

LIST OF FORTHCOMING DECISIONS – 7 JANUARY 2019

This document contains a list of the key decisions and future items that are of a confidential or exempt nature

Normally, meetings of the Council are open to the press and public. In certain circumstances, the committee may (but do not have to) exclude the press and public if, during the meeting it is likely that “exempt information” would be disclosed. Exempt information is defined by Section 100I (1) of the Local Government Act 1972, by Schedule 12A to that Act.

The categories of exempt information are:-

1. Information relating to any individual
2. Information which is likely to reveal the identity of an individual
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the Authority
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings
6. Information which reveals that the authority proposes a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or b) to make an order or direction under any enactment
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

If you would like to make representations opposing the reason why one of the following items is marked as exempt (please see end column to see if the report is marked as exempt), you should contact Ainsley Gilbert, Committee Services, Ipswich Borough Council, Grafton House, 15-17 Russell Road, Ipswich, Suffolk, IP1 2DE or email ainsley.gilbert@ipswich.gov.uk at least a week prior to the meeting at which the item is being considered. You should specify the reason why you believe that the item should be considered in public. Based on that information, a decision will be made on whether the matter should be considered in public or not.

The Executive Members as from Council on 16 May 2018 are Councillors Ellesmere, Rudkin, Cook, Jones, MacDonald, Meudec, Ross and Smart.

STATUS	SUBJECT	SUMMARY	DECISION MAKER & DECISION DATE	BACKGROUND PAPERS	CONSULTATION	CONTACT	REASON FOR INCLUSION
No change since last plan	Housing Revenue Account Rent and Service Charge Levels 2019/20	To ask Executive to recommend to Council Housing Revenue Account (HRA) rent and service charge levels for 2019/20.	Executive 8 Jan 2019		The issue of the reduction to rents is to be discussed at Tenant Area Housing Panels in December 2018. Internal consultation: Portfolio Holder for Housing and Health Chief Operating Officer Head of Housing & Community Services Legal Services Financial Services	Comments To:- Martin King Tel: 01473 432000 martin.king@ipswich.gov.uk	Key Decision

STATUS	SUBJECT	SUMMARY	DECISION MAKER & DECISION DATE	BACKGROUND PAPERS	CONSULTATION	CONTACT	REASON FOR INCLUSION
No change since last plan	Ipswich Urban Character Supplementary Planning Document (SPD) - Suburban Areas (Castle Hill, Whitehouse and Whitton; North-East; South-East)	<p>The Ipswich Urban Character Supplementary Planning Document applies to the entire area of Ipswich Borough, with the exception of designated conservation areas, and the area of the Ipswich Garden Suburb. It is divided into eight urban character areas, the boundaries of which are defined by their shared urban character. For each area, the SPD analyses the built character and other environmental factors such as biodiversity, and provides guidance to help ensure that new development supports the local distinctiveness of the area. It will support the implementation of adopted Ipswich Core Strategy policies DM5 and CS2.</p> <p>SPD chapters for five of the urban character areas have already been adopted by the Council: i) Norwich Road, ii) Parks, iii) Valley, iv) California, v) South West (Chantry, Stoke Park and Maidenhall).</p> <p>The report will be seeking approval from the Executive to undertake consultation on the draft chapters for the remaining three areas: i) Castle Hill, Whitehouse and Whitton, ii) North East, iii) South East.</p>	Executive 8 Jan 2019	Adopted Core Strategy and Policies Development Plan Document (2017); National Planning Policy Framework (2018); Adopted Urban Character SPDs for Norwich Road, Parks, Gipping Valley, California, South West (2015)	<p>The three chapters of the Ipswich Urban Character SPD (Castle Hill/Whitehouse/Whitton; North-East; South-East) will be subject to a single phase of consultation to invite comments on the draft SPDs.</p> <p>Portfolio Holder for Development & Museums Chief Operating Officer Head of Development Legal Services Financial Services</p>	<p>Comments To:- Rebecca Styles Tel: 01473 432000 rebecca.styles@ipswich.gov.uk</p>	Key Decision

