



Joint Working Agreement for the Self Build Partnership

Introduction

South Gloucestershire Council recognises the unique housing pressures experienced locally and the land supply issues for custom and self-build dwellings. Therefore, the Self Build Partnership (SBP) has been designed to accelerate the delivery of self and custom build plots procured through the adopted [Policies, Sites and Places plan policy PSP42](#) (PSP42) across South Gloucestershire. The SBP is the first of its kind with South Gloucestershire leading the way on innovation in the self and custom build arena.

The SBP has a series of broad delivery standards to ensure excellence in delivery of new self and custom build homes. Partners will work in South Gloucestershire to increase and accelerate delivery, engage in discussion on how to develop the Partnership going forward, develop best practice and have access to the support and advice of the Self Build Officer.

This Agreement establishes the joint commitment of its members comprising Self and Custom build Enablers (Enablers), Small and Medium Enterprise (SME) self and custom build businesses, and House Builders who specialise in the construction or delivery of self and custom build homes (House Builders) to work in South Gloucestershire to accelerate the delivery of self and custom build homes that meet the definition contained in PSP42 and demonstrate high quality design and build standards.

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Website: southglos.gov.uk/self-build-and-custom-house-building





Partners should agree to work together to:

- Speed up the delivery of self and custom build homes that meet the definition contained in PSP42 and demonstrate high quality design and build standards.
- Influence planning applications through early engagement with the developer and Self Build Officer
- Provide advice and share experience on delivery to influence Planning Policy development for the New Local Plan and Supplementary Guidance. This is to include:
 - Phasing
 - Location of plots
 - Size of plots
 - Health and Safety (including providing a Compliance Manager)
 - Access arrangements
- Explore new and innovative routes to the delivery of self and custom build homes.
- Maximise the benefits of delivering self and custom build homes to support the council's wider strategic priorities and policy objectives including the Climate Emergency Declaration (July 2019) and its aim to be carbon neutral by 2030.
- Share best practice and seek excellence in strategic partnership working and delivery models including joint ventures.
- Target the use of funding to enable the delivery of self and custom build plots and homes either through PSP42 or land acquisition.

Partners will:

- Adhere to the commitments, statements and responses made in their submission.
- Engage with developers on delivery of the self and custom build plots and comment on planning applications as requested by the Self Build Officer
- Develop marketing strategies with the Developer and engage with the Self and Custom build Register to promote the plots and Partners products
- Pay the Partnership Fee per plot delivered by the Partner to the Council as stated
- Deliver the Self-build plots and offer Custom build options for the plot purchaser.
- Provide a project plan and quarterly updates on the development progress, specifically entering in to delivery contracts, start on site, point of plot purchase and completion dates. This is for monitoring purposes and to develop case studies and best practice for wider learning.

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- Annual review with the Council as specified in the Selection Criteria Letter document.
- Liaise with the Self Build Officer regarding any queries on the s.106 self and custom build schedule and work within the terms of any s106 agreement.
- Advertise and promote the benefits of being a member of the Self Build Partnership for self and custom build housing delivery to developers, house builders, Elected Members, and other stakeholders.
- Provide support and advice to other Partners.

Joining Fee of £50 per year per Partner organisation

The joining fee is required to cover the administration costs of regular meetings which may be reviewed annually by the Partnership depending on planned work. This fee will be waived in the first year.

A Partnership Fee of 1% of the market value of each self and custom build plot

The Partnership Fee is required for the service provided by the Self-Build Officer in negotiating and procuring the plots for the Partners to acquire and deliver.

Those that provide a specialist service, such as, an Estate Agent, mortgage advisor or legal services, would be exempt from paying the Partnership Fee.

Partnership fee income will be used to:

- Ensure the long-term provision of the self-build service at South Gloucestershire Council.
- The Self-build Officers time to negotiate and acquire the planning permissions for self and custom build plots through PSP42. This includes opportunities for Partners to engage early in the planning application process to influence the delivery of the self and custom build plots
- Exclusive promotion of services to developers and named as preferred option to deliver PSP42 self and custom build plots or custom build homes.
- Exclusive promotion of self-build sites and plots to Self-build register applicants.

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- Regular market update on self-build demand from the self-build register.
- Advice from the Self-build Officer on:
 - South Gloucestershire Council policies and procedures
 - Master planning on large scale developments
 - Provision of Design Code and Plot Passports
- Access to an annual event to promote the partnerships activities, promote best practice and hear industry guest speakers.
- Opportunity to influence South Gloucestershire policy on self and custom build housing.

The Partnership Fee may also be used to secure any other additional services directly relating to the self and custom build service.

Fees will become payable under the following terms

The Partnership Fee applies to all PSP42 self and custom build plots delivered by a Partner. The Partnership Fee shall be 1% of the market value of each PSP42 self and custom build plot.

The Partnership Fee is paid by the Partner to South Gloucestershire Council at the point of entering a sale contract for the PSP42 self and custom build plot with the Plot Purchaser. The Partnership Fee will be paid based on the market value of the self and custom build plots as demonstrated in the agreed sales contract between the Partner and the Developer.

Declaration

Nothing in this Agreement shall create or be deemed to create a partnership (under the meaning given in the Partnership Act 1890), or the relationship of principal & agent between the parties to this Agreement. Except as expressly authorised in this Agreement, no party to the Agreement has any authority to act, make representations or bind or contract on behalf of any of the other parties to this Agreement.

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