

GLOSSARY

This section contains words, phrases and names of organisations that are used in the plan or are relevant to the planning process. The glossary is not intended to be an exhaustive list of all land-use planning terms or a substitute for proper legal or professional planning and urban design advice. Text which is underlined can be found as an entry elsewhere in the glossary.

A

A1 Use Class (Shops)

Use of premises for the retail sale of goods and services, other than hot food or drink, to visiting members of the public, as described in the Use Classes Order 1987, as amended.

A2 Use Class (Financial and professional services)

Use of premises for the provision of financial or professional services, or any other service, including a betting office, which it is appropriate to provide in a shopping area, where the service is provided principally for visiting members of the public, as described in the Use Classes Order 1987, as amended.

A3 Use Class (Restaurants and cafés)

Use of premises for the sale of food and drink for consumption on the premises, as described in the Use Classes Order 1987, as amended.

A4 Use Class (Drinking establishment)

Use of premises as a public house, wine bar or other drinking establishment, as described in the Use Classes Order 1987, as amended.

A5 Use Class (Hot food takeaway)

Use of premises for the sale of hot food for consumption off the premises, as described in the Use Classes Order 1987, as amended.

Accessibility

The ability of all people, including elderly and disabled people, those with young children and those carrying luggage and shopping, to reach places and facilities.

Advertisement

Any word, letter, model, sign, placard, board, notice, awning, blind, device or representation, whether illuminated or not, employed for the purposes of advertisement, announcement or direction, whose control is provided for in the Control of Advertisement Regulations 1992, as amended.

Affordable housing

Subsidised housing at below market prices or rents intended for those households who cannot afford housing at market rates. The accommodation is usually managed by a registered social landlord.

Agenda 21

An action plan for the twenty-first century approved by more than 150 nations at the 'Earth Summit' in Rio de Janeiro in 1992. The plan expects governments to work towards sustainable development in partnership with local authorities, businesses, the voluntary sector and local communities.

Air Quality Strategy and Action Plan 2001

Strategy and Action Plan setting out the City Council's proposed actions over the five years to 2006 to improve air quality and meet national standards in Westminster.

Alterations

Changes to a building that modify its character and appearance.

Ambient noise

The Mayor of London's Ambient Noise Strategy 2004 draws attention to the definition in the Greater London Authority Act 1999 that

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ambient noise comprises noise, including vibration, related to transport, including road traffic, rail traffic, aircraft and water transport; and noise of such other descriptions as the Mayor may consider it appropriate to include in the matters dealt with by the London ambient noise strategy. The Mayor's strategy adds to the definition of ambient noise that from fixed industrial sources. The strategy draws a distinction between this and neighbourhood noise, such as that from household appliances, television, music systems, noisy pets, do-it-yourself activities, construction sites, intruder alarms, parties or similar gatherings.

Amenity

Pleasant or advantageous features enjoyed by a property or occupier, which can be affected by certain development proposals. Development can improve amenity as well as harm it.

Annual Monitoring Report (AMR)

This report highlights the Council's achievements and progress in delivering its key planning policy objectives over a 2 year period.

Ancillary use

A use which is incidental to the principal use of premises. For example, shops often have floorspace not accessible to customers which is used for storing goods for sale.

Apart-hotel

Hotel with self-contained units rather than rooms, serving both business visitors and tourists. The accommodation is usually provided on a self-catering basis with no restaurant or room service provided. They are usually without public rooms, function rooms or other facilities that attract non-residents.

Appeal

A notice to the Secretary of State which may be made by an applicant where a proposal has been refused permission by a local planning authority; where a permission has been granted subject to conditions which the applicant finds unacceptable; or where the authority has not reached a decision within the appropriate period. Appeals may be dealt with by written representations, by an informal hearing or by a local public inquiry.

Appearance

The look, aspect and visual character of a building, area or city.

Archaeological remains

Materials found above or below ground whose systematic study or preservation will help to improve understanding of the history of the locality and of people who lived there or visited it in the past. In Westminster, such remains can be of national as well as local significance.

Architectural inheritance

The valuable buildings and townscape left to us by previous generations.

Architectural quality

The intrinsic merit of a building as measured by the use of materials, details, style and relationship to context.

Architectural style

Distinctive period or school of architecture. Examples include Georgian, Victorian, Edwardian, Twentieth Century, Gothic, Regency, Neo-classical, Queen Anne Revival, and so on.

Article 4 Direction

The General Permitted Development Order 1990, as amended, grants general permission for a variety of forms of minor development, mainly minor works and changes of use, known as 'permitted development'. Article 4 of the order enables local

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planning authorities to make a direction which removes the 'right' to carry out permitted development or particular class or classes of that development in a specified area.

Article 14 Direction

A direction given by the Secretary of State under Article 14 of the General Development Procedure Order 1995, delaying or restricting the grant of planning permission by a local planning authority, in respect of a specific development or class of development. The power is used from time to time to enable the Secretary of State to decide whether to 'call-in' an application for determination himself.

Aspect ratio

The ratio of overall height to average width of a high building

B

B1 Use Class (Business)

Use of premises for office purposes, other than Use Class A2 above, for research and development of products or processes; or for a light industrial process which can be carried out in any residential area without detriment to the amenity of that area, as described in the Use Classes Order 1987, as amended.

B2 Use Class (General Industrial)

Use of premises for the carrying on of an industrial process, other than one falling within Use Class B1, as described in the Use Classes Order 1987, as amended.

B8 Use Class (Storage or distribution)

Use of premises for storage or as a distribution centre, as described in the Use Classes Order 1987, as amended.

Biodiversity

The diversity, or variety of plants, animals and other living things in a particular locality. It encompasses habitat diversity, species diversity and genetic diversity. Arising from a

belief that biodiversity is of value in its own right and has social and economic value for human society, international treaties and national planning policy expect local development plans to identify and protect a hierarchy of existing areas of biodiversity importance and to provide for the creation of new priority habitats.

Building line

The line formed by the frontages of buildings along a street.

Building materials

Materials prevalent in an area which should inform the choice of materials for repairs to historic buildings and the facing of new buildings. In Westminster typical materials are Portland Stone; yellow London Stock bricks; soft red bricks, terracotta, natural Welsh slates, lead and cast iron.

Building Regulations

Regulations dealing with design and construction of buildings, and their services, fittings and equipment made by the Secretary of State under the Building Act 1984. The purpose of the regulations is to secure the health, safety, welfare and convenience of the users of buildings; further the conservation of fuel and power; and to prevent waste, undue consumption, misuse or contamination of water.

Building Research Establishment (BRE)

Independent research, consultancy and testing organisation, owned by BRE Trust, a registered charity. Its main activities include providing information about construction materials, building environments, fire and risk and certification of products.

Building Research Establishment Environmental Assessment Method (BREEAM)

A method developed by the BRE which owners and users of buildings can use to work out cost-effective

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ways of conserving energy and other environmental impacts, such as on water and waste, in the running of premises .

Bulk

The combined effect of volume and shape of a building or group of buildings. Also called massing.

Business Improvement District (BID)

Area defined under Part 4 of the Local Government Act 2003 where businesses, through a partnership arrangement, contribute by means of an annual levy over a period of up to five years, to provide funds to secure environmental improvements, to enhance local services such as street cleaning, and to carry out economic development activities within that area.

C

C1 Use Class (Hotels)

Use of premises as an hotel or as a boarding or guest house, where no significant element of care is provided, as described in the Use Classes Order 1987, as amended. The use class does not include hostels.

C2 Use Class (Residential institutions)

Use of premises for the provision of residential accommodation and care to people in need of care; or as a hospital or nursing home; or as a residential school, college or training centre, as described in the Use Classes Order 1987, as amended.

C3 Use Class (Dwelling houses)

Use of premises as a 'dwelling house' by a single person or by people living together as a family; or by not more than six people living together as a single household, as described in the Use Classes Order 1987, as amended.

'Call in'

Part III of the Town and Country Planning Act 1990 provides for the Secretary of State to direct local planning authorities to notify him of the receipt of planning applications for particular classes of development, and to direct local planning authorities to refer specific applications to him for decision. The criteria used by the Secretary of State to call in applications are set out in The Planning System: General Principles, published by ODPM in 2005.

Cellular building

Building, usually eighteenth century, of a traditional construction whereby the interior form, scale and structure is clearly reflected in the exterior.

Central Activities Zone (CAZ)

Area described in Chapter 1 and shown on the Proposals Map were the City Council envisages the maintenance or growth of Central London Activities.

Central Activities Zone Frontages

Frontages described in Chapter 1 and shown on the Proposals Map were the City Council envisages the maintenance or growth of Central London Activities.

Central London Activities

Activities appropriate to the Central Activities Zone and CAZ Frontages, as described in Chapter 1: Westminster's Central Area, including Tables 1.1 and 1.2.

Central London Coach Strategy

A strategy agreed by the City Council, the City of London, the Royal Borough of Kensington and Chelsea and the boroughs of Camden, Lambeth, Southwark and Wandsworth seeking a common approach to managing coaches in Central London.

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Central Statistical Area

Area of Central London defined by the Office for National Statistics. Broadly speaking, it comprises the area within a line joining the main-line railway termini.

