Appendix 5: Monitoring Framework

The table below outlines the matters that the Council will monitor to understand if the local plan is working or not. The information provided by the monitoring, to be reported annually through the Authority Monitoring Report, may give rise to the need to consider reviewing the local plan.

INDICATOR	KEY POLICY AIM	Link to Strategic Objectives and Priorities	BASELINE	TARGET	NOTES
Policy SS2 – Development Strategy					
Total net additional homes completed in accordance with need identified.	Meeting Objectively Assessed Need of 245 homes per year from April 2011 – March 2036	Housing Priority 1. *Help provide a stock of housing accommodation that meets the needs of the community, including the need for affordable housing*	492 homes at April 2016.	• 492 dwellings completed by 2016 • 2,184 by April 2021 • 3,499 by April 2026 • 4,814 by April 2031 • 6,125 by April 2036	The current shortfall has been added to the total requirement for the remainder of the plan period from 2016 to 2036. A 20% buffer has been applied to the first five years to boost development in the first five years and therefore the requirement for the next five years is 1692 dwellings. This is accompanied by a staggered target figure to reflect a realistic uplift in delivery.
Net additional homes completed in Melton Mowbray	Deliver homes in accordance with	As above as well as Housing Priority 2. *Develop a housing*	229 homes at April 2016	• 229 by April 2016	Based on the spatial policy target of 65% in the town and 35% for the remainder of the

INDICATOR	KEY POLICY AIM	Link to Strategic Objectives and Priorities	BASELINE	TARGET	NOTES
Main Urban Area	Policy SS2	*stock to provide for the future aspirations for the local economy*		• 1420 by April 2021 • 2274 by April 2026 • 3129 by April 2031 • 3981 by April 2036	Borough.
Net additional homes completed in the Rural Area (completions broken down into Service Centres, Rural Hubs and Other Rural Settlements)	Deliver homes in accordance with Policy SS2	As above – Housing Priorities 1 and 2.	Service Centres = 186 homes at April 2016 Rural Hubs = 33 homes at April 2016 Other Rural Settlements = 54 homes at April 2016.	• 273 completed by April 2016 • 764 by April 2021 • 1225 by April 2026 • 1685 by April 2031 • 2144 by April 2036	

INDICATOR	KEY POLICY AIM	Link to Strategic Objectives and Priorities	BASELINE	TARGET	NOTES
Policy SS3 – Sustainable Communities					
Decisions made in accordance with the Sustainable Communities Policy	To deliver development that enhances the sustainability of communities	Community Development Priorities 12, 13, and 14	N/A	100% of decisions taken in accordance with the 'Sustainable Communities' policy	
Policy SS4 – South Melton Mowbray Sustainable Neighbourhood					
Number of homes delivered at the South Melton Sustainable Neighbourhood	To deliver the Sustainable Neighbourhood in accordance with policy SS4	Housing Priorities 1 and 2;	0 homes delivered by April 2016	300 by April 2021 1000 by April 2026 1550 by April 2031 2000 by April 2036	
Amount of employment land delivered at the South Melton Sustainable Neighbourhood	To deliver the Sustainable Neighbourhood in accordance with Policy SS4	Jobs and Prosperity Priority 4 *Provide sufficient land to meet current and future employment needs; and*	0 ha by April 2016	Up to 20 hectares by April 2036	

INDICATOR	KEY POLICY AIM	Link to Strategic Objectives and Priorities	BASELINE	TARGET	NOTES
		Community Development Priority 13. Promote sustainable communities			
Delivery of a Primary School at the South Melton Sustainable Neighbourhood	To deliver the Sustainable Neighbourhood in accordance with Policy SS4	Community Development Priorities 12, 13, and 14	No school delivered by April 2016	• Delivery of the Primary School 1	
Policy SS5 – North Melton Mowbray Sustainable Neighbourhood					
Number of homes delivered at the North Melton Sustainable Neighbourhood	To deliver the Sustainable Neighbourhood in accordance with policy SS5	Housing Priorities 1 and 2;	0 homes delivered by April 2016	• 200 by April 2021 • 840 by April 2026 • 1580 by April 2031 • 2200 by April 2036	Based on the agents trajectory of completions.
Delivery of a primary school at the North	To deliver the Sustainable	Community Development Priorities	No Primary School	• Delivery of 1 Primary	