STATUS	SUBJECT	SUMMARY	DECISION MAKER & DECISION DATE	BACKGROUND PAPERS	CONSULTATION	CONTACT	REASON FOR INCLUSION
No change since last plan	Contaminated Land Strategy	<p>There is a legal duty on the Council to have a Contaminated Land Strategy. The aim of the strategy is to set out how the council intends to implement its responsibilities under Part 2A of the Environmental Protection Act 1990. This requires all local authorities to inspect its area for the purpose of identifying contaminated land, and develop and publish a strategic approach to identifying and securing the remediation of contaminated land in its area.</p> <p>The guidance suggests this should be reviewed every 5 years. The legislation, guidance and processes involved in formulating a contaminated land strategy have remained unchanged since the previous review in 2013. The previous contaminated land strategy was significantly reviewed and as a result was taken to statutory consultation and executive for approval. The current revision of this contaminated land strategy has been reviewed by officers with only a few minor amendments been made to the proposed strategy for the next 5 years.</p>	Executive 8 Jan 2019	Contaminated Land Strategy 2019- 2024; E/13/62 Contaminated Land Strategy	Portfolio Holder for Public Protection & Customer Services Chief Operating Officer Head of Housing & Community Services Legal Services Financial Services	Comments To:- Caroline Talbot Tel: 01473 432000 caroline.talbot@ipswich.gov.uk	Key Decision

STATUS	SUBJECT	SUMMARY	DECISION MAKER & DECISION DATE	BACKGROUND PAPERS	CONSULTATION	CONTACT	REASON FOR INCLUSION
Change in decision date and amended to include Long Term Empty Premium charges	Council Tax: Care Leavers Discount and Long Term Empty Premium	<p>The Council has the discretion to reduce the Council Tax liability for individuals or prescribed groups in accordance with Section 13A(1)(c) of the Local Government Finance Act 1992 (as amended). Suffolk County Council have approached all of the Councils within Suffolk to consider introducing a local discount for care leavers from the 1st April 2019.</p> <p>Section 11B of the Local Government Finance Act 1992 allows billing authorities, in relation to a dwelling which has been unoccupied and substantially unfurnished for over two years, to charge a premium, currently 50% of the Council Tax (as since 2013). From 1st April 2019, the Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act 2018 amends section 11B of LGFA 1992 to allow billing authorities to charge:</p> <ul style="list-style-type: none"> • For 2019/20, the maximum premium is 100%; • For 2020/21, the maximum premium is 100% if empty for 2-5 years and 200% if empty for 5 years and over; • For 2021/22, the maximum premium is 100% if empty for 2-5 years, 200% if empty for 5-10 years, and 300% if empty for 10 years and over <p>The Council is asked if it wishes to amend the current premium in line with the new regulations.</p>	Executive 5 Feb 2019	Keep on Caring (Supporting Young People from Care to Independence) HM Government July 2016	<p>Section 13A (1)(c) of the Local Government Finance Act 1992 (as amended) provides the legal framework for introducing a local discount. Consultation has taken place with the other Suffolk authorities in order to agree a common policy. There is no statutory need to consult on the Section 11B of the Local Government Finance Act 1992 proposals.</p> <p>Portfolio Holder for Communities Chief Operating Officer Head of Finance and Revenues Legal Services Financial Services</p>	<p>Comments To:- Andrew Wilcock Tel: 01473 432000 andrew.wilcock@ipswich.gov.uk</p>	Key Decision

STATUS	SUBJECT	SUMMARY	DECISION MAKER & DECISION DATE	BACKGROUND PAPERS	CONSULTATION	CONTACT	REASON FOR INCLUSION
New	Non-Domestic Rates - Retail Discount	<p>The Government announced in the budget on the 29th October 2018 that it will provide a Business Rates Retail Discount scheme for occupied retail properties with a rateable value of less than £51,000 for each of the years 2019-20 and 2021-22.</p> <p>As this is a measure for 2019-20 and 2021-22 only, the Government is not changing the legislation around the discount available to properties. Instead the Government will, reimburse local authorities that use their discretionary relief powers, introduced by the Localism Act (under section 47 of the Local Government Finance Act 1988, as amended) to grant relief.</p> <p>This report contains the discretionary policy for consideration.</p>	<p>Executive</p> <p>5 Feb 2019</p>		<p>There is no statutory requirement to consult on these proposals.</p> <p>Portfolio Holder for Communities Chief Operating Officer Head of Finance and Revenues Legal Services Financial Services</p>	<p>Comments To:-</p> <p>Andrew Wilcock</p> <p>Tel: 01473 432000</p> <p>andrew.wilcock@ipswich.gov.uk</p>	Key Decision