Central Westminster

Unless otherwise defined, the area comprising the Central Activities Zone and the Central Activities Zone frontages, as provided for in Chapter 1 of this plan.

Centre

A designated shopping area.

Certificate of lawfulness of existing use or development (CLEUD)

A certificate issued by a local planning authority confirming the lawfulness of an existing use or works that have already been carried out. Generally works and uses are lawful if they have the benefit of planning permission or if they do not require permission. Uses may also become lawful if they have been carried on for over ten years without planning permission or works if they have been completed for four years, provided enforcement action has not been taken. Applications for the certificate are made to a local planning authority which is required to determine them having regard only to matters of fact and law, without regard to planning merits of the development carried out. Applications may be granted, refused and appealed in a similar way to a planning application.

Certificate of lawfulness of proposed use or development (CLOPUD)

A certificate similar to CLEUD. See above) but relating to proposed use or works.

Change of Use

Planning permission is required for a change of use unless it falls within the same use class (for example, from a bookshop to a shoe shop) or it is allowed by the GPDO (for example, from a restaurant to a bookshop).

Character

The distinctive or typical quality of a building or area, as described by historic fabric; appearance; townscape; and land uses.

Circular

Publication issued by the Secretary of State explaining procedural matters and legislation.

Code of Construction Practice

A code of practice setting out environmental standards and construction procedures.

Commercial use

Use including offices, industry, warehousing, showrooms, hotels, retail, entertainment and private educational, health and leisure facilities, other than social and community uses that are principally provided by the public sector. This does not include residential use.

Commuted sum

A payment made in accordance with a planning agreement, by a developer towards the provision of, for example, affordable housing.

Comparison shop

Shop selling goods and services which customers may wish to compare prices/quality/type of product sold, with other similar products sold in other shops. These are mainly shops which fall within in A1 Use Class, but outside the category of 'local convenience shop' referred to in paragraph 7.15 of the Shopping and Services chapter.

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Compulsory purchase

Power given to local planning authorities in s226 of the Town and Country Planning Act 1990, as amended by the Planning and Compulsory Purchase Act 2004 to purchase land by means of a Compulsory Purchase Order (CPO) to secure the promotion or improvement of the economic, social or environmental well being of their areas. The power might be used, for example, to assemble a site for a new development. Listed buildings legislation includes a similar power allowing for the compulsory acquisition of a listed building in need of repair. Compulsory Purchase Orders made by local authorities are, in most instances, subject to confirmation by the Secretary of State, and compensation is determined by provisions in the Land Compensation Acts.

Compulsory Purchase Order (CPO)

See compulsory purchase (above).

Conditions

A restriction or qualification imposed when planning permission or other consent is granted under the Planning Acts. Conditions are required in law to be necessary, relevant to planning, directly related to the development to be permitted, enforceable, precise, and reasonable in all other respects.

Conservation

The retention, repair, reinstatement, enhancement, adaptation, sensitive development, appropriate reuse and evolution of historic buildings and areas. The careful management of change to historic assets.

Conservation Area

An area of special architectural or historic interest designated by the local planning authority under the provisions of the Planning (Listed Buildings and Conservation Areas) Act 1990, the character or appearance of which it is desirable to preserve or enhance.

Conservation Area appraisal

Written appraisal of the character and appearance of a particular conservation area, which defines and analyses the special interest of that area and provides the local policy framework for development control decisions in respect of its character or appearance.

Conservation Area Audit

The third stage of the City Council's appraisal programme. The Audit provides the detailed assessment of the character and appearance of an area, the analysis and appraisal of key features and the adoption of local policies designed to preserve and / or enhance these features. Such features include unlisted buildings of interest; spaces and townscape; materials; uses; buildings where roof extensions are inappropriate; important local views; etc.

Conservation Area directory

The second stage of the City Council's appraisal process. The directory develops the categories in the general information leaflet into a detailed source of factual information providing copies of original designation reports; detailed analysis of the historical development of an area; archaeology; analysis and distribution of listed buildings; topography etc.

Conservation Area leaflet

The first stage of the City Council's conservation area appraisal process. Provides a brief introduction to a conservation area identifying and describing each area including designation, boundaries; historical background; listed buildings and key features.

Considerate Builders Scheme

Scheme operated by the City Council to promote high standards of amenity on all building sites in the city through a code of good practice. which seeks to secure building sites are well-maintained, quiet, clean, tidy and

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safe and operated in a responsible and accountable manner.

Contaminated Land

Land which appears to the local authority to be in a condition, because of substances in, on or under it, that significant harm is being caused or there is a significant possibility of such harm being caused; or pollution of controlled waters is being, or is likely to be, caused. The City Council has prepared a strategy for dealing with contaminated land within its area.

Contemporary architecture

Modern architecture displaying the fashion, technologies and use of materials that are representative of its time.

Context

The setting of a building, site or area including such factors as plot width pattern, building height and scale, building line, pattern of elevations and fenestration, building materials, land uses and activities.

Convenience shop

Premises selling basic goods or services which people may need to use on a weekly, if not daily, basis. Paragraph 7.15 in the Shopping and Services chapter lists shops which are considered to be convenience shops.

Conversion

The carrying out of works changing the use of premises from a single dwelling house to two or more residential units, usually flats. Section 55 of the Town and Country Planning Act 1990 provides that such work is a material change of use, thus requiring planning permission. Permission is not normally required to convert two or more housing units back into a single unit.

Core Frontage

Frontage in a shopping centre where a high proportion of premises at street level are in shop use. These

are identified in the seven District Centres and also within some Local Centres. (See policies SS 6 and SS 7, and maps for the District and Local Centres)

Countryside Agency

Public body established in 1999 whose purposes include the preservation and enhancement of areas of natural beauty in England and encouraging the use of the countryside for open air recreation.

Covers

The number of individual place settings in a restaurant or café, thus giving an indication of the number of people who can sit down to eat at any one time.

Crèche

Premises where occasional part time childcare is provided: for example in a sports centre, supermarket or training centre.

Crime and Disorder Reduction Strategy

Plan prepared by the Safer Westminster Partnership under the Crime and Disorder Act 1998 setting out priorities for tackling crime and nuisance in the city. The latest plan covers the period 2005-2008.

Crossrail 1

Rail link, originally proposed in the Central London Rail Study of 1989, safeguarded by the Secretary of State since 1991. The line is proposed to follow an east-west alignment across Central London between Paddington and Whitechapel serving Heathrow Airport, Isle of Dogs and Stratford. See also Chapter 4: Transport and the Proposals Map.

Crossrail 2

Rail link, crossing Central London from Hackney to South-West London originally proposed in the Central London Rail Study of 1989 and safeguarded by the Secretary of State in 1991. The precise route, the

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character and the role of the link have not yet been fully assessed. See also Chapter 4: Transport and the Proposals Map. (The proposal has also been known as the Hackney-Southwest Line and the Chelsea-Hackney Line in the past.)

Cross River Partnership

A partnership organisation established in 1995 to secure the economic regeneration of areas in Westminster, the City of London, Lambeth and Southwark, on both sides of the River Thames between Vauxhall Bridge and Tower Bridge.

Curtilage

Land adjoining a building which is used together with that building.

D

D1 Use Class (Non-residential institutions)

Use of premises, not including a residential use, for institutional purposes such as medical or health centre; creche, day nursery or day centre; school or college; art gallery, museum, public library; public or exhibition hall; or place of worship or religious instruction, as described in the Use Classes Order 1987, as amended.

D2 Use Class (Assembly or leisure)

Use of premises as a cinema, concert hall, dance hall, swimming bath, skating rink, gymnasium, or area for other sports or recreations, as described in the Use Classes Order 1987, as amended.

Dead frontage

Frontage in a shopping area which generates a low level of shopping activity because of the use or appearance of the premises concerned.

Delegated power

The power conferred on a local authority in the Local Government Act 1972 to arrange for the discharge of any of its functions by an officer of

the authority. In the case of planning, this generally involves the delegation to an officer or officers the power to determine minor applications or to issue planning permissions once a planning agreement has been completed.

Demolition

The pulling down or breaking up of all or part of a building. Listed building consent is needed for demolition of listed buildings. Conservation area consent is required for substantial demolition in a conservation area. Planning permission must be obtained for the demolition of a house which is structurally connected to another. In other cases, notice must be given to the City Council as local planning authority before demolition is started. Planning permission may be required for the demolition of part of a building.

Density

A measure of the number of units of accommodation or amount of floorspace in a development against the area of the site it occupies. Residential density is generally calculated by comparing the number of habitable rooms in a development with the area of the site concerned and is usually expressed in habitable rooms per hectare.

Department for Communities and Local Government (DCLG)

Government department, established in 2006, responsible for community cohesion and equality, for housing, urban regeneration, planning and local government.

Department for the Environment, Food and Regional Affairs (DEFRA)

Government department responsible for animal health and welfare, environmental protection, farming, marine issues and fisheries, food and drink, horticulture, rural affairs, wildlife and the countryside.

