

Property Developers Forum – Terms of Reference

Purpose:

- To enable direct property industry participation in the strategy review and subsequent strategy implementation in order to provide vital private sector input, in collaboration with the strategy partners and lead agencies into the wide range of challenges faced in the sub-region, including specific input into:
 - Land use and urban form, including the RPS and resulting City and District Plan responses.
 - Infrastructure planning, funding and implementation.
 - Housing affordability.
 - Development viability.
 - Economic growth.

Role:

- The Forum will have on-going input into strategy implementation including the following specific aspects:
- Providing input and feedback in respect of partner projects relating to strategy actions where such input is sought by the Implementation Management Group (IMG) projects.
- Monitoring of strategy actions.
- The development of statutory and non-statutory policies by the SmartGrowth Partners that either arise from the strategy or have the potential to impact on the strategy.
- SmartGrowth representations to regional and national forums and central government.

Membership:

Landowners / Developers.
Land Developers and Sub-dividers.
Property Developers.
Residential and Commercial.
Property Industry - Management Consultancies.
Property Industry – Professional.
Services Consultancies.
Building Contractors.
Residential and Commercial.

Operation:

- In order to provide transparency, a member (an alternate can be appointed) of the other SmartGrowth Forums and the IMG (as selected by those groups) will be invited to attend and participate in the Property Developer Forum meetings.
- For consistency, only the members nominated by each individual forum / group shall attend these meetings. These members will be able to report back to their respective forum / groups on the Property Developer Forum meetings.
- A reciprocal arrangement will also apply allowing the Property Developer Forum to appoint a member (alternate can be appointed) to attend and contribute to the Strategic Partner Forum.
- Meeting minutes and reports for each of the forums will be circulated to the other forums.
- Implementation Committee at any of the formal meetings with agreement of SGIC Chair and at any agreed workshops, held between SGIC and the forum. Every six months SGIC has a workshop with the individual forums to discuss a range of matters and issues.
- Minutes of the forum meetings are provided to SGIC as part of the regular reporting process and any particular issues are drawn out and highlighted in the bi-monthly report presented to SGIC by the Independent Chair and Implementation Adviser.
- Minutes are also provided to the SmartGrowth IMG for information and for actioning of any particular matters.

Information Provision and Feedback:

- Relevant draft reports, ideas, submissions, and proposed initiatives are provided to the Forum for discussion and input prior to matters going to SGIC. These may be part of a meeting agenda item, or if between meetings, circulated by email to the Forum Chair, for feedback.

Meeting Attendance and Presentations:

- The Independent Chair and Implementation Advisor may attend meetings from time to time, provide written reports, advice and seek input on various matters. There are also a range of presentations on matters of interest to SmartGrowth implementation and to Forum members.
- SGIC members may also be invited to attend the Forum from time to time.