

Appendix One

Acronyms and Glossary

Appendix 1 Acronyms and Glossary

Acronym	Full Name
AMR	Authority Monitoring Report
AQMA	Air Quality Management Area
BAP	Biodiversity Action Plan
CCG	Clinical Commissioning Group
CCHP	Combined Cooling, Heat and Power
CDA	Critical Drainage Area
CHP	Combined Heat and Power
CIL	Community Infrastructure Levy
CO ²	Carbon Dioxide
DCLG	Department for Communities and Local Government
DPD	Development Plan Document
DpH	Dwellings per Hectare
EIA	Environmental Impact Assessment
EPOA	Essex Planning Officers Association
FEMA	Functional Economic Market Area
FRA	Flood Risk Assessment
FRAZ	Flood Risk Assessment Zone
GP	General Practitioner
HGV	Heavy Goods Vehicle
HMA	Housing Market Area
HRA	Habitats Regulations Assessment
HSE	Health and Safety Executive
IDP	Infrastructure Delivery Plan

LDS	Local Development Scheme
LEP	Local Economic Partnership
LNR	Local Nature Reserve
LP	Local Plan
LSCCLSP	London Stansted Cambridge Corridor Local Strategic Partnership
LSOA	Lower Super Output Area
LVRP	Lee Valley Regional Park
LVRPA	Lee Valley Regional Park Authority
LoWS	Local Wildlife Site
Mbps	Megabits per second
MoU	Memorandum of Understanding
NO ₂	Nitrogen Dioxide
NOMIS	National Online Manpower Information System
NNR	National Nature Reserve
NPPF	National Planning Policy Framework
NVQ	National Vocational Qualifications
OAEN	Objectively Assessed Economic Need
OAHN	Objectively Assessed Housing Need
OJEC	Official Journal of the European Union
ONS	Office for National Statistics
PDF	Park Development Framework
PPG	Planning Practice Guidance
SA	Sustainability Appraisal
SAC	Special Area of Conservation
SCI	Statement of Community Involvement

Appendix 1: Acronyms and Glossary

SHMA	Strategic Housing Market Assessment
SFRA	Strategic Flood Risk Assessment
SLAA	Strategic Land Availability Assessment
SMEs	Small and Medium Sized Enterprises
SNPP	Sub-National Population Projections
SOC	Standard Occupational Classification
SPA	Special Protection Area
SPD	Supplementary Planning Document
Sq.M	Square Metres
SSSI	Site of Special Scientific Interest
SuDS	Sustainable Drainage Systems
SWMP	Surface Water Management Plan
VDS	Village Design Statement

Glossary

Accessible and Adaptable Homes Standards

Standards for layout and circulation space set within the Building Regulations 2010 as amended in 2015 and 2016. Refer “Approved Document M: Access to and use of buildings Volume 1, dwellings” HM government

Affordable Housing

Social rented, affordable rented and intermediate housing, provided to eligible households whose needs are not met by the market. The Government is intending to extend this to include Starter Homes.

Agricultural Land Classification

All land in agricultural use is graded in England according to the following system: Grade 1 (excellent), 2 (very good), 3a (good), 3b (moderate), 4 (poor) and 5 (very poor). The best and most versatile agricultural land are grades 1, 2 and 3a i.e. it is most flexible, productive and efficient in response to inputs and can best deliver food and non food crops for future generations.

Air Quality Management Areas (AQMA)

Air Quality Management Areas (AQMA) are designations used by DEFRA to manage areas with air pollution.

Air Quality Action Plan

A document produced by the Council with Natural England setting out the steps that will be taken to reduce pollution within an Air Quality Management Area (AQMA). This could include steps to reduce car usage and promote public transport.

Amenity Space

Outdoor space that may be private or communal but enables the enjoyment of the property. If the space is private this is for the enjoyment of the occupants of the dwelling for relaxing, drying washing etc.

Ancient Tree

A tree in its third or final stage of life. Ancient trees have reached a great age in comparison with other trees of the same species so their age differs depending upon the species of tree.

Ancient Woodland

An area that has been wooded continuously since 1600 AD.

Appropriate Assessment

An assessment of the effect of a development on the Natura 2000 network (A Europe-wide network of sites of international importance for nature conservation). The network comprises Special Protection Areas under the Birds Directive and Special Areas of Conservation under the Habitats Directive (collectively referred to as European sites)

Arboricultural Implications Assessment

A written statement of the impact of any tree loss required to implement the design of a proposed development

Area Action Plans (AAPs)

Area Action Plans are used to provide the planning framework for areas where significant change or conservation is needed.

