

Appendix 1 - Glossary of Terms

Accessible natural greenspace – ‘Land, water or geological features which have been naturally colonised by plants and animals and is accessible on foot to large numbers of people’ (‘A Space for Nature’ (1996) English Nature)

Active frontage – A building frontage that responds positively to the street and particularly at the ground floor promotes uses, entrances, and windows that generate activity and promote safety on the street.

Affordable housing – Housing, whether for rent, shared ownership or outright purchase, provided at a cost considered affordable in relation to incomes that are average or below average, or in relation to the price of general market housing.

Amenity – A positive element or elements that contribute to the overall character or enjoyment of an area. For example, open land, trees, historic buildings and the inter-relationship between them, or less tangible factors such as tranquillity.

Amenity open space – Open space with the principle purpose of creating a pleasant amenity in an area, rather than use for recreation and leisure.

Ancillary use – A subsidiary or secondary use or operation closely associated with the main use of a building or piece of land.

Aquifer – An underground bed or layer of earth, gravel or porous stone that yields water.

AONB – Area of Outstanding Natural Beauty, a national designation to protect areas of countryside.

Area Action Plan – A type of Development Plan Document that will be used to provide a planning framework for areas of significant change or conservation.

Area specific policies – (See site specific policies)

Automatic Number Plate Recognition (ANPR) – Technology that allows moving cars to have their number plates read via a video camera and matched against various computer databases. Can be used by police in crime prevention and investigation, and as a basis for congestion charging systems.

Biodiversity – The whole variety of life encompassing all genetics, species and ecosystem variations, including plants and animals.

Brownfield site – Previously developed land is that which is or was occupied by a permanent structure (excluding agricultural or forestry buildings), and associated fixed-surface infrastructure. The definition covers the curtilage of the development.

Bus rapid transit system (BRT) – Express bus service characterised by the use of a dedicated roadway or restricted usage lanes, and a limited number of stops.

Building Research Establishment (BREEM) – An assessment made by the Building Research Establishment (BRE) on the environmental performance of both new and existing buildings. It is based on BRE’s Environmental Assessment Method (BREEAM). It is regarded by the UK’s construction and property sectors as the measure of best practice in environmental design and management.

Built form – Buildings and structures

CABE – Commission for Architecture and the Built Environment

Character (of area) – Individual distinctiveness created from a combination of natural and man-made elements with historic, socio-economic and other factors.

Combined Heat and Power (CHP) – The combined production of heat, usually in the form of steam, and power, usually in the form of electricity.

Commitment – All land with current planning permission or allocated in adopted development plans for development (particularly residential development).

Conservation Area – An area of special architectural and/or historic interest that deserves preservation or enhancement of its character or appearance.

Constraint – A limiting factor that affects development, conservation etc.

Core Strategy – One of the key Development Plan documents in the Local Development Framework. It will set out the long-term spatial vision and spatial objectives for the local planning authority area and the strategic policies and proposals to deliver that vision. It will contain a set of primary policies for delivering the core strategy. Broad locations for development may be set out in a key diagram.

County Wildlife Site – Non-statutory site designated for nature conservation interest of a county wide significance, in line with the Government's Local Wildlife Site guidance.

Council – The local authority, Plymouth City Council.

Delivery – The implementation of an objective or planned proposal within the criteria set by the plan.

Demands – The aspirations of the public, which may be greater than their needs.

Development – Development is defined under the 1990 Town and Country Planning Act as "the carrying out of building, engineering, mining or other operation in, on, over or under land, or the making of any material change in the use of any building or other land." Most forms of development require planning permission (see also "permitted development").

Development Brief – A document that outlines detailed planning requirements for the development of a site. It is subject to public consultation prior to publication.

Development pattern – The existing and future distribution of development throughout an area.

Development Plan – This will consist of Regional Spatial Strategies (Spatial Development Strategy in London) and Development Plan Documents contained within a Local Development Framework. It will also contain any 'saved plans' that affect the area.

Development Plan Documents (DPDs) – These are prepared by the relevant plan-making authority. They will be spatial planning documents and subject to independent examination. There will be a right for those making representations seeking change to be heard at an independent examination.

Developers' contribution – (see Planning Obligations)

Distinctiveness (of area) – (see Character)

District Centre – A retail and commercial centre, usually with associated public services, that serves a district catchment area. It is a step above a local centre in a hierarchy of centres.

Diversification – The action of diversifying existing economic activity into new areas of business in order to broaden the return on capital or assets.