STATUS	SUBJECT	SUMMARY	DECISION MAKER & DECISION DATE	BACKGROUND PAPERS	CONSULTATION	CONTACT	REASON FOR INCLUSION
No change since last plan	Ipswich Local Development Scheme Review	<p>The Local Development Scheme (LDS) is a statutory document outlining the local authority's work programme for the preparation of development plan documents (DPDs). DPDs are the documents which constitute the Ipswich Local Plan (currently the adopted Core Strategy and Policies DPD Review and the Site Allocations and Policies (incorporating IP-One Area Action Plan) DPD). Other planning documents, such as supplementary planning documents, may also be included in the LDS, but these are not required by law.</p> <p>The LDS needs to be reviewed and updated in order to:</p> <ul style="list-style-type: none"> • reflect the adoption of the Ipswich Local Plan in February 2017; • update progress on the joint or aligned Local Plan Review DPD, which is being prepared with three neighbouring local planning authorities; • update progress on supplementary planning documents; • add a review of the Ipswich Statement of Community Involvement; and • introduce a number of new supplementary planning documents being prepared by the Council. <p>This report seeks approval from the Executive to the revisions made in this document.</p>	Executive 5 Feb 2019	Local Development Scheme for Ipswich, October 2015	Supplementary Planning Documents and timetables have been discussed with relevant officers where they involve joint work with other teams. Discussions with neighbouring local planning authorities about joint or aligned local plan reviews are ongoing.	Comments To:- Sarah Barker Tel: 01473 432000 sarah.barker@ipswich.gov.uk	Key Decision

STATUS	SUBJECT	SUMMARY	DECISION MAKER & DECISION DATE	BACKGROUND PAPERS	CONSULTATION	CONTACT	REASON FOR INCLUSION
Change in decision date	Response to Public Spaces Protection Order (PSPO) consultation	<p>Public Spaces Protection Orders (PSPO) were created by the Anti-Social Behaviour, Crime and Policing Act 2014. They are a tool for dealing with antisocial behaviour. Local Authorities can choose to adopt PSPOs if there is the evidence to demonstrate a need.</p> <p>This report informs Executive of the outcome of the public consultation concerning the draft Public Spaces Protection Orders (PSPOs) and requests Executive decide the next steps. Executive is also requested to agree an amendment to the Public Protection Enforcement Policy.</p>	Executive 5 Feb 2019	Executive report - E/18/12 Public Spaces Protection Order (PSPO)	Portfolio Holder for Public Protection and Customer Services Chief Operating Officer Head of Housing and Community Services Legal Services Financial Services	Comments To:- Clare Lovell Tel: 01473 432000 clare.lovell@ipswich.gov.uk	Key Decision

STATUS	SUBJECT	SUMMARY	DECISION MAKER & DECISION DATE	BACKGROUND PAPERS	CONSULTATION	CONTACT	REASON FOR INCLUSION
No change since last plan	Air Quality Action Plan	<p>The Council has a duty to monitor the air quality in Ipswich and, where monitoring shows that there are levels that consistently exceed or will likely exceed the national air quality objectives, to declare an Air Quality Management Area (AQMA). A fifth AQMA and amendments to three of the four existing AQMAs were declared on 12th September 2017. Where an AQMA is declared, the Council is under a further duty to develop and implement an Action Plan. This must include information as to how the Council will use its powers and work with other organisations in pursuit of the air quality objectives.</p> <p>A draft action plan has been produced as a result of engagement with key stakeholders. Upon agreement with the recommendations made within this plan, it is proposed that a public and statutory consultation be undertaken on the content of this plan.</p>	Executive 5 Feb 2019	E/17/31 Declaration of air quality management areas	<p>Portfolio Holder for Public Protection & Customer Services Chief Operating Officer Head of Housing & Community Services Legal Services Financial Services</p> <p>External: Key stakeholders</p>	<p>Comments To:- Caroline Talbot Tel: 01473 432000 caroline.talbot@ipswich.gov.uk</p>	Key Decision

