic, built and natural environment.

- 4.9 The 2019 NPPF requires strategic policy-making authorities to prepare and maintain one or more statement of common ground, documenting the cross-boundary matters being addressed and the progress made in co-operating to address them.
- 4.10 The Ipswich Strategic Planning Area ('ISPA') Board provides a forum for key cross boundary matters to be discussed between the neighbouring local planning authorities and Suffolk County Council over the Ipswich Housing Market Area and Functional Economic Area (consisting of the whole of Ipswich Borough, Babergh District, Mid Suffolk District and the Suffolk Coastal area of East Suffolk). Iterations of a draft Statement of Common Ground between the ISPA authorities have been published at each key stage reached in the preparation of emerging Local Plans by the local planning authorities. A formal signed copy of iteration 6 of the ISPA Statement of Common Ground was submitted to the Government with the Ipswich Final Draft Local Plan (under regulation 22).
- 4.11 The joint or aligned Local Plan Reviews are currently progressing on broadly aligned timetables. Babergh and Mid Suffolk District Councils are preparing a joint Local Plan Review. Preferred Options consultation was carried out under regulation 18 July-September 2019 and it is anticipated, following Regulation 19 consultation in the Autumn of 2020 that the final draft Babergh and Mid Suffolk Local Plan will be submitted to the Secretary of State in December 2020. East Suffolk is preparing its own Local Plan Review for the Suffolk Coastal area and is at a more advanced stage than the other ISPA authorities. East Suffolk Council consulted on formal modifications to the Suffolk Coastal Local Plan May-July 2020. Ipswich Borough Council is also preparing its own Local Plan Review, but shares four policies addressing strategic, cross-boundary matters with the Suffolk Coastal Local Plan Review. Key plan preparation stages for the respective Local Plan Reviews are as set out below.

#### Joint or aligned Local Plan Review Timetables

Stage	Timescale		
	Ipswich Borough Local Plan Review	Suffolk Coastal Local Plan Review	Babergh and Mid Suffolk Joint Local Plan Review <sup>5</sup>
Notify stakeholders and invite representations (issues and options stage and preferred options stage, regulation 18)	August–October 2017	August–October 2017	September–November 2017
	January–March 2019	July-September 2018	July-September 2019
Publish draft proposed submission plan for Inspection and invite representations on soundness (regulation 19)	January-March 2020	January-February 2019	Autumn 2020
Submit plan and submission documents to	June 2020	March 2019	Winter 2020/21

<sup>5</sup> Timetable based on the Babergh Mid Suffolk Local Development Scheme, July 2020. An update published on the Babergh Mid Suffolk web site in January 2019 states: 'Please note that the Joint Local Plan Regulation 19 Draft is currently in preparation and is due to be considered by Full Council in June.'

Secretary of State (regulation 22)			
Independent examination hearings*	Winter 2020/21	August-September 2019	Summer 2021
Receive and publish Inspector's recommendations	Early 2021	Late summer/early autumn 2020	Autumn/winter 2021/22
Adopt the plan	Early-mid 2021	December 2020	Winter 2021/22

\* Note: after submission of a draft local plan, the timetable for its progression is determined by the Planning Inspectorate. Therefore, the final three rows in the table are indicative only (except where they have already taken place).

4.12 The revised terms of reference of the ISPA Board were agreed in July 2019 and are as follows:

- To provide a forum in which the five local authorities can work together to develop, promote and deliver their vision for the ISPA, recognising Ipswich and neighbouring communities as a major economic growth area within the Greater Ipswich sub region, County of Suffolk and New Anglia Local Enterprise Partnership area;
- To enable them to co-operate as local planning authorities on the preparation and monitoring of their Local plans and share relevant evidence and intelligence;
- To provide a mechanism to ensure that all partners and stakeholders work together to deliver the housing and employment growth requirements for the ISPA and coordinate the delivery of the necessary infrastructure – including transport, education, skills, power, green infrastructure, flood and coastal defences;
- To produce and facilitate agreement, and keep under review as necessary, Statement(s) of Common Ground in relation to the above; and
- The ISPA covers the geographic areas of Ipswich Borough Council, Babergh District Council, Mid Suffolk District Council and the former Suffolk Coastal District area of East Suffolk Council (the Ipswich Housing Market Area and Ipswich Functional Economic Area).

4.13 The commencement of the aligned Ipswich Local Plan Review began in March 2017 and a 'Call for Sites' public consultation was carried out between 14<sup>th</sup> June and the 26<sup>th</sup> July 2017. Following this, a round of Regulation 18 public consultation on 'Issues and Options' was carried out for ten weeks between 18<sup>th</sup> August and 30<sup>th</sup> October 2017 on two Local Plan Review documents:

- Issues and Options for the Ipswich Local Plan, consisting of Part 1, prepared jointly with Suffolk Coastal District Council in order to consider strategic, cross-boundary issues, and Part 2 to address local issues for Ipswich Borough; and
- A Sustainability Appraisal Scoping Report – which formed the baseline for sustainability appraisal of the new Local Plan Review documents as they are prepared.

4.14 A draft proposed 'Preferred Options' Local Plan Review was published in November 2018 with Regulation 18 public consultation taking place from January to March 2019. The formal consultation stage on the Final Draft Local Plan (under regulation 19) took place between January and March 2020 and the Final Draft Local Plan was submitted for independent public examination (under regulation 22) on 10<sup>th</sup> June 2020. The delay to the to the Final Draft consultation stage of the Ipswich Local Plan review as compared with the previous LDS timetable resulted from the need to

undertake further evidence gathering work during 2019. This included updating the traffic modelling to reflect sites proposed through the regulation 18 stage of the Babergh and Mid Suffolk Local Plan (to produce 'Model Run 7'), linked air quality modelling and updates to the Ipswich Strategic Flood Risk Assessment and the Ipswich Wildlife Audit. The remaining stages of plan preparation of the Joint Local Plan Review are projected to align with the timetable shown in table 1 of this document, with adoption anticipated in early to mid-2021.

