

GLOSSARY

AFFORDABLE HOUSING

Housing for sale or rent, for those whose needs are not met by the market (including housing that provides a subsidised route to home ownership and/or is for essential local workers). Annex 2 of the National Planning Policy Framework defines the different types of Affordable Homes ([Link](#)).

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.

AREA OF SPECIAL CHARACTER

Important areas that fail to meet the criteria for designating conservation areas. Used to identify areas based upon their architectural or townscape merits, including locally important landscapes and archaeology.

ARTICLE 4 DIRECTION

A direction restricting permitted development rights within a specified area.

BASIC CONDITIONS STATEMENT

A document will be provided at the Submission stage of the Neighbourhood Plan process, which will set out how the Neighbourhood Plan is in conformity with the Local Planning Authority Development Plan and the National Planning Policy Framework. It will also demonstrate how the Neighbourhood Plan contributes to achieving sustainable development.

BIODIVERSITY

Biodiversity is the term used to describe the whole variety of life on Earth. It includes not only all species of plants and animals, but also the complex ecosystems they live within. It ranges from species and habitats which are considered commonplace to those considered critically endangered.

BROWNFIELD SITE

Also known as previously developed land. Land which is currently or has been in the past, occupied by a permanent structure.

COMMUNITY INFRASTRUCTURE LEVY (CIL)

A levy allowing local authorities to raise funds from owners or developers of land undertaking new building projects in their area.

CONSERVATION AREAS

Areas designated by the Local Planning Authority under the Planning (Listed Buildings and Conservation Areas) Act 1990 Section 69 as being of special architectural or historic interest, the character of which it is desirable to preserve and enhance.

DENSITY

In the case of residential development, a measurement of either the number of habitable rooms per hectare or the number of dwellings per hectare.

DESIGN CODE

This provides detailed design guidance for a site or area they prescribe design requirements (or 'rules') that new development within the specified site or area should follow.

DESIGNATED HERITAGE ASSETS

Parts of the historic environment which have been designated because of their historic, archaeological, architectural or artistic interest.

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'.

DEVELOPMENT MANAGEMENT

Previously known as Development Control. The process of administering and making decisions on different kinds of planning application undertaken by the Local Planning Authority. The administration of this work is carried by Case Officers. Most planning decisions are made by these officers using what is known as delegated authority. In limited circumstances applications can be determined by the Local Planning Authority Planning Committee, comprising of selected ward councillors for the area.

DEVELOPMENT PLAN

This comprises of the Local Plan documents prepared by the Local Planning Authority (District/Borough/County Council) Once 'Made'(adopted) the Neighbourhood Plan will become part of the development plan for the Town/Parish Council area.

EVIDENCE BASE

The information and data gathered by local authorities to inform and support the policy approaches to be set out in Local Development Documents, including physical, economic, and social characteristics of an area. The Neighbourhood Plan has its own evidence base which is published alongside the plan.

GENERAL PERMITTED DEVELOPMENT ORDER (GDPO)

A statutory document that allows specified minor kinds of development such as small house extensions and certain changes of use to be undertaken without formal planning permission.

GREEN BELT

A designation for land around certain cities and large built-up areas, which aims to keep the land permanently open or largely undeveloped. The purpose of the Green Belt is to check the unrestricted sprawl of large, built-up areas, prevent neighbouring towns from merging, safeguard the countryside from encroachment, preserve the setting and special character of historic towns and assist urban regeneration by encouraging the recycling of derelict and other urban land.

GREEN AND BLUE INFRASTRUCTURE

A strategically planned and delivered network of high-quality green spaces and other environmental features. It should be designed and managed as a multifunctional resource capable of delivering a wide range of environmental and quality of life benefits for local communities. Green infrastructure includes parks, open spaces, playing fields, woodlands, allotments, private gardens and other land of biodiversity value. Blue infrastructure includes rivers, streams, ponds, canals and other water bodies.

GREENFIELD SITE

Land where there has been no previous development, for example agricultural land, open space, or woodland.

HABITATS REGULATIONS ASSESSMENT

A Habitats Regulations Assessment (HRA) tests the impact of a proposal on nature conservation sites of European importance and is a requirement for land use plans and projects. Some Neighbourhood Plans need to prepare an HRA, because the designated Neighbourhood Area includes, or is in close proximity to either a Special Protection Area (SPA) or Special Area of Conservation (SAC)

INFILL PLOT

Also known as 'backland development'. Small parcels of land in between existing development. Can include gaps between houses, large side gardens or where outbuildings are located.

LANDSCAPE CHARACTER

The distinct and recognisable pattern of elements that occur consistently in a particular type of landscape. It reflects particular combinations of geology, landform, soils, vegetation, land use and human settlement.

LOCAL LIST

A list produced by either the local authority or a neighbourhood plan to identify buildings and structures of special local interest which are not included in the statutory list of listed buildings. These are also defined as non-designated heritage assets.

LISTED BUILDING

A building of special architectural or historic interest. Listed buildings are graded I, II* or II. Listing includes the interior as well as the exterior of the building, and any buildings or permanent structures (e.g. wells within its curtilage). Historic England is responsible for designating buildings for listing in England. These are also defined as designated heritage assets.

LOCAL GREEN SPACES

Local Green Space designation is for use in Local Plans or Neighbourhood Plans. These plans can identify on a map ('designate') green areas for special protection against development providing they meet certain tests set out in national policy. (See paragraphs 106-108 of the [National Planning Policy Framework](#))

LOCAL PLAN

A plan setting out development policies for the local planning authority area.