Article 4 Direction

A legal mechanism which withdraws deemed planning permission granted by the General Permitted Development Order. See ‘Use Class’ below

Authority Monitoring Report (AMR)

Produced by the Council to provide an assessment of the progress made against targets and the performance of policies. The monitoring period will generally be from April to March. Previous editions were known as Annual Monitoring Report.

Backland Development

Backland development refers to the development of land to the rear of existing buildings including garden land.

Basement Impact Assessment

A process that combines surface and groundwater conditions, and geotechnical analysis into a comprehensive review the purpose of which is to establish ground movements in relation to any

Appendix 1: Acronyms and Glossary

basement development and the impact on neighbouring properties.

Biodiversity

The variety of plant and animal life in the world or in a particular habitat, a high level of which is usually considered to be important and desirable.

Blue Infrastructure

Infrastructure provision relating to water. This includes natural features such as rivers, streams and ponds, semi-natural features such as sustainable drainage systems, bio-swales and canals, and other engineering features such as dams, weirs and culverts. Blue and Green infrastructure are often considered together, placing emphasis on the importance of biodiversity and flood risk mitigation.

BREEAM

BREEAM is an environment assessment and rating method for buildings recognised nationally and abroad. The assessment evaluates a buildings specification, design, construction and use, and aims to encourage low carbon and low impact design, to minimise energy use and maximise the use of low carbon technologies.

Brownfield

See 'Previously Developed Land'

Brownfield Register

Introduced by the Housing and Planning Act 2016, this is a public register to be held by local planning authorities providing a comprehensive list of brownfield sites that are suitable for housing development or housing led schemes where the predominant land use is housing.

Carbon Footprint

The amount of carbon dioxide released into the atmosphere as a result of the particular individual, organisation or community. The carbon footprint of a development is counted over its lifetime i.e. the materials used and their sources, construction, lifetime use and demolition.

Climate Change Adaptation

Adjustments to natural or human systems in response to actual or expected climatic factors or their effects, including from changes in rainfall and rising temperatures, which moderate harm or exploit beneficial opportunities.

Climate Change Allowances

Predictions of anticipated change for peak river flow by river basin district, peak rainfall intensity, sea level rise, offshore wind speed and extreme wave height. They are based on climate change projections and different scenarios of carbon dioxide emissions. There are different allowances for different periods of time over the next century. They are used by the Environment Agency when advising on flood risk.

Climate Change Mitigation

Action to reduce the impact of human activity on the climate system, primarily through reducing greenhouse gas emissions.

Code for Sustainable Homes

The Code for Sustainable Homes (DCLG, 2008) is a set of national standards for the sustainable design and construction of new homes, using a 1 to 6 star rating to identify the overall sustainability performance of a new home.

Combined Cooling, Heat and Power (CCHP)

Is the use of a CHP system in conjunction with an absorption chiller to provide electricity, heat and cooling -also known as 'tri-generation'.

Combined Heat and Power (CHP)

Is a highly efficient process that captures and uses the heat that is a by product of electricity generation.

Community Facilities and Services

Community services and facilities provide for the health and wellbeing, social, educational, spiritual, recreational, leisure and cultural needs of the community.

Community Infrastructure Levy (CIL)

Community Infrastructure Levy is a mechanism by which local planning authorities can secure monies

Appendix 1: Acronyms and Glossary

from development to help fund both strategic and local infrastructure needs. Section 106 agreements will still be used to secure affordable housing provision and site specific infrastructure requirements.

Community Right to Build Order

A type of Neighbourhood Development Order prepared by a Parish council and 'made' by the local planning authority that grants planning permission for a site-specific development proposal or classes of development.

Concept Framework Plan

A document that sets out how development and infrastructure can be delivered in a coordinated way for two or more adjacent allocation sites. The document should address key place shaping issues such as housing mix, design principles, provision of greenspace, approach to mitigating impact on heritage assets, include a movement strategy for vehicles, pedestrians and cyclists, and on-site and off-site infrastructure requirements, in order to ensure that a comprehensive and cohesive approach is taken. The document should be produced and undertaken jointly by the landowners/promoters of the relevant sites and endorsed by the Council prior to the submission of any planning applications.

Connectivity

The state of being connected, or degree to which places and people are connected e.g. by transport systems including footpath networks.

Controlled Parking Zone (CPZ)

An area where on street parking is controlled through the use of parking restrictions at particular times of day and in particular locations. Residents are required to have a valid permit, and parking violations are enforced through parking fines issued by Civil Enforcement Officers.