### **Supplementary Planning Documents (SPDs) Adopted since February 2019**

- 4.15 The Planning Act 2008 removed the requirement for SPDs to be included in the local development scheme and for them to be subject to sustainability appraisal. However, they are included here for information and completeness, and are subject to Strategic Environmental Assessment (SEA) screening to determine whether an assessment is required. If it is, then a sustainability appraisal incorporating SEA will be undertaken as was the case for the Ipswich Garden Suburb SPD.
- 4.16 The Ipswich Urban Character SPD has now been completed. This document will support the implementation of Core Strategy policies and inform future plan preparation and development management decision making. Detailed guidance already exists for the town's conservation areas, but there was little additional design guidance for the larger part of the urban area to guide developers or planners. National and local planning policies require the protection and enhancement of the special character and distinctiveness of Ipswich. Part 1 of the SPD was adopted in January 2015. It identifies, describes and analyses four urban character areas: California, Gipping & Orwell Valley, Norwich Road, and Parks. Part 2 of the SPD covers the areas of Chantry, Stoke Park and Maidenhall, and was adopted in November 2015. Parts 3-5 focus on the final three character areas, North East Ipswich, Castle Hill, Whitehouse and Whitton, and South East Ipswich and these were adopted in July 2019.
- 4.17 A Recreational Disturbance Avoidance and Mitigation Strategy SPD has been prepared to provide guidance to developers and the public on how the impacts of new residential developments in Ipswich Borough on a number of European nature conservation sites may be avoided and mitigated. The SPD establishes a charge and charging mechanism for residential development in the Borough to ensure that mitigation measures can be implemented. The Council adopted the SPD in January 2020.
- 4.18 A Town Centre and Waterfront Public Realm Strategy SPD has been prepared to provide guiding principles for use in relation to street and public space design projects within the Town Centre and Waterfront areas. This SPD was adopted in July 2019.

### **SPDs currently in preparation**

- 4.19 A Low-Emissions SPD is being prepared (formerly called the Low Emissions Strategy SPD). The call for ideas for this SPD was issued June to July 2017 (repeating a stage conducted previously in July 2015). This SPD will set out guidance on assessing the air quality impacts of developments and provide a package of measures to mitigate the air quality impacts of development. The primary aim is to encourage and facilitate the uptake of cleaner vehicle fuels and technologies in and around development sites and to promote modal shift away from the car.

- 4.20 Parking guidance for the IP-One Area will also be set out in the Low Emissions SPD, to ensure that the approach to parking in central Ipswich does not undermine actions to support modal shift. The guidance will set maximum standards for car parking for new residential development within the IP-One Area, define operational car parking in connection with non-residential uses within the central car parking core and guide car parking provision in non-residential developments within IP-One. It will not address the provision of public car parks, which is to be addressed through an Ipswich Parking Action Plan. An initial 'call for ideas' consultation on the parking standards was held during July and August 2015. A further 'call for ideas' consultation took place from 14<sup>th</sup> June – 26<sup>th</sup> July 2017. Consultation on the draft Low Emissions SPD is scheduled for autumn 2020.
- 4.21 A Reptile Strategy SPD is being prepared which will provide guidance on how to work within the 'mitigation hierarchy' in relation to reptiles on development sites. This includes guidance on how to avoid or minimise impacts to reptiles, and particularly how to mitigate impacts by moving ('translocating') populations of reptiles to other sites. The aim of the SPD is to support Local Plan delivery by taking a more strategic approach to reptile translocation, by identifying receptor sites and planning for their establishment and ongoing maintenance. A 'call for ideas' public consultation took place in August 2015 and a subsequent follow up 'call for ideas' consultation was carried out from 14<sup>th</sup> June – 26<sup>th</sup> July 2017. The Council has prepared and consulted upon a draft SPD during the summer of 2020.

#### **SPD currently under review**

- 4.22 The Council is currently reviewing the adopted Local List (Buildings of Townscape Interest) SPD, which was adopted in 2013 and updated in July 2016, to amend or remove as appropriate existing entries or add more properties. It is proposed to consult on this document later in 2020.

#### **CIL Charging Schedule**

- 4.23 CIL is a charge levied on new developments based on their floor area (usually a charge per square metre). It is a set charge and is not negotiable. The money raised is used to pay for infrastructure provision needed to support growth. Since 6<sup>th</sup> April 2015, local planning authorities have not been able to pool more than five section 106 contributions<sup>6</sup> (CIL Regulation 123). Thus, tariff or standard charge approaches based on the section 106 system became unlawful after 6<sup>th</sup> April 2015.
- 4.24 The process for preparing a CIL charging schedule is similar to that for development plan documents. It is broadly as follows (for more detail refer to the Community Infrastructure Regulations 2010, as amended):
- Informal public consultation on the proposed levy rates in a draft preliminary version of the charging schedule (Regulation 15) – this was undertaken between December 2013 and January 2014;
  - Formal public consultation on a draft schedule for a period of at least four weeks during which representations can be made (Regulations 16 and 17);

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<sup>6</sup> Section 106 of the Town and Country Planning Act 1990



- Submission to, and examination in public of the draft charging schedule by an independent person appointed by the charging authority (Regulations 19 and 20);
- Publication of the examiner's recommendations (Regulation 23);
- The Council adopts the charging schedule (Regulation 25).

4.25 The 2015 LDS identified a timetable for progressing the CIL beginning from December 2015 with adoption in July 2017. However, this matter has not been progressed and now the Government is consulting on changes to the system of infrastructure funding through the White Paper, 'Planning for the Future.' In the interim, the Council uses the Section 106 system to secure funding contributions for infrastructure. Future infrastructure needed to support the delivery of development up to 2036 is listed and costed through the Final Draft Local Plan.