STATUS	SUBJECT	SUMMARY	DECISION MAKER & DECISION DATE	BACKGROUND PAPERS	CONSULTATION	CONTACT	REASON FOR INCLUSION
New	Box Office Ticketing System	Procurement of a new box office ticketing system for Ipswich Entertains.	Executive 5 Feb 2019		Portfolio Holder for Culture & Leisure Chief Operating Officer Head of Culture and Environment Legal Services Financial Services	Comments To:- Mark Whiting Tel: 01473 432000 mark.whiting@ipswich.gov.uk	Key Decision The appendix will contain commercially sensitive information in relation to tender submissions. Representations to hear this item in public must be made to the officer specified at the beginning of this document at least one week before the meeting.
No change since last plan	Update on development of housing at former Tooks Bakery site	To update Executive on progress with preparations to develop housing on the former Tooks Bakery site.	Executive 5 Feb 2019		Leader of the Council Portfolio Holder for Housing and Health Chief Operating Officer Head of People and Governance Legal Services Financial Services	Comments To:- Helen Pluck Tel: 01473 432000 helen.pluck@ipswich.gov.uk	Key Decision This report will contain commercially sensitive information. Representations to hear this item in public must be made to the officer specified at the beginning of this document at least one week before the meeting.

STATUS	SUBJECT	SUMMARY	DECISION MAKER & DECISION DATE	BACKGROUND PAPERS	CONSULTATION	CONTACT	REASON FOR INCLUSION
Change in decision date	Reserved Matters relating to any Council-owned Company	To determine any matter that Executive has reserved to itself within the governance structures for its wholly owned companies. This item may recur as and when required.	Executive 5 Feb 2019	Creation of Local Authority Trading Company - March 2016; Creation of Local Authority Trading Company - January 2017; Review of Governance of Local Authority Owned Companies - March 2017	Leader of the Council Chief Operating Officer Legal Services Financial Services	Comments To:- Shirley Jarlett Tel: 01473 432000 shirley.jarlett@ipswich.gov.uk	Key Decision The content of this report is likely to be commercially sensitive. Representations to hear this item in public must be made to the officer specified at the beginning of this document at least one week before the meeting.
No change since last plan	Homelessness and Rough Sleeping Strategy 2019 - 2022	To agree the Homelessness and Rough Sleeping Strategy following consultation with stakeholders.	Executive 5 Mar 2019		Consultation with Stakeholders will take place from Monday 10 th December 2018 to Friday 21 st December 2018. Portfolio Holder for Housing & Health Chief Operating Officer Head of Housing and Community Services Legal Services Financial Services	Comments To:- Caroline Elias-Stephenson Tel: 01473 432000 caroline.elias-stephenson@ipswich.gov.uk	Key Decision

STATUS	SUBJECT	SUMMARY	DECISION MAKER & DECISION DATE	BACKGROUND PAPERS	CONSULTATION	CONTACT	REASON FOR INCLUSION
New	HRA Asset Management Strategy	The Council's current Asset Management Strategy was developed in 2011 and has provided a sound framework for managing and developing its asset management activities. However, things have moved on since this time, both within the Council and in the external operating context, and it is now appropriate to review and refresh this strategy to deliver a new strategy that is fully fit for purpose and will support the Council's aims and ambitions for a further 5 year period.	Executive 5 Mar 2019	Current HRA Asset Management Strategy	Portfolio Holder for Housing and Health Chief Operating Officer Head of Housing & Community Services Financial Services Legal Services	Comments To:- Alan Huffey Tel: 01473 432000 alan.huffey@ipswich.gov.uk	Key Decision