INDICATOR	KEY POLICY AIM	Link to Strategic Objectives and Priorities	BASELINE	TARGET	NOTES
Melton Sustainable Neighbourhood	Neighbourhood in accordance with Policy SS5	12, 13, and 14	delivered by April 2016	School	
Policy C1 (A) and C1 (B) – Housing allocations					
Net additional homes delivered in Melton Mowbray (Policy C1)	To contribute towards delivering the housing requirements of the plan	Housing Priorities 1 and 2.	N/A	• x by April 2036	
Net additional homes delivered on allocated sites in Service Centres (Policy C1)	To contribute towards delivering the housing requirements of the plan	As above	N/A	• 1331 by April 2036	
Net additional homes delivered on allocated sites in Rural Hubs (Policy C1)	To contribute towards delivering the housing requirements of the plan	As above	N/A	• 304 by April 2036	
Policy C2 – Housing Mix					
Decisions made in accordance with the	To provide a suitable mix of	Housing Priority 1.	N/A	100% of decisions taken in accordance	

INDICATOR	KEY POLICY AIM	Link to Strategic Objectives and Priorities	BASELINE	TARGET	NOTES
housing mix policy	housing on new sites			with the housing mix required by most up to date evidence comment on this.	
Policy C3 – National Space Standard and Smaller Homes					
Decisions made in accordance with the national space standard policy	Deliver smaller homes to minimum national space standards	Community Development Priorities 13, 14 and 15.	N/A	100% of decisions made in accordance with the national space standard and housing mix policy.	
Policy C4 – Affordable Housing Provision					
Percentage of new homes completed that are affordable.	Deliver affordable homes in accordance with C4	Housing Priority 1	7.17% at April 2016 of the total gross number of houses delivered are affordable homes.	• 37.5% of the total amount of houses delivered and 20% in Melton Mowbray	
Policy C5 – Affordable Housing through Rural Exception Sites					
Number of affordable homes delivered on	Deliver affordable homes in	Housing Priority 1	0 affordable homes	• No target	

INDICATOR	KEY POLICY AIM	Link to Strategic Objectives and Priorities	BASELINE	TARGET	NOTES
Rural Exceptions sites in the Borough	accordance with C5		delivered on Rural Exceptions sites by April 2016		
Policy C6 – Gypsies and Travellers					
Permanent Gypsy and Traveller pitches delivered	Deliver pitches in accordance with C6	Housing Priority 1	N/A	• 15 by April 2036	
Transit Gypsy and Traveller pitches delivered	Deliver pitches in accordance with C6	As above	2 transit G&T pitches delivered by 2016	• At least 2 pitches in total by 2036	
Policy C7 – Rural Services					
Decisions made in accordance with the rural services policy.	Maintain or improve the level of rural services and facilities.	Community Development Priorities 12, 13, 14	N/A	No net loss of services as a result of planning decisions	
Policy C8 – Self Build and Custom Build Housing					
Number of decisions made in accordance	To deliver serviced plots to self and	Housing Priorities 1	N/A	100% of decisions made in accordance	

INDICATOR	KEY POLICY AIM	Link to Strategic Objectives and Priorities	BASELINE	TARGET	NOTES
with the self build and custom build housing policy Decisions made on rural self-build and custom build schemes in accordance with the policy	custom builders as part of 100+ residential developments. To deliver rural self-build projects for single houses or community schemes	and 2.		with the policy	
Policy C9 – Healthy Communities					
Decisions made in accordance with the Healthy Communities Policy.	To promote healthy lifestyles and well-being in new development.	Community Development Priorities 13 and 15; Accessibility & Transport Priorities 9 and 10; Safety Priority 11	N/A	100% of decisions made in accordance with the policy.	
Policy EC1 – Employment Growth in Melton Mowbray					
Amount of employment land delivered in Melton Mowbray South SUE.	Deliver employment land in accordance with Policy EC1	Jobs and Prosperity Priorities 4, 7 and 8.	0 hectares at April 2016	20 ha delivered in Melton Borough by April 2036	