### **Statement of Community Involvement**

4.26 Under regulation 10A of The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended), local planning authorities must review Statements of Community Involvement (SCI) at least once every 5 years from their adoption date to ensure they remain relevant and effectively address the needs of the local community. The LDS published in February 2019 scheduled a review of the SCI to start in May 2021. However, owing to regulatory changes made by the government in response to the Coronavirus Pandemic, a focused review of the Ipswich SCI has been undertaken in 2020. Therefore, the next review has been re-scheduled for late 2022. There is no requirement for local planning authorities to consult when reviewing and updating their Statement of Community Involvement.

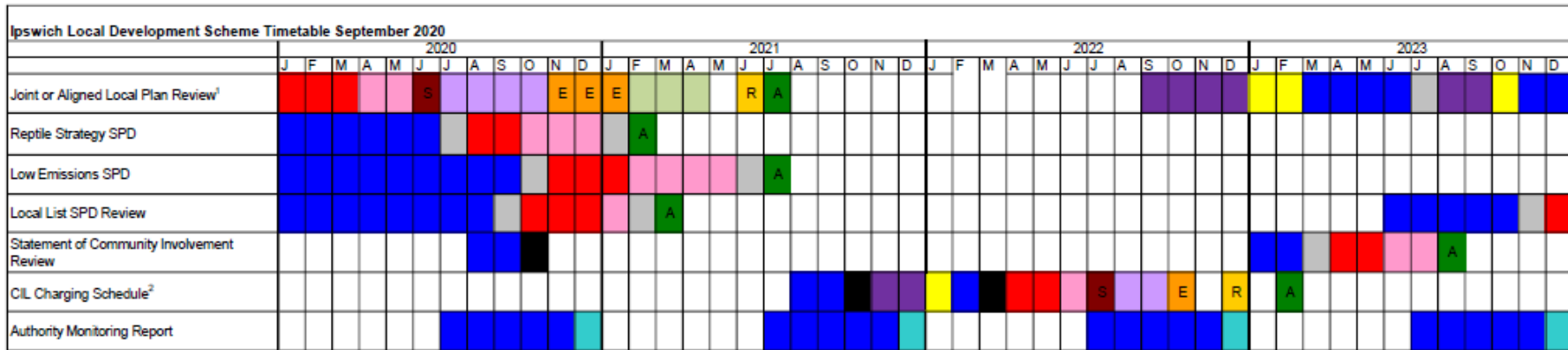
### **Work programme to December 2023**

4.27 Chart 1 below presents the work programme up to the end of 2023 and plots all the documents against a time-line. This chart illustrates the work programme for the production of planning policy from now until the end of 2023. The way in which Chart 1 shows the post-submission examination of DPDs is **indicative only** and will ultimately be a matter for the Inspector to determine. The length of examinations and reporting will depend on the number of representations received and the resources available at the Planning Inspectorate at the time. Therefore, the examination and reporting times shown may need to be revised at a later date. The appointed Inspectors will decide the Examination Timetable now that the final draft Ipswich Local Plan Review has been submitted.

4.28 In terms of supplementary planning documents, (which do not form part of the statutory Local Plan), this LDS updates the timetables for the three which are currently in preparation: The Low Emissions SPD; Reptile Strategy SPD; and Local List SPD (review). It is likely that further work to review or prepare SPDs will be needed. For example, the Strategic Flood Risk Assessment for Ipswich updated in 2020 identifies that the adopted Development and Flood Risk SPD will need to be reviewed when updated modelling for the River Gipping is published by the Environment Agency. Changes to the approach to planning the Central Shopping Area proposed through the emerging Local Plan, combined with the impacts of the Coronavirus Pandemic, may necessitate the preparation of SPD to guide policy implementation in this area.

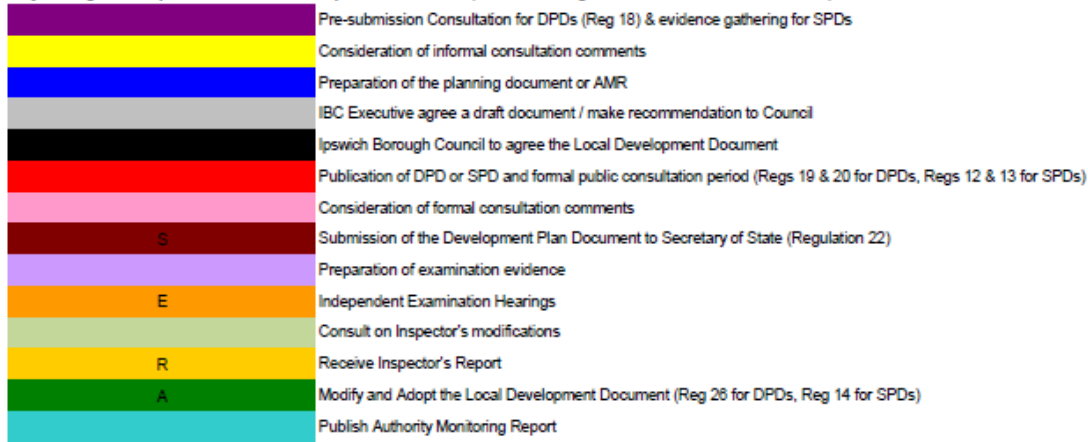
- 4.29 The current uncertainty around planning reforms and the fact that the LDS is only required to list development plan documents has led the Council to prepare this LDS as a focused review, primarily to update timetables for current planning document preparation or review. When there is greater clarity about the future direction of the planning system (and any transitional arrangements), a new iteration of the LDS will be prepared as appropriate. In the interim, information about supplementary planning documents is available on the Council's webpages at: <https://www.ipswich.gov.uk/content/current-and-proposed-supplementary-planning-documents> .
- 4.30 It is recognised that the planning system has resource implications for the Council. The Council's planning policy team will lead the production of local development documents, but additional resources will be made available corporately to support the work. There is also an acknowledgement that outside expertise will be required on some issues and that this will require funding via grants or corporate budgets.
- 4.31 The Council will, as far as possible, keep to the timetable it has set itself for the completion of individual local development documents and the Local Plan as a whole. The timetable has been prepared having regard to the current and future anticipated resources available to the Council. A detailed risk assessment is provided in Section 7.
- 4.32 The work programme for post 2023 is yet to be determined and is likely to be affected by the outcome of the Government's August 2020 White Paper consultation, 'Planning for the Future. 'The National Planning Policy Framework requires Local Plans to be subject to review at least every five years.