'Drivers of Change' – These will include the socio-economic pressures and the government policies that cause change to occur in a plan area.

Ecohomes – An independently verified environmental assessment method for new homes. It rewards developers who improve environmental performance through good design, rather than high capital cost solutions.

Edge of Centre – A location that is within easy walking distance (often considered 200-300 metres) of the primary shopping area.

English Heritage Register of Parks and Gardens of Special Historic Interest in England – A register maintained by English Heritage on parks and gardens of particular heritage value.

Environmental appraisal – Applicants for certain types of development, usually more significant schemes, are required to submit an "environmental statement" accompanying a planning application. This evaluates the likely environmental impacts of the development, together with an assessment of how the severity of the impacts could be reduced.

European Regional Development Fund objective 2 – A European funding opportunity to stimulate development in less prosperous areas of the European Union. Objective 2 funding is focused on the socio-economic change of urban, industrial and rural areas.

Evidence Base – The researched, documented, analysed and verified basis for all the components of a Local Development Framework Extended School – The Government is promoting and developing extended schools, schools which provide a range of services and activities, often beyond the school day, to help meet the needs of pupils, their families and the wider community. DfES is encouraging all schools to work with local partners to develop wider 'extended' services. Such services will differ from one school to another according to local need, but might include out-of-school-hours learning activities, as well as health and social care, childcare, adult education and family learning, leisure activities, and ICT access.

Floodplain – A plain bordering a river that is subject to flooding.

'Front-loading' – The important pre-production processes involved in preparation of Local Development Documents. Seen by the Government as the key to efficient production and examination of LDDs. The Sustainability Appraisal, Statement of Community Involvement, Local Development Scheme and the Annual Monitoring Report play a large part in ensuring front-loading.

Generic Policies – These are a suite of criteria-based policies that are required to ensure that all development within the area meets the vision and strategy set out in the core strategy.

General Industry – defined as class B2 in Town and Country Planning (Use Classes) Order 1987.

Government Office – The integrated government offices that serve their respective regions.

Greenfield Site – Land (or a defined site) usually farmland, that has not previously been developed.

Green corridor – Green corridors can link housing areas to the national cycle network, town and city centres, places of employment and community facilities. They help to promote environmentally sustainable forms of transport such as walking and cycling within urban areas and can also act as vital linkages for wildlife dispersal between wetlands and the countryside.

Groundwater – Water held in water-bearing rocks and spaces underground. It sustains the flow of water in rivers and is an essential source of water for public supply, industry and agriculture.

Growth Points Funding – A funding initiative from the Department of Community and Local Government. It provides funding and support for local communities who wish to pursue large scale and sustainable growth.

Highways Agency – A government agency responsible for the national highway network.

Highway Authority – A local authority (County Council or Unitary Authority) with the responsibility of planning and maintaining the highways network (excepting trunk roads and motorways) and transportation within their areas.

High Quality Public Transport (HQPT) – HQPT is characterised by the following features: reliability; high quality information before and throughout the journey; a safe and pleasant walk to the station / stop; a safe and pleasant wait at the station / stop; good ride quality; a positive image of vehicles and infrastructure; and the aspiration to progress from bus services through intermediate technologies to LRT services.

Homezone – A small highly traffic calmed residential area, often with road and pavement integrated into a single surface, where pedestrians and cyclists have priority over cars.

Housing stock – The total amount of housing within a plan area, but this may be divided into components such as private housing stock or rented housing stock.

Implementation – Carrying out the proposed actions to required standards that are set out in the plan.

Independent Examination – An examination held in public by an Inspector from the Planning Inspectorate.

Infrastructure – The basic facilities, services and installations needed for the functioning of a community. It normally includes transport, communications, water and power.

Inset Maps – will form part of the proposals map but are likely to be at a more detailed scale depending on the nature of the area covered and the degree of detail required. Proposals for area action plans may be shown on inset maps. Where the inset map is used to illustrate the proposals for change the map should define the boundaries of individual sites which have been allocated in an area action plan for specific uses (or mixed uses) in accordance with any requirements of the core strategy. The map might usefully also identify in general terms the access arrangements, including public transport routes, walking and cycling routes, interchanges and any road proposals. The key to the map may include the list and scale of the mix of uses proposed within any area action plan as defined in the core strategy. Inset maps relating to areas of conservation will identify sites/areas where specific conservation measures are proposed and areas which will be subject to specific controls over development, as set out in the policies in the development plan document.

