



Historic Places Panel – Terms of Reference

The Historic Places Panel (formerly the Urban Panel) is a multi-disciplinary group of experts who visit historic towns and cities around the country, hear from stakeholders about the issues those places are facing and provide ideas and insights about shaping their future.

The Panel was established in 2000 by English Heritage and CABE, and has to date made nearly 60 visits. During this time it has been involved in some of the most significant regeneration and place making successes the country has seen.

Role

The Panel's remit is to engage with Government policy and best practice as it relates to regeneration, place making and the historic environment; to guide Historic England on related issues; and to provide useful strategic advice to public and private bodies with an interest in places where significant changes to the built environment are being planned. To achieve this, the Panel will focus on places, sites and cases that highlight specific themes and strategic issues and, in the case of particular development proposals, are likely to be at the pre-application or masterplanning stage.

Chair and Membership

Members of the Panel shall be appointed by the Chief Executive of Historic England on the advice of the Historic Places Panel Chair, the Panel Coordinator and the Group Director. Ideally, there will be at least one Historic England Commissioner serving on the Panel. The Panel shall have not fewer than 12 and not more than 20 members.

The Chair of the Panel shall be appointed by the Chair of Historic England and may be a Commissioner. In his or her absence, the Chair shall normally be taken by the Deputy Chair who shall be appointed by the Chair of the Panel.

Membership of the Panel should include *at least* one expert in each of the following fields: conservation, property, development economics, design and development - including architecture and other built environment professionals - archaeology, gardens and landscape, retail, history and regeneration. Membership should be from both public and private sectors and take account of the need for diversity.

The terms of office for Panel members will be renewable after a period of three years. Panel members will generally serve a maximum number of two consecutive terms.

Meetings

Meetings of the Panel will be convened as required, including an Annual General Meeting) at a location agreed by Historic England staff. For formal meetings of the whole Panel the quorum will be five members, or one third of the appointed members (fractions counted as a whole) whichever is the greater.

Visits

There will generally be no fewer than three full site visits per year. At any one visit, the Panel should be represented by a minimum of six members. The make-up of the Panel should reflect the particular skills required for the visit.

**Last reviewed and approved:
December 2018**

**Next due for review:
December 2021**