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Department for Transport (DfT)

Government department responsible for aviation, buses and local transport policy, cycling, freight policy, roads and vehicles, railways, shipping and ports, transport security and safety. The roles of the DfT were originally managed by the Department for Transport Local Government and Regions.

Department of Culture, Media and Sport (DCMS)

Government department responsible for arts, broadcasting, cultural and sporting activities, the creative industries, the historic environment, gambling, libraries museums and art galleries. Its Secretary of State has various powers under the Planning (Listed Buildings and Conservation Areas) Act 1990.

Detailed planning permission

Planning permission with no matters reserved for further approval.

Details

Doors, windows, cornices, metalwork and decorative features that contribute to the overall design of a building. Where such details cumulatively characterise a place they are major contributors to a sense of local distinctiveness.

Development

The carrying out of building, engineering, mining or other operations in, on, over or under the land; or the making of any material change in the use of any buildings or other land, as defined in the Town and County Planning Act 1990 as amended. Unless it is defined under the Act as 'permitted development', planning permission is required for the carrying out of any development of land.

Development Plan

Under the Planning and Compulsory Purchase Act 2004, in Greater London the development plan comprises the spatial development strategy prepared by the Mayor of

London (known as the London Plan) and until they are replaced by development plan documents prepared under that Act, the unitary development plans prepared by the London Boroughs. If regard is to be had to the development plan for the purpose of any determination to be made under the Planning Acts the determination must be made in accordance with the plan, unless material considerations indicate otherwise.

Diplomatic and allied use

Use of premises for purposes such as an embassy, legation, consulate, high commission or other diplomatic office and associated administrative premises, including trade, medical and other attachés, where the principal activity relates to the conduct of relations between nations.

Disability Discrimination Act 1995

Legislation seeking to limit the extent of discrimination against disabled people in respect of employment and pensions; goods, facilities and services; education; and public transport. Under the Act service providers have a duty to make reasonable adjustments to the physical features of their premises to overcome barriers to their access and use by disabled people.

Disabled person

Unless otherwise stated, this means in this plan, a person who has an impairment which limits their ability to walk or which requires them to use a wheelchair for mobility, or impaired hearing or sight. The Disability Discrimination Act 1995 has a wider definition of a disabled person as a person who has a physical or mental impairment which has a substantial and long-term adverse effect on his or her ability to carry out normal day-to-day activities.

District Shopping Centre

Service centre, usually with up to one hundred commercial premises of various kinds, with a predominantly

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retail function which the City Council wishes to safeguard in accordance with national and regional policy. These centres provide a range and level of services immediately below that provided by the major centres but above that of Local Centres and are the focus for shopping and other town centre activities in Westminster. See Chapter 7 which identifies seven centres in the city.

Dormer window

Traditional form of window to be found projecting from a mansard or similar type of roof.

E

Edge of centre

A location less than 200 metres from the core shopping area of a shopping centre.

Elevation

A drawing of the façade of a building.

Enforcement notice

A legal notice issued by a local planning authority where it believes that there has been a breach of planning control, for example the carrying out of unauthorised development, requiring the breach to be remedied. There is a right of appeal to the Secretary of State. Failure to comply with the notice after the notice has been confirmed is a criminal offence.

Enforcement time limits

A local planning authority may not take enforcement action four years after the date on which works were substantially completed, or in the case of change of use or breach of condition, ten years beginning on the date of the breach (except in the case of change of use to a single dwelling house – where the time limit is four years). Once these time limits have expired, an application for a CLEUD can be made, to prove conclusively that the works or use have become lawful – for example, to satisfy an institutional purchaser. Does not

apply to Listed Building Enforcement Notices.

English Heritage

Public body established by the National Heritage Act 1983 as the Historic Buildings and Monuments Commission for England. Its duties include preserving and promoting interest in ancient monuments and listed buildings, promoting conservation areas, and the listing of buildings of special architectural or historic interest.

Entertainment Uses

Entertainment uses comprise the following: restaurants and cafes (A3); public houses and bars (A4); takeaways (A5); other entertainment uses - nightclubs, live music and dance venues, discotheques, entertainment centres, dance halls, casino or bingo halls (some of these fall within Use Class D2 (Assembly and Leisure) and others are *Sui-Generis*). Entertainment uses *do not include* sports halls, swimming baths, gymnasiums, skating rinks, other indoor and outdoor sports or recreation areas, concert halls and cinemas.

Environment Agency

Public body established by the Environment Act 1995. Its duties include the oversight of air and water quality, pollution control and river basin management, flooding from rivers and the sea, regulating waste disposal and management, and contaminated land.

Environmental Impact Assessment (EIA)

Systematic identification and evaluation of the impacts from a proposed development prepared in accordance with the Environmental Impact Assessment (England and Wales) Regulations 1999, as amended. The assessment is required for all projects that will have significant environmental effects. Further details are given in Circular

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02/99: Environment Impact Assessment.

Environmental Inspectorate

City Council inspectors operating within the PSPA to agree routine working arrangements for individual sites and ensure compliance with the Code of Construction Practice.

Extension

An addition to an existing building to provide more floorspace, usually confined to the side and rear of a building and/or at roof level.

Extensive development

Development that by its extensive scale covers most of a street block, possibly more, and where it is possible to create new urban compositions through the provision of new streets, squares and open spaces as well as a wide variety of buildings and uses

F

Façadism

Development involving the demolition of a building, with the exception of one or more façades, and the construction of a new building behind the retained façades.

Family sized housing unit

Self-contained housing accommodation having three or more bedrooms.

Fees

Under s303 of the Town and Country Planning Act 1990, a fee is payable for most applications made to local planning authorities. The fees are set out in regulations, and from time to time revised, by the Secretary of State, with larger developments generally attracting a larger payment than smaller proposals.

Fenestration

The arrangement of windows on a façade.

Form

The layout (structure and urban grain), density, scale (height and massing), appearance (materials and details) of buildings and development.

Front basement area

The open basement often found at the front of traditional London terraced townhouses and surrounded by decorative cast iron railings. The area provides access to the under-pavement vaults.

Further education

Education course provided for people over compulsory school age (currently 16 in England) which does not take place in a secondary school. It may be provided in a sixth-form college, a further education college or a higher education institution. Further education courses are generally up to the standard of GCE Advanced Level, or National Vocational Qualification (NVQ) Level 3.

G

General Conformity

This plan, and under the new planning system, all the City Council's local development documents must be in 'general conformity' with the spatial development strategy for Greater London, the 'London Plan', prepared by the Mayor of London. Paragraphs 4.19 and 4.20 of PPS12: Local Development Frameworks give details of the meaning of 'general conformity' in this connection.

General Development Procedure Order (GDPO)

Regulations made by the Secretary of State, amended from time to time, setting out the procedures to be followed by local planning authorities in receiving, registering, notifying and advertising, and determining planning applications by local planning authorities, and in the making of appeals and other related matters.

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General Permitted Development Order (GPDO)

Regulations made by the Secretary of State, amended from time to time, defining a wide range of minor operations and changes of use which constitute development, but which can be carried out without obtaining specific planning permission.

Government Office for London (GoL)

Government organisation responsible for administering the delivery of policies and programmes on behalf of ten Government departments in the London region. It works with a wide range of partner organisations to promote the Government's policies and help achieve its objectives. Its responsibilities include general oversight of the planning system in the London area.

'Grampian' condition

A condition imposed in granting a planning permission preventing the start of a development until off-site works have been completed on land not controlled by the applicant.

Greater London Authority

Public authority established by the Greater London Authority Act 1999 whose principal purposes are promoting economic development and wealth creation, social development and improvement of the environment in Greater London. It comprises a directly elected Mayor with a wide range of executive functions and a separately elected Assembly body having broadly scrutiny duties. The Mayor has broad strategic powers in relation to transport, economic development, spatial development, biodiversity, municipal waste management, air quality, noise and culture. The authority's 'family' of agencies include Transport for London, the Metropolitan Police Authority, the London Fire and Emergency Planning Authority and the London Development Agency, whose budgets are set by the Mayor.

Green Corridors

Almost continuous areas of open space, which are linked and may not be publicly accessible. They can act as conduits for plants and animals, and serve amenity landscape and access roles.

Greening strategy

A formally approved Council strategy, updated annually, steering sustainable city-wide landscape planning and issues of green space design, management and maintenance.

Gross floorspace

Method of assessing the extent of building (or land) occupied by a use. This should be measured to include the overall dimensions of the building on each floor both above and below ground, including the thickness of all internal walls, half the thickness of party walls and the full thickness of external walls. If a site covers more than one property, party walls should be measured as internal walls except those party walls to properties not falling within the site. Gross floorspace should include all the following:

- a stairs and lift shafts (to be measured for each floor);
- b lobbies, corridors, reception areas;
- c cloakrooms and toilets;
- d storage and roofed plant areas (but see 'k' below);
- e kitchens, cafeterias etc;
- f operational voids e.g. for air conditioning ducting (to be measured for each floor);
- g vaults. Further information on Gross floorspace is detailed on next page.

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Gross floorspace continued.