### Fig 1. Local Development Scheme Timetable



<sup>1</sup> Timetables after submission are determined by the Planning Inspectorate. <sup>2</sup> The CIL Charging Schedule is currently in abeyance.

Key to Stages of Preparation of Local Development Documents (note latest stage shown in colour for each month)



The way in which this chart shows the post-submission examination of DPDs is indicative only and will ultimately be a matter for the Inspector to determine

## 5 **Other Evidence Base Documents that will be published**

- 5.1 The development plan documents will establish the Council's planning policies. However, in preparing these documents, a range of background work has been undertaken or taken account of. This work has been published as the evidence base for policy preparation. Many of these documents are produced either by, or for, the Council, but a number of them will be/are prepared by or for other organisations. In addition, a number of background documents will not be or have not been produced specifically for planning purposes but will be of relevance to development plan documents (e.g. the Suffolk Local Transport Plan).
- 5.2 The 'Core Document Library' contains a number of background papers and evidence studies used in the preparation of the DPDs. The Core Document Library for the Final Draft Local Plan is available on the Council's website and in accordance with the Ipswich Statement of Community Involvement (SCI) and any amendment to accommodate COVID-19. Where appropriate, the Core Strategy Core Document Library reference has been included in the table below for ease of reference. The Core Document Library can be viewed at <https://www.ipswich.gov.uk/content/submission-documents> , and at the Council's offices at Grafton House, Russell Road in Ipswich. It can also be viewed at the County Library in Northgate Street, Ipswich<sup>7</sup>.
- 5.3 Whilst the need for some background documents can be identified now, it should be noted that the Council might publish others in the course of preparing development plan documents.
- 5.4 Key evidence studies published since February 2019 and forming part of the Core Document Library (section D of the library, 'Evidence Base') include the following (please refer to the Core Document Library for a full listing):

<b>Study or plan</b>	<b>Date published</b>
Ipswich Borough Retail Position Update Statement (reference D7)	August 2019
Strategic Housing and Economic Land Availability Assessment (reference D13)	January 2020
Ipswich Wildlife Audit (reference D21)	September 2019
Ipswich Strategic Flood Risk Assessment (reference D29)	June 2020
Air Quality Modelling Report (reference D33)	May 2020
Transport Modelling Results Report Volume 3 (Model Run 7) and methodology Report (reference D35)	January 2020

<sup>7</sup> Access to the Council's offices at Grafton House and to Ipswich Central Library has been affected by the Coronavirus pandemic. Please check with venues before travelling to view documents.

## **6 Strategic Environmental Assessment / Sustainability Appraisal (update)**

- 6.1 The Council is required to assess and appraise its development plan documents to comply with Strategic Environmental Assessment / Sustainability Appraisal (SEA / SA) requirements. The SEA requirement stems from the European Directive 2001/42/EC on the assessment of the effects of certain plans and programmes on the environment, which has been transposed into English law by the Environmental Assessment of Plans and Programmes Regulations 2004. The SA requirement stems from the Planning and Compulsory Purchase Act 2004, Part 2 Section 19(5)(a). Previously supplementary planning documents (SPD) have also been subject to SA, but the Planning Act 2008 removed this requirement. However, SPDs undergo a screening exercise to determine if a Strategic Environmental Assessment is required and if so this is undertaken as part of a Sustainability Appraisal.
- 6.2 The key difference between the two processes is that Strategic Environmental Assessment focuses on environmental effects only, whereas Sustainability Appraisal gives equal consideration to social, environmental and economic effects.
- 6.3 An initial SA Scoping Report to support the preparation of the Joint Local Plan Review was prepared in August 2017 and publicly consulted on between 18<sup>th</sup> August and 30<sup>th</sup> October 2017. Following the feedback from this consultation, the SA Scoping Report has been amended to take account of comments where appropriate to inform the preparation of the draft SA. Core Strategy in Chapter 5 refers to the key issues raised through the SA Scoping report and a full sustainability appraisal report was published alongside the Final Draft Local Plan in January 2020.
- 6.4 Information on the monitoring of objectives and indicators for these sustainability appraisal documents will be contained within future authority monitoring reports (see Section 8).

## 7 **Risk Assessment**

- 7.1 The Council is required in this local development scheme to set out firm timetables for the delivery of local development documents. Therefore, it is important to identify the risks that could affect the work programme set out in this revised local development scheme, and to consider how the risks may be minimised and mitigated.
- 7.2 The timetables for the delivery of local developments documents set out in the February 2019 LDS have been affected by evidence gathering work (additional work being needed or delays to studies being delivered) but also by unforeseen events such as the December 2019 general election and the Coronavirus pandemic.