Conservation Areas

A Conservation Area is an area of special architectural or historic interest, with a character or appearance which is considered to be desirable to preserve or enhance.

Construction Management Statement

Explains the methods used in the construction of a development and can include measures such as the time periods in the day over which construction occurs and delivery times for materials etc.

Critical Drainage Area (CDA)

Identified in surface water management plans these are areas particularly susceptible to surface water flooding

Custom Build Housing

Custom build housing is built by the occupier working with a developer to develop their own home.

Design and Access Statements

Design and Access Statements are short reports which accompany and support planning applications where required, to outline design principles and concepts that have been applied to a proposal in relation to layout, scale, landscaping, and overall appearance.

Design Code

A set of illustrated design rules which instruct and may advise on the physical development of a site or area. The graphic and written components of the code are detailed and precise, and build on a design vision such as a masterplan or a design and development framework for a site or area.

Development

'Development' includes building operations (e.g. structural alterations, construction, rebuilding, most demolition); material changes of use of land and buildings; engineering operations (e.g. groundworks); mining operations; other operations normally carried out by a person operating a business as a builder; subdivision of a building (or any part of it) used as a dwelling house for the use as two or more separate dwelling houses. As defined by s55 of the Town and Country Planning Act 1990

Development Proposals

Any proposed development scheme presented/submitted to the Council for consideration or determination. This includes, planning applications (outline or full) and proposals submitted as part of pre-application enquiries.

Development Brief

Used to give guidance on resolving design and planning issues on a specific site.

District Open Land

Land outlined in this Local Plan that is intended to be afforded the same protection as Green Belt land via the use of a Local Green Space designation.

Duty to Co-operate

Introduced in the Localism Act 2011, it is a legal duty placed on local planning authorities, county councils and public bodies to engage constructively, actively and on an ongoing basis to maximise the effectiveness of Local Plan preparation in the context of strategic cross boundary matters. Local planning authorities must demonstrate how they have complied with the duty at the independent examination of their Local Plans.

Dwelling

A self-contained unit of accommodation used by a single household as a home. This includes houses, flats, bungalows as well as mobile homes and houseboats.

Enabling Development

Enabling Development means allowing development to take place that would not normally be granted permission, to enable the delivery of a development which provides significant public benefit.

Enterprise Zone

A government initiative whereby relief is given for business rates and some business taxes and a simplified planning process applies to the area.

Environmental Impact Assessment (EIA)

A procedure to be followed for certain types of project to ensure that decisions are made in full knowledge of any likely significant effects on the environment.

Epping Forest Buffer Land

Areas of land around the fringes of Epping Forest owned by the City of London Corporation and managed by the Conservators of the Forest. The purpose of Buffer Land is to protect the rural

environment of the Forest and by providing a natural barrier of land which is safeguard from encroachment of development. The land also provides areas of recreation and complementary wildlife habitats.

European Habitats Directive 92/43/EEC

Is a Directive adopted in respect of the conservation of natural habitats of wild plants and animals transposed into UK law through the Conservation of Habitats and Species Regulations 2010.

European Site

This is a site protected for its importance to biodiversity. They are defined in Regulation 8 of the Conservation of Habitats and Species Regulations 2010 and include candidate Special Areas of Conservation, Sites of Community Importance, Special Areas of Conservation and Special Protection Areas.

Evidence Base

The information and data gathered to justify the "soundness" of the policy approach set out in the Local Development Plan, including physical, economic, and social characteristics of an area.

Expression of Interest for the Harlow and Gilston Garden Town

The submission by the Harlow and Gilston Garden Town partner Councils to the Government, formally notifying their intention to bid for Garden Town status and funding in response to the Garden Town Prospectus published in 2016. This was the first stage in Garden Town bidding process.

Flood Risk Assessment Zone (FRAZ)

EFDC flood risk assessment zones are catchments of ordinary water courses where surface water run off is contributing to river flooding or are areas of known historical flooding. Refer Appendix B of the SFRA 1.

Flood Zone

Land within Flood Zones 2 and 3 are areas at medium or high risk from a source of flooding including from rivers and the sea, rainfall on the ground surface and rising groundwater, overwhelmed sewers and drainage systems, and from reservoirs, canals and lakes and other artificial sources.

Food Security

Is reliable access to a sufficient quantity of affordable and nutritious food. In this context food security refers to the ability of the region or nation to be able to produce or otherwise provide food for itself, and the extent to which this can be maintained in periods of environmental or socio-political difficulty.

Functional Economic Market Area (FEMA)

The geographical area at which economies and markets actually operate which is not contained by administrative boundaries.