Intelligent Transport Systems (ITS) – ITS comprises hardware and software information systems technologies used to tackle transport congestion and other problems.

Key Diagram – A diagrammatic interpretation of the spatial strategy as set out in the core strategy. This is a device that some authorities may wish to use to enable them to illustrate the broad strategy for the area in a similar fashion to existing structure plans' key diagrams. It is most likely to be appropriate to an area of significant change where the general location of broad areas of future development can be identified together with linkages between such areas and the relationship to other strategies and neighbouring areas. Broad areas of protection/little anticipated change could also be shown.

Landscape character – A distinct pattern or a consistent combination of elements in the landscape of an area.

Legal Agreement – A legally binding contract, between a developer and the local planning authority that constitutes a planning obligation.

Listed Building – A building mentioned in statutory lists as being of special architectural or historic interest under the Listed Buildings and Conservation Areas Act. There are different grades of listing to indicate relative interest.

Lifetime Homes – What makes a Lifetime Home is the incorporation of 16 design features that together create a flexible blueprint for accessible and adaptable housing in any setting. The flexibility and adaptability of Lifetime Homes accommodate life events quickly, cost-effectively and without upheaval.

Local Development Framework (LDF) – This will include a portfolio of Local Development Documents that provide a framework for delivering the spatial planning strategy for the area. It will also contain a number of other documents, including the annual monitoring report, and any 'saved' plans that affect the area.

Local Development Document (LDD) – This it will be either a Development Plan Document or a Supplementary Planning Document and will be contained in a Local Development Framework.

Local Planning Authority – The local authority or council that is empowered by law to exercise planning functions. Often the local borough or district council. National parks and the Broads authority are also considered to be local planning authorities. County councils are the authority for waste and minerals matters.

Local Transport Plan (LTP2) – A five-year rolling plan produced by the Highway Authority.

Local Development Scheme (LDS) – This sets out the programme for the preparation of the local development documents. All plan-making authorities – District Councils, Unitary Authorities, National Park Authorities and Broads Authority; plus County Councils (in respect of minerals and waste local development documents only) – have submitted a local development scheme to the First Secretary of State.

Material Consideration – A matter that should be taken into account in deciding a planning application or on an appeal against a planning decision.

Minerals and Waste Development

Framework – This will include a portfolio of Local Development Documents that provide a framework for delivering the spatial planning strategy for minerals and waste in the area. It will also contain a number of other documents, including the annual monitoring report, and any ‘saved’ plans that affect the area.

Minerals and Waste Development Scheme – This sets out the programme for the preparation of minerals and waste local development documents. All minerals and waste plan-making authorities (Unitary Authorities, National Park Authorities, Broads Authority and County Councils) – have submitted a local development scheme to the First Secretary of State.

Mineral Planning Authority – Unitary Authorities, National Park Authorities, Broads Authority and County Councils (outside the National Park Authorities and Broads Authority areas).

Mobi hub – a locally based travel and terminal and service centre (or mobility centre) offering a pleasant safe and secure waiting environment, combined with travel information and journey planning services, incorporate secure cycle parking and RTPi.

Mode – A means of travel such as foot, cycle, bus, train, car etc.

Monitoring (and review) – The process of measuring (in terms of quantity and quality). the changes in conditions and trends, impact of policies, performance of the plan. against its objectives and targets, and progress in delivering outputs.

MPG and MPS – Minerals Planning Guidance and Minerals Planning Strategy.

National Playing Fields Association (NPFA) – A UK wide organisation that has specific responsibility for acquiring, protecting and improving playing fields and playgrounds.

Needs – the necessary requirements of the public, which may be less or different than their demands.

Node – A point of access to different modes of transport, e.g. a rail station served by buses and with access to cycle lanes.

Objective – A statement that specifies the direction and amount of desired change in trends or in conditions.

Other organisations and agencies – The separate bodies that act with the Local Planning Authority in a variety of relationships and methods to achieve the spatial strategy.

Outcome – A final change in conditions and trends that can be attributed in part to the plan.

It is measured against objectives in the plan such as jobs created or affordability of housing.

Out-of-centre – In retailing terms, a location that is clearly separate from the primary shopping area of a town centre but not necessarily outside the urban area.

Output – The direct effect of the plan’s policies measured by indicators such as annual housing completion rate.

Partner Organisations – Other organisations that are in partnership with the Local Planning Authority, either through a written agreement or a looser form of partnership.