Gross floorspace should exclude all the following:

- h voids in atria;
- i internal lightwells;
- j double or triple height areas should be measured only once e.g. conference halls, theatres etc;
- k screened but unroofed plant area or plant areas and other operational voids which are not reasonably capable of commercial or residential use;
- l car parking space, loading/ servicing bays and areas exclusively reserved for refuse storage.

In assessing entertainment uses against Policies TACE 8, TACE 9 and TACE 10, gross floorspace will be taken, in addition, to include open areas within the curtilage of the premises, such as forecourts, which are to be used for as the positioning of tables and chairs for customers' use. Such open areas will be excluded from the calculation of gross floorspace under Policy CENT3.

H

Habitable rooms per hectare (hr/h)

Formula used to calculate residential density. Habitable rooms include all living rooms, bedrooms and kitchens if they include dining space and are more than 12.6 sq m (140 sq ft). Bathrooms, toilets, landing and lobbies are excluded. Site area is calculated by including half the width of the adjoining road(s) to a maximum of 6m (20 ft.). (See also paragraph 3.116 of Chapter 2: Housing.)

Hardstanding

Area generally formed by the demolition of front boundary walls and a front garden is paved or surfaced, usually to provide off-street parking.

Healthy Living Centre

The Healthy Living Centre initiative was set up in 1999 by the New Opportunities Fund, the lottery body set up under the National Lottery Act. The aim of these centres is to promote health, helping people of all ages to maximise their health and well being. They can involve not just buildings but a programme of activities or a network of services. They can involve a broad range of interests (such as complementary therapies, fitness and exercise schemes and mental health services) not just mainstream primary care services, and should engender joint working and partnership.

Heathrow Express Railway

Railway service providing a fast, direct rail link between Paddington Station and Heathrow Airport.

Height

The height of a building can be expressed as a number of floors; or the height to the parapet or roof ridge; or the relative height in relation to adjoining buildings or landmarks.

Hierarchy

The physical form of the city is organised on a hierarchical basis – from the layout and relationship of squares, streets and mews; to the arrangement of buildings; and to the order of elements within an individual building. For example, the Portman Square area is organised with the Square being the principal focus of space and grand buildings; secondary and tertiary buildings to streets of equivalent status (i.e. Baker Street and George Street) and service buildings to mews (i.e. Kendal Place). The scale and grandeur of buildings reflects the plan – with impressive five storey buildings to the Square and simple two storey buildings to mews. Each building within this hierarchy is also organised on a hierarchical basis – with windows of diminishing proportion reflecting the status and importance of the floors and rooms behind.

Glossary

High building

Building or structure that is significantly higher than their surroundings. In Westminster, the urban context is generally low to mid-rise, characterised by buildings of up to six to eight storeys in height.

Higher education

Education course generally above the standard of GCE Advanced Level or National Vocational Qualification Level 3. They include degree courses, postgraduate courses and Higher National Diplomas. Higher education is provided in universities and higher education colleges, and in some further education colleges.

Historic fabric

Surviving original and historic fabric in the form of buildings, their structure, details and decoration.

Hostel

A building providing residential accommodation, (otherwise than in separate self-contained premises) often for a particular group of people and either board or facilities for the preparation of food. Hostels normally provide temporary or short term accommodation and occupants have no rights of tenure.

House in multiple occupation (HMO)

A building or part of a building, containing one or more units of living accommodation occupied by members of more than one household, as defined in s254 of the Housing Act 2004. Houses in multiple occupation are subject to licensing by the local housing authority under the provisions in Part 2 of that Act.

Housing Corporation

Public body originally established by the Housing Act 1964, which is the principal funding source for funding for registered social landlords through the payment of social housing grants, and is responsible for their regulation. The Corporation also assists registered landlords in

carrying out other regeneration activities.

Housing Strategy and Investment Programme

The annual statement of the City Council's housing objectives and financial bid to Central Government.

Human Rights Act 1998

Legislation giving further effect to the rights and freedoms guaranteed under the European Convention on Human Rights, which was ratified by the government of the United Kingdom in 1951, and which came into force in 1953. The Act confers the direct protection of English law in relation to the Convention rights. For the purposes of the role of the local planning authority, the main relevant provisions are: Article 2 on the right to life; Article 6 on the right to a fair trial; Article 8 on the right to respect for private and family life; Article 14 on the prohibition of discrimination; and in the First Protocol, Article 1 on the protection of property.

I

Inclusive design

Design of a development taking into account the needs of all its possible users, regardless of their age, gender or disability. The approach seeks to recognise and to accommodate differences in the way people use the built environment and to provide solutions that enable all its users to participate in mainstream activities equally, independently, with choice and with dignity.

Indigenous materials

The use of local materials in building such as London stock bricks and the use of other natural materials from their traditional sources, such as Portland stone and Welsh slate.

Glossary

Induction loop

One or more “turns” of insulated cable laid around a meeting room or auditorium through which a current is passed creating a magnetic field. This enables a person using a hearing aid to listen to sounds without undue distortion or background noise.

Infill development

A type of development where a new building is to be inserted into an existing townscape context. The character of this context determines the nature of the architectural response in terms of scale, form, elevational treatment, materials and details.

Informal Hearing

A way of considering a planning appeal, less formal than a public inquiry, where an Inspector encourages a discussion between the local planning authority, the applicant, appellant and any third parties.

Integrated nursery centre

Premises which provide nursery education and care and offer a range of additional services to young children and their families.

Intensification of use

An increase in the amount of activity taking place in a building or on an area of land. In some instances this may amount to a material change in the use of the building or area of land, for which planning permission may be required

International Commission on Non-ionizing Radiation Protection. (ICNIRP)

Independent international organisation of scientific experts in epidemiology, biology, dosimetry and optical radiation which provides information and advice on possible adverse effects on human health of exposure to non-ionising radiation. The commission has published guidelines on exposure to electromagnetic fields, laser radiation, ultraviolet radiation,

incoherent optical radiation and ultrasound.

J

Joint London Tourism Forum

Partnership formed in 1986 comprising representatives from public, private, voluntary and Government organisations with interests in tourism issues, steered by the Visit London.

K

Key worker

Person having skills in an employment sector important to the functioning of Central London in which employers have severe difficulties in recruiting and retaining staff. Some categories of key worker are eligible for special forms of housing assistance.

Key worker affordable housing

Housing accommodation provided for households whose members include individuals with skills in an employment sector important to the functioning of Central London in which employers have severe difficulties in recruiting and retaining staff. The City Council currently considers that the health care, police and education occupational groups meet these criteria but that these groups will be reviewed by the City Council over the course of the plan period. See policy H4.

L

L_{Aeq}

Continuous equivalent noise level, usually presented in decibels (dB). It is used to represent a noise that varies in level over time, by representing it as a single level that is equivalent to the sound energy over a defined period.

Glossary

Landmark building

A building or structure that stands out from its background by virtue of its importance, height, size or some other aspect of design. Such a building is often deliberately placed on a planned axis or townscape vista.

Land Use Survey

A survey carried out by the City Council to determine the land use and other social and economic characteristics of Westminster. The last full Land Use Survey was carried out in 1990. Some parts of the city, including Marylebone, Bayswater, Queensway/Westbourne Grove, Knightsbridge and Millbank, were re-surveyed in 2001 and 2002.

Layout

The way buildings, routes and open spaces are placed in relation to each other.

Learning and Skills Council

Public body established by the Learning and Skills Act 2000 which is responsible for planning and funding vocational education and training for people aged over 16 in England, other than in higher education. Westminster is one of seven boroughs covered by a local council for Central London, whose main activities comprise providing funding for further education, work-based learning, adult and community education, workforce development, and information and advice services.

Less mobile

People with disabilities, those with young children, the elderly, the sick and those without access to a car.

Lifelong learning

The accumulation of skills and knowledge for any reason, at any age, in a formal setting (such as a school) or an informal one (such as a sports ground or arts venue).

Lifetime homes

Housing built to a set of design criteria which allows for their ready access and use by households whose members have a wide range of ages and abilities. The City Council uses the standards set out in the Joseph Rowntree Foundation publication 'Meeting Part M and designing Lifetime Homes', 1999. The sixteen standards concerned can be viewed at www.lifetimes.org.uk

Listed building

A building of special architectural or historic interest appearing on the list compiled under s1 of the Planning (Listed Buildings and Conservation Areas) Act 1990, copies of which are kept by each local planning authority for its area. Works involving demolition, alteration or extension which would affect the character of a listed building may be carried out only where the works are authorised in accordance with the Act. Listed buildings are graded under the English Heritage classification to show their relative importance, with Grade I buildings being those of exceptional interest, Grade II* particularly important buildings of more than special interest, and Grade II of special interest, warranting every effort to preserve them. Most listed buildings are Grade II.

Listed building consent

Permission given by a local planning authority, or on appeal by a Planning Inspector or by the Secretary of State, to carry out external and internal works which affect the special architectural and historic interest of a listed building.

Listed building enforcement notice

A similar procedure to an enforcement notice in respect of unauthorised works to a listed building. A criminal offence is committed if works are carried out without listed building consent being granted.

Glossary

Local Biodiversity Action Plan

Plan prepared by the Westminster Biodiversity Partnership in 2000 and published by the City Council in 2000. The plan identified four habitats and eight species which are especially important in the city: the City Council's annual monitoring reports deals with changes in these aspects of the city's biodiversity. The plan will be amended from time to time.