### **Risk Assessment for Revised Local Development Scheme**

<b>Risk</b>	<b>Likelihood H/M/L</b>	<b>Impact H/M/L</b>	<b>Mitigation / contingencies</b>
1. Global pandemic – as yet unidentified or the ongoing effects of the Coronavirus pandemic	High	Med	<ul style="list-style-type: none"> <li>• Planning Team set up for home working.</li> <li>• SCI has been updated to ensure consultation requirements can be met with Coronavirus restrictions in place.</li> <li>• Council decision making processes able to be conducted virtually.</li> <li>• Staff contingency arrangements where existing staff are made ill through COVID-19</li> </ul>
2. National planning reforms	High	High	<ul style="list-style-type: none"> <li>• The Council will respond to the Government's planning consultations, including the White Paper, 'Planning for the Future.'</li> <li>• The Council will monitor detailed proposals such as transitional arrangements as they are published and assess implications for delivering planning services in Ipswich.</li> <li>• The Authority Monitoring Report monitors legislative changes.</li> </ul>
3. Loss of staff, or reduction in staffing levels /general staff illness	Med	High	<ul style="list-style-type: none"> <li>• Look to alternative sources of help e.g. secondments from the development management team, student planners.</li> <li>• Exit interviews are conducted to find out why staff leave so that any "push" factors may be identified and addressed.</li> <li>• IBC has a staff performance, development and review system in place.</li> <li>• Use consultants particularly for specialist work, dependent on available funding.</li> </ul>

			<ul style="list-style-type: none"> <li>• Look at possibility to increase resources within the team.</li> <li>• Ultimately, we will need to monitor the staffing situation and adjust timetables if there is no alternative.</li> </ul>
4. Risk to IBC's LDS timetables in undertaking joint working.	Med	Med	<ul style="list-style-type: none"> <li>• Exchange information on timetables with neighbouring districts.</li> <li>• Undertake regular liaison with key officers to get early alert to any changes.</li> <li>• Working together through the Ipswich Strategic Policy Area Board</li> </ul>
5. Inadequate budget for preparation of plans or evidence base work.	Med	High	<ul style="list-style-type: none"> <li>• Ensure future likely examinations and associated costs are considered within the Council's budgeting process.</li> <li>• Ensure, as far as possible, that monies have been set aside in the Council's budget.</li> <li>• Look for ways to add value to work e.g. through joint commissioning.</li> </ul>

<b>Risk</b>	<b>Likelihood H/M/L</b>	<b>Impact H/M/L</b>	<b>Mitigation / contingencies</b>
			•
6. Capacity of Planning Inspectorate and other agencies to support the process.	Low	High	<ul style="list-style-type: none"> <li>• Liaise with Planning Inspectorate in revising the LDS and keep PINS up to date if timetables change (only affects development plan documents).</li> </ul>
7. Over-ambitious programming of document preparation	Med	High	<ul style="list-style-type: none"> <li>• Manage non-local plan workload so as to ensure that LDS targets are met.</li> <li>• Employ robust project management approaches.</li> <li>• Continue to improve web-based comment system to make processing representations more efficient.</li> </ul>
8. Documents being found unsound/subject to legal challenge	Low	High	<ul style="list-style-type: none"> <li>• Use the Planning Advisory Service soundness self-assessment tool kit.</li> <li>• Take legal advice on plan process and content.</li> <li>• Ensure accurate records are kept of the process.</li> <li>• Ensure evidence base is robust.</li> </ul>
9. Age of some of evidence base by the time we get to examination.	Med	Med	<ul style="list-style-type: none"> <li>• Update information where possible.</li> </ul>



## **8. Monitoring and Review**

- 8.1 The Ipswich local development scheme is monitored on an annual basis, looking at the period from 1<sup>st</sup> April to 31<sup>st</sup> March and an Authority Monitoring Report (AMR) is published with the results. The AMR will:
- ❑ Outline where the Council has reached in the preparation of each local development document (LDD). This would include giving reasons if any LDD is behind the timetable set out in the Local Development Scheme;
  - ❑ Give the date of adoption of local development documents;
  - ❑ Provide information on the extent to which policies within the development plan documents are being achieved;
  - ❑ In particular, for policies which the Council thinks are not being implemented, the Council will give reasons as to why they are not being implemented and what it intends to do about it;
  - ❑ Provide information on the number of dwellings that have been completed;
  - ❑ Conclude as to whether any new local development documents are required or whether any existing plans need to be reviewed in advance of their scheduled main review date (see paragraph 9.5 below); and
  - ❑ Indicate where the Local Development Scheme needs updating.
- 8.2 The Council is required to prepare a local development Authority Monitoring Report under the Localism Act 2011 and publish it direct to the public.
- 8.3 In Appendix 1 of this Local Development Scheme, each local development document has been given a formal review period of between two and five years. This period has been determined having regard to the relative importance placed on ensuring each document is kept as up-to-date as possible, together with an analysis of the likelihood of circumstances changing that would affect the contents of the document.
- 8.4 This staggered review period will also ensure that the planning policy workload is spread out as consistently as possible across a three-year period. This Local Development Scheme effectively creates a work programme for the Council on planning policy from 2020 to 2023 (this is illustrated in the timetable in Section 3). This work programme will be informed and amended via future versions of the Local Development Scheme as a result of monitoring that will be brought together within the Authority Monitoring Report.