Geodiversity

The range of rocks, minerals, fossils, soils and landforms.

Garden Town Communities/Garden Village

Large scale development planned in a holistic and comprehensive way, including extensions to existing settlements. Development of this nature is based on the 'garden town' principles developed by the Town and Country Planning Association. These aim to improve quality of life by providing high quality design; infrastructure appropriate for the needs of the society such as public transport, public services, education and health facilities as well as community facilities and provision of green spaces, gardens, open spaces and landscaped areas integral to their design.

Green Belt

Land protected by a policy and land use designation to protect areas of largely undeveloped or agricultural land surrounding or neighbouring urban areas. Review of Green Belt boundaries is undertaken as part of the production of Local Plans where Green Belt exists.

Greenfield

Land which has not previously been developed, or where development has previously taken place but the land has reverted to a natural state and the remains of permanent structures or fixed surface structures have blended into the landscape in the process of time. See 'Previously Developed Land'.

Green Infrastructure

Green Infrastructure is a network of high quality green spaces and other environmental features such as

parks, public open spaces, playing fields, sports pitches, woodlands, and allotments. The provision of Green Infrastructure can provide social, economic and environmental benefits close to where people live and work.

Green and Blue Corridors

A natural linear feature/habitat that supports biodiversity, primarily by enabling wildlife to move along it and connect other wildlife populations and habitats as part of a network. Green Corridors include features such as woodland and hedgerows, railway embankments or grass verges. Blue Corridors include features such as rivers, streams, ponds, wetlands and sustainable drainage measures and can facilitate natural hydrological processes while minimising flooding.

Green links

Sites or characteristics that link spaces e.g. a hedgerow with footpath, or a river bank

Green Wall

A wall partially or completely covered in vegetation that includes a growing medium such as soil and usually has a watering system incorporated. They are also known as living walls or vertical gardens and they provide insulation to a building.

Grey Water Systems

Enable grey water - Domestic wastewater (excluding sewage) to be treated and reused within the home and garden.

Groundwater Source Protection Zone

Identified by the Environment Agency this is a zone that shows the potential for contaminant migration into sources of drinking water from any activities that might cause pollution in the area. The aim is to assist in pollution prevention.

Habitats Regulation Assessment (HRA)

A process whereby the potential impact of development on sites protected by the Habitats Directive is assessed.

Historic Environment

All aspects of the environment resulting from the interaction between people and places through time, including all surviving physical remains of past human activity, whether visible, buried or submerged, and landscaped and planted or managed flora.

Historic Environment Record

Information services that seek to provide access to comprehensive and dynamic resources relating to the historic environment of a defined geographical area for public benefit and use. Heritage Asset

Heritage Asset

A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority (including local listing).

Heritage Statement

A heritage statement describes the significance of a heritage asset affected by proposed development including any setting. What might be included in it will depend upon the significance of the asset and the level of development proposed.

Independent Examination

The Local Plan will be examined by an independent inspector whose role is to assess whether the Plan has been prepared in accordance with the Duty to Co-operate, legal and procedural requirements, and whether it is sound.

Indicative Development Area

In the context of site allocations, it is the area of the site which is identified as being suitable for development and is commonly referred to as the 'gross' site area. This does not include areas that are subject to policy constraints including flood risk and protected habitats.

Indicative Net Density

In the context of residential site allocations, it is the density of development, measured in dwellings per Hectare (DpH) that is expected to come forward on the parts of the site developed for housing (the 'net'

site area). This includes houses/flats, private garden space, car parking areas, incidental open space and children's play areas. For larger sites, an allowance for land will be required to account for other items such as major distributor roads, education and community uses, other land uses such as retail and employment incidental to the development and larger areas of strategic open space provision such as recreation areas and landscape buffers.

Indicative Net Capacity

In the context of residential site allocations, it is the number new additional homes that can be delivered on a site. Where there are currently existing homes located within a site allocation, the indicative net capacity is equal to the total capacity of the site minus the existing number of homes.

Indicative Plot Ratio

In the context of employment site allocations, it is a ratio representing the density of employment floorspace (sqm) that can be delivered on a hectare of land. The indicative plot ratio for employment allocation sites varies depending on the proposed employment use and the assumed building typologies (for instance higher plot ratios are assumed for office uses compared with light industrial uses).

Infill Development

Infill development refers to the development of a small gap in an otherwise continuous built up frontage, or the small scale redevelopment of existing properties within such a frontage.

