

# Glossary

The Government provides an up to date glossary of key planning terms at:  
<http://www.planningportal.gov.uk/general/glossaryandlinks/glossary>

A useful glossary of planning terms is provided at  
<http://www.planninghelp.org.uk/about-us>

A glossary of key terms used in Neighbourhood Planning is provided below.

## Glossary of planning terms

Term	Definition
Adoption policy.	The procedure by which a plan becomes formal council
Affordable housing	Housing provided to eligible households whose needs are not met by the market. Eligibility is determined with regards to local incomes and local house prices. Affordable housing is retained at an affordable price for future households. Social rented - Owned by private registered providers whose rents are determined through a national rent regime.
Affordable rented housing	Let by private registered providers to households who are eligible. Rents are subject to controls of no more than 80% of the local market rent.
Intermediate housing	Homes for sale or rent provided at a cost above social rent but below market levels. These can be shared equity, low cost homes for sale but not affordable rented. Low cost market housing is not considered affordable housing for planning purposes.
Amenity Land	Land which is valued locally for its visual importance and contribution to the character of the area but may also have other uses ie. formal or informal recreation, environmental, cultural and historical and for wildlife and nature conservation value.
Ancient Woodland	Woodland known to have existed continually in a location since before 1600.
Annual Monitoring Report	A report that assesses the extent to which policies and proposals set out in Development Plan Documents are being achieved.

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Aquifer	A layer of rock that can hold a large amount of water, which can be extracted subject to licence.
Archaeological interest	An area which holds or potentially holds evidence of past human activity worthy of expert investigation.
Area of Outstanding Natural Beauty	A formal designation of an area where planning control is based on the protection and enhancement of the natural beauty of the area.
Best and most versatile Agricultural Land	Land in grades 1, 2 and 3a of the Agricultural Land Classification.
Big Society	Aims to empower local people and communities, building a big society that takes power away from politicians and gives it to the people.
Brownfield Land	Land that has been previously developed on (excluding agricultural or forestry buildings and gardens).
Community facilities	Land and buildings used to help meet health, educational and social needs in terms of developing and maintaining the health and well being of everyone in the community
Community Infrastructure Levy	A charge which accompanies planning applications for built development. The money is pooled to fund countywide infrastructure and local projects.
Community Right to Build Order	An Order which grants planning permission for a site specific development proposal or types of development.
Conservation Area	An area designated under Section 69 of the Town and Country Planning (Listed Buildings and Conservation Areas) Act 1990 as being of 'special architectural or historical interest' the character and appearance of which it is desirable to preserve and enhance.
Consultation statement	A document which needs to be submitted to Herefordshire Council with a draft Neighbourhood Development Plan. It sets out details of who was consulted, how they were consulted and the main issues and concerns raised and how they were addressed within the plan.
Core Strategy (Local Plan)	A Development Plan Document which forms part of the Local Development Framework and sets out the vision and strategic policies for the county.



Developer contributions	Contributions required/required from development under a Section 106 agreement to be set aside for future works, services and maintenance directly related to development.
Development Plan	Includes adopted Local Plans and Neighbourhood Development Plans which are used to determine planning applications.
Employment Land	Land allocated in a plan principally for business, industrial and storage/distribution use.
Environmental Impact Assessment	Evaluates the likely environmental impacts of the development, together with an assessment of how these impacts could be reduced.
Environmental receptor	Aspects or features of the environment that receive the impact, for good or bad, of policies and proposals such as air, water, landscape or wildlife.
Evidence base	The background information that any development plan is based on and is made up of studies on specific issues, such as play areas or housing mix, facts about an area or views from stakeholders. For example SHLAA.
Floodplain	This is an area of land identified as liable to flood from a watercourse over spilling its banks, defined by Environment Agency
Green infrastructure	A network of green spaces and other environmental features designed and managed as multi-functional resources providing a range of environmental and quality of life benefits for the local community. This can include parks, open spaces, woodlands, nature reserves, playing fields, allotments and private gardens.
Greenfield site	Land where there has been no previous development, often in agricultural use.
Groundwater protection zone	Areas of underground natural water to be protected to maintain water supplies from aquifer.
Habitat Regulations Assessment	Habitat Regulation Assessment assesses the impact of implementing a plan or policy on international protected sites for nature conservation. In Herefordshire, this would apply to Special Areas of Conservation (SAC). This is to ensure that plans will not result in significant damage to protected wildlife sites.

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Historic park and garden	Gardens, parks and designated landscapes which are of national historical interest and are included in English Heritage's Register of Parks and Gardens of special historical interest in England.
Housing Association	Not for profit organisation providing homes mainly to those in housing need.
Independent examination	Assessment taken by a third party examiner to ensure a plan meets the required conformity and legal requirements.
Infrastructure	Basic services necessary for development to take place for example roads, water, education, health facilities.
Listed Building	Any building or structure which is included in the list of 'buildings of special architectural or historic interest.'
Local Development Framework	The collection of documents which guide the future development in the county.
Local Plan	A Development Plan Document which is produced by Herefordshire Council in consultation with the community which sets out the strategic policies for the county.
Local planning authority	The public authority whose duty it is to carry out specific planning function for instance Herefordshire Council.
Local referendum	A direct vote in which communities will be asked to either accept or reject a particular proposal/plan.
Local Transport Plan	Plan that sets out Herefordshire Council's policies on transport on a five yearly basis.
Low cost market housing	Private housing designed to be at a lower cost than open market housing to meet the needs of specific household groups.
Material consideration	Factors which are relevant to planning such as sustainability, design and traffic impacts.
Mineral safeguarded area	An area which has been designated as it covers known mineral deposits which it is desirable to keep from unnecessary sterilisation from development.
Mitigation	Measures taken to reduce adverse impacts for example changing the way the development is carried out to minimise adverse effects through appropriate methods or timing.