**Appendix 1 – Profiles of the Local Development Documents Proposed for Preparation or Review**

**Document 1**

What will the document be called?	<b>Aligned Ipswich Local Plan Review</b>
What is the subject of the document?	<b>The plan will quantify the housing and employment growth needed and identify broad locations and sites for the growth, the infrastructure needed and any mitigation measures required through Habitats Regulations Assessment. The Aligned Local Plan Review will look ahead to 2036.</b>
What geographical area does the document cover?	<b>All of the Borough of Ipswich</b>
Will it be a development plan document?	<b>Yes</b>
Will it be produced jointly with other authorities and will this involve a joint committee?	<b>No, but the timetable of work and relevant policies for strategic, cross-boundary matters will be aligned with the other local authorities in the Ipswich Strategic Planning Area (ISPA) through the ISPA Board. Attention will be paid to the views of Suffolk County Council, as a member of the ISPA Board, as well as the education and highway authority, in accordance with the Duty to Co-operate.</b>
What timetable is proposed for this document (under the 2012 Regulations)?:	
	<i>Notify stakeholders &amp; invite representations (reg 18)</i> Jan 2019 – March 2019
	<i>Publish draft proposed submission plan for inspection &amp; invite representations (regs 19-20)</i> Jan 2020 – March 2020
	<i>Submit plan &amp; submission documents to Secretary of State (reg 22)</i> June 2020
	<i>Independent examination hearings (reg 24)</i> Winter 2020 – 2021
	<i>Receive &amp; publish Inspector's recommendations (reg 25)</i> Spring/Summer 2021
	<i>Adopt the plan (reg 26)</i> Summer 2021
Who will be responsible for producing the document?	<b>The planning policy service of Ipswich Borough Council</b>
When will the document be reviewed?	<b>The document will be monitored on an annual basis and will then be the subject of a review within five years of adoption. It is proposed that the next review of the Local Plan would continue to be undertaken jointly or aligned with neighbouring authorities in</b>

**order to plan strategically for the growth of Ipswich. (subject to any changes arising and outlined through planning reform measures)**

## **Document 2**

What will the document be called?	<b>Community Infrastructure Levy (CIL) Charging Schedule</b>
What is the subject of the document?	<b>The document will set out the charges to be levied on new development in Ipswich.</b>
What geographical area does the document cover?	<b>All of the Borough of Ipswich</b>
Will it be a Development Plan document?	<b>No</b>
Will it be produced jointly with other authorities and will this involve a joint committee?	<b>No, but during the process of document production, particular attention will be paid to the views of Suffolk County Council, as education and highway authority, and neighbouring authorities in relation to any cross-boundary infrastructure provision.</b>
What timetable is proposed for this document (under the CIL Regulations 2010 as amended)?	<b>This matter is not proposed to be progressed currently, owing to the Government's review of the planning system, including how development delivers infrastructure.</b>
Who will be responsible for producing the document?	<b>The planning policy service of Ipswich Borough Council</b>
When will the document be reviewed?	<b>The document would be monitored on an annual basis and will then be the subject of a review if the monitoring highlights such a need.</b>

### Document 3

What will the document be called? **Ipswich Local List (Buildings of Townscape Interest) SPD Review**

What is the subject of the document? **The Local List SPD identifies buildings and structures, which are of local architectural and historic interest or make a significant contribution to the character and appearance of the town, but do not meet the criteria for statutory listing. The SPD is regularly reviewed and updated (most recently in 2016). (It is going through a review in 2020 and is planned for post Executive draft approval for public consultation from 1 October 2020.) It will be supplementary to policy contained within the Core Strategy and Policies DPD.**

What geographical area does the document cover? **All of the Borough of Ipswich**

Will it be a Development Plan document? **No**

Will it be produced jointly with other authorities and will this involve a joint committee? **No**

What timetable is proposed for this document (under the 2012 Regulations)?  
*Evidence gathering, consultation, preparation of SPD* January – August 2020  
(reg 12)  
*Public consultation period (regs 12, 13)* Oct – Dec 2020  
*Modify and Adopt SPD (reg 14)* Jan – March 2021

Who will be responsible for producing the document? **The planning service of Ipswich Borough Council**

When will the document be reviewed? **The document is reviewed approximately every three years.**

#### Document 4

What will the document be called?	<b>Low-Emissions SPD (incorporating parking guidance for the IP-One Area)</b>
What is the subject of the document?	<b>The document will seek to provide a package of measures aimed at mitigating the air quality impacts of development. The primary aim is to accelerate the uptake of cleaner vehicle fuels and technologies in and around development sites and to promote modal shift away from the car. The SPD will include parking guidance for the IP-One Area, to ensure that the approach to parking in central Ipswich does not undermine actions to support modal shift. It will be supplementary to policies contained within the Core Strategy and Policies DPD.</b>
What geographical area does the document cover?	<b>All of the Borough of Ipswich</b>
Will it be a Development Plan document?	<b>No</b>
Will it be produced jointly with other authorities and will this involve a joint committee?	<b>No, but during the process of document production, particular attention will be paid to the views of Suffolk County Council, as the highway authority.</b>
What timetable is proposed for this document (under the 2012 Regulations)?	<i>Evidence gathering, consultation, preparation of SPD (reg 12)</i> January 2019 – July 2020 <i>Public consultation period (regs 12, 13)</i> November 2020 – January 2021 <i>Modify and Adopt SPD (reg 14)</i> February – July 2021
Who will be responsible for producing the document?	<b>The planning policy service of Ipswich Borough Council will lead preparation but significant input will also be needed from the Environmental Health team who undertake air quality work.</b>
When will the document be reviewed?	<b>The document will be monitored on an annual basis and will then be the subject of a review if the monitoring highlights such a need.</b>

#### Document 5

What will the document be called?	<b>Reptile Strategy SPD</b>
What is the subject of the document?	<b>The Reptile Strategy SPD will provide guidance on how to work within the ‘mitigation hierarchy’ in relation to reptiles on development sites. This includes guidance on how to avoid or minimise impacts to reptiles, such as by retaining populations or part of a population on-site, and how to mitigate impacts, for example by moving (‘translocating’) populations of reptiles to other sites. The aim of the SPD is to support Local Plan delivery by taking a more strategic approach to reptile translocation, by identifying receptor sites and planning for their establishment and ongoing maintenance. It will be supplementary to a policy contained within the Core Strategy and Policies DPD.</b>
What geographical area does the document cover?	<b>All of the Borough of Ipswich</b>
Will it be a Development Plan document?	<b>No</b>
Will it be produced jointly with other authorities and will this involve a joint committee?	<b>No</b>
What timetable is proposed for this document (under the 2012 Regulations)?	<p><i>Evidence gathering, consultation, preparation of SPD (reg 12)</i> January 2019 – May 2020</p> <p><i>Public consultation period (regs 12, 13)</i> July – September 2020</p> <p><i>Modify and Adopt SPD (reg 14)</i> October 2020 – February 2021</p>
Who will be responsible for producing the document?	<b>The planning policy service of Ipswich Borough Council will lead preparation but significant input will also be needed from the Parks and Open Spaces team.</b>
When will the document be reviewed?	<b>The document will be monitored on an annual basis and will then be the subject of a review if the monitoring highlights such a need.</b>

