

**Appendix B – Protocol**



This appendix contains the SHLAA panel protocol which has been adhered to during the consideration of sites and the preparation of the report.

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## **Appendix B - Protocol for Weymouth and Dorchester Housing Market Area Strategic Housing Land Availability Study 2008-2009**

### **Terms of Reference**

The aim of the Panel is to assist the Partnership in its assessment of potential sites for new housing, identified by the 2008-09 Strategic Housing Land Availability Assessment (SHLAA) for the Weymouth and Dorchester Housing Market Area.

The purpose of the Panel will initially be to advise the Partnership on any changes to the methodology to be used in the Assessment, and secondly to assist in the assessment of site suitability, availability and achievability.

Membership of the Panel will be limited to those representatives listed in Appendix A of the SHLAA Methodology. The Partnership is agreed that the Panel is representative, being balanced and equitable in its composition and workings. Membership of the Panel is on an entirely voluntary basis.

Meetings of the Panel will take place between November 2008 and Spring 2009. It is anticipated that approximately 3 Panel meetings will be held during this period; additional meetings may be held if deemed necessary by the Panel.

The Partnership will consider the advice and opinions of all Panel members when making its assessment of identified sites. It is for the Partnership to attach the appropriate weight to such advice and opinions, relative to other evidence and considerations. Final assessment of sites within each local authority's SHLAA will be the responsibility of each respective local authority.

### **Expressions of Interest**

Given the nature of the SHLAA, it is likely that some Panel members will have invested interests in identified sites. While this does not in itself present an issue with probity (the Panel will not vote on sites) members are requested to state if they have an interest in a site under consideration, which might influence the advice and opinions expressed. Members need not state the details of their interest.

### **Promotion of sites**

Panel members will be provided with an opportunity to suggest sites for consideration by the respective local authority, outside of Panel meetings. However, members are requested not to engage in the promotion of sites during Panel meetings. Similarly, Panel members with invested interest in a site(s) should not try to challenge or influence the outcome of those particular assessments.

### **General Conduct**

A successful relationship between members of the Panel must be based upon mutual respect for the roles, responsibilities and positions of each other. Each Panel member will bring different skills and competencies and it is important that the contribution of each member is equally recognised, respected, valued and considered. General

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principles of professional conduct will be upheld and members are asked to respect the views of other representatives on the panel. Failure to uphold this protocol will result in that Panel member and their representatives being asked to leave the group.

