

## GLOSSARY

- **A1 use:** Retail development as defined by the Town and Country Planning (Use Classes) Order 1987, which includes shops, retail warehouses, hairdressers, undertakers, travel and ticket agencies, post offices (but not sorting offices), pet shops, sandwich bars, showrooms, domestic hire shops, dry cleaners, funeral directors and internet cafes (also see **Use Classes**).
- **Abberley and Malvern Hills Geopark:** An area that is recognised for the significance of its geology. In the case of Abberley and the Malvern Hills, 700 million years of geological history can be explored and exploited for tourism and educational purposes.
- **Advantage West Midlands (AWM):** Advantage West Midlands was established as the Regional Development Agency for the West Midlands in 1999, to drive sustainable economic development and social and physical regeneration through a business-led approach. The Agency was closed by the government in 2012.
- **Affordable housing:** Social rented, affordable rented and intermediate housing, provided to eligible households whose needs are not met by the market. Eligibility is determined with regard 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 (NPPF, March 2012).
- **Aggregates:** Inert material used in construction. The most common natural aggregates of mineral origin are sand, gravel and crushed rock. Primary aggregates are naturally occurring bulk minerals worked primarily for aggregate purposes. Secondary aggregates are produced as by-products of other processes and used instead of primary aggregates. Secondary aggregates include boiler ashes, colliery shale, burned clay, pulverised fuel ash, chalk and shale. Recycled aggregates are produced from recycled construction waste such as crushed concrete and planings from road surfacing. Both secondary and recycled aggregates are used in the construction industry to replace the use of primary aggregates.
- **Allocation:** Land that has been identified for a specific use in the current development plan.
- **Anaerobic digestion:** Anaerobic digestion is a series of processes in which microorganisms break down biodegradable material in the absence of oxygen used for industrial or domestic purposes to manage waste and / or to release energy.
- **Ancient Woodland:** Ancient Woodlands are sites which have been continuously wooded for over 400 years. Consequently they are of greatest biodiversity and ecological interest and considered irreplaceable. There are three categories, i.e. Ancient Semi-Natural Woodland (ASNW), Plantation on Ancient Woodland Sites (PAWS), Restored Ancient Woodland Sites (RAWS) and they all have equal protection under SWDP 22 – Biodiversity and Geodiversity, as well as the National Planning Policy Framework.
- **Annual Monitoring Report (AMR):** A monitoring report produced at least annually that assesses the implementation of the local development scheme and the extent to which policies in local development documents are being successfully implemented.

- **Air Quality Management Areas (AQMA):** If a Local Authority identifies any locations within its boundaries where the Air Quality Objectives are not likely to be achieved, it must declare the area as an Air Quality Management Area. The area may encompass just one or two streets, or it could be much larger. The Local Authority is subsequently required to put together a plan to improve air quality in that area - a Local Air Quality Action Plan.
- **Area of Development Restraint (ADR):** An area of land safeguarded for consideration for possible long-term development needs, e.g. housing or employment. Areas are excluded from the Green Belt. Within this area, planning permission will not be granted for any development that would prejudice any decisions regarding the area's long-term future.
- **Area of Outstanding Natural Beauty (AONB):** A nationally designated area under the Countryside and Rights of Way Act 2000 in respect of which relevant authorities "shall have regard to the purpose of conserving and enhancing the natural beauty of the area".
- **Article 4 Direction:** A direction which removes some or all permitted development rights, for example within a conservation area or curtilage of a listed building. Article 4 directions are issued by local planning authorities (from the Planning Portal Glossary).
- **Background Papers:** These documents provide the link between evidence studies and south Worcestershire local plan policies. They are based on topic areas and provide further information on the formation of local plan policy.
- **Biodiversity:** The variety of different types of plant and animal life in a particular region.
- **Biomass:** The controlled release and use of the energy potential locked up in trees and plants straw, reeds, willow or created as a part of regularly recurring natural processes; they are the by-products of the process of decomposition or the bacterial digestion of natural things, i.e. sewerage, various farm wastes or decaying material such as garden clippings and / or other largely natural materials such as paper.
- **Bonds:** These are payments made by developers to the highway authority to cover the costs of works to the highway to provide access to developments. If the works to the highway are carried out by the developer to the satisfaction of the highway authority this money is returned when the development is completed.
- **British Research Establishment Environmental Assessment Method (BREEAM):** This is a voluntary environmental assessment for new non-residential buildings. A BREEAM assessment uses recognised measures of performance, which are set against established benchmarks, to evaluate a building's specification, design, construction and use. The measures used represent a broad range of categories and criteria from energy to ecology. They include aspects related to energy and water use, the internal environment (health and well-being), pollution, transport, materials, waste, ecology and management processes. There are also versions of BREEAM for offices and industrial units EcoHomes is the domestic version of BREEAM as an authoritative rating for new, converted or renovated homes.
- **Brownfield:** (see also **Previously Developed Land**). In the sequential approach towards identifying sites suitable for development, this is considered to be preferable to greenfield

land for new building. Planning policies and decisions should encourage the effective use of land by reusing land that has been previously developed, provided that it is not of high environmental value. This is land which is or was occupied by a permanent structure, including the curtilage of the developed land (although it should not be assumed that the whole of the curtilage should be developed) 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 purposes where provision for restoration has been made through development control procedures; 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.

- **Building for Life:** A measurement of the quality of development initiated by the Commission for Architecture and the Built Environment.
- **Business Improvement District (BID):** An area within which businesses have agreed to pay an additional 1% in business rates to fund improvements.
- **Carbon Footprint:** A representation of the effect of human activities on climate, in terms of the total amount of greenhouse gasses produced (measured in units of carbon dioxide).
- **Class B:** The Town and Country Planning (Use Classes) Order 1987 (as amended) puts uses of land and buildings into various categories. B use classes are B1 (offices, research and development and light industry), B2 (general industry [factories]), B8 (storage and distribution [warehouses]). The terms B1a offices, B1b research and development and B1c light industry are sometimes used for the three types of activities within the B1 use class (see also **Use Classes**).
- **Class C2:** The Town and Country Planning (Use Classes) Order 1987 (as amended) puts uses of land and buildings into various categories known as 'Use Classes' Classes' (see also **Use Classes**). Class C2 refers to Residential Institutions such as residential care homes, hospitals, nursing homes, boarding schools, residential colleges and training centres.
- **Class C3:** The Town and Country Planning (Use Classes) Order 1987 (as amended) puts uses of land and buildings into various categories known as 'Use Classes' (see also **Use Classes**):
  - C3(a) covers use by a single person or a family (a couple whether married or not, a person related to one another with members of the family of one of the couple to be treated as members of the family of the other), an employer and certain domestic employees (such as an au pair, nanny, nurse, governess, servant, chauffeur, gardener, secretary and personal assistant), a carer and the person receiving the care and a foster parent and foster child.