**Document 6**

What will the document be called?	<b>Ipswich Statement of Community Involvement Review</b>
What is the subject of the document?	<b>The Statement of Community Involvement Review will set out the Council’s approach to involving the public in the planning process. This includes involvement in the preparation of planning documents and the determination of planning applications. The Statement of Community Involvement Review will not contain policies affecting the use of land.</b>
What geographical area does the document cover?	<b>All of the Borough of Ipswich</b>
Will it be a Development Plan document?	<b>No</b>
Will it be produced jointly with other authorities and will this involve a joint committee?	<b>No</b>
What timetable is proposed for this document (under the 2012 Regulations)? <i>Evidence gathering, consultation, preparation of SCI:</i>	November 2022-January 2023 <i>Adopt SCI:</i> March 2023
Who will be responsible for producing the document?	<b>The planning policy service of Ipswich Borough Council</b>
When will the document be reviewed?	<b>The document will be reviewed at least every five years to ensure that community involvement approaches are effective and up to date.</b>

**Appendix 2 – Saved Policies**



The Core Strategy and Policies DPD Review (adopted February 2017) and Site Allocations and Policies (incorporating IP-One Area Action Plan) DPD (adopted February 2017) replaced any remaining saved policies of the Ipswich Local Plan (1997) and Core Strategy and Policies DPD (2011).

When the currently underway Ipswich Local Plan review reaches adoption, it would replace the Ipswich Local Plan adopted in February 2017.

**Appendix 3 – List of Supplementary Planning Guidance documents relevant to Ipswich and those revoked**

The following is a list of adopted Supplementary Planning Guidance (SPG) documents that will remain material considerations in the determination of planning applications. In due course the Council will delete them but it is anticipated that this will only occur after the event highlighted in the ‘Long Term position in new Local Plan’ column occurs.

<b>Supplementary Planning Guidance Title</b>	<b>Date</b>	<b>Long term position in new Local Plan</b>
Accessible General Housing	1997	Not likely to be required. Many of the issues are now covered by the Building Regulations system.
Central Shopping Area Frontages	1997	The NPPF no longer advocates the use of frontages for town centre retail-based policies and changes will be required to town centre policies in the light of adopted changes to the Use Classes Order. Therefore, the Final Draft Local Plan proposes a different approach and this SPG will not be required in the medium/long term.
Reducing the Environmental Impact of New Development	1999	Not likely to be required. Policies have been incorporated within the Core Strategy and Policies DPD and many of the issues are now covered by the Building Regulations system.

The following is a list of supplementary planning guidance (SPG) documents previously revoked.

<b>Supplementary Planning Guidance Title</b>	<b>Date</b>	<b>Reason for revocation</b>
Section 106 Obligations	2000	Superseded by the Section 106 Developers Guide to Infrastructure Contributions in Suffolk adopted by Ipswich Borough Council in July 2012 and updated in January 2014.
Henslow Road Co-op Depot	1999	Development completed at the site.
Bolton Lane area	1999	Development completed at the site.
Land south of Bramford Road	1998	The site has largely been developed and the remaining sites will have individual site briefs if considered necessary.
Hayhill Road Allotments	1997	The site has planning permission and is almost complete.
Development Control Policies and Design Guidelines	1992	Standards still considered necessary and regularly used. Will be incorporated into new Space and Design Guidelines SPD. Superseded by Space and Design SPD 2015
Out of Town Centre Shopping	1997	Policies have been incorporated within the Core Strategy and Policies DPD.
A Cycle Strategy for Ipswich	1998	Superseded by the Cycling Strategy SPD in July 2016.
Public Open Space	1998	Superseded by the Public Open Space SPD in March 2017.

Smart Street / Foundation Street / Lower Orwell Street area	1998	Incorporate within the opportunity area / IP-One Area Action Plan in the Site Allocations and Policies DPD in February 2017.
A Good Practice Guide to Extending Your Home	1999	Superseded by the Space and Design Guidelines SPD in November 2015.
The Provision and Maintenance of Children's Play Space	1999	Superseded by the Public Open Space SPD in March 2017.

## **Appendix 4**

### **Summary of Key Changes from the October 2015 LDS**

There are two major changes between this revised version of the LDS and the previous version published in October 2015. These are:

1. Reflecting the adoption in of SPDs 2019-2020; and
2. Updating timetables for DPDs (specifically the current Local Plan review) and two outstanding SPDs.

In addition, a number of other minor changes have been made to the text to ensure that:

- It is clear that this is a revision of the previous LDS; and
- Parts of the text are amended to ensure that it is up to date.

More detail on these changes and the reasoning behind them can be found in Section 4 of this Local Development Scheme.