INDICATOR	KEY POLICY AIM	Link to Strategic Objectives and Priorities	BASELINE	TARGET	NOTES
Amount of employment land delivered at Asfordby Business park.	Deliver employment land in accordance with Policy EC1	As above	0 hectares at April 2016	10 ha by April 2036	
Amount of office space delivered in Melton Mowbray Town Centre.	Deliver new office space in accordance with Policy EC1.	Jobs and Prosperity Priority 3.	0 hectares at April 2016.	1 ha by April 2036.	
Policy EC2 – Employment Growth in the Rural Area					
Amount of employment land delivered in the rural area in accordance with Policy EC2.	Deliver employment land in accordance with Policy EC2.	Jobs and Prosperity Priority 5.	N/A	100% of all decisions taken in accordance with the ''Employment Growth in the Rural Area' policy.	
Policy EC3 – Existing Employment Sites					
Amount of strategic employment land lost through change of use or redevelopment.	To retain employment land in accordance with Policy EC3.	Jobs and Prosperity Priorities 4, 5, 7, 8; Community Development Priorities 12, 13, 14.	N/A	No net loss of employment land on listed existing employment sites up to 2036.	

INDICATOR	KEY POLICY AIM	Link to Strategic Objectives and Priorities	BASELINE	TARGET	NOTES
Policy EC4 – employment and mixed use allocations					
Percentage of decisions made in accordance with the Employment and mixed use allocations policy.	To support the delivery of 'mixed-use' schemes incorporating housing, employment and other uses.	As above.	N/A	100% of all decisions taken in accordance with the ''mixed-use' policy.	
Policy EC5 - Melton Mowbray Town Centre					
Amount of additional 'town centre use' floorspace provided in Melton town centre.	To maintain Melton Mowbray's vitality and position in the retail hierarchy.	Jobs and Prosperity Priority 3.	N/A	• 8870 sqm net of new comparison retail floorspace by 2036	
Percentage of new town centre use floorspace provided	To maintain Melton Mowbray's vitality and position in the	As above	N/A	100% of new retail and commercial leisure floorspace to	

INDICATOR	KEY POLICY AIM	Link to Strategic Objectives and Priorities	BASELINE	TARGET	NOTES
in Melton Mowbray town centre.	retail hierarchy.			be provided in Melton Mowbray town centre by 2036	
Percentage of ground floor retail voids in Melton Mowbray town centre.	To promote vitality of Melton Mowbray town centre	As above	4.5% of the units	No net increase in the number of vacant retail units in Melton Mowbray town centre.	
Percentage of non-A1 retail uses in 'primary shopping frontages' in Melton Mowbray town centre.	To retain a strong presence of retail uses in the primary shopping frontages of Melton Mowbray town centre.	As above.	tbc.	No more than 10% of primary shopping in Melton Mowbray town centre to be occupied by non-A1 uses.	
Policy EC6 – Primary Shopping Frontages					
Decisions made in accordance with the Primary Shopping Frontages policy.	To maintain the Melton Mowbray Town Centre as the primary provider of A1 retail.	As above.	N/A	100% of all decisions taken in accordance with the 'Retail Development in the Borough" policy.	
Policy EC7 – Retail development in the Borough					
Amount of net	To maintain town	Jobs and Prosperity	N/A	100% of all decisions	

