



Strategic Housing Land Availability Assessment Criteria for Site Assessors Panel

Following the Stakeholder Workshop held on 3rd July, there was strong feedback that the SHLAA assessment would benefit from a Site Assessment Panel. The purpose of this Panel would be to review the deliverability of the sites put forward in order to understand when they might be likely to come forward and deliver housing.

We are therefore asking for volunteers for the Panel. Ideally, such people will have appropriate experience of housing delivery in the district and will be prepared to make the necessary time commitment. Given the timescales for the study and the need to keep the number of Panel members to an appropriate level, we are putting forward a series of criteria that will help to determine who should be on the Panel. Inevitably such criteria are, to a certain degree, subjective and it will be for the District Council and their consultants, Roger Tym & Partners, to make the selection. All decisions shall be final.

The criteria that will inform the selection of the Panel are as follows:

1. **Experience.** The person must have a reasonable level of experience of delivering housing in the district and/or the wider sub-region. This could be as an agent acting on behalf of a landowner, a developer, an estate agent or a landowner themselves. We would wish to get a mix of skills and of geographical focus.
2. **Availability.** The person must be available, as a minimum, to attend an all-day Panel meeting on 12 August 2009 at the District Council offices. The purpose of this meeting will be to review the sites and reach agreement on their deliverability. It is expected that there will be approximately 300 sites to consider and that each Panel member will be the 'lead' on a group of up to 30 of these sites. Therefore, this might also require the Panel member to make a number of site visits if they do not already have good knowledge of the particular site(s) in question. These site visits will clearly need to be made in advance of the Panel meeting.
3. **Subsequent availability.** In order for the District Council to continue to monitor housing deliverability, it may wish to hold future Panel meetings in order to review the deliverability of sites or consider new sites. As far as is possible, it will be necessary for Panel members to be able to commit to attending these future meetings. At this stage, it is envisaged that these meetings would be no more than every six months.
4. **Declaration of interests.** In reviewing the sites, any Panel member will need to declare in advance if they have any interest in a site. This will not preclude them from contributing to the assessment, but their interest must be made known to the other Panel members in advance. It will certainly not be appropriate for a Panel member with an interest in a particular site to be the 'lead' assessor for that site.
5. **Size of Panel.** In order to keep the Panel to a manageable size, we are proposing that it consists of no more than 10 members, plus District Council officers and the consultants. If the number of sites being assessed is

significantly in excess of 300, then the District Council reserves its right to increase the number of members.

- 6. Timescale for selection.** All nominations must be made to Peter Gilbert at Stroud District Council (peter.gilbert@stroud.gov.uk) by Friday 17th July 2009. Please supply contact details (name, organisation, email, telephone, fax and address) and declaration of any interest in a potential housing site in the District. The selection of the Panel members will be made by Friday 24th July 2009. Panel members will be notified immediately by email or letter and as soon as possible after issued with details of sites of their to be assessed.