Infrastructure Delivery Plan (IDP)

This will contain the key infrastructure required to support the homes and commercial development in the Local Plan. This includes physical infrastructure such as transport energy and water, social and community infrastructure such as health, education and emergency services and green infrastructure such as open spaces and allotments. The IDP sits alongside the Local Plan and will contain a programme identifying when items of infrastructure are expected to be in place, funding and costs. It will be regularly updated as more information becomes available.

Landscape Character Assessment

An assessment to identify different landscape areas which have a distinct character based on a recognisable pattern of elements, including combinations of geology, land-form, soils, vegetation, land use and human settlement.

Lifetime Homes

Homes that are designed to a standard to allow lifetime use at minimal cost by being adaptable throughout an individual's life stages enabling aging people to continue to live in their homes.

Listed Building or structure

A building or structure considered to be of special architectural or historic interest that appears on the National Heritage List for England.

Local Development Document

Is a development plan document or a supplementary planning document.

Local Development Order

An Order made by a local planning authority (under the Town and Country Planning Act 1990) that grants planning permission for a specific development proposal or classes of development.

Local Development Scheme (LDS)

This is a public statement of the Council's programme for the production of Local Development Documents. The scheme will be revised when necessary.

Locally Listed Building or Structure

A building or structure considered to be of special architectural or historical value locally, and subject to specific planning policy protection.

Local Nature Reserve (LNR)

Places with wildlife or geological features that or special interest locally. These are normally owned and statutorily designated by the local authority. In Epping Forest District, Local Nature Reserves are managed by the Essex Wildlife Trust.

Local Plan (LP)

The plan for the future development of the local area, drawn up by the local planning authority in consultation with the community and stakeholders. Once adopted the Local Plan will legally form part of the Development Plan for the District, superseding the Replacement Local Plan (2006).

Local Wildlife Sites (LWS)

Local Wildlife Sites, whilst not of national status, have a county-wide significance. Each site identified provides a high-grade habitat for a diverse range of flora and fauna meriting careful conservation. Sites are evaluated according to criteria, including: diversity of species; features of wildlife importance; rarity of habitat and species in local and county context; management and current use; public access and linkages with other sites and areas.

Low Carbon and Renewable Energy

Renewable energy is energy harnessed from natural systems e.g. the heat from the Earth, solar, geothermal, wind power. Low carbon energy is associated with a lower carbon output than traditional fossil fuels e.g. combined heat and power.

Lower Super Output Area (LSOA)

A geographical area used in the analysis of census data that is usually equal to or smaller than a ward. For example Epping Forest District contains 32 electoral wards and 78 LSOAs.

Main River

Watercourse defined on a 'Main River Map' designated by DEFRA. The Environment Agency has permissive powers to carry out flood defence works, maintenance and operational activities for Main Rivers only.

Main Town Centre Uses

National planning policy states that main town centre uses include retail development (including warehouse clubs and factory outlet centres), leisure, entertainment facilities and intensive sport and recreation uses (including cinemas, restaurants, drive-through restaurants, bars and pubs, night clubs, casinos, health and fitness centres, indoor bowling centres, and bingo halls), offices, and arts, culture and

Appendix 1: Acronyms and Glossary

tourism development (including theatres, museums, galleries and concert halls, hotels and conference facilities).

Major Development

Refers to types of applications for development as follows: 10 or more dwellings/over half a hectare/building(s) exceed 1000square metres, office light industrial, general industrial or retail 1000square metres or more/over 1 hectare, traveller sites 10 or more pitches, sites of more than 1 hectare.

Memorandum of Understanding (MoU)

A formal agreement between two or more parties, not legally binding but carrying a degree of seriousness and mutual respect.

Minimum Net Capacity

For Strategic Masterplans as that are endorsed in the Plan, development proposals which are brought forward should ensure that the total development capacity meets or exceeds the number included in the Policy.

Minor Development

Refers to types of applications for development as follows: 1-9 dwellings (unless floorspace exceeds 1000square metres) under 0.5 hectare, office/light industrial, general industrial and retail – up to 999square metres/under 1 hectare, travellers site – 0-9 pitches.

Mixed and Balanced Communities

Communities comprising of people living in a range of housing tenures and receiving varying levels of household income.

National Nature Reserve (NNR)

Statutorily protected sites of national importance which were established to protect and conserve habitats, species and geology, and to provide special opportunities for scientific study. NNRs are managed by Natural England and other bodies such as the National Trust, Forestry Commission, RSPB, Wildlife Trusts and local authorities.

National Planning Policy Framework (NPPF)

Sets out the Government's planning policies for England, and provides a framework within which local people and their accountable councils can produce their own distinctive local and neighbourhood plans, which reflects the needs and priorities of their communities.

