

Appendix 2 – Glossary

Pàipear-taice 2 – Beag-fhaclair

This section explains some of the terms we use in this document. The Council has tried to minimise use of planning jargon however, the following glossary may aid users' understanding. Please note the explanations given are not intended as legal definitions of the planning terms used.

Affordable housing: Broadly defined as housing of a reasonable quality that is affordable to people on modest incomes. In some places the market can provide some or all of the affordable housing that is needed, but in other places it is necessary to make housing available at a cost below market value to meet an identified need with the support of subsidy. The Council accepts the following categories of development as affordable:

- *Social rented accommodation-* owned and/or managed by a Registered Social Landlord (RSL) required to meet bona fide local needs by their charter from the Housing and Regeneration Division of the Scottish Government;
- *Approved private rented accommodation-* owned and /or managed by a private sector landlord to approved management and maintenance standards with equivalent to Registered Social Landlord rents; and
- *Low cost owner occupation-* which can be met in a variety of ways subject to negotiation of Agreements providing for occupants to be drawn from target client groups, such as existing social tenancies or approved waiting list applicants. Low cost home ownership is housing which is provided at a price substantially below open market values. Low cost owner occupation can be delivered by one or more of the following: shared ownership, shared equity (LIFT), subsidised home ownership, discounted serviced plots or house sale prices, unsubsidised Low Cost Home Ownership or serviced plots.

See the Council's Affordable Housing SPG for further guidance.

AGLV: Area of Great Landscape Value (see Appendix 1 for more information).

Allocation: Land identified in a local plan as appropriate for a specific use or mix of uses.

Appropriate Assessment: An assessment required under the Conservation (Natural Habitats & c) Regulations 1994 (as amended) in order that the planning authority as competent authority may determine the likely impact of a development proposal on the conservation interests for which a European nature conservation site has been classified.

Article 4 Direction: Some types of development do not need planning permission beyond the general planning permission granted under the Town and Country Planning (General Permitted Development) (Scotland) Order 1992 (as amended). An Article 4 Direction is an order made by Scottish Ministers which suspends (for specified types of development on specified properties) that general permission and so requires planning applications to be submitted in those cases.

Article 10 Features: Wildlife habitat features which provide 'corridors' or 'stepping stones' between habitat areas and that help plants and wildlife to move from one area to another. Examples include rivers and their banks, areas of woodland, and traditional field boundaries. Protecting and managing these areas through the land use planning system is promoted in Article 10 of the EC Habitats and Species Directive 1992.

Brownfield land: Land which has previously been developed. Redevelopment of it may include:

- reusing existing buildings by converting them;
- demolishing buildings and building new ones;
- clearing empty land and building new buildings;
- establishing a new use of the land, with or without new buildings; and
- infill development.

Commerce: For the purposes of this Plan and specifically Policy 17, the term 'commerce' encompasses retail, office and leisure development (Use Classes 1-3, 7, 10 & 11).

Design Statement: Will explain the design principles on which the development is based and illustrate the design solution. More information and advice can be found in Planning Advice Note 68, Design statements.

Developer contributions: Payments made to us or another agency, or work in kind, to help improve the infrastructure (for example, roads, open space, waste-water treatment, restoring worked-out mineral sites) so that the development can go ahead.

Development brief: A detailed document for an area allocated for development in a local plan. The brief provides information to possible developers on issues such as the preferred siting, design and layout of buildings, and the need for associated infrastructure and services.

Development factors: The factors that we must take into account when deciding where development can take place and the nature of that development.

Development Plan Scheme: A document setting out the Council's intentions for preparing development plans in the next few years.

DPPG: Development Plan Policy Guideline.

European Protected Species: Species of animal and plant listed respectively in Schedule 2 and Schedule 4 of the Conservation (Natural Habitats &c) Regulations 1994 as amended.

Flood Risk: The risk of flooding from all sources is likely to increase with projected climate change. It is therefore important not to allocate land at risk for inappropriate development to ensure compliance with Scottish Planning Policy. Flood risk has been integral to the choice of site allocations. Additional guidance on these issues - including maps of the medium to high flood risk areas (1 in 200 years or greater than 0.5% annual probability of flooding) - may be sought from the Scottish Environment Protection Agency (SEPA). These maps are the starting point for the consideration of the flood risk implications of development proposals.

Flood Risk Assessment: An assessment carried out to predict and assess the probability of flooding for a particular site or area and recommend mitigation measures including maintenance.