INDICATOR	KEY POLICY AIM	Link to Strategic Objectives and Priorities	BASELINE	TARGET	NOTES
additional main town centre uses floorspace provided in the rural areas of Melton Borough (outside of Melton town centre).	centre uses in rural settlements in order to promote vitality of centres and access to services and facilities.	Priority 5; Community Development Priorities 12, 13, 14.		taken in accordance with the 'Retail Development in the Borough" policy.	
Amount of net additional main town centre uses floorspace provided in Melton Mowbray South Sustainable Neighbourhood (SSN)	To provide town centre uses at the SSN to support a sustainable community.	Jobs and Prosperity Priority 3; Community Development Priorities 12, 13, 14.	0 sqm at April 2016.	• No more than 400 A1 sqm and no more than 400 A2-A5 sqm net floorspace by 2036.	
Policy EC8 – Sustainable Tourism					
Number of new tourism, visitor and cultural development	To encourage the development of appropriate tourism,	Jobs and Prosperity Priority 6.	N/A	100% of all decisions taken in accordance with the 'Tourism'	

INDICATOR	KEY POLICY AIM	Link to Strategic Objectives and Priorities	BASELINE	TARGET	NOTES
proposals granted permission in accordance with policy EC8.	visitor and cultural development facilities.			policy.	
Policy EN1 – Landscape					
Number of applications refused as contrary to policy.

Number of new proposals in 'sensitive landscape areas' (High Leicestershire, the Wolds Scarp, and the Knipton Bowl) granted permission in accordance with policy EN8. | To protect the inherent quality of the landscape in the Borough of Melton in particular, sensitive landscape areas. | Environment Objectives 16, 17. | N/A | Zero applications refused as contrary to policy EN1.

100% of all decisions taken in accordance with the 'Landscape' policy. | |
| Policy EN2 – Biodiversity and Geo-diversity | | | | | |
| Number of Local Wildlife Sites. | To protect biodiversity | Environment Objective 20. | 231 LWS (according to the 2015 Biodiversity | No net reduction in the number of Local Wildlife Sites. | |

INDICATOR	KEY POLICY AIM	Link to Strategic Objectives and Priorities	BASELINE	TARGET	NOTES
			and Geodiversity Study)		
Number of Sites of Special Scientific Interest.	To protect biodiversity and geo-diversity.	As above.	16 SSSI (according to the 2015 Biodiversity and Geodiversity Study)	No net reduction in the number of Sites of Special Scientific Interest.	
Number of Local Geological Sites	To protect geo-diversity	As above	9 LGS (according to the 2015 Biodiversity and Geodiversity Study)	No net reduction in the number of Local Geological Sites	
Number of applications refused as contrary to policy.	To protect biodiversity and geo-diversity.	As above	N/A	Zero applications refused as contrary to policy EN2.	
Policy EN3 – The Melton Green Infrastructure Network					
Number of applications refused	Delivery, protection and enhancement of	Environment Objective	N/A	100% of all decisions taken in accordance	

INDICATOR	KEY POLICY AIM	Link to Strategic Objectives and Priorities	BASELINE	TARGET	NOTES
as contrary to policy.	Green Infrastructure.	16.		with the Green Infrastructure policy.	
Decisions taken in accordance with the Green Infrastructure network.	Delivery, protection and enhancement of Green Infrastructure.	As above.	N/A	100% of all decisions taken in accordance with the Green Infrastructure policy.	
Policy EN54–Areas of Separation					
Number of schemes granted planning permission in Areas of Separation contrary to the policy.	To prevent coalescence between settlements and protect settlement identity.	Environment Objectives 16, 18, 20.	N/A	100% of decisions taken in accordance with the Area of Separation policy.	
Policy EN5 Local Green Space					
Number of schemes granted planning permission contrary to the policy.	To protect Local Green Space within and adjacent to existing settlements.	As above	N/A	100% of decisions taken in accordance with the Local Green Spaces policy.	
EN6 Settlement Character					
Number of schemes granted planning	To protect open space and features	Environment Objectives 16, 17, 18	N/A	100% of decisions taken in accordance	