MINISTRY FOR HOUSING, COMMUNITIES AND LOCAL GOVERNMENT (MHCLG)

Government department that has responsibility for areas such as local government, housing, planning, community cohesion, empowerment and regeneration.

NATIONAL PLANNING POLICY FRAMEWORK (NPPF)

Issued by central government setting out its planning policies for England and how these are expected to be applied. It sets out the Government's requirements for the planning system only to the extent that it is relevant, proportionate and necessary to do so. It provides a framework within which local people and their accountable councils can produce their own distinctive local and neighbourhood plans, which reflect the needs and priorities of their communities.

NEIGHBOURHOOD PLAN

A plan prepared under the provisions of the Localism Act 2011 and of the Neighbourhood Planning (General) Regulations 2012 (as amended). Created by a parish or town council or a neighbourhood forum,

this document sets out the vision for the neighbourhood area and contains policies for the development and use of land in the area. Neighbourhood plans must be subjected to an independent examination to confirm that they meet legal requirements, and then to a local referendum. If approved by a majority vote of the local community, the neighbourhood plan will then form part of the statutory development plan.

NEIGHBOURHOOD DEVELOPMENT ORDER

An order introduced by a parish or town council, or a neighbourhood forum, as part of the neighbourhood planning process, which grants planning permission for a specific development or type of development. Neighbourhood development orders are made by a referendum of the eligible voters within a neighbourhood area.

NON-DESIGNATED HERITAGE ASSETS

Buildings, monuments, sites, places, areas or landscapes identified as having a degree of significance meriting consideration in planning decisions because of their heritage interest but which do not meet the criteria for designated heritage assets (as defined in Annex 2 of the NPPF).

PASSIVHAUS

A leading international design standard, slashing energy use from buildings and delivering high standards of comfort and health ([Link](#)).

PRE-SUBMISSION PLAN

A first draft of the Neighbourhood Plan, guided by Regulation 14 of the Neighbourhood Planning (General) Regulations 2012 (as amended).

PUBLIC REALM

Areas of space usually in town and city centres where the public can circulate freely, including streets, parks and public squares.

QUALIFYING BODY

A parish or town council (or in a non-parished area a designated neighbourhood forum) proposing a Neighbourhood Plan.

REGISTERED PROVIDER.

Also known as a Housing Association. Not-for-profit organisations providing affordable homes to those in housing need.

SCREENING OPINION

A submission made to the Local Planning Authority once a neighbourhood plan has been scoped, to ascertain whether any SEA (see below) or HRA is required to be prepared alongside the Plan.

SEQUENTIAL TEST

A principle for making a planning decision based on developing certain sites or types of land before others, for example, developing brownfield land before greenfield sites, or developing sites within town centres before sites outside town centres. Often associated with determining suitability of sites for development based upon their risk of flooding.

SETTING

The immediate context in which a building is situated, for example, the setting of a listed building could include neighbouring land or development with which it is historically associated, or the surrounding townscape/landscape of which it forms a part.

SETTLEMENT BOUNDARY

Defined by either the Local Plan or a Neighbourhood Plan this maps the extent of the 'built-up' area of the village/town to which appropriate development will be accepted. Beyond this area they are likely to be different policies in place to restrict development. Also known as a settlement 'envelope'.

SETTLEMENT HIERARCHY

The settlement hierarchy identifies levels or tiers of settlements within a Local Planning Authority area and sets out the nature and scale of development that would be appropriate for each type of settlement. Development which is not in accordance with the settlement hierarchy will normally be resisted. Typical levels would include, Main Town, Large Village, Small Village etc..

SHELAA

This is Strategic Housing and Employment Land Availability Assessment, which is similar to a SHLAA, but also includes assessment of potential sites for employment development.

SHLAA

This is Strategic Housing Land Availability Assessment, which is undertaken by the local planning authority to identify potential development sites for housing in their area.

SHMA

This is Strategic Housing Market Assessment, which is an evidence-based assessment of the housing market to establish housing need in an area. It is undertaken by the local planning authority.

SITE OF SPECIAL SCIENTIFIC INTEREST

A protected area designated as being of special interest by virtue of its flora, fauna, geological or geomorphological features. Sites of special scientific interest (SSSI) are designated under the Wildlife and Countryside Act 1981 by Natural England.

STRATEGIC ENVIRONMENTAL ASSESSMENT (SEA)

A system of incorporating environmental considerations into policies, plans and programmes. Some Neighbourhood Plans need to prepare an SEA, because in the opinion of the Local Planning Authority, the policies contained within the Plan have the potential to have impacts upon the environment.

STEERING GROUP

Also known as a working group comprising of Councillors and other residents set up to investigate the issues covered by the proposed Neighbourhood Plan and advise the Parish/Town Council or Neighbourhood Forum accordingly.

SUBMISSION PLAN

A final draft of the Neighbourhood Plan, prepared for submission to the Local Planning Authority, guided by Regulation 15 of the Neighbourhood Planning (General) Regulations 2012 (as amended).

SUPPLEMENTARY PLANNING DOCUMENTS (SPD)

A Supplementary Planning Document is a Local Development Document that may cover a range of issues, thematic or site specific, and provides further detail of policies and proposals in a 'parent' Development Plan Document.