PINS – The Planning Inspectorate

‘Plain English’ – A recognised campaign to increase clarity of expression in official documents.

Planning Condition – A written condition on a planning permission that restricts the development in some way to achieve a stated purpose.

Planning Obligation (and or Section 106 agreement) – A legal undertaking given to a Council by a developer who is seeking planning permission for a development. It can be used to regulate or restrict the use of land, require the carrying out of specific actions or require payments to be made to the planning authority.

Planning System – The system of town and country planning originally created in 1947 to control the use and development of land. It has been modified extensively since then. The Planning and Compulsory Purchase Act 2004 led to spatial planning as the latest revision of the planning system.

Planning Policy – A guiding principle, that has statutory weight, that sets out a required process or procedure for decisions, actions, etc.

Public Realm – Those areas in cities and towns that are visible, useable, and accessible by the public.

PPG and PPS – Planning Policy Guidance Note and Planning Policy Statement.

POS – Planning Officers' Society.

Programme – A time-related schedule of operations and/or funding to achieve a stated purpose.

Proposal – A positive-worded policy of the Local Planning Authority that proposes a course of action or an allocation of land for a particular use or development.

Proposals Map – The function of the proposals map is to illustrate the policies and proposals in the development plan documents and any saved policies that are included in the local development framework. It will have a geographical base at a scale that allows the policies and proposals to be illustrated clearly in map form.

Public Open Space – An allocation or a requirement in a development plan for open space with unfettered access by the public.

Public Right of Way – A right of passage by the public over the surface of the land without impediment. Including public footpaths, bridleways and byways open to all traffic.

Ramsar Site – An international designation to protect areas that act as vital habitats for birds (see technical definition by RSPB).

Real Time Passenger Information (RTPI) – Intelligent Transport Systems that provide real time information to passenger transport users and operators about the punctuality of services.

Reasoned Justification – Sets out the background and intention of the policy. It may also explain the spatial implications, how the policy will operate and refer applicants to sources of further guidance.

Regional Biodiversity Action Plan – A strategy prepared for the region aimed at conserving, enhancing and restoring biological diversity.

Regional Spatial Strategy (RSS) – There is a RSS in place in every region. The regional spatial strategy covers at least a 15 to 20 year period and will set out the policies in relation to the development and use of land in the region. A revision to an RSS will be submitted by the regional planning body to the First Secretary of State who, following an examination-in-public, is

responsible for its finalisation. In London, the Spatial Development Strategy prepared by the Mayor is the equivalent of the RSS. GOL Circular 1/2000 provides advice in respect of the Spatial Development Strategy. Planning Policy Statement 11 on Regional Spatial Strategies provides detailed guidance on the function and preparation of revisions to regional spatial strategies.

Regional Transport Strategy –

Review (and monitoring) – The stage following monitoring, i.e. when the effectiveness of a policy or planning document is judged and a decision taken whether to retain, modify or replace the guidance.

RTPI – Royal Town Planning Institute

Saved plan – The Planning and Compulsory Purchase Act 2004 does not use the term 'saved plan' but it is the same definition as 'saved policy' below.

Saved policy – A policy from an existing development plan that has been saved on commencement of the Act or from the date of adoption. It will remain in force until replaced by new LDD policies or the transitional period has expired.

Sequential Approach – The logical choice of development sites following a sequence designed to: maximise the use of previously developed land, favour retail sites within town centres and locate waste management facilities

within settlements (for example, see PPS3, PPS6).

Service Providers – The public sector agencies and private sector organisations that provide services to the public, such as water, drainage, electricity and gas.

Site of Special Scientific Interest (SSSI) – Under the Wildlife and Countryside Act 1981 (as amended by the Countryside and Rights of Way Act 2000), a site designated as an SSSI is given legal protection for its wildlife or geological interest.

Site-specific allocations and policies – Allocations of sites for specific or mixed uses or development will be contained in development plan documents. Policies will identify any specific requirements for individual proposals.

‘SMART’ (policies) – These policies in planning documents are specific, measurable, achievable, realistic and time related.

Social Inclusion – Positive action to include all sectors of society in planning, decision-making and implementation.

Socio-economic – The combination of social factors and economic factors that act upon all, or part of, a plan area.

‘Soundness’ (of plan) – A judgement of quality and procedure based upon key elements of the plan-making process (see the tests of soundness set out in para 4.24 of PPS12).