Local convenience shops

Shops selling everyday essential goods and services that people living or working nearby are likely to purchase on a daily to weekly basis, such as grocers, newsagents, post offices and chemists. (See paragraph 7.15.)

Local development framework

The new plan-making system, introduced by the Planning and Compulsory Purchase Act 2004 requires local planning authorities to prepare a local development framework, which will comprise development plan documents, which will form part of the statutory Development Plan and supplementary planning documents which will provide additional detail. The framework will also include the statement of community involvement, the local development scheme and the annual monitoring report.

Local distinctiveness

The positive features of a place and its communities which contribute to its special character and sense of place.

Local distributor roads

Road which distributes traffic to neighbouring boroughs and within Westminster. They are in general either signed local routes, bus routes or routes which carry relatively large volumes of traffic.

Local plan

Development plan produced by a local council for its area.

Westminster's local plan is the Unitary Development Plan.

Local plan inquiry

Public inquiry held to consider objections to local plan. Arising from the inquiry, an inspector produces a report to be considered by the local planning authority before adopting the plan.

Local road

Road whose function is to distribute local traffic and to provide access to residential and local centres. Local roads are also used by cyclists on longer journeys.

Local Shopping Centre

Small centre, usually with convenience goods shops, local service uses, restaurants and pubs mainly providing facilities for people living or working nearby, which the City Council wishes to safeguard as sought in accordance with national guidance. See Chapter 7, which identifies thirty nine such centres in the city.

Local Strategic Partnership (LSP)

Local organisation comprising representatives drawn from the City Council, local health services, the Metropolitan Police Service, voluntary and community sectors, local businesses regeneration partnerships and residents' groups which produces the community strategy for the city (titled the Westminster City Plan) under the provisions in s4 of the Local Government Act 2000.

Local views

Important local views, vistas and panoramas of natural features, skylines, landmark buildings and structures, groups of buildings, parks, open spaces, streets and squares. These will be identified in the Conservation Area audits.

Glossary

London Biodiversity Partnership

Organisation formed by a group of public private and voluntary bodies in 1996 to prepare a London Biodiversity Action Plan, to develop proposals and policies to protect particular species and types of habitat, and to contribute to the biodiversity action plans of individual boroughs.

London Bus Priority Network (LBPN)

A network of the most important bus carrying routes across London, on which all 33 London local authorities agreed it necessary to seek to improve conditions for buses. This was set up in response to the Government announcing the Red Route Network, which the local authorities did not feel would necessarily aid bus movement in Central London.

London Councils (formerly known as the Association of Local Government)

London Councils is responsible for policy development for many key issues in London. They work to deliver a better deal for London's 33 Councils. Other responsibilities include running a range of services for Londoners.

London Cycle Network (LCN)

A network of cycle routes across London providing access to all major centres of employment, education, leisure and railway stations. The LCN includes some of the National Cycle Network and regional routes in and around London, including the Thames Cycle Route.

London Development Agency

Organisation established by Part V of the Greater London Authority Act 1999 responsible for preparing a regional economic development strategy for the Greater London area under the provisions of the Regional Development Agencies Act 1998, and for delivering parts of that strategy. Its main activities include supporting

regeneration activities, improving access to skills and jobs, strengthening business competitiveness and marketing and promoting London.

London Distributor Roads

Roads which provide links between the TLRN and which distribute traffic to neighbouring boroughs. They are in general either signed local routes, bus routes or routes which carry relatively large volumes of traffic.

London Ecology Unit

Organisation providing specialist advice on biodiversity matters, controlled by joint committee of the London Boroughs from 1986 to 2000, and later absorbed into the staff of the Greater London Authority.

London Plan

Title given to the spatial development strategy for Greater London prepared by the Mayor of London under Part VIII of the Greater London Authority Act 1999 and published by the Greater London Authority in February 2004. Unitary Development Plans prepared by London Boroughs are required to be in general conformity with the London Plan.

London Planning Advisory Committee (LPAC)

A joint committee, with representation from all London Boroughs, which was established to consider and advise London Boroughs matters of common interest relating to the planning and development of Greater London. The committee was abolished by the Greater London Authority Act 1999.

Long term vacancy

Premises which have been vacant for at least eighteen months.

Long Term Vehicular Access (LTVA)

Proposal for widening Bishop's Bridge Road between the Harrow Road and Eastbourne Terrace, and related highway improvements. The City Council, BAA and Railtrack

Glossary

jointly fund it as part of the Parliamentary undertaking given to the Select Committee of the House of Commons when the Heathrow Express Railway was granted consent.

Low Emission Zone (LEZ)

An area to which access is allowed only to vehicles whose engines and associated equipment meet specified standards. The approach would prevent older diesel-engine lorries, buses and coaches from visiting the zone, with the objective of improving air quality and in turn the health of people living and working there.

M

Mansard roof

A traditional London roof form often added as a later extension to Georgian and Victorian buildings. It is a recessive form, behind parapet walls with the first slope rising at an angle of 70 degrees with a shallower secondary pitch above. It often features dormer windows.

Massing

The combined effect of the height, bulk and silhouette of a building or group of buildings.

Material consideration

A factor which a local planning authority may take into account in making a decision on a planning application before it. In certain circumstances, such a factor, or a combination of them, may be sufficient to lead the authority to determine the application other than in accordance with the provisions of the development plan. Where that occurs, the factor or factors involved must, by law, be genuine planning matters, relating to the development and use of land, and must fairly and reasonably relate to the application concerned.

Material operation

Statutory test of the implementation of planning permission, achieved for

example by the digging of trenches or the laying of services.

Mayor of London

Title of the person elected to head the executive arm of the Greater London Authority under the Greater London Authority Act 1999. The Mayor's principal duties include the preparation or approval of a number of strategies for the Greater London area, including those on transport, economic development, spatial development, biodiversity, waste management, air quality, ambient noise and culture.

Metropolitan Open Land

An area or areas of open space whose size, facilities or other characteristics fulfil the criteria set out in Policy 3D.9 of the London Plan. These areas form part of London's strategic open space network, and are shown diagrammatically on Map 3D.3 in that plan. Planning policies seek to protect such spaces from inappropriate development, including the reduction of its openness.

Mobility

The ability of people to move freely about the city and into and within buildings.

Mobility housing

Housing accessible to users or visitors with limited mobility, with wider doorways, ramp access to front doors and flush thresholds. It is defined in HDD Occasional paper 2/74, published by the former Department for Transport, London and the Regions.

N

National Air Quality Strategy

Report published by the Department of Environment, Transport and the Regions in January 2000 seeking the reduction of air pollution in the United Kingdom, setting targets for seven pollutants which local authorities are required to achieve by 2005. The strategy was under review in 2006.

Glossary

National Playing Fields Association

Charitable organisation, granted a Royal Charter in 1933, which promotes the protection and improvement of playing fields and children's playspace, and provides technical advice on the use, design and specification of open spaces.

Nature conservation

Protection and management of land and buildings and the promotion for the benefit of wild species and habitats.

Network Rail

Network Rail is a British company that owns fixed assets which are part of the British railway system and formerly belonged to British Rail.

New West End Company

A grouping of the major property owners and other interests (including the City Council) in the West End, brought together by London First in 1998, to improve the competitiveness of the West End shopping district.

Noise sensitive properties

Term used in Government Planning Guidance, PPG 24, 'Planning and Noise'; in this Plan defined as properties that are to be protected from developments. These include: all residential properties; educational establishments; hotels; theatres; hospitals; concert halls; broadcasting and recording studios. See also definition of 'tranquil areas'

Non-A1 use

Any use not falling within Use Class A1 of the Use Classes Order 1987, as amended.

Non A1 retail use

Any use falling within Classes A2, A3, A4 or A5 of the Use Classes Order 1987, as amended, or a sui generis use where the sale, display or service is to visiting members of the public. (See Policy SS1, and related paragraphs.)

Non A1 town centre use

Any use not falling within Use Class A1 of the Use Classes Order 1987 as amended, where the sale, display or service is to visiting members of the public. (See Policy SS1, and related paragraphs.)

Non-determination

The failure by a local planning authority to determine a planning application within the time period for that class of application as provided for in the Planning Acts, or in regulations made under those Acts.

North West London Strategic Health Authority

Strategic health organisation, established in 2002, which is responsible for carrying out the national policy of the National Health Service at a 'sub regional' level. The Authority oversees some nineteen National Health Service Trusts operating in the eight London Boroughs of Brent, Ealing, Hammersmith and Fulham, Harrow, Hillingdon, Hounslow, Kensington and Chelsea and Westminster. These nineteen trusts, in their turn, have responsibility for running or commissioning local NHS services. The Secretary of State for Health announced in April 2006 that the five London strategic authorities would be amalgamated into a single regional authority covering Greater London with effect from July 2006.

North West Westminster Special Policy Area. NWWSPA

Area covered by Queens Park, Harrow Road, Westbourne and parts of Bayswater wards. This area adjoins Paddington Special Policy Area. This area has been identified in the UDP as an area which regeneration will take place during the plan period.