STATUS	SUBJECT	SUMMARY	DECISION MAKER & DECISION DATE	BACKGROUND PAPERS	CONSULTATION	CONTACT	REASON FOR INCLUSION
Change in decision date	Garage Demolition and Replacement Project	The Plover Road, Selkirk Road and Wellington Court garage sites have been identified for demolition and replacement with new garages and/or hard surface parking. The tender evaluation results for this project will be reported and a recommendation made for the award of the contract.	Executive 5 Mar 2019		Portfolio Holder for Housing and Health Chief Operating Officer Head of Housing and Community Services Legal Services Financial Services	Comments To:- Alan Huffey Tel: 01473 432000 alan.huffey@ipswich.gov.uk	Key Decision The appendix of this report will contain commercially sensitive information relating to the tender. Representations to hear this item in public must be made to the officer specified at the beginning of the document at least one week before the meeting.
Change in decision date	Electrical Sub-Mains Replacement Contract	The electrical sub-mains replacement works on Council housing is being tendered. The evaluation results will be reported and a recommendation made for the award of the contract.	Executive 5 Mar 2019		Portfolio Holder for Housing and Health Chief Operating Officer Head of Housing and Community Services Legal Services Financial Services	Comments To:- Adrian Ablitt Tel: 01473 432000 adrian.ablitt@ipswich.gov.uk	Key Decision The appendix of this report will contain commercially sensitive information relating to the tender. Representations to hear this item in public must be made to the officer specified at the beginning of the document at least one week before the meeting.

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Change in decision date	Maintenance Remediation Contract	Procurement of maintenance supplier.	Executive 5 Mar 2019		Portfolio Holder for Housing & Health Chief Operating Officer Head of Housing & Community Services Legal Services Financial Services	Comments To:- Duncan Carragher Tel: 01473 432000 duncan.carragher@ipswich.gov.uk	Key Decision This report will contain exempt information relating to tender submissions. Representations to hear this item in public must be made to the officer specified at the beginning of this document at least one week before the meeting.
No change since last plan	Princes Street Enterprise Zone	This report will recommend delivery options and plan for the Enterprise Zone and Portman Road area.	Executive 5 Mar 2019		Leader of the Council Chief Operating Officer Operations Manager – Property Legal Services IBC Integrated Transport Officer Operations Manager – Parking Operations Manager – Major Capital Schemes	Comments To:- Stuart Oxborrow Tel: 01473 432000 stuart.oxborrow@ipswich.gov.uk	Key Decision This report may contain commercially sensitive information. Representatives to hear this item in public must be made to the officer specified at the beginning of this document at least a week before the meeting.

STATUS	SUBJECT	SUMMARY	DECISION MAKER & DECISION DATE	BACKGROUND PAPERS	CONSULTATION	CONTACT	REASON FOR INCLUSION
Change in decision date	Disposal of land and/or premises at Sroughton Enterprise Park, North West Ipswich	Consideration of offers from interested parties. This item will recur as further offers come forward.	Executive 5 Mar 2019	Executive report E/16/51 - Sroughton Master Plan	Leader of the Council Chief Executive Chief Operating Officer Head of Development Legal Services Financial Services	Comments To:- Christopher Bull Tel: 01473 432000 christopher.bull@ipswich.gov.uk	Key Decision This report will contain commercially sensitive information relating to potential land/premises disposals. Representations to hear this item in public must be made to the officer specified at the beginning of this document at least one week before the meeting.
New	Business Plans for Wholly Owned Companies	To note the business plans of Wholly Owned Companies.	Executive 5 Mar 2019		Leader of the Council Legal Services Financial Services	Comments To:- Helen Pluck Tel: 01473 432000 helen.pluck@ipswich.gov.uk	Key Decision This report will be on the closed agenda as it will contain commercially sensitive information relating to the companies. Representations to hear this item in public must be made to the officer specified at the beginning of the document at least one week before the meeting.