- C3(b) is up to six people living together as a single household and receiving care, e.g. supported housing schemes such as those for people with learning disabilities or mental health problems.
- C3(c) allows for groups of people (up to six) living together as a single household. This allows for those groupings that do not fall within other definitions, i.e. a small religious community may fall into this section as could a homeowner who is living with a lodger.
- **Climate Change:** A significant and lasting change in the statistical distribution of weather patterns over periods ranging from decades to millions of years. It may be a change in average weather conditions or in the distribution of weather around the average conditions (i.e. more or fewer extreme weather events). Climate change is caused by factors that include oceanic processes (such as oceanic circulation), variations in solar radiation received by the earth, plate tectonics and volcanic eruptions and human-induced alterations of the natural world.
- **Combined Heat and Power (CHP)** - CHP is the generation of both usable heat and power (electricity) in a single, highly efficient, process. CHP can use renewable or fossil fuels.
- **Commitments:** Development proposals that already have planning permission or are allocated in adopted development plans.
- **Community Facilities:** Buildings, services and land uses intended to meet the health and wellbeing, social, educational, spiritual, recreational, leisure and cultural needs of the community.
- **Community Green Deal:** The Community Green Deal is a locally based, area wide, approach to the delivery of the Government's Green Deal Programme. This is an initiative to improve seven million homes by 2020 and all other existing homes by 2050. These improvements are required to achieve the United Kingdom's carbon reduction targets. The Community Green Deal proposes the delivery of whole home retrofits for communities of between 750 and 3,000 homes.
- **Community Infrastructure Levy (CIL):** The Community Infrastructure Levy (CIL) is a charge that local authorities in England and Wales are empowered, but not required, to charge on most types of new development in their area. CIL charges are based on simple formulae that relate the size of the charge to the size and character of the development paying for it. This allows Local Authorities to raise funds from developers undertaking new building projects in their area. It can be used to fund a wide range of infrastructure (i.e. transport schemes, schools, etc.) that are needed to support the development of the local area.
- **Community Strategy:** Each of the three partner authorities and the County Council has produced, in partnership with other service providers and local organisations, a Community Strategy through their respective Local Strategic Partnerships. The Community Strategies outline the needs and priorities of the community and also shape the activities of the organisations within the partnerships, to fulfil those requirements. The Action Plan identifies short-term activities and priorities necessary to achieve the visions in the strategies (see Local Strategic Partnership).

- **Comparison goods expenditure:** Expenditure (including VAT as applicable) on goods in COICOP<sup>(168)</sup> categories: clothing materials and garments; shoes and other footwear; materials for maintenance and repair of dwellings; furniture and furnishings; carpets and other floor coverings; household textiles; major household appliances, whether electric or not; small electric household appliances; tools and miscellaneous accessories; glassware, tableware and household utensils; medical goods and other pharmaceutical products; therapeutic appliances and equipment; bicycles; recording media; games, toys and hobbies; sport and camping equipment; musical instruments; gardens, plants and flowers; pets and related products; books and stationery; audio-visual, photographic and information processing equipment; appliances for personal care; jewellery, watches and clocks; other personal effects.
- **Conservation Area:** An area of special architectural or historical interest, the character or appearance of which it is desirable to preserve or enhance. It is statutory recognition of the value of a group of buildings and their surroundings and of the need to protect not just individual buildings, but the character of the area as a whole.
- **Contingent Deferred Obligations:** An approach that recognises the impact that current market conditions are having on viability, but also that for schemes likely to take many years to implement over several phases, the market conditions may change over time. It involves defining the scope and scale of planning-related financial obligations, which elements can be paid initially and deferring other payments linked to future reassessment of viability or changes in market conditions over time.
- **Convenience goods expenditure:** Expenditure (including VAT as applicable) on goods in COICOP categories: food and non-alcoholic beverages, tobacco, alcoholic beverages (off-trade), newspapers and periodicals, non-durable household goods.
- **County Biodiversity Action Plan:** The Worcestershire Biodiversity Action Plan (BAP) is the County's response to the national biodiversity planning process. The Worcestershire BAP was produced in 1999 and consists of a series of Species and Habitat Action Plans, setting out current status, targets for protection and enhancement to be carried out by each partner organisation. This document takes the objectives of the UK Biodiversity Action Plan and translates them into a Worcestershire context, with targets and actions for each important habitat and species.
- **Custom Build:** Custom build housing typically involves individuals or groups of individuals commissioning the construction of a new home or homes from a builder, contractor or package company. In a modest number of cases, people will engage in physically building a house for themselves or will work with sub-contractors to do so. This latter form of development is also known as 'self build' (i.e. custom build encompasses self build).
- **Decentralised Heat Network:** Where heat generated from non-gas or electricity grid sources (such as Combined Heat and Power or biomass) is piped to a number of users in a building or community.

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168 The Classification of individual consumption by purpose, abbreviated as COICOP, is a nomenclature developed by the United Nations Statistics Division to classify and analyse individual consumption expenditures incurred by households, non-profit institutions serving households and general government according to their purpose. It includes categories such as clothing and footwear, housing, water, electricity, and gas and other fuels (EC Eurostat definition).

- **Design Codes:** These are normally an illustrated set of rules for the design of a new development to accompany a masterplan, for example, setting out design principles, a range of style options and a limited palette of materials. These are normally informal in status but can be produced as formal Supplementary Planning Documents for sites that have already been allocated. They differ from Design Guidance, which tends not to be site specific. Unless otherwise stated, references to Design Codes in the SWDP are intended to be of the informal type. See also **Masterplans** and **Planning Briefs**.
- **Design Out Crime:** The Home Office's Design and Technology Alliance Against Crime and the Design Council established a project called Design Out Crime. It highlighted design's role in addressing crime problems. The programme worked with industry experts to demonstrate how design can help to prevent crime.
- **Designated heritage asset:** A World Heritage Site, Scheduled Monument, Listed Building, Protected Wreck Site, Registered Park and Garden, Registered Battlefield or Conservation Area designated under the relevant legislation.
- **Development Management:** Development Management (Development Control) is the element of the United Kingdom's system of Town and Country Planning through which local government regulates land use and new building. It deals with the assessment of planning applications and their determination, the discharge of associated conditions and appeals arising out of the refusal of consent.
- **Development Plan:** A statutory document, which sets out the local authority's policies and proposals for the development and use of land in their area. The SWDP forms a key part of the development plan and guides and informs day-to-day decisions as to whether or not planning permission should be granted, under the system known as development management. The development plan also includes minerals and waste plans prepared by the County Council and any adopted neighbourhood plans. Legislation requires that applications for planning permission be determined in accordance with the development plan, unless material considerations indicate otherwise.
- **Development Plan Documents (DPD):** A document which is part of the development plan and forms part or the whole of a local plan.
- **Development Strategy:** This is intended to help deliver the Vision and forms part of SWDP 2. The Development Strategy is based upon the Vision and brings together land uses, development and transport considerations and reflects the various environmental, economic and social characteristics of the area.
- **Development Viability Study 2008:** This report assesses the financial ability of new housing developments to support affordable housing.
- **Diamond Jubilee Walk:** A recreational network of paths encircling an urban area; in Droitwich Spa this forms a network of paths that link traditional and historic paths and routeways that radiate out from the urban centre to its hinterland and beyond. The result of this provides a number of circular walks of varying lengths and helps link a wide range of natural environments such as parkland, woodland, field edge and waterside.

