

## **Appendix 1: Overview of procedures formalised by Mayor and Cabinet in October 2003**

History:

An officer working group overseeing S.106 Agreements was set up in 1997  
S106 Procedures were formalised at Mayor and Cabinet in October 2003.

They agreed:

- Officer Working Group Terms of reference
- Endorsement of s106 Protocol
- Engagement of a s106 Officer
- Agreed that 6 monthly s106 monitoring reports should be produced.

It noted the following:

### **Officer Working/Overview Group (now – S106 Overview Meeting)**

The Chair - The Development Control Manager (now Head of Development Management), or Head of Planning (now Director of Planning).

Membership - Key officers from all Directorates.

### **Strategic Development Sites Group (now RCPDB)**

The Chair - Director of Regeneration (now Director of Inclusive Regeneration)

Role - raising awareness of potential linkages and opportunities.

Approval level - Up to a level of £500,000 are delegated to the Director of Regeneration where monies are used to support a regeneration scheme. Schemes outside this area would need to be reported to the Mayor and Cabinet.

It also noted that drawdowns were to take place at financial year with closure reports being produced.