INDICATOR	KEY POLICY AIM	Link to Strategic Objectives and Priorities	BASELINE	TARGET	NOTES
permission contrary to the policy.	which contribute towards settlement character.	and 20.		with the Local Green Spaces policy.	
Policy EN7 – Open Space Sport and Recreation					
Amount of open space and sport and recreation facilities.	To meet strategic open space needs.	As above and Safety Priority 11; Community Development Priorities 12, 13, 14 and 15.	N/A	100% of new residential permissions to provide play and open space in accordance with standards set out in the play and open space strategy.	
Policy EN8 – Climate Change					
Amount of new large scale development that incorporates features which allows mitigation and adaptation to climate change.	To allow resilience to climate change.	Environment Objectives 20-25 specifically 23.	N/A	100% of all new homes to incorporate features that allow mitigation and adaptation to climate change.	

INDICATOR	KEY POLICY AIM	Link to Strategic Objectives and Priorities	BASELINE	TARGET	NOTES
Policy EN9 – Ensuring Energy Efficient and Low Carbon Development					
Number of applications refused as contrary to policy.	To promote energy efficient and low carbon development	As above	N/A	Zero applications refused as contrary to policy EN9	
Policy EN10 – Ensuring Energy Generation Form Renewable Sources					
Amount of new energy being provided from renewable or low carbon energy sources from large scale proposals.	To support renewable energy and energy efficiency.	As above, specifically 24.	N/A	100% of all new homes to incorporate features that allow mitigation and adaptation to climate change.	
Policy EN11 – Minimising the Risk of Flooding					
Amount of new development that is proposed in flood risk areas (zones 3a and 3b).	To prevent the risk of flooding to new vulnerable development and to avoid increasing flood risk to existing or proposed downstream vulnerable	Environment Objective 19.	N/A	No development permitted for vulnerable uses in areas that are likely to flood (zones 3a and 3b) or that would result in flooding of downstream vulnerable	

INDICATOR	KEY POLICY AIM	Link to Strategic Objectives and Priorities	BASELINE	TARGET	NOTES
	development.			developments.	
Policy EN12 – Sustainable Urban Drainage Systems					
Amount of new large scale development proposals that incorporate Sustainable Urban Drainage systems (SUDS).	To provide a more sustainable response to surface water run-off.	As above.	N/A	100% of large scale development proposals incorporating sustainable drainage solutions where required.	
Policy EN13 – Heritage Assets					
Number of Heritage Assets at Risk	To protect the historic environment.	Environment Objective 17	**6** by 2015 (Historic England)	No net increase in the number of Heritage Assets at Risk at 2036.	
Number of Listed Buildings	To protect the historic environment.	As above.	**702** by 2015 (Historic England)	No net loss of Listed Buildings at 2036.	
Number of Historic Parks and Gardens	To protect the historic environment.	As above.	**2** by 2015 (Historic England)	No net loss of Historic Parks and Gardens at 2036.	
Number of Scheduled	To protect the historic	As above.	**35** by 2015 (Historic	No net loss of Scheduled	

INDICATOR	KEY POLICY AIM	Link to Strategic Objectives and Priorities	BASELINE	TARGET	NOTES
Monuments	environment.		England)	Monuments at 2036.	
Number of Conservation Areas	To protect the historic environment.	As above.	**45** by 2015	No net loss of Conservation Areas at 2036.	
Policy IN1 – Delivering Infrastructure to Support New Development					
Decisions made in accordance with the 'Delivering Infrastructure' policy.	To deliver essential infrastructure in accordance with policy IN1.	Community Development Priorities 12, 13, 14 and 15.	N/A	100% of decisions taken in accordance with the 'Delivering Infrastructure' policy.	
Policy D1 – Raising the Standard of Design					
Percentage of decisions made in accordance with the Design Policy.	To improve design quality.	Safety Priority 11; Community Development Priority 15; Environment Objective 16.	N/A	100% of decisions taken in accordance with the Design Policy.	
Policy D2 – Equestrian Development					
Decisions made in accordance with the Equestrian policy.	To avoid detrimental equestrian related development in the countryside.	Community Development Priority 13; and Environment Objective 16.	N/A	100% of decisions taken in accordance with the Equestrian policy.	