- **EcoHome:** A sustainable, healthy and environmentally friendly home, using sustainable building methods, materials, energy, heating and water conservation methods (see **British Research Establishment Environmental Assessment Method**).
- **Ecosystem:** An ecosystem is a community of living organisms (plants and animals) sharing an environment. The largest ecosystems are called biomes.
- **Eco-Town:** A new self-contained “green” settlement built to sustainable design principles, providing homes, jobs and services. The development should incorporate such features as energy efficient buildings, renewable energy generation, water conservation measures, public transport and green open spaces.
- **Edge of centre:** For retail purposes, a location that is well connected and up to 300 metres of the primary shopping area. For all other main town centre uses, a location within 300 metres of a town centre boundary. For office development, this includes locations outside the town centre but within 500 metres of a public transport interchange. In determining whether a site falls within the definition of edge of centre, account should be taken of local circumstances.
- **Employment Land:** Land that is used to provide for office, commercial, industrial, research and development and warehousing development that generates or safeguards job-related activities.
- **Energy Crops:** These are grown on farms and used to produce either heat or electricity. Energy crops include trees such as willow, poplar and some woody grasses. Energy crops are carbon neutral – on combustion, they release only the carbon they took up through photosynthesis whilst growing, and a fast growing cycle means carbon is rapidly absorbed again prior to the next harvest.
- **Environmentally Friendly Construction:** The approaches to constructing new buildings where materials / labour are sourced locally and techniques utilised to help safeguard environmental quality.
- **Environmental Impact Assessment (EIA):** An environmental impact assessment is an assessment of the potential positive or negative impacts that a proposed project may have on the environment; it consists of natural, social and economic aspects. The purpose of the assessment is to ensure that decision makers consider the ensuing environmental impacts when deciding whether to proceed with a project. Further information can be found in the Department of Communities and Local Government (DCLG) publication: Environmental Impact Assessment: A guide to procedures  
<http://www.communities.gov.uk/publications/planningandbuilding/environmentalimpactassessment>
- **European Union Structural Funds Programme:** The European Union Structural Funds exist to help areas of Europe that, for one reason or another, are suffering difficulties. This could be due to the decline of local industry or falls in income (e.g. because of falling commodity prices reducing farm incomes). The funds are intended to be used to help sponsor projects that will directly address locally identified needs (e.g. to help train people with new skills, or help set-up new businesses).

- **Examination of a Local Plan:** An examination undertaken by an independent inspector into representations on a development plan document including its legal compliance and overall “soundness”.
- **Extra-care Housing:** Housing designed with the needs of frail / older people in mind and offering varying levels of care and support on site. People who live in extra care housing have their own self-contained homes, their own front doors and a legal right to occupy the property. It is also known as very sheltered housing, assisted living, or simply as “housing with care”. It comes in many built forms, including blocks of flats, bungalow estates and retirement villages. It is a popular choice among older people because it can sometimes provide an alternative to a care home.
- **Fields in Trust:** Fields in Trust (FiT) is an independent UK-wide organisation dedicated to protecting and improving outdoor sports and play spaces. Their vision is to ensure that everyone young and old, abled and disabled -whether they live in an urban or rural area - has access to free, local outdoor space for sport, play and recreation.
- **Floorspace Measurement:** Floorspace and area measurements are set out in square metres (4m x 1m = 4 square metres; 4m x 4m =16 metres squared)
- **Green Belt:** The Framework indicates that the fundamental aim of green belt policy is to prevent urban sprawl by keeping land permanently open; the essential characteristics of green belts are their openness and their permanence.

Green belt serves five purposes:

- To check the unrestricted sprawl of large built-up areas.
- To prevent neighbouring towns merging into one another.
- To assist in safeguarding the countryside from encroachment.
- To preserve the setting and special character of historic towns.
- To assist in urban regeneration, by encouraging the recycling of derelict and other urban land.

There is a general presumption against inappropriate development, which is defined as development that is harmful to the green belt. The Government attaches substantial weight to the need to avoid harm to the green belt. More specifically, the Framework indicates that most forms of development are inappropriate. There are some named exceptions to this that will be permitted as long as they meet certain criteria, such as maintaining the openness of the area and not conflicting with the purposes of including land in the green belt.

- **Greenfield:** Land that has not been developed previously. Applies to most sites outside built-up areas and land in built-up areas such as private residential gardens, parks, recreation grounds and allotments.

- **Green Infrastructure (GI):** A network of multi-functional green space, urban and rural, which is capable of delivering a wide range of environmental and quality of life benefits for local communities.
- **Green Infrastructure Study:** A study that looks into the green spaces of an area (e.g. the open countryside and parks within a town) and the linkages between these spaces.
- **Green Space:** Green Space, as set out on the Policies Map, includes public open space, such as parks, cemeteries, allotments, water bodies etc, as well as open spaces which do not necessarily have a right of access, e.g. school playing fields. Some private gardens, particularly in Worcester, are also defined as Green Space where they perform a Local Green Network function.
- **Green Space Strategy:** Green space is the collective term used to describe all parks, public gardens, playing fields, children's play areas, woodlands, nature reserves, allotment gardens, linear and other open space. The strategy looks at how these will be linked through corridors to enable effective wildlife movements as well as visual continuity.
- **Geodiversity:** Geodiversity is an understanding of the variety of rocks, minerals, fossils, soils, landforms and natural processes that make up the physical environment, landscape, fuels and raw materials that society operates within and uses.
- **Gypsies and Travellers:** National planning policy in Planning Policy for Traveller Sites (DCLG, August 2015) defines gypsies and travellers as “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, but excluding members of an organised group of travelling showpeople or circus people travelling together as such”. In determining whether persons are “gypsies and travellers” for the purposes of planning policy, Planning Policy for Traveller Sites states that “consideration should be given to the following issues amongst other relevant matters – a) whether they previously led a nomadic habit of life, b) the reasons for ceasing their nomadic habit of life, c) whether there is an intention of living a nomadic habit of life in the future, and if so, how soon and in what circumstances”.