Fragile areas: Areas which are in decline or in danger of becoming so as a consequence of remoteness and socio-economic factors, such as population loss, erosion of services and facilities and lack of employment opportunities. In some areas the natural heritage is a dominant influence on appropriate land management.

Framework plan: An outline plan (prepared by public agencies) that provides guidance on how a large site should be developed, including issues such as landscaping, access and internal layout.

General strategic policies: Policies set out in the Highland Structure Plan. We assess all development proposals against these policies so that development might be sustainable. They reflect the need to take account of:

- the community, the economy and environmental interests;
- the importance of development which benefits local communities; and
- the need to work with our partners to achieve the plan's aims and objectives.

Greenfield land: Presently undeveloped land, in use, or generally capable of being brought into active or beneficial use for agricultural, forestry or amenity purposes.

HER: Historic Environment Record, available on the Council's website www.highland.gov.uk

Hinterland: Based on commuting patterns to and from major employment centres where the thrust of policy is to manage growth, self sustaining communities and protect the countryside. Hinterland areas relate to Inverness and the Inner Moray Firth (Nairn, Dingwall, Alness, Invergordon, Tain) Fort William, Wick and Thurso. These areas maybe reviewed as part of the forthcoming Highland-wide Local Development Plan which we will begin consulting on in 2008.

HLDP: The forthcoming Highland-wide Local Development Plan.

Housing requirement: The number of housing units for which land must be identified to meet future demand. We work this out by considering market demand, changes in the number of people and households, the existing housing stock and the existing availability of land for housing.

HRES: Highland Renewable Energy Strategy & Planning Guidelines.

HS: Historic Scotland.

HSE: Health & Safety Executive.

Ineffective housing stock: Housing which is not lived in permanently because it is empty or a second or holiday home.

Infrastructure: The basic services needed to support development. These include roads access and water and sewage facilities.

Infill development: Building a limited number of buildings within a small gap in existing development.

Key village: Part of the settlement hierarchy set out in this Local Plan. It comprises Bonar Bridge, Ardgay, Durness, Melness, Tongue and Scourie.

Landscape character: The distinct and recognisable pattern of landscape elements that occurs consistently in a particular area, and how these are perceived by people, that makes one landscape different from another.

Local centre: Part of the settlement hierarchy set out within the Highland Structure Plan (see below). The local centres in Sutherland are Dornoch, Golspie, Brora, Lairg, Lochinver, Kinlochbervie and Bettyhill.

Local Housing Development Fora: A group of council services, public agencies, housing associations and other housing-related interests which regularly meet to consider the need for and opportunities for affordable housing.

Main centre: Part of the settlement hierarchy set out in this Local Plan. It comprises the Structure Plan's Local Centres (Dornoch, Golspie, Brora, Lairg, Lochinver, Kinlochbervie and Bettyhill) and additionally Helmsdale.

Masterplan: A document that explains how a site or series of sites will be developed. It will describe how the proposal will be implemented, and set out the costs, phasing and timing of development. A master plan will usually be prepared by or on behalf of an organisation that owns the site or controls the development process.

Material consideration: Matters we must consider when making a decision on a planning application. Scottish Government guidance states that there are two main tests in deciding whether a consideration is material and relevant and advises as follows:

- "It should serve or be related to the purpose of planning. It should therefore relate to the development and use of land; and
- It should fairly and reasonably relate to the particular application.

It is for the decision maker to decide if a consideration is material and to assess both the weight to be attached to each material consideration and whether individually or together they are sufficient to outweigh the development plan. Where development plan policies are not directly relevant to the development proposal, material considerations will be of particular importance."

Whether a consideration is material is a matter that may ultimately be decided by the courts when required.

Mixed Use: This refers to the practice of allowing more than one type of use on a site. This can for example mean a combination of housing, business, and community uses, or that any of these uses are suitable on the site. The Plan specifies the appropriate uses in each case.

NPPG: National Planning Policy Guideline. Previous Scottish Government policy guidelines comprised several individual topic NPPGs (and SPPs), but have been replaced by the new, consolidated Scottish Planning Policy document in 2010.

NSA: National Scenic Area (see Appendix 1 for more information).

Open Space: [For the purposes of Policy 2 of this Plan] Areas of public open space within SDAs which are greenspace cherished by the local community and which the Plan specifically allocates in order to safeguard them from development. This is therefore a tighter definition for the purposes of this policy than the wider meaning of 'open space' in Scottish Planning Policy and PAN65. In terms of the wider context of Scottish Planning Policy, the Council has prepared SPG on Open Space in New Residential Developments and will undertake further work on the topic of open space as part of preparing the Highland Local Development Plan.

