

Neighbourhood Planning

Guidance Note 10

# Glossary of Planning Terms

July 2016



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**This guidance note has been produced to aid you in understanding planning terms that may come up in the process of preparing a Neighbourhood Plan or similar document.**

If you need this document in an alternative format, such as large print or a different language, contact Breckland Council on 01362 656870.



Term	Definition
<b>Adoption</b>	The procedure by which a plan becomes formal council responsibility. The Neighbourhood Planning Regulations also call this stage 'made' for the purposes of your Neighbourhood Plans.
<b>Affordable Housing</b>	Social rented, affordable rented and intermediate 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 should include provisions to remain at an affordable price for future eligible households or for the subsidy to be recycled for alternative affordable housing provision.
<b>Allocation site</b>	A piece of land that has had a particular use earmarked to it via the Neighbourhood Plan or Local plan. This might be for housing employment or another purpose such as amenity use.
<b>Amenity land</b>	Land which is valued locally for its visual importance and contribution.
<b>Areas of Archaeological Interest (AAI)</b>	An area which holds or potentially holds evidence of past human activity worthy of expert investigation.
<b>Area of Outstanding Natural Beauty (AONB)</b>	A formal designation of an area where planning control is based on the protection and enhancement of the natural beauty of the area.
<b>Basic conditions</b>	<p>Criteria that a Neighbourhood Plan must meet before it can come into force. These are;</p> <ul style="list-style-type: none"> <li>• They must have appropriate regard to national policy,</li> <li>• They must contribute to the achievement of sustainable development,</li> <li>• They must be in general conformity with the strategic policies in the development plan for the local area,</li> <li>• They must be compatible with EU obligations.</li> </ul>
<b>Brownfield site</b>	Land that has been previously developed on (excluding agricultural or forestry buildings and residential gardens).
<b>Community Infrastructure Levy (CIL)</b>	Allows local authorities to raise funds from developers undertaking new building projects in their areas. Money can be used to fund a wide range of infrastructure such as transport schemes, schools and leisure centres.
<b>Community Right to Build</b>	Allows local people to drive forward new developments in their area where the benefits (e.g. profits from letting homes) could stay within the community. These developments must meet minimum criteria and have local support demonstrated through a referendum.
<b>Conservation Area</b>	An area designated under Section 69 of the Town and Country Planning (Listed Building 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.
<b>Consultation Statement</b>	A document which needs to be submitted to Breckland Council. It is the main component of the Local Development Framework.

Term	Definition
<b>Core Strategy</b>	A development plan document forming part of a local authority's Local Plan, which sets out a vision and core policies for the development of an area.
<b>Designated Neighbourhood (Plan) Area</b>	This is the area that the plan will focus on. For town or parish councils, the designated area is usually the boundary. However, a smaller, more focused area could be chosen, such as a local centre. Also, adjacent parish councils may agree to work in partnership
<b>Environmental Impact Assessment (EIA)</b>	Evaluates the likely impacts of the development, together with an assessment of how these impacts could be reduced.
<b>Examination</b>	Breckland Council will send the completed Neighbourhood Plan to an independent examiner who will check whether the proposed plan meets the basic conditions and other requirements set out by law. The examiner will then send a report back to Breckland Council to publish.
<b>Formal and Informal Open Space</b>	<b>Formal Open Space-</b> sites which have a clearly defined boundary and which are gardened frequently. Usually accommodating higher than average visitor usage (e.g. sports pitches, church grounds, parks or gardens). <b>Informal Open Space-</b> usually areas for unsupervised outdoor children's play (e.g. open space within housing estates, equipped play areas, skateboard parks).
<b>General (Permitted Development) Order</b>	The Town and Country Planning General (Permitted Development) Order is a statutory document that allows minor kinds of development (such as small house extensions) to be undertaken without formal planning permission.
<b>Green Belt</b>	A designated band of land around urban areas, designed to contain urban sprawl.
<b>Greenfield Site</b>	Land where there has been no previous development.
<b>Habitats Regulation Assessment (HRA)</b>	Habitats Regulations Assessment assesses the impact of implementing a plan or policy on international protected sites for nature conservation. These include Special Areas of Conservation (SACs), Special protection Areas (SPAs) and RAMSAR sites. Collectively they are known as European sites. This is to ensure that plans will not result in significant damage to protected wildlife sites.
<b>Local Plan</b>	The name for a document (or collection of documents) prepared by your local planning authority for the use and development of land and for changes to the transport system. The adopted Local Plan forms part of the Statutory Development Plans for the area.
<b>Neighbourhood Development Order</b>	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 that will fulfil the vision and policies of the neighbourhood plan for the neighbourhood area.