For the purposes of SWDP17, “travellers” means “gypsies and travellers”.

- **Gypsy and Traveller Accommodation Assessment (GTAA):** A study that assesses the accommodation needs of Gypsies, Travellers and Travelling Showpeople.
- **Heavy Goods Vehicles:** European term for goods motor vehicles (i.e. trucks / lorries) with a maximum allowed mass or gross combination mass of over 7.5 tonnes (7,716lb).
- **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).
- **Highways England:** An Executive Agency of the Department for Transport, responsible for operating, maintaining and improving the strategic road network in England on behalf of the Secretary of State for Transport.

- **Historic England:** The Government's statutory adviser on the historic environment, championing historic places and helping people to understand, value and care for them. Officially known as the Historic Buildings and Monuments Commission for England, Historic England is an executive non-departmental public body sponsored by the Department for Culture, Media and Sport.
- **Home Zone:** Schemes that attempt to strike a balance between vehicles and other uses of a street, (e.g. pedestrians, cyclists and residents) through various methods including shared spaces. Home Zones work through the physical alteration of streets and roads in an area. These alterations require motorists to drive with greater care and at lower speeds.
- **Homes and Communities Agency (HCA):** The national housing and regeneration agency for England, with a capital investment budget of c.£7bn.
- **Housing Market Areas:** These areas illustrate the influence of an urban area on its immediate surroundings. Housing market areas have been defined by analysing commuting and migration patterns. Significantly these areas are not bound by administrative boundaries.
- **Housing Market Area Housing Needs Assessment Monitoring Report:** Annual update of the information used in the Strategic Housing Market Assessment. It monitors the effect of planning and other public policy on the local housing market and local housing needs.
- **Housing Needs Assessment:** An assessment of housing needs in the local area. This assessment plays a crucial role in underpinning the planning policies relating to affordable housing. In addition, the information on local needs is required to determine the location of such housing and guide new investment.
- **Household Projections:** Produced by the Department for Communities and Local Government and linked to the latest Office for National Statistics Sub-National Population Projections. The projections are trend-based and indicate the number of additional households that would form if recent demographic trends continue.
- **Housing Trajectory:** A planning tool designed to support the “plan, monitor, manage” approach to housing delivery by monitoring both past and projected housing completions across the lifetime of the SWDP.
- **Historic Environment Assessment:** A report that assesses the archaeological potential of sites put forward for development by landowners and developers.
- **ICNRP:** International Commission on Non-Ionizing Radiation Protection, whose principal aim is to disseminate information and advice on the potential health hazards of exposure to non-ionizing radiation to everyone with an interest in the subject.
- **Infrastructure:** The network of essential physical services that most buildings or activities are connected to. It includes not only physical services in an area (e.g. gas, electricity and water provision, telephones, sewerage) and networks of roads, public transport routes, footpaths and such, but also community facilities and green infrastructure. New

or improved infrastructure will generally need to be provided where significant levels of new development are proposed.

- **Infrastructure / Service Providers:** Usually private companies that provide, maintain and improve physical infrastructure such as water and sewage, electrical mains supply, transport networks and telecoms.
- **Integrated Transport Strategy:** The Worcester Integrated Transport Strategy involves the provision of a transport network, which explicitly takes account of the differing requirements of regional, interurban and local travel demand, with investment targeted at enabling each transport mode to effectively deliver its role in the network. The Worcester Integrated Transport Strategy proposes investment in a significant package of measures designed to provide genuine alternatives to the private car and, where appropriate, improves the performance of the existing highway network.
- **Intelligent Transport System Scheme:** An innovative transportation system that may be able to secure a cheap and safe transportation environment as well as an efficient operation by connecting up-to-date skills, including electronic, communications and control systems, to existing transportation systems such as road, railway, airway and sea transportation. This also refers to traffic management measures such as traffic lights that are able to respond automatically to changes in traffic conditions.
- **Intermediate Tenure:** Intermediate affordable housing is housing at prices and rents above those of social rent but below market prices or rents. These can include shared equity (e.g. Home Buy) and other low cost homes for sale and intermediate rent.
- **Inward Migration:** The movement of people into the south Worcestershire Area.
- **Land Cover Parcel:** The smallest-scale assessed area within a Landscape Character Assessment.
- **Landscape and Visual Impact Assessment** - This is defined as those impacts that “*result from changes to the landscape or visual amenity caused by the proposed development in conjunction with other developments (associated with or separate to it), or actions that occurred in the past, present or are likely to occur in the foreseeable future*”. From Guidelines for Landscape and Visual Impact Assessment; Third edition, 2013, Landscape Institute.
- **Landscape Character Assessment:** An assessment undertaken to help identify various landscape types with a distinct character that is based on a recognisable pattern of elements, including combinations of geology, landform, soils, vegetation, land use and human settlement.
- **Listed Building:** A building or structure of special national architectural or historic interest; it is protected by law from unauthorised alterations or demolition. In addition, when determining applications for any development that might affect a listed building, it is relevant to consider the significance of any heritage assets affected, including any contribution made by their setting. Structures within the curtilage will normally be included within the listing.

- **Live / work Unit:** A purpose-designed unit or group of buildings enabling the occupiers to live and work within the same premises.
- **The Worcestershire Local Enterprise Partnership:** 'Worcestershire Works' was formed in 2011 and replaces the function of the Regional Development Agency, Advantage West Midlands. See **Local Enterprise Partnership**.
- **Local Air Quality Action Plan:** A plan to improve the air quality in a specific location or area.
- **Local Development Document (LDD):** The collective term used to describe the Statement of Community Involvement, Supplementary Planning Documents and Development Plan Documents.
- **Local Development Framework (LDF):** The LDF was not a statutory term and is no longer used.
- **Local Development Scheme (LDS):** This is a public statement of a local authority's programme for the production of Development Plan Documents. The scheme will be revised when necessary. This may be either as a result of the Monitoring Report, which should identify whether the local authority has achieved the timetable set out in the Scheme, or if there is a need to revise and / or prepare new development documents.
- **Local Distinctiveness:** The particular and usually positive features of a locality that contribute to its special character and sense of place. Distinguishes one local area from another.
- **Local Enterprise Partnership (LEP):** Partnerships between [local authorities](#) and businesses, formed in 2011, to help determine local economic priorities, enable business and civic leaders to come together to drive sustainable local economic growth and assist in creating the conditions for private sector job growth in their communities. 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. They carry out some of the functions previously carried out by the [regional development agencies](#), which were abolished in March 2012.
- **Local Housing Needs Report:** This assesses the need for additional affordable housing across south Worcestershire, in each south Worcestershire district and in individual wards.
- **Local Plan:** An individual or collection of development plan documents forming the statutory development plan prepared by an individual local planning authority.
- **Local Strategic Partnership (LSP):** A group of public, private, voluntary and community organisations and individuals, responsible for preparing the Community Strategy. In south Worcestershire these are called Vision21 Malvern Hills Partnership, Droitwich Spa, Evesham and Pershore Local Strategic Partnerships (Wychavon) and Worcester Alliance (Worcester City).