O

Glossary

Odour

Smell or smells produced usually, by very small concentrations of organic vapours.

Office of the Deputy Prime Minister (ODPM)

Government department responsible between 2002 and 2006 for regional and local government (including the regional Government Offices), housing, planning, regeneration and neighbourhood renewal. The ODPM is now the Department for Communities and Local Government.

Off-street parking

Parking for vehicles that is provided other than on the highway. It is usually required as part of housing and some other developments and also covers public car parks.

On-street parking

Parking for vehicles that is provided on the highway.

Opening hours

The hours when customers are to be permitted to be present on the premises.

Outline planning permission

A permission for development in principle. Not available for changes of use. Always granted subject to approval of some or all reserved matters. An outline planning permission will lapse if application for approval of all reserved matters is not made within three years. The City Council does not normally grant outline permission for development in conservation areas.

Out-of-centre

A location more than 200-300 metres from the core shopping area of a shopping centre.

P

Paddington Area Traffic and Environmental Management Study (PATEMS)

A study that provides the basis for assessing the impact and the

mechanism for funding the necessary measures to manage the impacts of the major development proposals in and around the PSPA.

Paddington Area Transport Study (PATS)

A study undertaken in 1999 by the City Council, jointly with London Transport, which identified schemes for public transport improvements in the PSPA.

Paddington Special Policy Area (PSPA)

Area around Paddington Station identified in the UDP and on the Proposals Map where major development is likely to take place during the Plan period.

Parade

A group of contiguous shops or shop-type premises, forming a separate small shopping centre, or comprising part of a larger shopping centre or frontage.

Parapet wall

A low protective wall at the top of a façade, or along the edge of a roof, balcony or bridge.

Part M

Part of the Building Regulations dealing with access to buildings and within buildings for disabled people.

Period style

The characteristic style and appearance of a property as dictated by the prevailing architectural fashion at the time of original construction: Georgian, Regency or Victorian, for example.

Permeability

The degree to which an area has a variety of pleasant, convenient and safe routes through it.

Glossary

Permitted development

Minor classes of development, as defined in the Town and Country Planning Act 1990, which are given planning permission by the General Permitted Development Order and do not require specific permission to be obtained through making an application for planning permission to a local planning authority.

Person with disabilities

See disabled person.

Planning Inspector

A person appointed by the Secretary of State, usually from the staff of the Planning Inspectorate, to determine a planning appeal made to the Secretary of State, or to make recommendations to him about that appeal. The inspector deals with the appeal by considering written representations from the parties involved, or through evidence presented to him at an informal hearing or by holding a public inquiry. Planning inspectors also conduct inquiries into development plans and into development plan documents prepared under the new arrangements introduced by the Planning and Compulsory Purchase Act 2004.

Planning Inspectorate (PINS)

Government agency reporting to the Secretary of State, with responsibility for the determination of planning and enforcement appeals, (or in certain instances making recommendations to the Secretary of State as to his decisions) and for holding inquiries into local development plans. The agency also deal with a wide variety of other planning related casework including listed building consent appeals, advertisement appeals, and reporting on planning applications.

Planning agreement

See planning obligation.

Planning benefit

A benefit to the community arising from the grant of planning permission

– see policy STRA 7 in Part 1. Major development will almost always have an impact outside the boundaries of the application site. In these cases, works such as highway improvements or appropriate local facilities and services, may be required, usually by means of a planning obligation.

Planning brief

Written statement of guidance prepared by a local planning authority setting out its preferences for the development of a site within its area.

Planning committee

A committee of elected members of a local planning authority appointed to consider planning applications and other planning matters in accordance with its terms of reference. In reaching its decisions, a committee takes into account the representations made about the development concerned, the relevant provisions of the development plan and any other material considerations, and the advice of the authority's professional advisers on those matters.

Planning Contravention Notice

A notice served by a local planning authority where it believes that a breach of planning control has occurred, which among other things requires the owner or occupier of land, or any other person carrying out operations on or using land, to provide information about the unauthorised activities and other related matters.

Planning Inspector

A person appointed by the Secretary of State, usually from the staff of the Planning Inspectorate, to determine a planning appeal made to the Secretary of State, or to make recommendations to him about that appeal. The inspector deals with the appeal by considering written representations from the parties involved, or through evidence presented to him at an informal

Glossary

hearing or by holding a public inquiry. Planning inspectors also conduct inquiries into development plans and into development plan documents prepared under the new arrangements introduced by the Planning and Compulsory Purchase Act 2004.

Planning (Listed Buildings and Conservation Areas) Act 1990

The principal legislation setting out provisions about the use and development of buildings of special architectural or historic interest and their settings, and the preservation and enhancement of areas of special architectural or historic interest.

Planning obligation

An enforceable compact associated with the use and development of land. This may be either an agreement between a local planning authority and an organisation or individual having an interest in land; or a unilateral undertaking given by an applicant for planning permission. An obligation usually involves a restriction on the use or development of land; or a specific requirement about an operation or activity to be carried out on land; or a requirement that land should only be used in a specified way; or the payment of a sum or sums of money. The Secretary of State's expectations as to the characteristics of planning obligations are set out in paras 20-23 of The Planning System: General Principles, published by the ODPM in 2005.

Planning permission

A written consent to the carrying out of development issued by a local planning authority or, on appeal, by a Planning Inspector or the Secretary of State. The permission is normally subject to conditions and will lapse if the development is not started within a stated period of time. Planning permission for buildings may be in outline where the principle is approved, subject to the later

submission of further applications for the approval of reserved matters.

Planning Policy Guidance (PPG)

Publication issued by the Office of the Deputy Prime Minister or its predecessor Government departments responsible for planning, setting out principles to be taken into account by local planning authorities in preparing development plans and as material considerations in controlling development in their areas. A total of twenty-five publications were issued: these are to be replaced gradually by Planning Policy Statements.

Planning Policy Statement (PPS)

Publication issued by the Office of the Deputy Prime Minister, or its successors, setting out the Government's planning policies for England. Local planning authorities are required by s34 of the Planning and Compulsory Purchase Act 2004 to have regard to the guidance contained in these statements in preparing local development documents under the new plan-making arrangements in the Act. The statements are a material consideration which local planning authorities should take into account in controlling development in their areas. The statements will gradually replace the Government's Planning Policy Guidance.

Plot width

The measurement of a building plot within a street frontage, often determined by the layout and block subdivision of the estate development of Westminster in the eighteenth and nineteenth centuries. The plot width has a strong influence on the pattern, rhythm and proportion of buildings and is a key element of context.

Port of London Authority

Public trust organisation constituted under the Port of London Act 1968. It has statutory responsibilities include the conservancy and safe navigation of the tidal River Thames from

Glossary

Teddington to the North Sea. It provides the pilotage service for the port, and navigation services which include the maintaining shipping channels, moorings, lights and buoys. Its duties include the registration of craft and the licensing of works extending into, over or under the River Thames.

Precautionary principle

Where there are threats of serious or irreversible damage, lack of full scientific certainty shall not be used as a reason for postponing cost-effective measures to prevent environmental degradation.

Preservation

Work undertaken only when necessary to ensure the survival of original fabric. No new work or addition is involved.

Primary Shopping Frontage

The main shopping frontage, attracting the highest pedestrian flows in the city's International Shopping Centres, comprising Oxford Street, Regent Street and Bond Street, and part of Knightsbridge and Brompton Road. The policy which the City Council will apply to these frontages is set out at Policy SS3 in this plan, and the detailed list of addresses concerned is at Appendix 7.3.

Proposals Map

A map showing, on an Ordnance Survey base, the proposals for the development and use of land which are set out in the written statement of a development plan. Under s12 of the Town and Country Planning Act 1990, the map is a constituent part of the plan. In this plan, the map shows areas which are covered by policies in the plan, and land for which the plan makes a specific proposal.

Proximity principle

Dealing with waste as near as practicable to its place of production.

Public art

Permanent or temporary works of art visible to the general public, whether part of a building or freestanding: can include sculpture, lighting effects, street furniture, paving, railings and signs.

Public inquiry

A formal hearing, conducted by a Planning Inspector, which may be held to consider appeals against the decisions of local planning authorities, where an application is called in for decision by the Secretary of State, or to examine objections to a development plan. The procedure in a public inquiry is required to follow rules made under the Tribunals and Inquiries Act 1992.

Public open space

Land used by the public for recreation or as gardens which enjoys special protection. The loss of public open space is generally not permitted.

R

Ratchet

The effect of provisions in the General Permitted Development Order, where certain changes of use are permitted between one use class and another where the new use would have a lesser effect on local amenity than the old use.

Red route network

Network of 'priority routes' in London, originally designated by the Secretary of State for Transport under the powers in Part III of the Road Traffic Act 1991. On these routes, often known as 'red' routes, priority is given to moving traffic, through the use of concentrated parking enforcement and the use of higher penalties for parking infringements.

Glossary

Registered Social Landlord (RSL)

Organisation registered with the Housing Corporation under the provisions in Chapter 1 of the Housing Act 1996. The organisations concerned may be housing associations which are registered charities, or non-profit-making provident societies or companies. They must provide housing kept available for letting, and meet other requirements set out in the Act.