Neighbourhood Development Order (NDO)

An Order prepared by a Parish Council and 'made' by a local planning authority through which planning permission for a specific development proposal or classes of development can be permitted.

Neighbourhood Plans

A plan prepared by a Parish Council for a particular neighbourhood area.

New Housing Development

Proposals for all forms of residential development comprising self-contained accommodation, providing the facilities required for day-to-day private domestic existence. This includes but is not limited to dwellings, housing for older people, housing with care, supported housing and other forms of specialist accommodation. It does not include traveller site development (Policy H 4), community-led housing, or houses in multiple occupation.

Objectively Assessed Economic Need (OAEN)

An assessment of need for commercial development in an area undertaken within the criteria contained in national Planning Policy Guidance.

Objectively Assessed Housing Need (OAHN)

An assessment of need for housing in an area undertaken within the criteria contained in national Planning Policy Guidance.

Open Space

All open space of public value, including not just land, but also areas of water (such as rivers, canals, lakes and reservoirs) which offer important opportunities for sport and recreation and can act as a visual amenity.

Ordinary Watercourse

A watercourse that is not part of a main river and includes rivers, streams, ditches, drains, cuts, culverts, dikes, sluices, sewers (other than public sewers within the meaning of the Water Industry Act 1991) and passages, through which water flows.

'Other' Development

Refers to types of applications for development as follows: Householder applications, change of use, adverts, listed building extensions/alterations, listed building demolition, application for relevant demolition of an unlisted building in a Conservation Area, Certificates of Lawfulness and Notifications.

Permeable Development/Permeability

Easily move through, in this context to access the countryside on edge of development.

Permeable Land or Surfaces

Allow rainwater to soak away naturally e.g. grass.

Planning Obligation

A legally enforceable obligation entered into under section 106 of the Town and Country Planning Act 1990 to mitigate the impacts of a development proposal.

Planning Practice Guidance

Online guidance from government that expands upon the provisions in the National Planning Policy Framework.

Pitch

On a Gypsy and Traveller site, a pitch is the space that is required to accommodate one household. This can vary according to the size of a household but a single pitch would typically provide space for one mobile home and one touring caravan, space for parking and space for other amenities. In accordance with the Report on Site Selection (2016), a single pitch is estimated to equate to 0.1 hectare.

Previously Developed Land (PDL)

Land which is or was occupied by a permanent structure, including the curtilage of the developed land and any associated fixed surface infrastructure.

This excludes: land that is or has been occupied by agricultural or forestry buildings; land that has been developed for minerals extraction or waste disposal by landfill; land in built-up areas such as private residential gardens, parks, recreation grounds and allotments; and land that was previously- developed but where the remains of the permanent structure or fixed surface structure have blended into the landscape in the process of time.

Primary and Secondary Frontages

Primary frontages are likely to include a high proportion of retail uses which may include food, drinks, clothing and household goods. Secondary frontages provide greater opportunities for a diversity of uses such as restaurants, cinemas and businesses.

Primary Shopping Area

A defined area where retail development is concentrated (generally comprising the primary and secondary frontages which are adjoining and closely related to the primary frontage) with Town Centres and Small District Centres.

Prior Approval

Prior approval means that a developer has to seek approval from the local planning authority that specified elements of the development are acceptable before work can proceed. The matters for prior approval vary depending on the type of development and these are set out in full in the relevant parts in Schedule 2 to the General Permitted Development Order. It is a light touch process which applies where the principle of the development has already been established.

Priority Habitats and Species

Species and Habitats of Principle Importance included in the English Biodiversity List published by the Secretary of State under section 41 of the Natural Environment and Rural Communities Act 2006

Promoter

An individual or organisation promoting a piece of land for development through the planning process on behalf of a landowner(s). This is normally done by submitting the land to the Council for consideration for allocation as part of the Local Plan and through

Appendix 1: Acronyms and Glossary

pre-application engagement. Promoters do not necessarily own the land they are promoting, nor are they necessarily involved in implementing the proposals.

Protected Species

A species of animal or plant which it is forbidden by law to destroy.

Quality Review Panel

An independent panel of planning, architecture, urban design and construction experts set up by the Council to provide impartial expert advice to both applicants and local authorities on design issues in relation to important new development schemes and proposals for important public spaces including significant minor applications, major planning applications, pre-application development proposals, strategic masterplans and concept frameworks. The Quality Review Panel's feedback is a material consideration for local authorities and the planning inspectorate when determining planning applications. The purpose of the Quality Review Panel is to ensure that new development is of a high quality and contributes to place making.