- **Local Transport Capital Settlement:** As part of the Government's Spending Review, the Department for Transport announced a radical simplification of local transport funding, moving from 26 separate grant schemes to four. The Department for Transport will provide £1.3bn over four years for small transport improvements on top of the Local Sustainable Transport Fund and in addition to what is available through the Regional Growth Fund. Local authority integrated transport block allocations are calculated through a needs-based formula.
- **Local Transport Plan (LTP):** The LTP is a five -year strategy for the development of local, integrated transport, supported by a programme of transport improvements. The LTP also forms a bid to Government for funding of the improvements. It is the main source of capital funding for the programme. The LTP sets out a series of targets to allow each authority to monitor the effect of their strategy.
- **Local Transport Plan 3:** The Local Transport Plan 3 provides the policy and strategy context for Worcestershire's major transport projects and enables Worcestershire to bid for additional Government funding over the next 15 years. It will also help to secure funds from development and ensure these are properly used to improve the efficiency of our transport networks.
- **Local Investment Plan:** A document that sets out the investment required for an area, in this case south Worcestershire. The Homes and Communities Agency asked Local Authorities to produce these plans in order to inform funding discussions. The investments set out in the SWDP are those required to deliver the agreed economic, housing and environmental ambitions of south Worcestershire. The SWDP identifies needs to be addressed, based on robust evidence from local strategies, including the Sustainable Communities Strategy, Local Development Frameworks and infrastructure planning work.
- **Logistics:** The transportation of products. Logistics involves the integration of information, transportation, inventory, warehousing, material handling and packaging.
- **Low Cost Housing:** Housing rented or sold at less than full market value. This is not necessarily classed as affordable housing.
- **Major Development:** Unless otherwise stated, for residential uses major is defined as 10 units or more and for non-residential uses, major is defined as exceeding 1,000sq. m. (net) floorspace.
- **Major Scheme Bid:** A Major Scheme Bid is submitted as a comprehensive business case and includes full engineering, economic and environmental appraisal and follows a full public consultation on the options. These bids can aid, for example, Major Transport Schemes costing more than £5 million.
- **Major Urban Area:** An area that was the focus for new development identified to underpin the Regional Spatial Strategy. Four Major Urban Areas were identified in the West Midlands: Birmingham; the Black Country; Coventry; and the North Staffordshire conurbation.

- **Management train approach:** The management train approach best mimics the natural drainage process. How to employ it is set out in Planning for SuDS – Making it Happen (CIRIA C687 London, 2010).
- **Masterplan:** A comprehensive layout and / or design framework for a large scale, often mixed use development or redevelopment. It can be informal in status, either developer or public sector-led and prepared in order to assist the process of design or the understanding of development proposals and how they will be delivered. It can also be more formal in status, against which planning applications will be determined, in which case they would need to be adopted as part of an Area Action Plan DPD, Neighbourhood Plan or if already allocated in the development plan, through a Supplementary Planning Document. Unless otherwise stated, references to masterplans in the SWDP are intended to be of the informal type. See also **Design Codes** and **Planning Briefs**.
- **Minerals Safeguarding Areas:** Areas designated by the Minerals Planning Authority that cover known deposits of minerals, which are desired to be kept safeguarded from unnecessary sterilisation by non-mineral development.
- **Minerals Consultation Areas:** Areas designated in the Local Plan, normally based on Minerals Safeguarding Areas, where consultation is required with the County Council as Minerals Planning Authority on development proposals which have the potential to sterilise the minerals interests of the site.
- **Mitigation Measures:** These are measures requested and / or carried out in order to limit the damage by a particular development / activity.
- **Multiple Occupation:** This is defined as a small shared dwelling house occupied by between three and six unrelated individuals as their only or main residence, who share basic amenities such as a kitchen or bathroom. This is defined as use class C4 (house in multiple occupation).
- **National Planning Policy Framework (the Framework):** This was adopted in March 2012 and replaces previous national planning guidance, formerly enshrined in a series of planning policy statements and guidance notes. The Framework sets out much of the Government's planning policies for England and how these are expected to be applied. The government expects it to provide a framework within which local people and their accountable councils produce their own local and neighbourhood plans. The Framework constitutes guidance for local planning authorities and decision-takers both in drawing up plans and as a material consideration in determining applications.
- **Neighbourhood Plan or Neighbourhood Development Plan:** These were introduced by the Localism Act 2011 and can be prepared by a Parish or Town Council or Neighbourhood Forum to establish general planning policies or allocate land for development in a particular neighbourhood. Subject to conformity with the strategic policies in the local plan, an independent examination and support in a community referendum, Neighbourhood Plans will become part of the development plan.
- **Net Density:** An approach to assessing development density in residential allocations. Net density is appropriate in instances where there are clearly defined boundaries and where the proposed use is residential. A net site density measure includes only those

areas which will be developed for housing and directly associated uses such as access roads within the site, private garden space, car parking areas, incidental open space and landscaping and children's play areas where these are to be provided.