INDICATOR	KEY POLICY AIM	Link to Strategic Objectives and Priorities	BASELINE	TARGET	NOTES
Policy D3 – Agricultural Workers Dwellings					
Percentage of decisions made in accordance with the Agricultural Workers Dwellings policy.	To avoid inappropriately located or poorly designed Agricultural Workers Dwellings in the countryside	As above.	N/A	100% of decisions taken in accordance with the Agricultural Workers Dwellings policy.	

Glossary of Terms

Adopted/ Adoption - The final confirmation of a Local Plan being given full status by a local planning authority.

Affordable Housing - Social rented, affordable rented and intermediate housing, provided to eligible households whose needs are not met by the market. Eligibility is determined with regard to local incomes and house prices.

Areas of Local Separation - An area of open countryside that separates two neighbouring settlements, whose main purpose is preserving settlement identity, and which is based on landscape character and visual appearance of the area.

Authority Monitoring Report (AMR) - The Annual Authority Monitoring Report will monitor and assess development in the area to help determine whether policies are being achieved. The Sustainability Appraisal has specific monitoring requirements which can be used in developing AMR contextual indicators.

Biodiversity - 'Biodiversity' is a term commonly used to describe the variety of life on Earth which encompasses the whole of the natural world and all living things with which we share the planet. It includes plants, animals, even invisible micro-organisms and bacteria which, together, interact in complex ways with the inanimate environment to create living ecosystems.

Brownfield Land - Land which has previously been developed encompassing vacant or derelict land, infill sites and land occupied by redundant or unused buildings.

Building for Life - Building for Life is the industry standard, endorsed by Government, for well-designed homes and neighbourhoods so that new developments can be attractive, functional and sustainable places.

Business Improvement District - An arrangement whereby businesses get together to plan how to improve their trading environment and the public realm. They decide what improvements they want to make, what it will cost them and how they are going to manage the process.

Carbon Footprint - A carbon footprint is the total set of greenhouse gases (including carbon dioxide) produced by the things we do.

Chain of Conformity - This term describes the relationship between documents, plans and policies and how closely they must correspond with one another and reflect other planning strategies and policies. 'Conformity' can take a number of forms ranging from 'having regard to' to 'must conform to'.

Community Infrastructure Levy (CIL) - The levy allows local authorities to raise funds from owners or developers of land undertaking new building projects in their area.

Community Infrastructure Levy Charging Schedule - The Charging Schedule sets out the rates that will be charged for different types of development.

Conservation Area - Areas of special architectural or historic interest. Conservation area designation does not prevent change but is intended to help preserve and enhance the character and appearance of the area.

Core Strategy - A former Development Plan Document which set out the spatial vision and strategic objectives of the planning framework for an area, having regard to the Community Strategy.

Development Control/ Development Management (DC/DM) - The process whereby a local planning authority receives and considers the merits of a planning application and whether it should be given permission, having regard to the development plan and all other material considerations.

Development Plan - A document or documents which set out the policies and proposals for development and use of land in the area. This includes adopted Local Plans and Neighbourhood Plans and is defined in section 38 of the Planning and Compulsory Purchase Act 2004.

Development Plan Documents (DPD) - Statutory development plan documents are now termed Local Plans in the 2012 Regulations and must be subject to rigorous procedures of community involvement, consultation and independent examination, and are adopted after receipt of the inspector's binding report. Once adopted, development control decisions must be made in accordance with them unless material considerations indicate otherwise.

Duty to Cooperate (DtC) - A requirement, introduced by the Localism Act 2011 for local planning authorities to work collaboratively with neighbouring authorities and other public bodies across local boundaries on strategic priorities, such as development requirements which cannot wholly be met within one local authority area.

Edge of centre - For retail purposes a location that is well connected and up to 300 metres of the primary shopping area. For all other main town centre uses, a location within 300 metres of a town centre boundary.