Spatial Objective – A statement in a spatial plan that specifies the direction and amount of desired change in trends or in conditions.

Spatial Plan – One or more Local Development Documents; also includes a Regional Spatial Strategy.

Spatial Portrait – A succinct description of the area, designed to portray its individual character, key trends and the current ‘drivers for change’.

Spatial Planning – An ongoing, enduring process of managing change, by a range of actors, in the interests of sustainable development.

Spatial Vision – A brief description of how the area will be changed at the end of the plan period.

Special needs housing – Housing to meet the needs of groups of people who may be disadvantaged, such as the elderly, the disabled, students, young single people, rough sleepers, the homeless, those needing hostel accommodation, key workers, travellers and occupiers of mobile homes and houseboats.

Statement of Community Involvement (SCI) – This will set out the standards which the plan-making authority intend to achieve in relation to involving the community in the preparation, alteration and continuing review of all local development documents and in development control decisions, and also how the local

planning authority intends to achieve those standards. The Statement of Community Involvement will not be a development plan document but will be subject to independent examination. In respect of every local development document, the LPA is required to publish a statement showing how it complied with its Statement of Community Involvement.

Statutory – Required by law (statute), usually through an Act of Parliament

Strategic Environmental Assessment (SEA) – A generic term used internationally to describe environmental assessment as applied to policies, plans and programmes. The European ‘SEA Directive’ (2001/42/EC) does not in fact use the term strategic environmental assessment; it requires a formal ‘environmental assessment’ of certain plans and programmes, including those in the field of planning and land use.

Strategic – A strategy-based policy or decision that operates at a higher level than a policy or decision created to deal with local and day-to-day issues.

Supplementary Planning Documents (SPDs) – They will cover a wide range of issues on which the plan-making authority wishes to provide policies or guidance to supplement the policies and proposals in development plan documents. They will not form part of the development plan or be subject to independent examination.

Supplementary Planning Guidance – Supplementary Planning Guidance may cover a range of issues, both thematic and site specific and provide further detail of policies and proposals in a development plan

Sustainable Development – A widely used definition drawn up by the World Commission on Environment and Development in 1987: "Development that meets the needs of the present without compromising the ability of future generations to meet their own needs." The government has set out four aims for sustainable development in its strategy A Better Quality of Life, a Strategy for Sustainable Development in the UK. The four aims, to be achieved simultaneously, are: social progress which recognises the needs of everyone; effective protection of the environment; prudent use of natural resources; and maintenance of high and stable levels of economic growth and employment.

Sustainability Matrix – A matrix drawn up by the local planning authority to measure how different options for development score against sustainable development criteria, e.g. which of several potential development sites would create the least harm to the environment and social fabric etc.

Sustainability Appraisal – This is a mandatory process under the Planning and Compulsory Purchase Act 2004 and is used to promote sustainable development through the integration of social, environmental and economic considerations into DPDs and SPDs.

Targets – Objectives expressed in terms of specified amounts of change in specified periods of time.

Telecommunications – (see definition in PPG8)

Tenure – The conditions on which property is held. Examples are owner occupation, renting and shared ownership.

Town centre – Includes a range of different-sized centres, including market and country towns, traditional suburban centres, and quite often, the principal centre(s) in a local authority's area.

Townscape – The general appearance of a built-up area, for example a street a town or city.

Transport Interchange – A planned facility for changing between different modes of transport (e.g. bus/car/cycle/ taxi)

Traffic calming – Measures to reduce the speed of motor traffic, particularly in residential areas. They include education, enforcement and engineering.

Tree Preservation Order – A mechanism for securing the preservation of single or groups of trees of acknowledged amenity value. A tree subject to a tree preservation order may not normally be topped, lopped or felled without the consent of the local planning authority.

Urban Capacity Study – (see definition in PPG3 and daughter documents)

Urban form – The physical, built form of an urban place

Use Classes Order – contained in Town and Country Planning (Use Classes) Order 1987 (see Order for details).

Variable Message Signing (VMS) – Used by the Highways Authority to communicate information and advice to drivers about emergencies, incidents and network management. It is aimed at improving safety and minimising congestion.

Viability – An economic measure (see definition in PPG6)

Vitality – A social and cultural measure (see definition in PPG6)

Waste Planning Authority – Unitary Authorities, National Park Authorities, Broads Authority and County Councils (outside the National Park Authorities and Broads Authority areas).

Windfall site – A housing site that is not allocated in a DPD or identified in a housing capacity study.