- **Net Developable Area:** This includes only those areas which will be developed for housing and directly associated uses. It will include access roads within the site; private garden space; car parking areas; incidental open space and landscaping; and children's play areas where these are to be provided. It therefore excludes major distributor roads; primary schools; adult / youth play spaces or other open spaces serving a wider area; and significant landscape buffer strips.
- **Net Useable Floorspace:** Calculation of the internal area of a building or dwelling. Measurements should be taken up to the internal finish of the perimeter wall. The calculation should include kitchens, built-in cupboards, partition walls, bay windows, entrance halls, chimney breast and fireplace areas and internal offices. It should exclude balconies, car parking, garages, dustbin stores and similar non-habitable areas.
- **New Homes Bonus:** The Government has introduced the New Homes Bonus. The initiative is designed to ensure that the economic benefits of growth are returned to the local authorities and communities where that growth is taking place. The Government provides additional funding or a "bonus" for new homes by match funding the additional council tax raised for new homes and empty properties brought back into use, with an additional amount for affordable homes, for the following six years.
- **New Growth Point:** Previous Government's initiative to provide support to local authorities that wished to pursue large scale and sustainable growth, including new housing and jobs in partnership with Government.
- **Older People:** People over retirement age, including the active, newly-retired through to the very frail elderly, whose housing needs can encompass accessible, adaptable general needs housing for those looking to downsize from family housing and the full range of retirement and specialised housing for those with support or care needs.
- **Palaeoenvironmental Deposits:** Archaeological deposits containing preserved material such as plant remains or pollen, which can provide information on the environment of a site and its surroundings in the past.
- **Passive Surveillance:** Observation of public places, which is provided as a result of the way buildings and spaces are designed.
- **Park and Ride:** Facilities that seek to reduce town centre congestion by encouraging motorists to leave their vehicles at a car park on the edge of town and travel into the centre by public transport, usually via buses running directly from the parking area.
- **Parking Hub:** A facility that allows the interchange between car and commercially operated local passenger transport services operating via the parking hub and linking to key locations in and across the city centre and other major trip attractors in the area.
- **Pitches and Plots (for Travellers and Travelling Showpeople):** A "pitch" means a pitch on a "gypsy and traveller" site and "plot" means a pitch on a "travelling showpeople" site (also sometimes called a "yard"). The terminology differentiates between residential

pitches for “gypsies and travellers” and mixed-use plots for “travelling showpeople”, which may / will need to incorporate space or to be split to allow for the storage of equipment.

- **Place Shaping:** Where key partners, e.g. local authorities and LSPs, work together to both develop and implement a strong spatial vision for an area.
- **Planning Briefs:** These are normally local planning authority-led information guides to assist developers and the public with an understanding of how allocated sites or opportunity sites may develop. They tend to be informal and will set out key information such as constraints, important policy and design considerations and key contact information. See also **Masterplans** and **Design Codes**.
- **Planning Obligations:** Legally enforceable agreements between a planning authority and a developer, or undertakings offered unilaterally by a developer, which ensure that necessary mitigating works related to development are undertaken; these are sometimes called “Section 106 Agreements” (s.106 Agreements).
- **Previously Developed Land (PDL):** Land that is or was occupied by a permanent structure, including the curtilage of the developed land (although it should not be assumed that the whole of the curtilage should be developed) 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 purposes where provision for restoration has been made through development control procedures; 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:** Defined area where retail development is concentrated (generally comprising the primary and those secondary frontages which are adjoining and closely related to the primary shopping frontage).
- **Policies Map:** The adopted Policies Map illustrates on a base map (reproduced from, or based upon a map to a registered scale) all the spatial policies contained in the SWDP, together with any saved policies. It must be revised each time a new Development Plan Document is adopted and it should always reflect the up-to-date planning strategy for the area. Proposals for changes to the adopted map accompany submitted Development Plan Documents in the form of a submission Policies Map.
- **Public Realm:** The space between and within buildings and developments that are publicly accessible, including streets, squares, parks and open spaces.
- **Pyrolysis:** A well-established means of recovering energy from various forms of waste.

- **Regeneration Zone:** An area targeted with specific public policy and funds to boost the local economy and create / safeguard jobs.
- **Regional Funding Allocation:** A source of financing major transportation infrastructure proposals administered for the West Midlands region by the Department for Transport and bid into by highway authorities, which for south Worcestershire is Worcestershire County Council.
- **Registered Social Landlord:** A term introduced in the Housing Act 1996, to describe local housing companies and housing associations that are registered and monitored by the Housing Corporation (now the Homes and Communities Agency).
- **Regulated and Unregulated Carbon Emissions:** Building emissions are split between those regulated by Part L of the Building Regulations (associated with the building's fabric and fixed services, such as fixed internal lighting, domestic hot water and space heating) and those that are not (cooking and appliances).
- **Renewable and Low Carbon Energy:** Renewable and low carbon energy includes energy for heating and cooling as well as generating electricity. Renewable energy covers those energy flows that occur naturally and repeatedly in the environment – from the wind, the fall of water, the movement of the oceans, from the sun and also from biomass and deep geothermal heat. Low carbon technologies are those that can help reduce emissions (compared to conventional use of fossil fuels).
- **Residual Energy:** This refers to the estimated energy demand for the development after allowance has been made for the full range of energy efficiency measures required under Building Regulations (current at the time of construction).
- **Rolling Reservoir:** A requirement to maintain a constant supply of land for employment, housing or other types of development, usually over an identified time period such as five years. This means that at any one time there will be an amount of land available sufficient to provide for the next five years' identified / agreed need. When the amount of identified land dips below the five year target, for example if a large site is developed, further previously identified land should be included in the five years' supply.
- **Rural Exception Site:** Rural exception sites should be small, solely for affordable housing and on land within or adjoining existing small rural communities, which would not otherwise be released for general market housing because it is otherwise subject to policies of restraint (e.g. in the countryside or where policies maintaining the openness of the landscape are in place). The affordable housing provided on such sites should meet local needs in perpetuity and count towards the overall level of housing provision. The rural exception site policy applies to both allocated or windfall sites.
- **Rural Regeneration Zone:** One of six Regeneration Zones designated by Advantage West Midlands, in which the majority of AWM activity and funding were concentrated between 1999 and 2012.
- **Saved Policies:** Local planning authorities were able to save old style local plan policies initially for a fixed period and subsequently for an indefinite period if they submitted a list to the Government outlining the policies, their purpose, the reasons why they should

be saved and how or if they will eventually be replaced. All saved district local plan policies are proposed to be superseded by the SWDP once adopted.

- **Scheduled Monument:** A nationally important archaeological site or historic building, given legal protection against unauthorised change. The protection is offered under the Ancient Monuments and Archaeological Areas Act 1979.
- **Section 38 Agreement:** A legal agreement between a developer and a Highway Authority to ensure that work carried out on the highway by the developer reaches adoptable standards (maintainable at public expense).
- **Section 106 Agreement:** A legal agreement between developers and a Local Planning Authority made in accordance with section 106 (s.106) of the 1991 Planning Act, usually to secure benefits for local residents without which a planning application would be refused (see also **Planning Obligations**).
- **Section 278 Agreement:** A legal agreement allowing developers to make alterations to the Public Highway.
- **Sequential Approach:** A planning principle that seeks to identify, allocate or develop certain types or locations of land before others. For example, brownfield sites are identified for development before greenfield or undeveloped sites and town centre retail sites are preferred to out-of-centre sites. In terms of employment, a sequential approach would favour an employment use development over a mixed use one and mixed use over non-employment uses.
- **Settlement Hierarchy:** In the SWDP, settlements are categorised as part of a hierarchy based on the services and facilities available to that settlement. The hierarchy is:
  - Category 1 - towns and villages with a good range of services and facilities, as well as some access to public transport.
  - Category 2 - villages that have a more limited level of services.
  - Category 3 - locations where only limited development to address local housing need is acceptable.
  - Other settlements - these have few facilities and services and are felt to be unsustainable locations for any growth and development in the SWDP.
- **Significant Gap:** A local planning designation intended to protect the settings and separate identities of settlements by:
  - helping to avoid coalescence;
  - retaining the existing settlement pattern through maintaining the openness of the land; and
  - securing the quality of life benefits of having open land close to where people live.
- **Sites of Special Scientific Interest (SSSI):** Sites or areas designated as being of national importance because of their wildlife, plants or flowering species and / or their

unusual or typical geological features. SSSIs are identified by Natural England and have protected status under the Wildlife and Countryside Act 1981.