Ramsar Site

A wetland of international importance, protected under the Ramsar Convention on the sustainable use and conservation of Wetlands.

Reduced Parking Development

Residential development which provides only the necessary on-site residents' car parking required to service the essential needs of the development. On sites subject to reduced parking development, provision should be made for on-site car clubs/car sharing or pooling arrangements, visitor parking and blue badge holders, and contributions will be sought for implementing Controlled Parking Zones in the vicinity of the development.

Registered Parks and Gardens

Are to be found on the Register of Parks and Gardens of Historic Interest in England that recognises the importance of these as heritage assets of particular significance.

Replacement Dwellings

A replacement dwelling refers to the demolition of an existing dwelling and replacing it with a new one on-site.

Right to Buy

Government provisions for tenants to buy their home from a local authority or registered social housing provider at a discount from what would be the market rate.

Routing Management Plan

Enables the safe planning of HGV traffic routes to and from development

Rural Exception Sites and Schemes

Small sites used for affordable housing in perpetuity where sites would not normally be used for housing. Rural exception sites and schemes seek to address the needs of the local community by accommodating households who are either current residents or have an existing family or employment connection. Small numbers of market homes may be allowed at the local authority's discretion, for example where essential to enable the delivery of affordable units without grant funding.

s106 Agreement

A mechanism to make a development proposal acceptable in planning terms that would otherwise not be acceptable, focused on site-specific mitigation of the impact of development. They can involve the provision of facilities or contributions toward infrastructure.

Saved Plan or Saved Policies

The Planning and Compulsory Purchase Act 2004 (as amended) allowed existing plans or policies to be "saved"; that is they remained part of the development plan until superseded by up to date policies.

Scheduled Monument

Scheduled for their archaeological and historic character, these are nationally important sites that would particularly benefit from close management.

Self Build

Self Build housing is housing built by individuals (or groups of individuals) for their own occupation.

Sequential Test

A planning principle that seeks to identify, allocate or develop certain types or locations of land before others. For example, town centres before edge of centre and out of centre.

Site of Special Scientific Interest (SSSI)

Sites designated to protect their wildlife or geology including those designated under the Wildlife and Countryside Act 1981.

Site Waste Management Plan

A SWMP is often produced for large scale construction projects, and outlines how and where site waste will be transported and disposed.

Special Advertisement Control

This places additional restrictions on the display of advertisements

Special Area of Conservation (SAC)

Area given special protection under the European Union's Habitats Directive which is transposed into UK law by the Habitats and Conservation of Species Regulations 2010. Special Protection Area (SPA)

Area that has been identified as being of international importance for the breeding, feeding, wintering or the migration of rare and vulnerable species of birds found within European Union countries. They are European designated sites, classified under the Birds Directive

Standard Occupational Classification (SOC)

A common UK classification of occupational information whereby jobs are classified by their skill level and skill content.

Starter Home

A Government initiative to provide a form of affordable housing that is a market home discounted for sale to the under 40 age group.

Statement of Common Ground

A written statement of the agreed facts between at least two parties, relating to a development proposal subject to a planning appeal or a policy matter subject to public examination

Statement of Community Involvement (SCI)

A document setting out standards to be achieved by the local authority in involving the community in the preparation, alteration and continuing review of all Local Development Documents and planning applications.

Strategic Allocations

Allocations for specific or mixed uses of development contained in Development Plan Documents. The policies in the document identify any specific requirements for individual allocations.

Strategic Land Availability Assessment (SLAA)

An evidence base document which identifies sites with potential for housing and employment uses and assesses their deliverability.

Strategic Housing Market Assessment (SHMA)

An evidence base document which analyses the local housing market characteristics and seeks to identify what factors influence those housing markets.

Strategic Masterplan

A masterplan is the process by which organisations undertake analysis and prepare strategies, and the proposals that are needed to plan for major change in a defined physical area. It acts as a context from which development projects come forward for parts of the area.

Sub National Population Projections (SNPP)

The Office of National Statistics (ONS) provides an independent view of the future population in each local authority, called the Sub National Population Projections (SNPP). The Department for Communities & Local Government (DCLG) uses these population numbers to estimate the number of new households likely to form in the future. The resulting projection can be viewed as a proxy for housing demand.

Sui Generis

Uses which do not fall within any identified use class in the Use Classes Order are called 'sui generis' within national planning policy. See 'Use Class' below

Supplementary Planning Document (SPD)

Documents which add further detail to the policies in the Local Plan. They can be used to provide further guidance for development on specific sites, or on particular issues, such as design. Supplementary planning documents are capable of being a material consideration in planning decisions but are not part of the development plan.

