

**Appendix A: Developer Forum – Terms of Agreement**

# Developer Forum

## Terms of Agreement

### 1. Purpose

The Developer Forum forms part of the Council's new proactive approach on improving the delivery of housing and other uses. This includes schemes with, and schemes which have yet to obtain, planning permission.

In addition to addressing delivery issues, the Forum will look to improve working relations between Developers and Council officers.

### 2. Aims

- To help improve delivery of schemes with planning permission that have yet to be implemented and schemes that have yet to proceed through the planning process.
- To create open and transparent channels of communication between Developers and council officers to improve working relations between Developers and council officers, which in turn will improve the pre-application and planning application process.
- To help provide evidence to the inspector at the forthcoming Local Plan Examination in Public, demonstrating the Council's commitment to improving delivery of housing.

### 3. Objectives

- To provide an informal opportunity to discuss schemes on a 121 with Council officers prior to (but not instead of) the pre-application process
- To seek interest from Developers in meeting with the next Growth Delivery Group (GDG)
- To encourage new development schemes to come forward
- To help maintain the Council's 5 Year Housing Land Supply
- To provide developers with regular Planning Policy, Development Management (DM) and Regeneration updates
- To provide a networking and learning environment for developers

### 4. Outputs

At the end of the forum, developers will be able to discuss existing and proposed schemes on a 121 with Council officers. These conversations will not be recorded, due to commercial sensitivity. Developers are encouraged to notify officers if they have an interest in being invited to the next GDG.

Officers will produce a report of the forum as a public record (negating commercially sensitive information received via the 121 sessions at the end of the forum). This report will be presented by the Director of Place and Well Being at the following GDG.

In addition to the updates, formal requests will be made by officers after the Developer's Forum requesting that individual Developers be invited to attend the next GDG meeting.

### **Attendance**

The Developer Forum will be hosted by Council officers from Planning Policy, Development Management and Regeneration. To ensure there is an appropriate level of officers present to undertake the 121 sessions at the end of the Forum, 2 officers from each of the teams (Planning Policy, Development Management, and Regeneration) are required (totalling 6 officers).

Each of the Forums will be attended by an industry specialist or government bodies to provide one –off specialist advice related to delivery.

A list of Developers using the Local Plan consultation database (in line with the new GDPR regulations) will be extracted and agreed upon.

### **5. Frequency**

The Developer Forum will meet every 4 months (3 times a year before each of the GDG meetings) for a period of 1 year. After the first year, the overall approach to delivery will be reviewed by the GDG to ascertain whether positive changes to the Council's approach to delivery have been implemented. If there is merit to continue the GDG (and thus the Developer Forum) further, then this will be agreed by the Council's Local Plan Project Board.

The Developer Forums will take place on Friday mornings (during working hours) at the Civic Centre. Meeting dates will be agreed by officers (in consultation with Democratic Services noting future meeting dates for the GDG).

Note that the first Developer Forum is being launched on Friday 5<sup>th</sup> October 2018.

### **6. Support Arrangements**

The secretariat duties will be the responsibility of Mansfield District Council. An Example Agenda of the Developer Forum can be found in Appendix 1 of this Agreement.

### **7. Code of Conduct**

To ensure that all business of the Developer Forum conducted in a professional and productive manner, all of its attendees will agree to abide by the Values and Code of Conduct, as can be found at <https://www.mansfield.gov.uk/councillors-decision-making/constitution-1> We emphasise through these Terms of Agreement that the Forum is not an opportunity to challenge officers in a public arena.