Regulation 7 direction

Provision in the Town and Country Planning (Control of Advertisements) Regulations 1992 which allows a local planning authority, subject to the permission of the Secretary of State, to withdraw from deemed consent, the display of certain classes of advertisement in all or part of its area. Under this provision, the City Council has removed the deemed consent for estate agents' boards in parts of Westminster. This means that specific consent is therefore required for their display in those areas.

Reserved matters

Matters of detail, not dealt with on the grant of outline or full planning permission, for which approval must subsequently be obtained. These usually comprise siting, design, external appearance of buildings, the means of access to the land or buildings, or landscaping of the site.

Retail floorspace

Floorspace occupied by, or suitable for occupation by shops and services. Although this primarily refers to A1 retail floorspace, A2, A3, A4, A5 and related sui generis uses such as internet cafés and launderettes where the sale, display or service is to visiting members of the public, may also be regarded as 'retail floorspace' for planning purposes.

Road closure

Closure of a highway (which may include a footway) over which the public exercise right of way, by an order made under the provisions in

Part X of the Town and Country Planning Act 1990 or in the Highways Act 1980. The procedures involved provide for public notice, objections, and in some circumstances the holding of a local inquiry.

Road safeguarding

The practice of requiring built development to be positioned so that it will allow for a highway to be widened or its alignment to be changed. Areas where this will be applied in the City of Westminster are referred to in Chapter 4: Transport, and are shown in the Proposals Map.

Round London Sightseeing Tour (RLST)

Licensed bus service, intended mainly for tourists, whose style of operation shares many features with tourist coaches.

Royal Park

Area of Crown land largely managed as public open space by the Royal Parks Agency on behalf of the Department of Culture, Media and Sport. In Westminster these comprise Green Park, Hyde Park, part of Kensington Gardens, Regent's Park and St James's Park.

Residual noise

The ambient noise remaining when specific noise is suppressed. A technical definition is given in the British Standards Institution document, BS 4142. One use of the term 'residual noise' is when a measurement is made to assess noise specific static source, such as air conditioning plant. The noise is the existing noise level that remains when the plant is switched off.

Rule 4 waiver

Waiver of a condition on a public entertainment licence which prohibits striptease and other activities involving nudity, where premises cater for sex encounter experiences such as a peep show, striptease or table side dancing and where these activities take place as part of or

Glossary

associated with public music or music and dancing.

S

Scale

The size of a building in relation to its surroundings, or the size of parts of a building in relation to the whole building.

Scholarly replica

A historically accurate, facsimile, reproduction of the original appearance and form of a lost historic building or part of building.

Secondary frontages

These are identified in the seven District Centres. Policies allow for an element of non-A1 uses. (See policy SS 7 and maps for District Centres 1-6)

Secretary of State

Unless otherwise indicated, the Government minister responsible for overseeing the operation of the land-use planning system in England.

Section 54A

Provision in the Town and Country Planning Act 1990, inserted by s26 of the Planning and Compensation Act 1991, requiring local planning authorities to make decisions in accordance with the development plan 'unless material considerations indicate otherwise'.

Section 106 agreement

An agreement made under section 106 of the Town and Country Planning Act 1990 to secure a planning obligation (also see unilateral undertaking).

Sense of place

The unique perception of a place created by its local buildings, streets, open spaces and activities. The more distinctive the place the greater the sense of it being special. A character which is greater than the sum of the constituent parts.

Sequential test

Requirement set out in national policy guidance, at para 2.44 of PPS6: Planning for Town Centres issued in 2005, that a sequential approach should be adopted by local planning authorities in selecting sites for town centre uses. The approach requires that locations are considered in the following order: first, locations in appropriate existing centres; then edge of centre locations; then out of centre locations, with preference given to sites which are or will be served by a choice of means of transport.

Sex establishment

Premises which are required to be licensed for the provision of goods or services of a sexual nature, including certain bars, book and video shops, as specified in Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982, as amended by Section 12(4) of the Greater London Council (General Powers) Act 1986.

Sex-related Uses/Activities

Use or activities which would receive a sex establishment licence or a waiver under Rule 4(a) of the City Council's Rules of Management for Places of Public Entertainment to permit nudity or partial nudity or require a licence as 'near beer' premises as defined in the London Local Authorities Act 1995 or premises used primarily for the showing of films with a Restricted (18) certificate

Shared ownership

An arrangement in which ownership of a housing property is shared between an occupier and, usually, a registered social landlord. The occupier purchases a property at a proportion of its value and pays a rent to cover the share in the equity retained by the other owner.

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Shopmobility

Scheme to enable people who find it difficult to move around a shopping area to do so easily and independently.

Shop

Premises used for the retail sale of goods and services, other than hot food or drink, to visiting members of the public, as described in the Use Classes Order 1987, as amended.

Shopping frontage/retail frontage

A street level frontage characterised by a predominance of shop-type premises.

Shop-type premises

Premises originally built for shop use, or converted for that purpose, usually with a large shop window, with access direct from a footway, and capable of being used for the retail sale of goods and services.

Short-term letting

Use of residential premises, as defined in s25 of the Greater London (General Powers) Act 1973, and amended by s 4 of the Greater London Council (General Powers) Act 1983, as temporary sleeping accommodation. Temporary sleeping accommodation means use as sleeping accommodation which is occupied by the same person for less than ninety consecutive nights, and which is provided, with or without other services for a consideration arising either by way of trade or money's worth, or by reason of the employment of the occupant.

Single Regeneration Budget (SRB)

Government programme, started in 1994, under which financial assistance was provided to local partnerships to support local regeneration initiatives. The broad priority was to enhance the quality of life of local people in areas of need by reducing the gap between deprived and other areas, and between different groups. In London the programme was administered

through the London Development Agency.

Site of Metropolitan Importance for Nature Conservation

Area of land, originally identified by the London Ecology Unit, as having nature conservation features of existing or potential importance to London as a whole. In Westminster there are six such areas, comprising four Royal Parks, Buckingham Palace Gardens and the River Thames.

Skills mismatch

Situation arising in the employment market when the abilities and expertise of people seeking jobs are not of the kind being sought by employers.

Social housing

Living accommodation, usually rented, provided by a local authority or by a registered social landlord.

Spaces between buildings

Largely unbuilt-on areas between buildings, such as streets, open spaces, and squares, which form the public domain and the townscape.

Spatial Development Strategy

Document setting out a broad strategy for land use and development in Greater London prepared by the Mayor of London under Part VIII of the Greater London Authority Act 1999 and published as the London Plan by the Greater London Authority in February 2004. Unitary Development Plans prepared by London Boroughs are required to be in general conformity with the London Plan.

Statutory consultee

Organisation specifically named in legislation or in Government guidance, which a local planning authority is required to consult before reaching a decision on a planning application, in making any other planning determination, or in

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preparing parts of its development plan.

Stop notice

Notice issued by a local planning authority under Part VII of the Town and Country Planning Act 1990 imposing a ban, with almost immediate effect, on activities that are being carried on in breach of planning control. The notice may be issued where the activities are the subject of an enforcement notice and where they have a significant effect on the amenity of a locality.

Strategic Guidance for London Planning Authorities (RPG3)

Document setting out strategic policies for the London area published in May 1996 by the Secretary of State for the Environment to “assist the London Boroughs to prepare their Unitary Development Plans”. It ceased to have effect when the London Plan was published in February 2004.

Strategic Planning Advice for London

Report published in March 1994 by the London Planning Advisory Committee, advising the Secretary of State on the scope and content of his Strategic Guidance for London Planning Authorities which was published in 1996. This guidance ceased to have effect when the London Plan was published in February 2004.

Strategic Planning Guidance for the River Thames (RPG3b/9b)

Guidance issued by the Secretary of State in 1997 to provide the strategic planning context for planning policies in development plans about the River Thames.

Strategic View Corridor

A wedge-shaped corridor, identified in the Supplementary Guidance for London on the Protection of London Views, published by the Secretary of State in 1991, protecting strategic views of St Paul’s Cathedral and the

Palace of Westminster from ten, mainly high, points elsewhere in London. These corridors will be replaced by the London View Management Framework being prepared by the Mayor of London as supplementary guidance, and published in draft form in April 2005.

Street furniture

Structures on the highway, or on land adjoining it which contribute to the street scene, such as bus shelters, litter bins, telephone kiosks, seating, lighting, railings and signs.

Stress Area

Area identified by the City Council where it believes that restaurants, cafés, takeaways, public houses, bars and other entertainment uses have become concentrated to an extent that harm is being caused to residential amenity, the interests of other commercial uses, the local environment, and to the character and function of the locality. These areas are shown on Maps 8.2, 8.3 and 8.4.

Structure plan

Development plan produced by a county council for its area. Must be read with the relevant local plan. Part 1 of the UDP equates to the structure plan for Westminster.

Sui Generis use

A use ‘of its own kind’, which does not fall within any of the use classes defined in the Use Classes Order 1987, as amended. The Order specifies that several uses, including amusement arcades, casinos, petrol filling stations and theatres do not fall within the ambit of a Use Class, and are thus *Sui Generis* uses.