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Monitoring	Procedures by which the consequences of policies and proposals are checked on a continuous or periodic basis to assess their effectiveness and impact.
National Planning Policy Framework	Sets out national planning policy and how these are expected to be applied. Provides a planning policy framework for Local Plans and Neighbourhood Development Plans.
Neighbourhood Area	Area to which a proposed Neighbourhood Development Plan or Neighbourhood Development Order will relate.
Neighbourhood Development Order	An Order through which parish councils can grant planning permission for a specific development proposal or classes of development.
Neighbourhood Development Plan	A local plan prepared by a parish council for a particular neighbourhood area, which includes land use topics.
Objective	Is an aim or a goal to assist achieving the overall vision for the area.
Open space	All open space of public value including land, rivers, canals, lakes which offer important opportunities for recreation and can act as a visual amenity.
Parish Plan	Community led plans which contain a wide range of community issues and aspirations. There is no requirement for parish plans to include land use policies. Endorsed parish plans can be material consideration in determining planning applications.
Permitted development	Certain minor building works that do not require a planning application.
Planning condition	A condition imposed on a grant of planning permission or a condition included in a Neighbourhood Development Order.
Planning Obligation (Section 106)	A legally enforceable obligation entered into under section 106 of the Town and County Planning Act 1990 to mitigate the impacts of a development proposal.
Planning permission	Formal approval sought from Herefordshire Council allowing a proposed development to proceed.
Primary and secondary shopping frontages	Primary frontages are likely to include a high proportion of retail uses which may include food, drink, clothing and household goods. Secondary frontages provide greater opportunities for a diversity of uses such as restaurants and businesses.

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Qualifying bodies	Bodies who can initiate the process of neighbourhood planning - in Herefordshire's case - the parish council.
Renewable energy	A form of energy that occurs naturally in the environment.
Settlement boundary	Settlement or development boundaries (village envelopes) seek to set clear limits to towns and villages. They are designed to define the existing settlement and to identify those areas of land where development may be acceptable in principle, subject to other policies and material planning considerations.
Site of Special Scientific Interest (SSSI)	SSSIs are the county's very best wildlife and geological sites. They include some of the most spectacular and beautiful habitats.
Social Housing	Subsidised housing provided by a Registered Social Landlord allocated on the basis of need.
Spatial planning	Brings together all policies and programmes which have an impact on the environment in which you work, live or play.
Special Areas of Conservation (SAC)	SACs are site designated under the Habitats Directives on the conservation of natural habitats and of fauna and flora.
Stakeholder	People who have an interest in an organisation or process including residents, business owners and national organisations and government departments.
Strategic Environmental Impact Assessment	Environmental assessment as applied to policies, plans and programmes. This has been in place since the European SEA directive (2001/42/EC).
Statutory consultee	This is a body that must be consulted on plans and applications which could affect their interests. For example Highways Agency, Environment Agency.
Statutory development plan	The plan(s) which have been adopted by Herefordshire Council and used to determine planning applications and guide future development.
Supplementary Planning Guidance	Documents which add further detail to the policies in the Local Plan. They can be used to provide further guidance for a development of specific sites or a particularly issue.
Sustainability Appraisal	Assesses the environmental, social and economic impact of a plan from the outset.

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Sustainable communities	Places where people want to live and work, now and in the future. Communities that meet the needs of existing and future residents, are sensitive to their environment and contribute to a high quality of life.
Sustainable development	An approach to development that aims to allow economic growth without damaging the environment or natural resources.
Sustainable urban Drainage System (SuDS)	The collection of surface water and its natural drainage back into the ground via soakaway or to existing watercourses using infiltration methods where necessary.
Tree Preservation Order (TPO)	A legal order which makes it an offence to cut down, top, lop, uproot or wilfully damage or destroy a protected tree without prior consent.
Unitary Development Plan (UDP)	Saved planning policies from this document form the current statutory planning policies for the county.
Village Design Statement	A document which contains a description and analysis of the distinctive features of an area and outlines design guidance for further development. Endorsed Village Design Statements can form material consideration in determining planning applications.
Vision	An overarching statement or series of statements describing the aspirations of an area in 15/20 years time.
White land	Land without a specific allocation which any future applications will be adjudged using policy based criteria.
Windfall Sites	Area suitable for development within the terms of planning policies but are not specifically identified and the development of which is unpredictable.

## Neighbourhood Planning guidance notes

available:

- Deciding to produce a Neighbourhood Development Plan
  - 01. Which is the right tool for your parish
  - 02. What is a Neighbourhood Development Plan
  - 03. Getting started
  - 04. A guide to procedures
  - 05. Funding
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## Plan Production

- 06. Developing a Vision and Objectives
- 07. Generating options
- 08. Writing planning policies
- 09. Sustainability Appraisal and Appropriate Assessment
- 10. Evidence base and information requirements
- 11. Implementation and Monitoring
- 12. Best practice community engagement techniques
- 13. Statutory consultees
- 14. Writing a consultation statement
- 15. Planning and other legislation
- 16. Web enabling your plan
- 17. Using OS based mapping
- 18. Glossary of planning terms

## Topics

- 19. Water issues in Herefordshire
  - 20. Guide to settlement boundaries
  - 21. Guidance to site assessment and choosing allocation sites
  - 22. Affordable housing
  - 23. Conservation issues
  - 24. Recreational areas
  - 25. Renewable energy
  - 26. Transport issues
  - 27. Community Infrastructure Levy
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