Surface Water Management Plan (SWMP)

A plan providing a large-scale assessment of the causes of surface water flooding, identification of areas at risk and prioritise areas for future detailed studies and alleviation work.

Sustainable Community Strategy (SCS)

A strategy, prepared by the Local Strategic Partnership which promotes the economic, environmental and social well-being of the District. It co-ordinates the actions of local public, private, voluntary and community sectors, contributing to District wide sustainable development.

Sustainable Development

Development that meets the needs of the present without compromising the ability of future generations to meet their own needs or positive growth that achieves economic, environmental and social progress. The National Planning Policy Framework places a requirement on local planning authorities to positively seek opportunities to meet the development needs of their area and guide development to sustainable solutions.

Sustainable Drainage Systems (SuDS)

These are drainage systems designed to manage surface water and groundwater to sustainably reduce the potential impact of new and existing developments on flood risk

Sustainability Appraisal (SA)/Strategic Environmental Assessment (SEA)

The Planning and Compulsory Purchase Act 2004 requires Local Development Plans to be prepared with a view to contributing to the achievement of sustainable development. The purpose of sustainability appraisal is to appraise the social, environmental and economic effects of the strategies and policies in a Local Development Plan from the outset of the preparation process.

Sustainable Transport

Efficient, safe and accessible means of transport with overall low impact on the environment, including walking and cycling, low and ultra-low emission vehicles, car sharing and public transport.

Swale

A marshy depression that can be man made as part of a sustainable drainage system.

Transport Assessment

A comprehensive and systematic process that sets out transport issues relating to a proposed development. It identifies what measures will be required to improve accessibility and safety for all modes of travel, particularly for alternatives to the car such as walking, cycling and public transport and what measures will need to be taken to deal with the anticipated transport impacts of the development.

Transport Statement

A simplified version of a transport assessment where it is agreed the transport issues arising out of development proposals are limited and a full transport assessment is not required.

Travellers

Persons of nomadic habit of life whatever their race or origin, including such persons who on grounds only of their own or their family's or dependants' educational or health needs or old age have ceased to travel temporarily or permanently, but excluding members of an organised group of travelling show people or circus people travelling together as such. (Planning Policy for Travellers Sites August 2015, Department for Communities and Local Government)

Travelling Showpeople

Members of a group organised for the purposes of holding fairs, circuses or shows (whether or not travelling together as such). This includes such persons who on the grounds of their own or their family's or dependants' more localised pattern of trading, educational or health needs or old age have ceased to travel temporarily or permanently, but excludes Travellers as defined above.

Travel Plan

A long term management strategy for an organisation or site that seeks to deliver sustainable transport objectives through action and is articulated in a document that is regularly reviewed.

Tree Preservation Order (TPO)

An order made by a local planning authority to protect specific trees, groups of trees or woodlands in the interests of amenity.

Tenure

The conditions under which land or buildings are occupied e.g. rented or shared ownership.

Use Class

Refers to a classification of land uses into groups in the 'Use Classes Order' for the purposes of town planning. [Refer: Town and Country Planning Use Classes Order 1987 (as amended), Town and Country Planning (General Permitted Development) (England) Order 2015, Town and Country Planning (General Permitted Development) (England) (Amendment) Order 2016].

Validation Requirements

The information that is required to be submitted with a planning application in order to be considered 'valid'. This includes particular plans or supporting documents that must be included with a planning application. It includes national requirements and local requirements which are specific to Epping Forest District. The up to date requirements are set out in the 'Epping Forest District Council Planning Application Validation Requirements Checklist' document.

Veteran Tree

A tree which, because of its great age, size or condition is of exceptional value for wildlife, in the landscape or culturally. Ancient trees are all veterans but veterans are not all ancient.

Visitor Accommodation

All forms of accommodation that can be used by travellers or tourists such as hotels, youth hostels, activity centres, campsites, cabins, treehouses etc.

Windfall Sites

Sites which have not been specifically identified as available in the Local Plan process. They normally comprise previously-developed sites that have unexpectedly become available.

Yard

On a Travelling Showpeople site, a yard is the area required to accommodate a number of Travelling Showpeople households and the storage of equipment. In accordance with the Report on Site Selection (2016), a yard is estimated at 0.13 hectares.

Zero Carbon

Causing or resulting in no net loss of carbon dioxide into the atmosphere. A zero carbon building is one with zero net energy consumption or zero net carbon emissions on an annual basis.