

March 29, 2017 Section 106 Workflow







Nottingham City Council

Planning Office





Legal Services



Departments



Planning Application

Development Management

Drafting of Section 106



Agreement



Agreement Undertakings

Section 52 Section 106 Unilateral

Limited to 5 contributions

Payment: Schedule Details Ways to pay

Recording Phase

Development Management







Legal

Section 106 Agreement

Finance

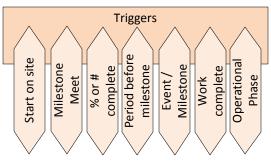
Oracle



Interested Dept.

Project Documents

Trigger Phase



Sources of Alerts		
BC Notice Commencement	Planning Officer	Payment Received
BC Notice Inspection	Site Visit E.g. Eco/Dev	Council Tax
Business Rates	VAO	Land Charge search
Elections	Waste Management	Street Naming / Numbering

Monitoring		
Chase	Planning	Information
Contributions	manager role	Sharing
Notification to dept.	Financial Procedures	Councillor Updates
Ownership	Account	Benefits
Changes	Set-up	Realisation

Accounting Phase

Supplier and Capital Project Account Management

Oracle

Payment Procedures		
Payment	Payments	Receipt
Method	Due	Payment

Enforcement Procedures		
Chase Owners	Legal Notice	Court Action

Obligations may have transferred

Notifications of Incoming		
Development Management	Finance	Interested Dept.

Accounting		
Budget Profile	Year End Adjustments	Audit

Ensure spending
within time limit
(normally 5 years)

Provide		
financial audit		
to developers		

Closure		
Obligations Sign-Off	Account Closed	Land
		Charges
		Removal



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