- **Smarter Choices Measures:** These are measures such as the provision of information about public transport services that encourage people to use modes other than the private car for some journeys. Smarter choices are techniques for influencing people's travel behaviour towards more sustainable options such as encouraging school, workplace and individualised travel planning. They also seek to improve public transport and marketing services such as travel awareness campaigns, setting up websites for car share schemes, supporting car clubs and encouraging teleworking.
- **Social Rented:** This is housing available to rent at below market levels. Lower rents are possible because the Government subsidises local authorities and registered social landlords in order to meet local affordable housing needs.
- **South Housing Market Area:** A number of sub-regional housing market areas have been identified that display similar characteristics. The SWDP authorities fall within the South Housing Market Area, which also contains the other three Worcestershire districts, together with Warwick and Stratford-upon-Avon District Councils.
- **South Worcestershire Sports Facilities Framework:** This document forms part of the key evidence base informing the sport elements of the SWDP. The Framework comprises a set of interlinking documents, which have been compiled concurrently, with a common methodology and data sources. This ensures that they give a robust base for sports facility planning. It also supports the need and identifies the delivery mechanisms for essential community infrastructure that will be required to ensure any major housing and employment growth is sustainable.
- **South Worcestershire Infrastructure Delivery Plan (SWIDP):** This is a document that offers evidence to support the SWDP. It sets out the amount and type of infrastructure needed to deliver the level of development proposed in the SWDP. It analyses physical infrastructure (such as transport and utilities), social infrastructure (such as schools and community facilities) and a complete range of green infrastructure. These are described on a geographical basis, which makes it easier for the reader to understand where infrastructure is planned; this is analysed in more detail in an Appendix. The SWIDP also considers issues around the funding of infrastructure and suggests a way forward in meeting such requirements. The SWIDP has been produced in close consultation with the County Council and the various infrastructure providers. It is a “live” document and will be updated on a regular basis.
- **Special Wildlife Site:** A local / wildlife site identified by the Worcestershire Wildlife Trust and Worcestershire Special Wildlife Sites Partnership.
- **Specialist Housing for Older People:** The Housing in Later Life toolkit (December 2012) advises that this term refers to a range of housing options built to assist older people with their accommodation and support needs in later life. Key features include individual dwellings with their own front door (whether for rent, sale or shared ownership), communal areas such as lounges and restaurants, scheme manager (or other types of support service) and varying levels of personal care and support. There is a variety of different specialist housing and there are constantly new models being created. Currently

includes for example, continuing care retirement communities, extra care housing and retirement housing.

- **Stakeholders:** Groups, individuals or organisations who may be affected by, or have a key interest in, a development proposal or planning policy. They may often be experts in their field or represent the views of many people.
- **Stand Alone Renewable and Low Carbon Energy Schemes:** Stand alone renewable and low carbon energy projects are typically those which are not attached to individual buildings for the purposes of meeting a proportion of that buildings heat or power. Examples of stand alone technologies include larger scale wind turbines, biomass, solar farms, anaerobic digestion, combined heat and power and hydro-electricity plant which diverts all or a substantial proportion of its heat and/ or power directly into the national grid or a large scale heat network. In contrast, building integrated technologies may include technologies such as solar PV, solar hot water, ground and air source heat pumps which are attached to the fabric of a building and which typically divert some or all of the energy or heat generated into a single building.
- **Statement of Community Involvement (SCI):** This sets out the 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. The SCI is a clear public statement enabling the community to know how and when they will be involved in the preparation of Local Development Documents and how they will be consulted on planning applications.
- **Strategic Flood Risk Assessment (SFRA):** A SFRA is a high-level assessment of flood risk carried out by or for planning authorities to meet the needs of national legislation with the purpose of assisting local authorities to deliver sustainable development. The SFRA has informed the various allocations and sets the context / parameters for more detailed Flood Risk Assessments associated with planning applications.
- **Strategic Highway Network:** Refers to the pattern of motorways and trunk roads.
- **Strategic Housing Land Availability Assessments (SHLAA):** These are a key component of the evidence base required to support the delivery of sufficient land for housing to meet the community's need for more homes. These assessments are required by national planning policy as set out in the Framework.
- **Strategic Housing Market Assessment (SHMA) (Feb 2012):** The purpose of this study was to analyse data and trends relating to local housing markets and issues of affordability of housing within the sub-regions of Worcestershire.
- **Strategic Sites:** These sites are considered to be vital to the delivery of the SWDP objective of economic-led growth. They are allocated for housing, employment and infrastructure development and represent significant opportunities for sustainable growth. They are primarily located in the urban extensions and the employment allocations.
- **Super Play Area:** A large facility with a range of recreation / play equipment, with other supporting ancillary facilities adjoining (sometimes referred to as a Destination Play Area).

- **Supplementary Market Review and Property Prices Report (July 2010):** A report that updates the evidence in the Development Viability Assessment.
- **Supplementary Planning Document (SPD):** SPDs are Local Development Documents that explain how policies in Development Plan Documents will be implemented. They do not form part of the SWDP and cannot allocate land, but are material considerations when determining planning applications.
- **Supported Housing:** Housing that is purposely designed or remodelled to enable residents to adjust to independent living or to enable them to live independently. There will be support services provided by the landlord or another organisation. As a minimum, a building or scheme will provide basic facilities such as a laundry for residents or washing machines in living units. The scheme will also have a communal lounge.
- **Strategic Environmental Assessment (SEA):** The European Directive 2001/42/EC on “the assessment of the effects of certain plans and programmes on the environment” is known as the Strategic Environmental Assessment or SEA Directive. The directive applies to any land use plans and modifications that began to be prepared after 21 July 2004. It also applies to any land use plans that have not been adopted or submitted to a legislative procedure leading to adoption by 21 July 2006. The Department of Communities and Local Government has published guidance on how to undertake a SEA of land use plans and how the methodology may be expanded to incorporate sustainability appraisal.
- **Sui Generis:** Certain uses do not fall within any use class and are considered 'sui generis'. Such uses include:
  - theatres, houses in multiple occupation, hostels providing no significant element of care, scrap yards;
  - petrol filling stations and shops selling and / or displaying motor vehicles;
  - retail warehouse clubs, nightclubs, launderettes, taxi businesses, amusement centres and casinos.