Examination - An Examination chaired by an independent inspector to consider if the development plan is sound. Geodiversity: The range of rocks, minerals, fossils, soils and landforms.

Greenfield Land - Greenfield land is land that has never been built on or where the remains of any structure or activity have blended into the landscape over time. Greenfield land should not be confused with green belt land which is a term for specially designated land around large built up areas to prevent settlement coalescence. There is no Green Belt in Melton Borough.

Green Infrastructure - A network of multi-functional green space, urban and rural, which is capable of delivering a wide range of environmental and quality life benefits for local communities.

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

Housing Associations (HA) - in England are independent societies, bodies of trustees or companies established for the purpose of providing low-cost social housing for people in housing need on a non-profit-making basis. Any trading surplus is used to maintain existing homes and to help finance new ones. Housing associations has been used as the generic name for all social landlords not covered by local authorities (see below). In previous editions housing associations were referred to as Registered Social Landlords, although the term (private) **Registered Provider** of social housing is now commonly used.

Housing Market Area (HMA) - A geographical area which is relatively self-contained in terms of housing demand. And now in terms of also economic growth.

Infrastructure - Basic services necessary for development to take place, e.g. roads, public transport, electricity, sewerage, water, education and health facilities.

Infrastructure Delivery Plan - A supporting document which includes details of the infrastructure needed to support the delivery of the Local Plan.

Landscape Character Assessment - A tool that is used to help understand, and articulate, the character of a landscape, helping to identify the features that gives a locality its 'sense of place' and pinpoints what makes it different from neighbouring areas.

Listed Building - Statutory Listed Buildings are protected for their architectural and historic value as part of the nation's heritage.

Local Development Scheme (LDS) - The Local Development Scheme sets out the timetable, targets and milestones for the preparation of LDF documents.

Local Enterprise Partnership - A body designated by the Secretary of State for Communities and Local Government, established for the purpose of improving the conditions for economic growth in an area.

Local Nature Reserve - To qualify for Local Nature Reserve status, a site must be of importance for wildlife, geology, education or public enjoyment. Some are also nationally important Sites of Special Scientific Interest. All district and county councils have powers to acquire, declare and manage sites.

Local Plan - The Local Plan establishes a local planning authority's policies for meeting the economic, environmental and social aims for their area as it affects the development and use of land. In law this is described as the development plan documents adopted under the Planning and Compulsory Purchase Act 2004.

Local Strategic Partnership - A multi-agency partnership which brings together at a local level, the different parts of the public, private, community and voluntary sectors; allowing different initiatives and services to support one another so that they can work together more effectively.

Local Transport Plan - Statutory documents which set the strategy for the management, maintenance and development of the area's transport system explaining how funds will be used to deliver improved transport and help meet transport objectives. LTPs are prepared by the local highways authority which for Melton is Leicestershire County Council.

Local Wildlife Site - Local Wildlife Sites are identified and selected for their local nature conservation value. They protect threatened species and habitats acting as buffers, stepping stones and corridors between nationally-designated wildlife sites.

National Planning Policy Framework (NPPF) - This sets out the Government's planning policies for England and how these are expected to be applied, replacing previous Planning Policy statements and Guidance (PPS/PPGs). It must be taken into account in the preparation of local plans and is a material consideration in planning decisions.

Neighbourhood Plan - A plan prepared by a Parish Council or Neighbourhood Forum for a particular neighbourhood area.

Out of Centre - A location which is not in or on the edge of a centre but not necessarily outside the urban area.

Out of Town - A location out of centre that is outside the existing urban area.

Ridge and Furrow - An archaeological pattern of ridges and troughs created by a historical system of ploughing.

Policies Map (formerly Proposals Map) - This will illustrate the policies and proposals of Local Plans and 'saved' policies that have a geographic designation or specific land use implication. The map will be an Ordnance Survey base map and where necessary include inset maps.