STATUS	SUBJECT	SUMMARY	DECISION MAKER & DECISION DATE	BACKGROUND PAPERS	CONSULTATION	CONTACT	REASON FOR INCLUSION
Change in decision date	Draft Supplementary Planning Document (SPD) for public consultation: Reptile Strategy SPD	A Supplementary Planning Document (SPD) is being prepared to support the implementation of the Ipswich Local Plan. The Reptile Strategy SPD will set out an approach to the translocation of reptiles as a form of mitigation for development impacts. The draft SPD will need to be published for public consultation.	Executive 11 Jun 2019	Ipswich Local Plan, February 2017; Ipswich Local Development Scheme October 2015; Statement of Community Involvement for Ipswich Review, March 2014; Town and Country Planning (Local Planning) (England) Regulations 2012	The Reptile Strategy SPD is under preparation in consultation with relevant IBC Departments. The draft SPD will be published for public consultation in accordance with the relevant regulations and the Statement of Community Involvement. Portfolio Holder for Development Chief Operating Officer Head of Development Legal Services Financial Services	Comments To:- Sarah Barker Tel: 01473 432000 sarah.barker@ipswich.gov.uk	Key Decision
No change since last plan	Electrical Rewire Contract	The electrical rewires and electrical testing works on Council housing is being tendered. The evaluation results will be reported and a recommendation made for the award of the contract.	Executive 11 Jun 2019		Portfolio Holder for Housing and Health Chief Operating Officer Head of Housing and Community Services Legal Services Financial Services	Comments To:- Adrian Ablitt Tel: 01473 432000 adrian.ablitt@ipswich.gov.uk	Key Decision The appendix of this report will contain commercially sensitive information relating to the tender. Representations to hear this item in public must be made to the officer specified at the beginning of the document at least one week before the meeting.

STATUS	SUBJECT	SUMMARY	DECISION MAKER & DECISION DATE	BACKGROUND PAPERS	CONSULTATION	CONTACT	REASON FOR INCLUSION
New	Gas Servicing Contract	The gas servicing contract for Council housing is being tendered. The evaluation results will be reported and a recommendation made for the award of the contract.	Executive 11 Jun 2019		Portfolio Holder for Housing and Health Chief Operating Officer Head of Housing and Community Services Legal Services Financial Services	Comments To:- Adrian Ablitt Tel: 01473 432000 adrian.ablitt@ipswich.gov.uk	Key Decision The appendix of this report will contain commercially sensitive information relating to the tender. Representations to hear this item in public must be made to the officer specified at the beginning of the document at least one week before the meeting.
Change in decision date	Major Capital Schemes (MCS) Framework	Reporting on the tender process and appointing consultants for framework for capital projects.	Executive 11 Jun 2019		Portfolio Holder for Development and Museums Chief Operating Officer Head of Development Legal Services Financial Services	Comments To:- Mark Hunter Tel: 01473 432000 mark.hunter2@ipswich.gov.uk	Key Decision The appendix will contain commercially sensitive information in relation to tender submissions. Representations to hear this item in public must be made to the officer specified at the beginning of this document at least a week before the meeting.

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No change since last plan	Regent Customer Experience Tender	Report to approve the appointment of a contractor in relation to the Regent Theatre Customer Experience.	Executive 11 Jun 2019		Portfolio Holder for Culture & Leisure Chief Operating Officer Head of Culture & Environment Services Legal Services Financial Services	Comments To:- Mark Hunter Tel: 01473 432000 mark.hunter2@ipswich.gov.uk	Key Decision The appendix of this report will contain commercially sensitive information relating to the tender. Representations to hear this item in public must be made to the officer specified at the beginning of the document at least one week before the meeting.
No change since last plan	Tooks GP Surgery Contractor	Report to approve the appointment of a contractor for a GP surgery on the former Tooks Bakery site.	Executive 9 Jul 2019	Business Case	Portfolio Holder for Development Chief Operating Officer Head of Development Legal Services Financial Services	Comments To:- Mark Hunter Tel: 01473 432000 mark.hunter2@ipswich.gov.uk	Key Decision The appendix of this report will contain commercially sensitive information relating to the tender. Representations to hear this item in public must be made to the officer specified at the beginning of the document at least one week before the meeting.