(see also **Use Classes**).
- **Sustainability Appraisal:** The Planning and Compulsory Purchase Act 2004 requires Local Development Documents to be prepared with a view to contributing to the achievement of sustainable development. Sustainability appraisal is a systematic appraisal process. The purpose of sustainability appraisal is to appraise the social, environmental and economic effects of the strategies and policies in a Local Development Document from the outset of the preparation process. This will ensure that decisions are made that agree with sustainable development requirements.
- **Sustainable Community Strategy (SCS):** The SCS is prepared by local strategic partnerships as a set of goals and actions that they, in representing the residential, business, statutory and voluntary interests of an area, wish to promote. The SCS should inform the local development framework and act as an umbrella framework for other strategies devised for the area. In Worcestershire, a county-wide SCS was adopted in

2010. This effectively replaced previous versions at district level, although it did include district-specific sections and a series of preferred outcomes for each.

- **Sustainable Development:** In broad terms, this means development that meets the needs of the present without compromising the ability of future generations to meet their own needs. The Government has set out five guiding principles for sustainable development in its strategy 'Securing the future - UK Government strategy for sustainable development'. The five guiding principles, to be achieved simultaneously, are:
  - Living within environmental limits.
  - Ensuring a strong, healthy and just society.
  - Achieving a sustainable economy.
  - Promoting good governance.
  - Using sound science responsibly.

The Framework sets out a definition of sustainable development and identifies how it is to be identified and delivered (Framework paragraphs 6 – 16).

- **Sustainable Drainage System (SuDS):** Efficient drainage system that seeks to minimise wastage of water, including the use of appropriate groundcover to enable maximum penetration of clean water run-off into the ground, promote the filtration and evaporation of water as close to the source as possible and break down pollutants and, where appropriate, recycle grey water within the development. Designed to minimise the impact of development on the natural water environment, they are an alternative to drainage through pipes directly to a water course and help enhance water quality and biodiversity, maintain groundwater levels and reduce the risk of flooding.
- **Sustainable Transport Fund:** The Government announced, as part of the Local Transport White Paper, the creation of a Local Sustainable Transport Fund to help build strong local economies and address the urgent challenges of climate change.
- **Sustainable Travel:** Term applied to alternative environmentally-friendly transport options, e.g. car share, walking, cycling, public transport with the aim of reducing the daily trips made by private vehicles and overall levels of CO<sub>2</sub> emissions.
- **Town Centre:** Area defined on the local authority's Policies Map, including the primary shopping area and areas predominantly occupied by main town centre uses, within or adjacent to the primary shopping area. References to town centres or centres apply to city centres, town centres, district centres and local centres. Neighbourhood centres are also centres which include town centre uses but they are not considered to be town centres. Unless they are identified as centres in Local Plans, existing out-of-centre developments, comprising or including main town centre uses, do not constitute town centres.
- **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.

- **Travel Plan:** A package of measures and initiatives that aims to reduce the number of car journeys made, by providing people with greater transport choices. This is done through providing realistic alternatives to the car, reducing the need to travel and managing car parking provision.
- **Travelling Showpeople:** National planning policy defines travelling showpeople as “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, but excludes Gypsies and Travellers”.
- **Urban Capacity Study:** A study to assess the potential for settlements to accommodate additional housing by identifying possible development sites within the existing built-up areas.
- **Urban Cooling:** Designing public spaces to help reduce the urban heat island effect. For example, by providing sufficient public open space within urban areas, this in turn will help mitigate the retention of urban heat in buildings, concrete and asphalt.
- **Use Classes:** Planning permission is required for development. The definition of development includes material changes of use of land or buildings / premises. Uses fall within four main categories or “classes” as follows:
  - Class A covers shops and other retail premises such as restaurants and bank branches.
  - Class B covers offices, workshops, factories and warehouses.
  - Class C covers residential uses.
  - Class D covers non-residential institutions and assembly and leisure uses.

There are subsets within each class. In addition, there are also uses that are *sui generis*, i.e. in a class of their own. Changes of use within a use class do not come within the definition of development at all. Certain changes between particular use classes are allowed under permitted development rights.

- **Veteran Tree:** The Woodland Trust defines a 'veteran tree' as one usually in the second or mature stage of its life with important wildlife and habitat features including: hollowing or associated decay fungi; holes; wounds and large dead branches. The definition will generally include old trees but also younger middle-aged trees where premature aging characteristics are present.
- **Village Facilities and Rural Transport Survey:** An assessment of the facilities and public transport services that is available in each of south Worcestershire’s rural settlements.

- **Vision:** The vision describes how south Worcestershire will have developed by 2030. The vision places emphasis on economic prosperity, housing delivery and the provision of infrastructure. The implementation of the SWDP objectives and policies will help achieve the vision.
- **Vulnerable Sectors:** This term can be applied to any group of similar businesses suffering from a decline in their financial viability. Longstanding vulnerable sectors include most types of farming, defence contractors, some manufacturing sectors and public houses.
- **Water Framework Directive:** The Water Framework Directive is a piece of European legislation that promotes a positive approach to water management. The Directive helps to protect and enhance the quality of surface freshwater (including lakes, streams and rivers), ground waters, groundwater - dependent ecosystems, estuaries and coastal waters out to one mile from low water.
- **Windfall:** Windfall sites are those that have not been specifically identified through the SWDP process. They comprise previously developed sites that have unexpectedly become available and that may (in some cases) be suitable for certain forms of redevelopment.
- **Worcestershire County Council Waste Core Strategy:** Guides the approach to planning for waste management facilities in the county until 2027.
- **Worcestershire Minerals Local Plan:** This guides mineral development in the county to particular locations and sets criteria against which applications for the extraction of minerals and related developments can be assessed.
- **Worcestershire Partnership:** The Worcestershire Partnership brings together local government, public services such as health, learning providers, police and probation, voluntary and community organisations and local businesses within Worcestershire. The work of the Partnership is based on a shared common purpose and good will.
- **World Health Organisation Air Quality Standards:** These are the concentrations of pollutants in the atmosphere that can broadly be taken to signify a certain level of environmental quality. They are based on an assessment of the effects of each pollutant on human health, including the effects on certain sensitive sub-groups.