

# Appendix 1

## Terms of Reference

### Joint Core Strategy Authorities Sites Assessment Panel

1. The purpose of the Panel is to establish the potential 'deliverability' of sites presented to the panel for housing and employment development, as part of the evidence base for the emerging Joint Core Strategy and the Gloucester, Cheltenham and Tewkesbury lower level development plan documents.
2. The panel will consist of representatives from Gloucester, Cheltenham and Tewkesbury local authorities, local agents, representatives of the development industry and local specific consultees.
3. Panel members will be expected to declare any financial or other interests in any site under discussion.
4. The names and contact details of panel members will be recorded and made available on public request.
5. No payment will be offered by the JCS authorities for attendance at the panel meeting. Refreshments will be available, lunch will not be provided.
6. Results for each site considered by the panel will be made available to all panel members, and will be published along with other information on sites within the final report, however comments will be attributed to the Panel as a whole and not to individual Panel members.
7. The assessment database remains the property of each participating local authority. Any changes to the database as a result of the panel will be made by the relevant local authority.
8. Prior to any Panel session, Officers will provide appropriate information in relation to each of the sites to be discussed.
9. The panel will assess sites in terms of their development potential of each site in order to establish the following:
  - Availability of sites in terms of years (immediately, within 5 years, 10 years, 15 years, 20 years or longer).
  - Potential financial viability of sites.
  - Suitability of the location.
  - Any constraints on the site, including policy and physical infrastructure constraints/costs.
  - Ownership issues
  - Any other issues relating to a site
10. For each site presented, the Panel will provide a brief reasoned judgement, setting out the factors they have taken into account when coming to that judgement. Where relevant, the panel may indicate a development capacity for the site.