

APPENDIX 7 GLOSSARY OF TERMS

Term	Description
Affordable Housing	Housing, including social rented and intermediate housing, for people whose needs are not met by the housing market
Authority Monitoring Report (AMR)	A report required by regulations to assess progress on the preparation and effectiveness of Local Plans.
Air Quality Management Areas	Designation made by Local Authority where assessment of air quality requires action plan to improve the air quality.
BREEAM: Building Research Establishment Environmental Assessment Method	Widely used environmental assessment method for buildings, which sets the standard for best practice.
Brownfield	Previously developed land occupied by a permanent structure (excluding agricultural or forestry buildings) and associated fixed surface infrastructure which can be re-developed for other uses.
Community Infrastructure Levy	A levy placed on development, to fund new or additional infrastructure needs.
Comparison retail	Retail stores selling items not bought on a frequent basis, for example televisions and white goods (fridges, dishwashers etc). Customers often compare items and prices between several of these stores before making a purchase.
Conservation Area	An area of special architectural and/or historical interest, the character or appearance of which it is desirable to preserve or enhance. It is a recognition of the value of a group of buildings and their surroundings and the need to protect not just individual buildings but the character of the area as a whole.
Convenience Retail	Retail stores selling everyday essential items, such as food and newspapers.
Coventry and Warwickshire Local Enterprise Partnership.	Local Enterprise Partnerships are locally-owned partnerships between local authorities and businesses and play a central role in determining local economic priorities and undertaking activities to drive economic growth and the creation of local jobs. They are also a key vehicle in delivering Government objectives for economic growth and decentralisation, whilst also providing a means for local authorities to work together with business in order to quicken the economic recovery.
Development	Development is defined under the Town and Country Planning Act 1990 as “the carrying out of building, engineering, mining or other operations in, on, over or under land, or the making of any material change in the use of any buildings or other land”.
Evidence base	An evidence base is the evidence that any development plan document, especially a core strategy, is based on. it is made up of the views of stakeholders and background facts about the area.
Green Belt	National policy designation that helps to contain development, protect the countryside and promote brownfield development and assists in the urban renaissance. There is a general presumption against inappropriate development in the Green Belt.
Greenfield	Land which has not been developed before. Applies to most sites outside built-up area boundaries.
Habitat Biodiversity Audit	This provides the underlying baseline evidence of the type of habitats and their condition based on recognised national survey methodology.
Hectare	A unit of land area equivalent to 10,000 square metres or 0.01 of a square kilometre. One Hectare is approximately equal to 2.5 acres.
Housing Market Area	Provides information on the level of need and demand for housing

	and the opportunities that exist to meet it across a defined area.
Infrastructure	A collective term for services such as roads, electricity, sewerage, water, children's services, health facilities and recycling and refuse facilities.
Listed Building	Buildings and structures which have been identified by the Secretary of State for National Heritage as being of special architectural or historic interest and which are subject to the law to ensure their protection and maintenance.
Local Development Document (LDD)	Documents setting out land use policy prepared under Planning legislation. Can either be a Development Plan Document or a Supplementary Planning Document.
Local Development Scheme (LDS)	Sets out the program for the preparation of the local development documents. The first LDS must be submitted to Secretary of State for approval within six months of the commencement date of the Act.
Local Strategic Partnership (LSP)	Non-statutory, non-executive body bringing together representatives of the public, private and voluntary sectors. The LSP is responsible for preparing the Community Strategy.
Local Plan	The main planning document for the Borough comprising the policies against which proposals for physical development will be evaluated and provides the framework for change and development in the city.
Masterplan	A document outlining the use of land and the overall approach to the design and layout of a development scheme in order to provide detailed guidance for subsequent planning applications.
National Planning Policy Framework	This is the amalgamation of the Planning Policy Guidance (PPG), Planning Policy Statements (PPS), and various Ministerial Statements into a single, streamlined volume.
Neighbourhood Plan	Plans prepared by a Parish Council or a Neighbourhood Forum for a particular neighbourhood.
Mitigation measures	These are measures requested/ carried out in order to limit the damage by a particular development/ activity.
Parish Plans	A parish plan is a statement of how the local community sees itself developing over the next few years. They should reflect the views of all sections of the community, identify character and features which local people feel are important, identify local problems and opportunities and will say how the residents want the community to develop.
Planning Obligation	Legal agreements between a planning authority and a developer to ensure that certain works which are necessary and relevant to a development are undertaken or financial contributions made to facilitate associated infrastructure works and development.
Proposals Map	A map based representation of the Spatial Plan identifying areas for protection and sites for particular uses of land and development proposals. The Proposals Map is revised when each new Development Plan Document is adopted.
Public realm	'The parts of a village, town and city (whether publicly or privately owned) that are available, without charge, for everyone to use or see, including streets, squares and parks' (<i>Source of definition: By Design</i>).
Public Examination	DPDs are assessed at an examination, during which the Planning Inspector assesses the soundness of the document.
Rural Exception Site	Sites solely for the development of affordable housing on land

