**Planning Performance Agreement Pro-forma**

**Name of developer/applicant:**

insert name of developer.

**Name of planning consultant/ project manager:**

insert name of planning consultant and/or project manager

**Address of site:**

insert address of site.

**Size area:** insert site area.

**Description of development:**

insert description of development.

**Project Team:**

|  |  |  |
| --- | --- | --- |
| Name | Position and Role | Contact Deals |
| developer to complete | Planning Consultant developer to complete | Tel: developer to complete  Email: developer to complete |
| developer to complete | Developer / Applicant developer to complete | Tel: developer to complete  Email: developer to complete |
| developer to complete | Developer Project Manager developer to complete | Tel: developer to complete  Email: developer to complete |
| developer to complete | developer to complete | Tel: developer to complete  Email: developer to complete |
| developer to complete | developer to complete | Tel: developer to complete  Email: developer to complete |
| developer to complete | developer to complete | Tel: developer to complete  Email: developer to complete |

**Pre-application programme and meeting schedule:**

|  |  |  |
| --- | --- | --- |
| Date | Meeting Topic / Objectives | Additional attendees required |
| developer to complete | Pre-app meeting 1:  to be completed | to be completed |
| developer to complete | Site walkover:  to be completed | to be completed |
| developer to complete | Pre-app meeting 2:  to be completed | to be completed |
| developer to complete | Pre-app meeting 3:  to be completed | to be completed |
| developer to complete | to be completed | to be completed |
| developer to complete | to be completed | to be completed |
| developer to complete | Design review panel:  to be completed | to be completed |
| developer to complete | Pre-submission meeting:  to be completed | to be completed |

**Consultation and public engagement:;**

|  |  |  |
| --- | --- | --- |
| Event / Consultation Type | Date Range | Objectives |
| Councillor Briefing | to be completed | to be completed |
| Parish Council Meeting | to be completed | to be completed |
| Project website | to be completed | to be completed |
| Mail drop | to be completed | to be completed |
| Public Exhibition 1 | to be completed | to be completed |
| Public Exhibition 2 | to be completed | to be completed |
| Councillor site visit | to be completed | to be completed |
| to be completed | to be completed | to be completed |
| to be completed | to be completed | to be completed |
| to be completed | to be completed | to be completed |

**Planning application milestones:**

|  |  |
| --- | --- |
| Date | Milestone |
| to be completed | Draft S106 Heads of Terms to be issued to GBC for comment |
| to be completed | Comments on draft S106 Heads of Terms to be issued by GBC |
| to be completed | Submit application |
| to be completed | Start of LPA neighbour consultation |
| to be completed | Start of LPA statutory bodies and interest group consultation |
| to be completed | End of LPA neighbour consultation |
| to be completed | End of LPA statutory bodies and interest group consultation |
| to be completed | Planning application progress meeting 1 |
| to be completed | Planning application progress meeting 2 |
| to be completed | Planning application progress meeting 3 |
| to be completed | Heads of Terms of s.106 Finalised |
| to be completed | Draft Planning Conditions circulated |
| to be completed | Planning Committee meeting |
| to be completed | s.106 completed |
| to be completed | Planning Permission issued |

**Post-application milestones**

|  |  |
| --- | --- |
| Date | Milestone |
| to be completed | to be completed |
| to be completed | to be completed |
| to be completed | to be completed |
| to be completed | to be completed |
| to be completed | to be completed |
| to be completed | to be completed |
| to be completed | to be completed |
| to be completed | to be completed |
| to be completed | to be completed |
| to be completed | to be completed |
| to be completed | to be completed |
| to be completed | to be completed |

**Required:**

Red line location plan

Constraints plan (if possible)

Features of project (if possible)