Other Protected Animals and Plants: [For the purposes of Policy 11 of this Plan] Species of animal (excluding birds) and plant listed respectively in Schedule 5 and Schedule 8 of the Wildlife and Countryside Act 1981 as amended.

PAN: Planning Advice Note.

Permitted development rights: These relate to certain types of development (usually minor) which do not need planning beyond the general planning permission granted under the Town and Country Planning (General Permitted Development) (Scotland) Order 1992 (as amended).

Place-making: To ensure that the most sustainable sites are used for development and that the design process, layout structure and form provide a development that is appropriate to the local context and supports a sustainable community.

Precautionary principle: The principle that authorities should act cautiously to avoid damaging the environment or wellbeing of communities (in a way that cannot be reversed) in situations where the scientific evidence is not proven but the possible damage could be significant. See also Highland Structure Plan Policy G8.

Protected Bird Species: All wild birds are protected under the Wildlife and Countryside Act 1981 as amended. These are any bird of a kind which is ordinarily resident in or is a visitor to Great Britain in a wild state, but does not include poultry or game birds. Certain wild bird species are given extra protection, and these are listed in Schedule 1 of the Act. Certain of these species are given even greater protection (currently only the white-tailed eagle) and these are listed in Schedules 1A and A1 of the Act.

Ramsar Site: See Appendix 1 for more information.

RLVR: Remote Landscape of Value for Recreation (see Appendix 1 for more information).

S.75: See Section 75 Agreement.

SAC: Special Area of Conservation (see Appendix 1 for more information).

SDA: See Settlement Development Areas.

SDS: Sustainable Design Statement.

SEA: Strategic Environmental Assessment. See Environmental Report for more information.

SEPA: Scottish Environment Protection Agency.

Section 75 Agreement: A legal agreement made between the landowner and the planning authority (often with other people) which restricts or regulates the development or use of land. It is normally used to agree and to secure developer contributions.

Settlements: Groups of houses, some that do and some that don't have facilities, identified through the settlement hierarchy.

Settlement Development Areas (SDAs): Areas defined by this Plan in and around certain existing settlements, being the preferred areas for most types of development.

Settlement hierarchy: The definition of settlements within the Highland Structure Plan as 'regional', 'subregional' or 'local centres' depending on the size of their population and the services they contain (for example, education, health, transport and retail); and within this Local Plan the definition of settlements as 'main centres', 'key villages' and 'small villages'.

SG: Supplementary Guidance prepared in accordance with the requirements of the Planning etc. (Scotland) Act 2006.

Small village: Part of the hierarchy of settlements set out in this Local Plan, 'small villages' are those settlements which are neither 'main centres' nor 'key villages' but do have settlement development areas identified for them.

SNH: Scottish Natural Heritage.

SPA: Special Protection Area (see Appendix 1 for more information).

SPG: Supplementary Planning Guidance.

SPP: Scottish Planning Policy. Previously comprising several individual topic SPPs (and NPPGs), but replaced by the new, consolidated Scottish Planning Policy document in 2010.

SSSI: Site of Special Scientific Interest (see Appendix 1 for more information).

STW: Sewage Treatment Works.

Sub-regional centre: Part of the settlement hierarchy set out within the Highland Structure Plan (see above). There are no sub-regional centres within the area covered by the Sutherland Local Plan.

SUDS: See Sustainable Drainage Systems.

Sustainable design: Design which reduces the possible negative effects on the environment as far as possible and makes the most of social and economic benefits.

Sustainable development: Sustainable development has been defined as "development that meets the needs of the present without compromising the ability of future generations to meet their own needs". It has increased in importance in both national and European policy guidance and is a pivotal consideration in the planning process.

Sustainable drainage systems (SUDS): Drainage techniques used to treat and return surface water run-off from developments (roof water, road run-off, hard standing areas) to the water environment (rivers, groundwater, lochs) without adverse impact upon people or the

environment. Further guidance can be found in CIRIA's SuDS Manual C697 or Sewers for Scotland 2nd Edition.

Waste management facilities: Facilities for the treatment and disposal of municipal and commercial waste, including (but not limited to) waste transfer stations and recycling centres.

WWTW: Waste Water Treatment Works.