Supplementary Guidance for London on the Protection of Strategic Views (RPG3a)

Guidance issued in 1991 by the Secretary of State for the Environment defining important strategic views of the Palace of Westminster and St Paul’s Cathedral.

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The views protected in this document will be replaced by the London Plan and by Supplementary Planning Guidance to be published by the Mayor of London in due course.

Supplementary Planning Guidance (SPG)

Guidance prepared by a local planning authority in accordance with paragraphs 3.15 to 3.18 of PPG12: Development Plans, which may be taken into account as a material consideration by it when reaching planning decisions. The guidance can take the form of a design guide, or an area development brief, or give details of the approach which the Council will use in dealing with a particular issue such as access to buildings, avoiding architectural theft, and so on. Guidance prepared by Westminster City Council has been formally adopted by the City Council and includes the audits it has carried out of its Conservation Areas. The Annual Monitoring Report lists supplementary guidance and Conservation Area audits currently in operation.

Surface treatment

The finishes and materials used to pave the highway, pavements and other public open spaces.

Sustainable development

Objective which local planning authorities are required to contribute to under s 39 of the Planning and Compulsory Purchase Act 2004, in exercising their functions. The World Commission on Environment and Development defined sustainable development in 1987 as 'ensuring that the needs of the present are met without compromising the ability of future generations to meet their needs'. The Government's aims for sustainable development are set out in para 4 of PPS1: Delivering Sustainable Development.

T

Temporary sleeping accommodation

See 'Short term letting' above.

Thames Cycle Route

Part of the London Cycle Network stretching across London from Hampton Court to Dartford.

Thames Path National Trail

A waymarked route running from the source of the Thames to the sea, whose management is overseen by the Countryside Agency.

Time limit

Generally, a detailed planning permission will be granted subject to a condition that it is implemented within five years. Similarly, an outline planning permission will be subject to a condition that an application for approval of reserved matters is made within three years.

Time-share accommodation

Self-contained housing accommodation in which several people have an interest entitling them to occupy premises or any part of it for a specified period each year. Under s 5 of the Greater London Council (General Powers) Act 1984, this is an arrangement which constitutes a material change from use as a dwelling house.

Topography

The underlying geology and landscape form of an area, including rivers and watercourses, valleys, hills, field patterns and boundaries.

Total cost indicator (TCI)

A financial assessment carried out by the Housing Corporation until March 2006 to determine the normal cost of producing certain types and sizes of dwellings at locations in England. The costs were re-appraised on an annual basis using data on property prices and construction costs.

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Tourist

A visitor from the UK or overseas for holiday, visits to friends and relations, business, conferences or any other purpose (except such things as boarding school or semi-permanent employment), who stays overnight.

Town and Country Planning (Use Classes) Order 1987

See Use Classes Order 1987.

Town Centre Health Check

Specialist assessment of conditions in a town centre, intended to measure its vitality and viability, as called for in para 2.7 of PPG6: Town Centres and Retail Developments. In the City of Westminster, these assessments were carried out in 1997 and 2002. Para 4.4 of PPS6: Planning for Town Centres, published in 2005 repeated that requirement. Westminster commissioned Health Check Surveys for its seven District Centres at the end of 2006.

Town Centre Management Schemes

Partnerships between retailers and other businesses in a town centre, landowners, local residents and local authorities. They aim to improve the attractiveness of shopping areas (See paragraph 7.164).

Town centre use

A use serving visiting members of the public and is appropriate at ground floor level in a shopping centre. It includes shops (A1 uses), non-A1 retail uses, health uses, libraries, and entertainment facilities.

Townscape

The ensemble of buildings, streets and spaces and their collective contribution to the character and appearance of an area.

Tranquil area

A location with a calm peaceful or quiet quality, such as a park, garden or other open space. The City Council seeks to protect such areas from intruding noise.

Transport for London (TfL)

Public body established by the Greater London Authority Act 1999, accountable to the Mayor of London with responsibility for implementing the transport strategy for London, prepared by the Mayor under the Act.

Transport for London Road Network (TLRN)

In general, the main signed traffic routes on which through traffic should travel. See also Map 4.1 and the Proposals Map.

Transport Impact Statement (TIS)

Statement which the City Council may require an applicant to provide, when making a planning application, as referred to in para 81 of PPG13: Transport, published in 2001.

Appendix 4.1 to this plan sets out details of the information which the City Council will expect applicants to provide to assist it in ensuring that all the transport implications of a development are fully considered

Tree Preservation Order (TPO)

Order made by a local planning authority under s198 of the Town and Country Planning Act 1990 providing for protection for a tree, a group of trees, or an area of woodland, in the interests of amenity. An order may prohibit the cutting down, topping, lopping, uprooting or damaging such trees, and provide for their care or replacement.

U

Unilateral undertaking

See planning obligation.

Unitary Development Plan

Plan prepared under Part II, Chapter 1 of the Town and Country Planning Act 1990 by a local planning authority for its area. Every London borough was required to prepare a unitary development plan for its area under the provisions of that Act. Unitary development plans will be replaced by a local development framework prepared under the provisions in the

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Planning and Compulsory Purchase Act 2004.

Unlisted building of architectural and historic interest

Building of architectural and historic interest that make a positive contribution to the character and appearance of a conservation area. These are usually buildings which, by virtue of their age, materials, design, appearance, historic association and use, characterise the building stock of any particular conservation area. There is a policy presumption to retain such buildings.

Urban design

The art of making places. Urban design involves the design of buildings, groups of buildings, spaces and landscapes in towns and cities and the establishment of policies, frameworks and processes that facilitate successful development.

Urban grain

See Urban morphology.

Urban morphology

The arrangement, hierarchy and size of buildings and their plots in a settlement and their overall relationship to the distinctive layout of streets, squares and open spaces of a particular place.

Use Classes Order 1987

Order made by the Secretary of State under s22 of the Town and Country Planning Act 1990, subsequently amended several times, setting out broad classes of use for land and buildings. Under provisions in the General Permitted Development Order, a change from one use to another within the same class does not need planning permission.

V

Vernacular

The way in which ordinary buildings were built in a particular place, making use of local styles, techniques and materials and

responding to local economic and social conditions.

Visitor

A person who is on a day trip to an area in which they are not normally resident or where they do not normally work, usually involving a visit to an attraction, a theatre or a sporting event, etc.

Visual clutter

Uncoordinated arrangement and excessive amount of street furniture, signs, plant, air conditioning equipment and other features, which adversely affects the appearance of the environment.

Vista

An enclosed view, usually a long narrow one.

W

Waste Local Plan

Development plan for waste. Westminster's waste local plan is the UDP.

Waste Recycling Plan (WRP)

Plan prepared by City Council, as a waste collection authority, under Section 49 of the Environmental Protection Act 1990, setting out proposals for the handling and recycling of waste collected by the authority.

Westminster City Plan

The 'community strategy' for the City of Westminster, prepared under s4 of the Local Government Act 2000, and agreed by the Westminster City Partnership in 2002, which is intended to promote the economic, social and environmental well-being of the city. The strategic policies in the Unitary Development Plan reflect the six aims set out in the City Plan. A new community strategy was published in November 2006.

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Westminster Primary Care Trust

The National Health Service body, established in 2002, which is responsible for health services throughout the City of Westminster. The trust plans and funds all hospital services for local residents and co-ordinates the planning and funding of all the independent 'contractors' including general practitioners, dental practices, optical practices and community pharmacies. In addition it employs district nurses, health visitors, school and other nurses who work in Westminster and many of the NHS speech and language therapists, physiotherapists, occupational therapists, psychologists and podiatrists who work in community clinics and in peoples' homes. The trust is also responsible for health centres, clinics and other specialist facilities.

Wholesale showroom

Premises at which products or services are viewed, displayed or otherwise promoted, in order to be sold wholesale. The East Marylebone area has an important concentration of showrooms associated with the fashion industry.

Wildlife corridor

A continuous area of open space leading through the built environment which links wildlife sites to each other and the surrounding countryside, such as canals, railway embankments, parks and rivers. They can allow animals and plants to penetrate further into a built-up area.

Workplace nursery

Facility providing care for the children of working people during a working day. They are normally subsidised by the employer and usually cater for between twenty and forty children at a time.

World city

Major city, widely recognised as a 'globally successful business location', when measured on a wide range of indicators such as financial

services, government, business, higher education, culture and tourism. World city is an attribute possessed by only a small number of the world's great cities, including New York, Tokyo and London. Westminster aims to be a 'world class city' rather than simply a world city.

World Squares for All

A master plan study, managed on behalf of the Mayor of London by Transport for London, examining Trafalgar Square, Parliament Square and Whitehall. The proposals produced by the study were intended improve the area for visitors and workers. The first phase dealt with conditions in Trafalgar Square.

Written representations

Method used by the Planning Inspectorate for dealing with smaller appeal cases through the exchange of written statements.

Written Statement

The written statement of the UDP comprises Part 1, which sets out the overall planning aims for Westminster and Part 2 which contains the local policies and standards. The written statement takes precedence over the Proposals Map.