## Appendix 5

### Glossary of Words and Terms used in the LDS

<u>Word / Phrase</u>	<u>Abbreviations</u>	<u>Definitions</u>
<b>106 Obligations</b>		Requirements of developers as part of planning permissions. These are agreed in the planning application process, to provide contributions (usually financial) to develop facilities / amenities for the local community (e.g. education, open space).
<b>Adopted</b>		Final agreed version of a document or strategy.
<b>Affordable housing</b>		Housing which is accessible to those who cannot afford to buy or rent appropriate accommodation for their needs in the local housing market.
<b>Authority Monitoring Report</b>	<b>AMR</b>	Document produced each year recording and presenting progress on all elements of the local development framework where measurement is required.
<b>Area Action Plan</b>	<b>AAP</b>	One of a number of types of planning documents that can form part of the local plan. The document would relate to part of, rather than all of the borough.
<b>Authority</b>		Organisation or body responsible for implementation of particular tasks.
<b>Community Plan</b>		'One-Ipswich' is the community plan for Ipswich and is a document produced to promote and improve the economic, social and environmental well-being of the community.
<b>Conformity</b>		A term for a proposal, plan or strategy which is in line with policies and principles set out in other relevant documents.
<b>Core Strategy</b>		The development plan document which provides the vision for the future development of Ipswich. It sets out the key policies that all planning applications will be assessed against.

<b>Development Plan Document</b>	<b>DPD</b>	A document which sets out the planning policy framework against which proposals for development will be assessed. The Core Strategy and combined Site Allocations document are both DPDs.
<b>Development Plans Team</b>		See Planning Policy.
<b>Implementation Framework</b>		A process which sets out to ensure proposals in plans, programmes and strategies are completed within an agreed timeframe.
<b>Inspector's Report</b>		Document produced by an independent inspector from the Planning Inspectorate. It assesses the soundness and robustness of development plan documents.
<b>Integrated Transport</b>		Term used to describe how various modes of transport work together.
<b>Ipswich Borough Council</b>	<b>IBC</b>	The Council responsible for a range of service provision in Ipswich including the local development framework and dealing with planning applications.
<b>Local Development Documents</b>	<b>LDD</b>	All development plan documents and supplementary plan documents are local development documents.
<b>Local Development Framework</b>	<b>LDF</b>	The name previously given to the collection of plans prepared by IBC which provided the policy framework for development in the Borough. Now it is known as a Local Plan.
<b>Local Development Scheme</b>	<b>LDS</b>	The document that sets out Ipswich Borough Council's proposals for new LDDs and the timetable for producing them.
<b>Local Plans</b>		The 'new' term for a local planning authority's local development framework. The local plan comprises all the DPDs for a local planning authority's area.
<b>Material Consideration</b>		A factor to be taken into account when making a planning decision.
<b>Monitoring and Review</b>		Regular measurement of progress towards targets, aims and objectives. It also involves scrutiny, evaluation and, where necessary, change of policies, plans and strategies.
<b>Options Consultation</b>		A stage in the production of a LDD which seeks to actively involve statutory authorities and the public in determining a range of options for future planning policy and development.

<b>Planning and Compulsory Purchase Act 2004</b>		The law that changed the planning system in the UK.
<b>Planning Policy</b>	<b>PP</b>	The service within Ipswich Borough Council which is responsible for developing the local plan in Ipswich.
<b>Planning Policy Framework</b>		Policy statements and guidance on planning issues set out in documents produced at central, regional and local government levels.
<b>Pre-Submission Consultation</b>		Consultation with statutory consultees prior to DPDs and SPDs being written.
<b>Pre-Submission Public Participation</b>		Consultation with the general public and all those with an interest in each particular document prior to the documents being written.
<b>Regeneration</b>		Renewal and rehabilitation of former derelict or under-used sites / areas.
<b>Renaissance</b>		Term to describe the revitalisation of an area.
<b>Site Allocations</b>		Designation of land in a LDD for a particular land use (e.g. Housing).
<b>Statement of Community Involvement</b>	<b>SCI</b>	Document which sets out the standards which an authority will achieve with regard to involving local communities in the preparation of <i>local development documents</i> and development management decisions.
<b>Statement of Conformity</b>		Statement which identifies and confirms that all policies, proposals and strategies are in line with relevant national policies.
<b>Strategic Environmental Assessment</b>	<b>SEA</b>	An environmental assessment which complies with the EU Directive 2001/42/EC. The environmental assessment involves the preparation of an environmental report, the carrying out of consultations, the taking into account of these in decision making, the provision of information when the plan or programme is adopted and showing that the results of the environmental assessment have been taken into account.
<b>Strategic Housing and Economic Land Availability Assessment</b>	<b>SHELAA</b>	A piece of evidence required to demonstrate that the land proposed for residential or economic development in a DPD is suitable, available and likely to come forward during the plan period.
	<b>SHMA</b>	

<b>Strategic Housing Market Assessment</b>		A piece of evidence required to enable local planning authorities to ensure that local plan policies help to create balanced housing markets.
<b>Suffolk County Council</b>	<b>SCC</b>	The Council that is responsible for a range of services including education and transport.
<b>Suffolk Local Transport Plan</b>	<b>LTP</b>	A document relating to highway and transport projects and programmes.
<b>Supplementary Guidance</b>		Guidance to assist the delivery of development and may be prepared by another body such as a County Council, where this would provide economies in production and the avoidance of duplication, e.g. where the information in it would apply to areas greater than single districts.
<b>Supplementary Planning Documents</b>	<b>SPD</b>	Documents which local planning authorities may prepare which will provide additional supporting information in respect of policies in <i>development plan documents (DPDs)</i> . They do not form part of the Development Plan and are not subject to independent examination but they will be treated as a material consideration when determining planning applications.
<b>Supplementary Planning Guidance</b>	<b>SPG</b>	Non-statutory planning guidance which complements development plans and Central Government policy advice under the old planning system. SPG offers more detailed advice and has often been used to help implement the policies and proposals in the local plan.
<b>Sustainability Appraisal</b>	<b>SA</b>	A tool for appraising policies and documents to ensure they reflect sustainable development objectives. All policies and development plan documents must be subject to a sustainability appraisal.