Term	Definition
<b>Neighbourhood (Development) Plan</b>	A planning document created by a parish or town council or a neighbourhood forum, which sets out a 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.
<b>Policy</b>	A concise statement of the principles that a particular kind of development proposal should satisfy in order to obtain planning permission.
<b>Parish Plan</b>	A plan produced by a parish council that sets out a vision for the future of a parish community and outlines how that can be achieved in an action plan.
<b>Planning Act 1990 (Listed Building and Conservation Areas)</b>	The primary piece of legislation covering listed buildings and conservation areas.
<b>Qualifying Body</b>	Either a parish/town council or neighbourhood forum, which can initiate the process of neighbourhood planning.
<b>Referendum</b>	A vote by the eligible population of an electoral area may decide on a matter of public policy. Neighbourhood Plans and Neighbourhood Development Orders are made by a referendum of the eligible voters within a neighbourhood area.
<b>Section 106</b>	Planning obligation under Section 106 of the Town and Country Planning Act 1990, secured by a local planning authority through negotiations with a developer to offset the public cost of permitting a development proposal. Sometimes developers can self-impose obligations to pre-empt objections to planning permission being granted. They cover things like highway improvements or open space provision.
<b>Site of Special Scientific Interest</b>	A protected area designated as being of special interest by virtue of its flora, fauna, geological or geomorphological features. SSSIs are designated under the Wildlife and Countryside Act 1981 by the official nature conservation body for the particular part of the UK in question.
<b>Strategic Environmental Impact Assessment</b>	Environmental assessment as applied to policies, plans and programmes. Has been in place since the European SEA directive (2001).
<b>Sustainability Appraisal</b>	An assessment of the environmental, social, and economic impacts of a Local Plan from the outset of the preparation process to check that the plan accords with the principles of sustainable development.
<b>Strategic Planning</b>	The overall vision and policies for the planning system in an area. Lays out what an area wants development to accomplish.

Term	Definition
<b>Sustainable Development</b>	An approach to development that aims to allow economic growth without damaging the environment or natural resources. Developing that 'meets the needs of the present without compromising the ability of future generations to meet their own needs.'
<b>Town and Country Planning Act 1990</b>	Currently the main planning legislation for England and Wales is consolidated in the Town and Country Planning Act 1990: this is regarded as the 'principal act.'
<b>Tenure</b>	The terms and conditions under which land or property is held or occupied, e.g. Five year leasehold, freehold owner occupation, etc.
<b>Tree Preservation Order</b>	An order made by a local planning authority to protect a specific tree, a group of trees or woodland. TPOs prevent the felling, lopping, topping, uprooting or other deliberate damage of trees without the permission of the local planning authority.
<b>Use Classes Order</b>	The Town and Country Planning (Use Classes) Order 1987 (as amended) is the statutory instrument that defines the categories of use of buildings or land for the purposes of planning legislation. Planning permission must be obtained to change the use of a building or land to another use class.
<b>Village Design Statement</b>	A document that identifies and defines the distinctive characteristics of a locality, and provides design guidance to influence its future development and improve the physical qualities of the area. Village Design Statements have generally been produced for rural areas, often by parish councils.