	within or adjoining existing small rural communities, which would not otherwise be released for general market housing.
Saved policies	Existing adopted development plans are saved for three years from the date of commencement of the Act. Any policies in old style development plans adopted after commencement of the Act will become saved policies for three years from their adoption or approval. The Local Development Scheme will explain the authority's approach to saved policies.
Section 106 Agreement	Derived from Section 106 of the Town and Country Planning Act 1990. A voluntary agreement between the local planning authority and any other body with an interest in land in their area. Its purpose is to restrict or regulate the use of land, or to make other such arrangements (such as financial contributions) as the Local Authority considers to be necessary.
Sequential Approach	A planning principle that seeks to identify, allocate or develop certain types or locations of land before others. For example, brownfield sites before greenfield sites, or town centre retail sites before out-of-centre sites. In terms of employment a sequential approach would favour an employment use over mixed use and mixed use over non-employment uses.
Settlement boundary	A planning tool, which prevents development beyond defined boundaries.
Spatial Planning	Policy planning that goes beyond traditional land use matters and deals with wider issues such as general policy priorities and resources.
Submission	The final stage in preparation of Development Plan Documents and the Statement of Community involvement. The documents are sent to the Secretary of State and an Independent Examination will be held.
Strategic Housing Land Availability Assessment (SHLAA)	The purpose of the Strategic Housing Land Availability Assessment (SHLAA) is to identify sites which may be suitable for housing development over the next 15 year. Each site within the SHLAA has been assessed to establish whether it is likely to be suitable for housing development and, if so, when it might come forward for development. It is important to note that the SHLAA does not determine whether housing will be built on any particular site, but merely undertakes a technical exercise on the availability of land in the Borough.
Supplementary Planning Document (SPD)	Formally known as Supplementary Planning Guidance - SPG) these contain policy guidance to supplement the policies and proposals in Development Plan Documents.
Sustainability Appraisal (SA)	An appraisal of the social, economic and environmental effects of a plan to ensure it reflects sustainable development objectives. Sustainability Appraisal is required for all development plan documents.
Site allocation	Policies referring to land allocations for specific or mixed uses or development. Policies will identify any specific requirements for individual proposals
Sites of Special Scientific Interest	An area of land identified and protected by Natural England as being of special nature conservation interest nationally.
Statement of community involvement (SCI)	sets out the standards which authorities will achieve with regard to involving local communities in the preparation of local development documents and development control decisions. The statement of community Involvement is not a development plan

	document but is subject to independent examination.
Sustainable Community Strategy (SCS)	A sustainable community strategy sets out the strategic visions for a place and provides a vehicle for considering how to address difficult issues such as the economic future of an area, social exclusion and climate change. It is a vision document which needs to be aligned with the core strategy, as with the vision document for the local development framework.
Term	Description
Transport Assessment	A Transport Assessment report that provides detailed information on a range of transport conditions and related issues, taking into account proposed development. The assessment is often used to show whether developments will cause problems of congestion, danger etc. and are therefore also used in the determination of planning applications.
Vitality and Viability	In terms of retailing, vitality is the capacity of a centre to grow or to develop its level of commercial activity. Viability is the capacity of a centre to achieve the commercial success necessary to sustain the existence of the centre.
Windfall site	A site not specifically allocated for development in a development plan, but which unexpectedly becomes available for development during the lifetime of a plan. Most "windfalls" are referred to in a housing context. They tend to be very small sites for one or a small number of homes.