Saved Policies - The term confirms that an adopted development plan or policy will continue to operate for a period of three years from the commencement of the Planning and Compulsory Purchase Act 2004, or from the date of adoption of an emerging plan. The period may be extended for a plan or particular policies with the agreement of the Secretary of State.

Scheduled Monument - 'Scheduling' is shorthand for the process through which nationally important sites and monuments are given legal protection by being placed on a list, or 'schedule'. Historic England takes the lead in identifying sites in England which should be placed on the schedule by the Secretary of State for Culture, Media and Sport.

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

Site of Special Scientific Interest (SSSI) - A site identified under the Wildlife and Countryside Act 1981 (as amended by the Countryside and Rights of Way Act 2000) as an area of special interest by reason of any of its flora, fauna, geological or physiographical features.

Soundness - A Local Plan will be examined by an independent inspector whose role is to assess whether it is "sound". To be sound it must be:

- *positively prepared* (meeting assessed development and infrastructure requirements, including those unmet in neighbouring authorities),

- *justified* (the most appropriate strategy when considered against reasonable alternatives, based on proportionate evidence),
- *effective* (deliverable over its period and based on effective joint working on cross-boundary strategic priorities) and
- *consistent with national policy* (enabling the delivery of sustainable development in accordance with the NPPF)

Statement of Community Involvement (SCI) - A Statement of Community Involvement establishes a local authority's strategy on community and stakeholder consultations on the LDF and planning applications.

Strategic Environmental Assessment (SEA) - A Strategic Environmental Assessment is a required under European Union regulations and will assess the policies and proposals of DPDs likely to have a significant environmental impact. It will be incorporated within the Sustainability Appraisal process.

Strategic Housing Land Availability Assessment (SHLAA) – Evidence which assessing the suitability, availability and achievability of land for development of housing and potentially other uses. Anyone can submit sites into assessment and the evidence makes no decisions about whether development should take place, which is a decision for the Local Plan process.

Strategic Housing Market Assessment - The Strategic Housing Market Assessment is a key element of the evidence base which analyses the housing market in depth advising on the types of housing needed in different areas and the amount and pattern of need for affordable housing.

Strategic Road Network - Highways England is responsible for the construction and maintenance of motorways and major trunk roads in England used to move people and freight around the country which is known as the strategic network of roads.

Supplementary Planning Documents (SPD) - Supplementary planning documents will elaborate on policies and proposals in DPDs. They will not have development plan status. They will be considered as a material planning consideration and their weight will be reflected by their status. SPDs are likely to take the form of design guides, development briefs for a Melton Sustainable Neighbourhood or thematic based documents.

Sustainability Appraisal (SA) - Sustainability Appraisal will assess the social, economic and environmental impacts of the policies and proposals of Local Plans. It is an iterative process that will commence from the outset of document preparation. In Melton Borough this has be combined with health and equalities to create and Integrated Impact Assessment.

Sustainable Community Strategy -The Local Government Act 2000 placed a duty on local authorities to prepare 'community strategies', for promoting or improving the economic, social and environmental well-being of their areas, and contributing to the achievement of sustainable development in the UK. It also gives authorities broad new powers to improve and promote local well-being as a means of helping them to implement those strategies.

Sustainable Urban Drainage Systems - A sequence of management practices and control structures designed to drain surface water in a more sustainable fashion than some conventional techniques.

Sustainable Urban Extension (SUE) - An urban extension which enables sustainable patterns of living to be built into all stages of planning and implementation including high quality design, well-planned infrastructure and sustainable transport options facilitating easy access to a wide range of facilities and services.

Town centre uses - Main uses include retail development (including warehouse clubs and factory outlet stores); leisure, entertainment facilities, the more intensive sport and recreation uses (including cinemas, restaurants, drive through restaurants, bars and pubs, night clubs, casinos, health and fitness centres, indoor bowling centres and bingo halls), offices and arts, culture and tourism development (including theatres, museums, galleries and concert halls, hotels and conference facilities).

Windfall sites - Sites which have not been specifically identified for housing development through the planning process but which may come forward over the course of the plan.